



# PARADIGM SCHOOLS

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## Protocols and Action Plans for Reopening Paradigm Schools for the 2020-21 School Year

At Paradigm Schools, our learning environment thrives when we are together and can discuss and learn with each other in the classroom.

In accordance with the Utah State Board of Education, Paradigm Schools will use the following protocols and action plans to reopen for the 2020-21 school year. Paradigm strives to be flexible and accommodating to its families during this time. Therefore, this document and plan is subject to change at the discretion of the Paradigm Governing Board and/or the School Director.

### School Schedule for the 2020-2021 School Year

- Our school schedule will follow our normal bell schedule:
  - Monday-Thursday 8:00am to 2:55pm (90 minute class periods) and
  - Friday 8:00am to 12:40pm (65 minute class periods).
- Paradigm will operate on a modified schedule for the first week of school, August 17-21, 2020, from 8:00 am to 12:40 pm (65 minute class periods).
- Classes will be structured to place “instruction/discussion time” during the first half of the class (approx 45 min) and the second half of class will focus on self-directed study, group study, mentor coaching, etc. Scholars attending virtually can log off for the second half of class and complete their self-study for the remainder of the class period at home. This is flexible based upon each class/mentor.
- Lunch will take place in classrooms with some classes allowed in the lunchroom or outside (weather permitting) in rotations.

### Schooling Options for 2020-2021 School Year

Classroom Learning	Scholars will attend school in-person with either a
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	<p>full-time or part-time schedule. Online learning will only occur if the scholar is sick or needs to quarantine.</p> <p>Parents who want their scholars to attend school only for essential classes, but don't want to do online Zoom classes can enroll for a part-time schedule and complete credits through other avenues (see School Counselor).</p>
Hybrid Learning	<p>Scholars will attend school both in-person and virtually for specific class periods of the parent's choosing. The scholar's schedule can be either full-time or part-time.</p> <p>For example: Johnny will attend school in-person on A days and virtually via Zoom on B days. Or, Johnny will attend school in-person during 1st and 2nd period each day and attend virtually via Zoom for 3rd and 4th period each day, using the lunchtime period to travel home in time.</p>
Live Virtual Learning	<p>Scholars will attend school virtually for all of their classes, whether they have a full-time or part-time schedule.</p>

Parents will need to commit to one of the three schooling options listed below. If a parent wishes to change their option after school has begun will need to visit the Paradigm front office.

**Repopulating Schools**

Communication and Training	<p>Point of contact for questions or specific concerns: Mallory Woodbury - <a href="mailto:mwoodbury@paradigmschools.org">mwoodbury@paradigmschools.org</a> or 801-676-1018 ext. 308.</p> <p>School faculty and staff will be educated and trained on the school's reopening protocol and action plan.</p> <p>Parents/guardians and students will be educated and trained on the school's reopening protocol and action plan.</p>
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	<p>All protocols and action plans will be posted on the school's website under COVID-19 tab.</p> <p>Materials will be available to families in their respective preferred/primary language.</p> <p>Regular communication via email, text/voice messaging, school website, and social media will be used to inform families and staff on the school's protocols, action plans, and best practices for at-home preventative care. Protocols and action plans will continuously be evaluated and will be improved or updated if necessary.</p> <p>All scholars will be issued a Paradigm email address, which will be used for communication and in the event of online remote learning.</p>
<p>Accommodating Individual Circumstances (e.g. High-Risk, Personal Decisions)</p>	<p>Students and staff who identify as high-risk for severe illness due to COVID-19 should complete <a href="#">this form</a>. Paradigm Schools will accommodate those who prefer to continue remote learning via Google Classroom and Zoom. A web cam will be placed in each classroom and those who choose to do remote learning will be given login credentials to participate. Those who choose our remote learning option should make arrangements with the front office.</p> <p>Paradigm Schools will take reasonable steps to minimize and mitigate risk for employees who identify as high-risk as outlined in the Utah Leads Together Plan and by ADA.</p> <p>The front office and SAS department will review all current plans (e.g. individual healthcare plans, Individualized Education Plans, or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19.</p> <p>Emotional and social needs of educators including additional stresses related to workload, adult interactions, and breaks will be considered and attended to as needed.</p>

	<p>Emotional and social needs of students, including physical breaks and peer engagement, will be considered and attended to as needed.</p>
<p>Enhanced Environment Hygiene &amp; Safety</p>	<p>Increased cleaning will take place throughout the school in the following manner:</p> <ul style="list-style-type: none"> <li>● The school building, including classrooms, hallways, restrooms, high traffic areas, cafeteria, etc., will be cleaned thoroughly every night by a professional cleaning company using hospital grade cleaners and equipment.</li> <li>● Disinfectant wipes will be stocked in each classroom and staff will be trained on wiping down desk surfaces and highly touched areas or items of the classroom at the end of each class period.</li> <li>● Hand sanitizer will be made available in all classrooms, hallways, restrooms, school cafeteria, library, etc.</li> <li>● Regular hand washing and general hygiene practices will be encouraged among all students and staff.</li> </ul> <p>Faculty and staff are required (by the state) to wear face coverings when physical distancing is not feasible.</p> <p>A seating chart will be implemented during each class period to assist the health department with contact tracing.</p> <p>Face coverings for students are required (by the state) when physical distancing is not feasible.</p> <p>Students should provide their own PPE including face coverings, face shields, gloves, etc. The school will provide hand sanitizer, soap and water, and a contactless thermometer.</p> <p>A reasonable supply of PPE supplies will be kept in the front office for those who need them when their own is not available.</p>
<p>School Schedules and Students On-Campus</p>	<p>When possible, students will be seated 6 feet apart from each other in the classroom. If this is not possible,</p>

	<p>students and teachers will wear face coverings and sit at least 3 feet apart in the classroom.</p> <p>When the school day ends, teachers will help students exit the building through the nearest exit to their classrooms. Only students who have scheduled after-school activities will be allowed to remain on campus.</p> <p>Alternative learning or remote learning/instruction will be available to those who request it. Adjustments to school schedules can also be made for part-time learning on campus.</p>
<p>Teachers and Staff Expectations</p>	<p>Mentors work <b>AT SCHOOL</b> full contract hours every day regardless of whether scholars are in person/online mix or online only.</p>

**Implementation of Mitigation Tactics in School Settings**

<b>School Setting</b>	<b>Mitigation Tactics</b>
<p>Passing Periods</p>	<p>Floor markings may be placed in the hallways to encourage traffic flow on the right side of the hallways.</p> <p>Passing periods may be shortened to three minutes to support contact tracing and minimize interactions with large congregations.</p> <p>Students and staff will need to wear face coverings during passing periods.</p> <p>Classroom doors will be propped open to reduce touch. Exterior doors to the building will remain closed for security reasons, but will be sanitized frequently throughout the school day.</p> <p>Use of drinking fountains will be discontinued. Students should bring a water bottle to school to fill up at any of the water dispensing stations throughout the building.</p> <p>High touch surfaces will be cleaned after passing periods.</p>

<p>Entry/Exit Points</p>	<p>Entry/Exit flow paths will be designated to minimize congestion.</p> <p>Nonessential visitors and volunteers will be limited.</p> <p>Visitors and non-regular staff will be subject to temperature checking upon entry of the building and will be required to wear a face covering.</p> <p>Drop-off and pick-up will continue as normal, those coming to Paradigm to drop-off and pick-up should stay in their vehicle at all times.</p> <p>Parents/guardians coming to pick-up or drop-off their student during school hours should communicate with the front office via telephone and limit coming into the school.</p>
<p>Transportation</p>	<p>School field trips will be canceled or modified.</p> <p>Carpooling to and from school will be left to the discretion of participating families. Those who choose to carpool to and from school should file their carpooling information with the front office to help with contact tracing.</p>
<p>Restrooms</p>	<p>Signage and education on proper hand hygiene will be displayed in all restroom facilities.</p> <p>A schedule will be created for cleaning all high-touch areas of the restroom throughout the school day.</p> <p>Hands-free soap dispensers will be installed in all restroom facilities.</p> <p>PPE will be made available to staff providing support in restrooms, including facilities manager.</p> <p>Training will be provided for proper cleaning protocols for COVID-19.</p> <p>Number of individuals in the main student restrooms will be limited to a capacity of 3.</p> <p>Markings will be placed on the floors to encourage physical distancing when waiting to use facilities.</p>
<p>Cafeterias</p>	<p>Floor markings will be used to help encourage physical distancing when waiting in line for the Hole in the Wall.</p>

	<p>Students will be encouraged to wear face coverings when waiting in line.</p> <p>Parent volunteers and staff on lunch supervision duty will be required to wear face coverings.</p> <p>Students will eat lunch with their second period class. A rotation schedule may be created for both A and B days where a certain number will eat in the cafeteria, others outside (weather permitting) and the rest in their classrooms. The lunch period may decrease.</p>
<p>Large Group Gatherings (e.g. assemblies, recitals)</p>	<p>Paradigm Schools will ensure that group gatherings are organized with health and safety principles and requirements in place and, as needed, in consultation with the Salt Lake County Health Department.</p> <p>Consideration will be made of limiting or cancelling nonessential assemblies, concerts, recitals, dances, etc. or reschedule as virtual gatherings. Outdoor assemblies and/or multiple sessions of the same assembly with smaller groups may also be considered.</p> <p>Attendance and seating location of large gatherings will be created to support contact tracing.</p> <p>Alternate plans for whole staff gatherings may be made such as virtual meetings.</p> <p>Staff and students will be encouraged to wear face coverings when participating in large group gatherings indoors.</p> <p>At special events, screening/non-contact temperature testing of adults who will be direct participants and have close contact with students.</p>
<p>Unique Courses with Higher Risk of Spread</p>	<p>Courses with higher risk of spread include the following:</p> <ul style="list-style-type: none"> <li>Band/Orchestra</li> <li>Choir</li> <li>Theater</li> <li>PE courses</li> <li>Computer Technology</li> </ul> <p>Band/Orchestra: Students will be asked to wear face shields and/or face coverings if physical distancing is not possible. In-person shows and performances may be</p>

	<p>limited or canceled.</p> <p>Choir: Students will be asked to wear face shields. In larger choir groups, a larger space, such as the stage will be used to help with physical distancing. Choir classes may also be held outside, weather permitting. In-person shows and performances may be limited or canceled.</p> <p>Theater: Physical distancing and face coverings will be required during rehearsals. In-person shows and performances may be limited or canceled, in coordination with the Salt Lake County Health Department.</p> <p>PE courses: Close contact and touching will be eliminated from these classes and other accommodations will be made. Gym equipment will be frequently sanitized.</p> <p>Computer Technology: Depending on the size of the class, students will be asked to use every other computer. If physical distancing is not possible, students will be asked to wear face coverings and gloves.</p>
<p>Special Education, Related Services, or School Counseling (e.g. School Psychologist, Speech Language Pathologist, Occupational Therapist, etc.)</p>	<p>Plexiglass, face shields and/or auxiliary aids for one-on-one close contact to ensure students with disabilities have equal access to information.</p> <p>Reasonable accommodations for students who are unable to wear face coverings in settings where it is required for other students.</p> <p>Any encounter that requires close contact (i.e. counseling, school psychologist) will have accommodations made with staff wearing face coverings and/or face shields.</p>

**Monitoring for Incidences**

<p>Preparation Phase</p>	<p>Training for faculty and staff on the school’s protocol for symptom monitoring will take place during the school’s scheduled professional development days before school begins.</p>
<p>Symptom Monitoring</p>	<p>Families will be encouraged to conduct symptom checking at home. By sending your child to school, you are affirming that you have checked their symptoms and</p>

	<p>temperature.</p> <p>Required daily temperature checks will not occur at Paradigm Schools for students and staff. Non-contact temperature checks will only occur if a student or staff member is showing symptoms. It will be required for outside visitors to have a non-contact temperature check conducted upon entry of the building.</p> <p>Staff/student symptoms and absenteeism will be monitored carefully.</p> <p>“If you feel sick, stay home” will be highly encouraged. Absent policies will be lenient during periods of mild to moderate and sustained local COVID-19 transmission. Staff/students who are symptomatic will be asked to not physically return to school until they meet state or local health department criteria to do so or are cleared by a medical provider. Remote learning will be available to those who stay home.</p> <p>Students who are exhibiting symptoms of COVID-19 will be quarantined in the office health room until they can be checked out properly. Staff members who are exhibiting symptoms of COVID-19 will be asked to leave campus and a substitute will be provided.</p> <p>If parents/guardians are unable to check symptoms, they may request the school to check for symptoms and/or non-contact temperature check.</p>
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**Containing Potential Outbreaks**

<p>Preparation Phase</p>	<p>If a student or staff member tests positive for COVID-19, contact tracing will be conducted and those who the student or staff member have come in contact with will be notified.</p> <p>Areas that the student or staff member have been in will receive extra sanitation and cleaning.</p> <p>Those who have come in contact with the student or staff member that has tested positive will be given the option to do remote learning or instruction.</p>
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	<p>If a large outbreak occurs, the entire school will move to remote learning for a period of time. The school will consult with the Salt Lake County Health Department regarding procedures for tracing a positive COVID-19 case by an employee, student, visitor, or those who have come into contact with an individual testing positive.</p>
Quarantine/Isolation Period	<p>If multiple students are exhibiting symptoms while at the school, an area will be designated as a quarantine room.</p> <p>Health and safety issues will be communicated transparently to the school community, while protecting the privacy of students and families.</p>

**Temporarily Reclosing (if Necessary)**

Preparation Phase	<p>Education and training will be provided to faculty and staff on temporarily reclosing if necessary.</p> <p>A plan will be established in consultation with the Salt Lake County Health Department on responding to confirmed cases and the coordination of temporary closure of school.</p> <p>In the event of an outbreak, Paradigm Schools will contact the Salt Lake County Health Department in order to trigger the pre-established plan which may include: class dismissal, school dismissal, longevity of dismissal based on community spread, cleaning/sanitization, communications, contact tracing, etc.</p>
Transition Management Preparation	<p>In the event of a temporary reclosure, parents/guardians and students will be notified via voice, text, and email message. Parents/guardians are to ensure that their contact information is up-to-date in their student's Aspire account at all times during the school year.</p> <p>Paradigm Schools will utilize Google Classroom and Zoom in the event of a school reclosure. Accommodations will be made for those who need access to technology and/or Internet wi-fi.</p> <p>Review and possible revision will be made to the</p>

	<p>Continuity of Education Plans that were implemented during spring 2020 soft closure. Paradigm Schools will consider making changes accordingly and incorporating into transition management plans.</p> <p>Extra-curricular activities and in-person events may need to be temporarily postponed/canceled or transitioned to virtual.</p>
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