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1st Cerebral Palsy of New Jersey School Restart Plan August 20, 2020

1ST CEREBRAL PALSY OF NEW JERSEY RESTART PLAN

FOREWORD

1st Cerebral Palsy of NJ recognizes the vital importance for students and staff to return to in-person learning in order to best ensure the learning and skill development of our students. In order to minimize risks, a thoughtful approach reflecting the unique issues affecting the health and well-being of the entire school community is needed. Open communication and flexibility will be key.

INTRODUCTION

On June 26, 2020 Governor Murphy announced that all New Jersey schools must reopen for in-person instruction and operations in some capacity in September 2020. Further, he stated that social distancing and reduced capacity (e.g. fewer students and staff in the buildings) should be our guiding safety principles and that schools should consider utilizing a hybrid model (e.g. some in-person and some remote learning) to maintain safety. The New Jersey Department of Education ("NJDOE") released a 104 page document providing guidance on reopening schools for the new school year. The NJDOE has set minimum standards that each school must meet regarding academic, operational, health and support services.

1st Cerebral Palsy of NJ recognizes and values the importance of maximizing student learning while balancing this priority with protecting the safety and well being of all students and staff. The guidance provided in the NJDOE document emphasizes that it is critical that individual schools have the flexibility to create customized plans that allow them to meet the unique needs of their students and staff. Safeguarding the latitude for responsible, local decision making and planning is imperative for all schools but is absolutely essential for schools that meet the needs of students with disabilities. Administrators in such settings will need the freedom to make real-time decisions to protect the safety of their school community based upon health data in their specific region, local community, and their buildings.

1st Cerebral Palsy of NJ respects the decision that each family must make in determining when to send their child back to school. A comprehensive distance learning plan will continue for any family that chooses not to send their child back to in-person instruction. Families should maintain communication with the school and their case managers regarding their decision.

At this time, 1st Cerebral Palsy of NJ will be offering a return to full, in-person instruction on September 3, 2020 for any family that chooses to send their child. For families that choose not to send their child, an appropriate continuation of remote learning services will continue.

The following plan details the standards for reopening relating to the health, safety, and operations of 1st Cerebral Palsy of NJ.

DEMOGRAPHICS

1st Cerebral Palsy has an anticipated September 2020 enrollment of 66 students in 9 classrooms. The following family data is current as of August 20, 2020 in response to if they are planning on sending their child back to school for in-person learning:

Yes - 43

No - 23

REOPENING PLAN

1st Cerebral Palsy of NJ has provided a school calendar that ensures the requirements of a 180-day school year are met (See Appendix A). All students that participate in either in-person or remote based instruction will be provided at least four hours of instructional contact time per day. In-person instruction will consist of a resumption of our typical 5 day per week schedule (Monday-Friday, 9:00am-3:00pm). For distance learners, each student will receive a personalized schedule with synchronous and asynchronous learning that meets their educational and related service needs (See Appendix B). Student schedules and the previous 6 months of distance learning lends to a potential shift back to entirely remote learning.

DIGITAL DIVIDE

Throughout the distance learning process 1st Cerebral Palsy of NJ has maintained ongoing communication with our families to address any technology issues. All remote learning activities and correspondences with families have been documented in individual student logs. An initial "Home Instruction Preparedness Survey" was shared with our families on March 10 to assess technology needs. Throughout the process staff has been in contact with families to assess their ongoing digital needs. If needed, 1st Cerebral Palsy of NJ has loaned families various pieces of equipment including iPads, laptops, and Chromebooks (See Appendix C). If a family expressed difficulty with internet connectivity their case manager and local school district was notified to provide additional assistance.

PANDEMIC RESPONSE TEAM / RESTART COMMITTEE

1st Cerebral Palsy of NJ established a committee including a cross section of administrators and staff to contribute to the reopening plan. In addition there was regular communication with families and a survey regarding the biggest concerns with reopening and satisfaction with remote learning.

Team Members

Patrick Colligan - Executive Director

Keith Rygiel - Principal

Danielle Van Beuzekom - Human Resources

Barbara Uwimwonse - School Nurse

Dr. Barry Prystowsky - School Physician

Mary Brennan - School Social Worker

Ricardo Coutinho - Maintenance, Department Head

Toni Tierney - Education, Department Head

Joanne Bundonis - Physical Therapy, Department Head

Kim Kerney - Speech Therapy, Department Head

Kayla Patterson - Occupational Therapy, Department Head

Littlefinger John Andrek - Transition, Department Head

NJDOE CRITICAL AREAS OF OPERATION

In its reopening document, the NJDOE provides guidance regarding the Conditions for Learning in 10 Critical Areas of Operation. The following sections describe the anticipated standards and considerations for establishing safe and healthy conditions for learning at 1st Cerebral Palsy of NJ.

Critical Area of Operation # 1: General Health and Safety Guidelines

In all stages and phases of pandemic response and recovery, 1st Cerebral Palsy of NJ will comply with the Center for Disease Control (CDC), state, and local guidelines. 1st Cerebral Palsy of NJ will also provide reasonable accommodations for staff and students at higher risk for severe illness and promote behaviors that reduce spread, such as social distancing, frequent hand washing, and the use of face coverings.

- **Health & Safety**

The health and safety of our students and staff has always been our first priority. Health and safety protocols will be in place prior to in-person instruction. These protocols include the following:

1. On-going training for staff and students;
2. Cleaning and disinfecting procedures;
3. Availability and use of protective equipment;
4. Masks must be worn at all times even when social distancing is possible. The social distancing exception is for students. As the NJDOE guidance indicates, "School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age. Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. It is also necessary to acknowledge that enforcing their use of face coverings may be impractical for young children or individuals with disabilities."
5. Communication with parents, guardians and school districts;
6. Promoting behaviors that reduce spread (stay home when appropriate, hand hygiene and respiratory etiquette, face coverings, signs and messaging throughout the building)
7. A supervised isolation area for any student, staff or visitor that shows symptoms of illness or a fever over 100.4.

Critical Area of Operation # 2: Classrooms, Testing, and Therapy Rooms

1st Cerebral Palsy of NJ will allow for social distancing to the maximum extent possible. When social distancing is difficult or impossible, face coverings are required, and face coverings are always required for visitors and staff unless it will inhibit the individual's health. 1st Cerebral Palsy of NJ will minimize use of shared objects, ensure indoor facilities have adequate ventilation, prepare and maintain hand sanitizing stations, and ensure students wash hands frequently.

- Rooms will be organized to ensure students are at least 6 feet apart. Additional modifications such as physical barriers and turning desks to face the same direction will be implemented if needed
- All classrooms/therapy rooms have hand washing stations
- Shared objects will be limited between students and cleaned between use. Students will also be given their own box of materials and supplies
- Students will be kept together with minimal mixing between other classes to the best extent possible
- Building ventilation systems were serviced and inspected. A new UV light system is being added to the HVAC system to kill airborne viruses, bacteria and allergens and to keep the interior surfaces of the HVAC system free of mold and other biogrowth.

- All windows have been fitted with new screens to allow for fresh air flow
- Additional hand sanitizing stations with alcohol based hand sanitizers have been added throughout the building
- A variety of PPE is available for all staff
- Additional cleaning staff is being added to ensure continuous disinfection of classrooms and therapy rooms

Critical Area of Operation # 3: Transportation

1st Cerebral Palsy of NJ does not oversee the transportation of its students. Contact your local school district for specific guidance regarding transportation. School districts should maintain social distancing practices on buses to the maximum extent practicable and adopt best practices for cleaning and disinfecting all vehicles used for transporting students.

- During bus arrival procedures, before entering the building, all students will be screened and temperature checked. Any students with a temperature over 100.4 degrees will be sent home.

Critical Area of Operation # 4: Student Flow, Entry, Exit, and Common Areas

1st Cerebral Palsy of NJ has established a process and location for student and staff health screenings. This includes providing physical guides, such as tape on floors and signs on walls, to help ensure that staff and students remain at least six feet apart.

- Improved arrival and dismissal procedures for students and staff with designated points of entry to accommodate health and temperature screening protocols
- Limiting visitors in the building to essential individuals only
- Social distancing and “one-way routes” in hallways and common areas
- Increased cleaning of all surfaces, including walls

Critical Area of Operation # 5: Screening, PPE, and Response to Students/Staff Presenting Symptoms

1st Cerebral Palsy of NJ has a policy for safely and respectfully screening students and employees for symptoms of and history of exposure to COVID-19. Students and staff with symptoms related to COVID-19 will be safely and respectfully isolated from others. If 1st Cerebral Palsy of NJ becomes aware that an individual who has spent time in the school building tests positive for COVID-19, school officials will immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.

- Assigned staff members will visually check and document all students for symptoms upon arrival including contactless temperature checks and confirm with families that students are free of COVID-19 symptoms (See Appendix D)
- Students and staff may be asked to leave or not come into school if they exhibit one or more symptoms of COVID-19 based on CDC guidance that is not otherwise explained:
 - A fever of 100.4 or greater
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache

- Sore throat
- New loss of taste of smell
- Fatigue
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Students and staff with symptoms of illness will safely and respectfully be isolated in our new nursing isolation room
- School officials will follow current Communicable Disease Service guidance for illness reporting
- Families are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick
- PPE in School Facilities

The NJDOE indicates that “Face coverings for all visitors and staff are required. When social distancing is difficult or impossible, face coverings are required for students unless doing so would inhibit the individual’s health.” The following table is the guidelines for staff PPE usage

Protective Equipment Recommendations for Direct Service Providers (DSPs)

<i>Classification of Individual Wearing protective equipment</i>	<i>N95 or KN95 Respirator</i>	<i>Face Shield</i>	<i>Disposable Gowns</i>	<i>Disposable Gloves</i>	<i>Gowns/Coveralls/Other Body Covering</i>	<i>Cloth Face Covering</i>	<i>Disposable mask</i>
DSPs providing personal care to students without suspected COVID-19 but who may potentially be exposed to bodily fluids (including speech and language services, ADL’s, etc.)		X (preferred)		X		X (if disposable mask is not used)	X (preferred)
DSP’s needing to implement physical intervention to students without suspected COVID-19		X	X- either can be worn dependent on need	X	X- either can be worn dependent on need	X (if disposable mask is not used)	X (preferred)

DSPs performing or present during aerosol generating procedures such as nebulizer treatments, chest PT, suctioning, trach care	X	X		X			
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The following additional recommendations will be followed regarding PPE and social distancing:

- Group sizes in each room will be taken into consideration and allow for social distancing
- Support for the CDC's recommendation that guidance for healthcare providers be followed for direct service providers. Direct service providers include personal care attendants, direct support professionals, paraprofessionals, therapists, related services personnel, assistants, school nurses, health office staff, and any other staff who must come into close contact (6 feet or closer) with students with disabilities
- To protect themselves, staff who care for students requiring hands-on assistance such as feeding, washing, dressing, physical prompting, helping students sit at a desk, manipulating academic materials, and prompting students to use a communication device, etc., should wear appropriate protective equipment based on the activity and risk level and wear long hair up or tied back during all activities requiring direct contact with a child.
- Toileting Protocols
 - Staff must change students' clothing and their own clothing when soiled with secretions or body fluids. Students' soiled clothing must be bagged and sent home sealed in a plastic container or bag;
 - Staff should be wearing gloves and face coverings for any toileting/showering procedures;
 - Toileting/diapering and shower areas (including tables, pails, countertops, toileting chairs, sinks/faucets, toilets, floors, etc.) must be cleaned and disinfected after each use;
 - *Note: cleaning and disinfecting are two separate tasks:*
 - Clean: to physically remove dirt, debris, and sticky film by washing, wiping, and rinsing.
 - Disinfect: to kill nearly all of the germs on a hard, non-porous surface with a recommended chemical to remove bacteria.
 - Disinfect when students are not in the area. Surfaces should be dry by the time students use the area;
 - Students will have their own personal care items, and should not share with other students. Items will be stored in an area specific to the student and not kept in a communal area;
 - Toileting/diaper/showering procedures (including extra COVID-19 steps) will be posted in the bathroom changing area;
 - Signage will be kept simple and in multiple languages if needed;
 - Posting the multistep procedure may help direct service providers maintain the routine, which is designed to reduce contamination of surfaces;
 - To ensure the student's safety, make the change more efficient, and reduce opportunities for contamination, assemble all necessary supplies before bringing the student to the changing/shower area; and

- To reduce contamination, wash the student's hands after the toileting/diaper change. Staff should also wash their hands, remove and dispose of any soiled PPE, and put on new PPE if necessary.

Critical Area of Operation # 6: Contact Tracing

Contact tracing is the process used to identify those who have come into contact with people who have tested positive for many contagious diseases, including COVID-19. It is a long-standing practice and is an integral function of local health departments. All school district administrators, school safety specialists, counselors, and any other staff deemed appropriate by the school district, will be provided with information regarding the role of contact tracing in keeping school communities safe from the spread of contagious disease. 1st Cerebral Palsy of NJ will collaborate with the local health department and engage our school nurses to follow contact tracing policies and procedures, as well as educate the broader school community on the importance of contact tracing.

- There will be open communication to allow students, families, and staff to self-report symptoms and/or suspected exposure
- If Someone Tests Positive for COVID-19
 - 1st Cerebral Palsy of NJ will notify the local health department with the following information where available:
 - Contact information for the person(s) who tested positive for COVID-19
 - The date the COVID-19 positive person developed symptoms (if applicable), tested positive for COVID-19 (if known), and was last in the building
 - Types of interactions (close contacts, length of contact) the person may have had with other persons in the building
 - Names, addresses, and telephone numbers for ill person's close contacts in the school
 - Any other information to assist with the determination of next steps. As long as routine cleaning and disinfecting have been done regularly (at least daily), additional cleaning measures are not necessary unless the COVID-19 positive person is in school on the day school officials are notified of the positive test
 - Notify the school community as per school protocol
- Standard exclusion criteria: If ill individuals have been given an alternate diagnosis by a healthcare provider, they should follow the NJDOH School Exclusion List.
- COVID-19 exclusion criteria: Ill individuals with suspected or known COVID-19 should stay home until at least 10 days have passed since symptom onset and at least 24 hours have passed after resolution of fever without fever reducing medications and improvement in symptoms. Persons who test positive for COVID-19, but who are asymptomatic should stay home for 10 days from the positive test result.
- LHDs should use the COVID-19 Exclusion Table when providing guidance for schools on exclusion based on the level of COVID-19 risk in their region.

Critical Area of Operation # 7: Facilities Cleaning Practices

1st Cerebral Palsy of NJ will continue to adhere to existing required facility cleaning practices and procedures, and any new specific requirements of the local health department as they arise. 1st Cerebral Palsy of NJ has developed a schedule for increased routine cleaning and disinfecting, especially of frequently touched surfaces and objects, and sanitize bathrooms daily and between use as much as possible.

Critical Area of Operation # 8: Meals

1st Cerebral Palsy of NJ has a contracted food service provider which supplies all meals in individual, pre-packaged sealed containers. The All Purpose Room will not be available for group dining and all meals (breakfast and lunch) will be served in the classrooms.

Critical Area of Operation # 9: Recess/Physical Education

1st Cerebral Palsy of NJ will continue to offer recess and adapted physical education to the safest extent possible.

- Designated spaces including outdoor areas will be utilized to allow for social distancing and limit mixing of students
- Students will be given their own set of materials, and other shared supplies and equipment will be frequently disinfected between use

Critical Area of Operation # 10. Field Trips, Extra-curricular Activities and Use of Facilities Outside of School Hours

1st Cerebral Palsy of NJ has ceased all field trips, assemblies, large gatherings, and non-essential visitors from the building including some transition services, community based instruction, and off-site job training. All extracurricular activities will be limited. Technology and online resources will be used to continue some extra-curricular activities such as virtual Family Nights. The school building is not used outside of school hours.

SOCIAL EMOTIONAL LEARNING AND SCHOOL CULTURE & CLIMATE

The NJDOE and 1st Cerebral Palsy of NJ understand the important role of climate and culture, more specifically, social and emotional learning and how critical it is in re-engaging students, supporting adults, rebuilding relationships, and creating a foundation for learning.

- Staff will be provided professional development opportunities to integrate social and emotional learning into their delivery of service, and to identify students who may be experiencing increased social-emotional, behavioral, and mental health challenges
- Collaborative problem-solving teams will work with engaging our families in data-driven decisions to identify students' strengths and areas of need

IMPLEMENTATION STRATEGY

The implementation and execution of this reopening plan is contingent on many factors. The plan will be driven by data such as the number of families who choose to resume in-person or a continuation of remote learning. The implementation strategies will include:

- Communication - Clear and consistent communication with all stakeholders. Information will continue to be disseminated in a variety of ways such as phone calls, emails, letters, website postings (cerebralsycenter.org/covid).
- Attendance - Attendance will continue to be monitored and tracked and reported to the sending school district
- Access to Technology - All students will have access to appropriate technology
- Professional Development - Staff will have continued professional development related to current areas of need
- Feedback Loops - Open communication and continued meetings of all stakeholders
- Contingency Planning - Flexibility to adjust and focus on meeting the needs of the individual students
- School Personnel - Proactive plans to address any staff shortages and substitutes
- Access to Supports - Access to school supports such as nurses, social worker, administration
- Scheduling - Creatively scheduling to efficiently meet student and staff needs
- Accommodations - Flexibility to address a variety of learning and health needs

Appendix A: 1st Cerebral Palsy of NJ: School Calendar 2020-2021

Extended School Year 2020:	7/6/20 – 8/14/20	30/30
September 2020		21/19
1st and 2nd	Staff Returns	
3rd & 4th	Students Return – 1:00 PM Dismissals	
7th	Labor Day (School Closed)	
October 2020		21/21
12th	Columbus Day (School Closed)	
21st	Professional Development Day (1:00 PM Dismissal)	
November 2020		16/16
3rd	Election Day (School Closed)	
5th & 6th	NJEA Convention (School Closed)	
25th	1:00 PM Dismissal (Staff & Students)	
26th & 27th	Thanksgiving Recess (School Closed)	
December 2020		17/17
23rd	1:00 PM Dismissal (Staff & Students)	
24th - 31st	Holiday Recess (School Closed)	
January 2021		19/19
1st	Holiday Recess Continued (School Closed)	
18th	Martin Luther King Day (School Closed)	
February 2021		17/17
12th, 15th & 16th	Winter Recess Weekend (School Closed)	
March 2021		23/23
10th	Professional Development Day (1:00 PM Dismissal)	
April 2021		16/16
2nd, 5th - 9th	Spring Recess (School Closed)	
May 2021		20/20
13th	Professional Development Day (1:00 PM Dismissal)	
31st	Memorial Day (School Closed)	
June 2021		16/16
22nd	Last Day of School (1:00PM Dismissal, Contingent on snow days)	

If we exceed the allotted four (4) snow days, makeup days may be taken from April's Spring Recess. If we do not use all of the allotted snow days, they will be subtracted from the end of the school year.

Appendix B: Sample Student Virtual Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)
9:30					
10:00	Morning Meeting (facilitated, live class)	Morning Meeting (facilitated, live class)	Morning Meeting (facilitated, live class)	Morning Meeting (facilitated, live class)	Morning Meeting (facilitated, live class)
10:30					
11:00	PT			ST	
11:30	ST				
12:00		P.E. (virtual class)	OT	P.E. (virtual class)	OT/ST Group (virtual group)
12:30			PT		
1:00					
1:30					
2:00				OT	Health
2:30	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)	Education - Core Subjects (virtual class, rotating teacher)
3:00					

Appendix C: Equipment Release Form

Name: _____

Equipment to be borrowed: _____

Serial Number: _____

I, _____, am requesting to borrow the above equipment from the 1st Cerebral Palsy of New Jersey. I understand the following:

Please initial each statement below:

_____ I agree that this device will only be used for educational purposes as assigned by the teacher and/or therapists of my 1st Cerebral Palsy of NJ student.

_____ I agree that I will not install any apps or software unless directed to do so by a teacher or therapist for the educational purposes of my student.

_____ I understand that this device is only to be used for my student who attends 1st Cerebral Palsy of New Jersey.

_____ I understand that I am responsible for the borrowed device and will return it in the condition in which it was loaned to me. If the device is not returned in the condition it was loaned penalties may occur.

_____ The loaned device will be inspected upon its return including all history and memory. Please be sure to ONLY use it for educational purposes for the student from 1st Cerebral Palsy of New Jersey.

Signature

Date

APPENDIX D: COVID-19 DAILY SCREENING FOR STUDENTS

Parents/Caregivers are strongly encouraged to monitor their child for signs of illness every day as you are the front line for assessing illness. **Students who are sick should not attend school-in-person.** 1st Cerebral Palsy of NJ will strictly enforce exclusion criteria for both students and staff.

Parents/Caregivers: Please review and sign that you will perform this short check each morning before you send your child to school. **Return this signed form with your child on their first day of in-person instruction.** Keep the second page for reference when you perform your daily screen.

Section 1: Symptoms

Any of the symptoms below could indicate a COVID-19 infection in children and may put your child at risk for spreading illness to others. Please note that this list does not include all possible symptoms and children with COVID-19 may experience any, all, or none of these symptoms. Please check your child daily for these symptoms:

Column A	Column B
<ul style="list-style-type: none">· Fever (measured or subjective)· Chills· Rigors (shivers)· Myalgia (muscle aches)· Headache· Sore Throat· Nausea or Vomiting· Diarrhea· Fatigue· Congestion or runny nose	<ul style="list-style-type: none">· Cough· Shortness of Breath· Difficulty Breathing· New loss of smell· New loss of taste

If TWO OR MORE of the symptoms in Column A are positive, OR AT LEAST ONE symptom in Column B is positive, please keep your child home and notify the school nurse for further instructions.

I acknowledge that I have reviewed and will follow the Symptom Screening policy.

Name (Print):

Signature:

Date:

Section 2: Close Contact/Potential Exposure

Please verify if:

- Your child has had close contact (within 6 feet of an infected person for at least 10 minutes) with a person with confirmed COVID-19
- Someone in your household is diagnosed with COVID-19
- Your child has traveled to an area of high community transmission (Visit <https://covid19.nj.gov/> for complete list of areas)

If ANY of the fields in Section 2 are checked off, your child should remain home for 14 days from the last date of exposure (if child is a close contact of a confirmed COVID-19 case) or date of return to New Jersey. Contact your child's provider or your local health department for further guidance.

I acknowledge that I have reviewed and will follow the Close Contact/Potential Exposure Screening policy.

Name (Print):

Signature:

Date:

COVID-19 DAILY SCREENING CHECKLIST FOR STUDENTS

(For Home Use)

Keep at home to use for your daily screening prior to sending your child to school.

Section 1: Symptoms

Any of the symptoms below could indicate a COVID-19 infection in children and may put your child at risk for spreading illness to others. Please note that this list does not include all possible symptoms and children with COVID-19 may experience any, all, or none of these symptoms. Please check your child daily for these symptoms:

Column A	Column B
<ul style="list-style-type: none">○ Fever (measured or subjective)○ Chills○ Rigors (shivers)○ Myalgia (muscle aches)○ Headache○ Sore Throat○ Nausea or Vomiting○ Diarrhea○ Fatigue○ Congestion or runny nose	<ul style="list-style-type: none">○ Cough○ Shortness of Breath○ Difficulty Breathing○ New loss of smell○ New loss of taste

If TWO OR MORE of the symptoms in Column A are positive, OR AT LEAST ONE symptom in Column B is positive, please keep your child home and notify the school nurse for further instructions.

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