



THE SCHOOL FOR CHILDREN
WITH HIDDEN INTELLIGENCE
www.schischool.org

Safe Return & Emergency Virtual/Remote Instruction Program for the 2021-2022 School Year (SY)

This is a “LIVE” document, in which changes are made frequently.

SCHI

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Date: October 19, 2021

Foreword

This **Safe Return & Emergency Virtual/Remote Instruction Program Plan** describes the procedures that will be used by the SCHI School to ensure the safe, in-person delivery of services to our students. This plan is meant to address the extraordinary circumstances critical to minimize the risk of spreading the COVID-19 virus and to address providing emergency virtual/remote instruction, should the situation require it.

SCHI POLICY: SCHOOL YEAR 2021-2022

Last Updated October 26, 2021

All policies are based on guidelines from the NJ Department of Health (NJDOH) and the Center for Disease Control (CDC) and are subject to change based on guidance from state and local guidelines.

GENERAL HEALTH AND SAFETY GUIDELINES

- SCHI will comply with the CDC as well as state and local guidelines to promote general health and safety throughout the school.
- SCHI will provide accommodations, such as remote learning, for students at higher risk for severe illness.
- SCHI will promote behaviors that reduce the spread of COVID-19.

A. VACCINATION

- All covered workers, as defined by Executive Order No. 253, must provide proof of vaccination, or submit to COVID-19 testing once a week.
- Individuals are considered fully vaccinated
 - 2 weeks after their second dose in a 2-dose series such as the Pfizer or Moderna, or
 - 2 weeks after a single dose vaccine, such as the Johnson & Johnson vaccine.
- The above does not apply to individuals who are visiting SCHI to provide one-time repairs, services, or construction.
- The above will go into effect as of October 18, 2021.

B. COMMUNICATION

- SCHI will maintain close communication with the Local Health Department (LHD) for COVID-19 information and resources.

C. MASKS

- All staff and students are required to wear masks indoors as per Executive Order No. 251. The following are exceptions:
 - When doing so would inhibit the individual's health, such as when the individual is exposed to extreme heat outdoors.
 - When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
 - When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP), precludes use of a face covering.
 - When the individual is under two years of age.

- When the individual is engaged in activity that cannot physically be performed while wearing a mask, such as eating, drinking, or playing a musical instrument that would be obstructed by a face covering.
- When the individual is engaged in high intensity aerobic or anaerobic activity.
- When a student is participating in high intensity physical activities during a physical education class in a well-ventilated location and able to maintain a physical distance of six feet from all other individuals.
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.

- Any individual, including a student with an IEP, who is not masking due to a medical exception, will require documentation signed by a medical professional.
- SCHI will provide additional disposable masks to replace masks as needed for staff and students.
- Students and staff are not required to wear masks outdoors at this time.

D. PHYSICAL DISTANCE AND COHORTING

- Students will be distanced to the maximum extent possible within the school building.
- Student and staff groupings will be as static as possible.

CLEANING AND DISINFECTION

A. LIMIT USE OF SHARED SUPPLIES AND EQUIPMENT

- Hand hygiene between use of shared items will be encouraged.
- Use of shared items that cannot be cleaned and disinfected will be discouraged.

B. CLEANING AND DISINFECTION

- Surfaces and objects that are touched often will be cleaned daily and as needed.
- If a person exhibits COVID-19 compatible symptoms or tests positive for COVID-19 within 24 hours of being in school, areas use by the ill individual will be cleaned and disinfected before further use.

SCREENING AND RESPONSE TO STUDENTS AND STAFF PRESENTING SYMPTOMS

A. SCREENING

- Staff and parents/caregivers will be strongly encouraged to monitor themselves/their children for signs of illness.
- Staff and parents/caregivers will contact the nurses' office to notify of any COVID related symptoms or absences.

B. RESPONSE TO SYMPTOMATIC STUDENTS AND STAFF

- Any symptomatic staff or students will be isolated until they can leave the school building.
- Areas used by the ill individual will be cleaned and disinfected before used.

C. EXCLUSION

COVID-19 Exclusion Criteria:

- Staff and students should be excluded from school for the following symptoms:
 - At least **two** of the following symptoms: fever (measure or subjective), chills, rigors (shivers), myalgia (muscle aches), headache, sore throat, nausea or vomiting, diarrhea, fatigue, congestion, or runny nose; **OR**
 - At least **one** of the following symptoms: cough, shortness of breath, difficulty breathing, new olfactory disorder, or new taste disorder.
- For students with chronic illness, only symptoms worse than baseline will be used to exclude.

When Illness Occurs in the school setting

- Staff/students will be excluded according to the COVID-19 exclusion criteria and community transmission level.
- Any student COVID-19 testing in school will require parental consent.
- Positive cases will be reported to Local Health Department (LHD) and contact tracing will be performed.

Exclusion

- Ill individuals or Individuals with COVID-19 who have not been tested will be excluded for at least 10 days since symptom onset and at least 24 hours fever free without fever reducing medications
- Individuals who are asymptomatic and test positive for COVID-19, should remain at home for 10 days from the positive test result.
- Individuals who receive an alternate diagnosis must still meet the requirements listed above if they meet COVID-19 exclusion criteria.
 - Exception- during periods of low transmission, ill individuals who receive an alternate diagnosis and have no known COVID-19 exposure may follow NJDOH school exclusion list to determine exclusion.
- NJDOH COVID-19 Exclusion Table (see below) will be utilized to determine the need and duration of school exclusion based on community transmission level.
- Asymptomatic close contacts who are fully vaccinated or have been diagnosed with COVID-19 in the past 90 days:
 - Do not need to quarantine but should be tested 3-5 days following the exposure.
 - Should monitor for symptoms for 14 days following the exposure.
 - Should isolate if they begin to experience symptoms and consider testing

CONTACT TRACING

Close contact is defined as being within 6 feet of someone with suspected or known COVID-19 for at least 15 minutes in a 24-hour period.

- Students who were within 3 to 6 feet of an infected student, where both students wore well-fitting masks during the entire time of exposure, are not considered a close contact.

TESTING

Any COVID-19 testing will be completed following the NJDOH recommendations for COVID-19 screening and testing.

COVID-19 EXCLUSION TABLE (NJDOH)

Exclusion criteria for persons with COVID-19, COVID-19 compatible symptoms and close contacts ¹

	Low Risk	Moderate Risk	High Risk	Very High Risk
COVID-19 positive (viral test), symptomatic or asymptomatic	Exclude according to COVID-19 exclusion criteria Identify and exclude school-based contacts for 10 days (in absence of testing) from last exposure and report to local health department.	Exclude according to COVID-19 exclusion criteria Identify and exclude school-based contacts for 10 days (in absence of testing) from last exposure and report to local health department.	Exclude according to COVID-19 exclusion criteria Identify and exclude school-based contacts for 14 days from last exposure and report to local health department.	Further recommendations will be based on additional circumstances and available resources at that time
COVID-19 - compatible symptoms but not tested for COVID-19	If no potential exposure to a COVID-19 case in the last 14 days, individual can follow NJDOH School Exclusion List If person has potential exposure to COVID-19 in the last 14 days, exclude according to COVID-19 exclusion criteria	Exclude according to COVID-19 exclusion criteria	Exclude according to COVID-19 exclusion criteria	
COVID-19 - compatible symptoms and negative COVID-19 test (viral test) ²	Exclude individual through 24 hours after their fever has ended without the use of fever reducing medications and other symptoms improve	Exclude individual through 24 hours after their fever has ended without the use of fever reducing medications and other symptoms improve	Exclude individual through 24 hours after their fever has ended without the use of fever reducing medications and other symptoms improve	
Close contact of staff or student with COVID-19 ^{3,4}	Close contacts of a COVID-19 case who are not fully vaccinated should be excluded for 10 days (in absence of testing) from date of last contact	Close contacts of a COVID-19 case who are not fully vaccinated should be excluded for 10 days (in absence of testing) from date of last contact	Close contacts of a COVID-19 case who are not fully vaccinated should be excluded for 14 days from date of last contact	

1. In all risk levels, students and staff who are not fully vaccinated and who are household members of a student/staff member with COVID-19 compatible symptoms that meet [COVID-19 Exclusion Criteria](#) should be excluded from school until the symptomatic individual receives a negative test result. If the symptomatic individual tests positive, the household member will need to quarantine, unless that household member meets all of the criteria for vaccinated individuals outlined on page 18.

2. Symptomatic individuals with high likelihood of COVID-19 (for example, who are close contacts of confirmed COVID-19 cases) who test negative by rapid antigen test should undergo confirmatory testing with a molecular test (for example RT-PCR)

3. Fully vaccinated persons who have close contact with someone with COVID-19 do NOT need to be excluded from school if they are asymptomatic but should be referred for testing 3-5 days after exposure.

4. Individuals who have been diagnosed with COVID-19 in the past 90 days who have close contact with someone with COVID-19 and are asymptomatic do NOT need to be excluded from school and do not need to be tested.

CLASSROOMS AND THERAPY ROOMS

A. CLASSROOMS

- Staff and students will maintain social distancing within classrooms to the maximum extent possible
 - Students will sit six feet apart when possible.
 - Older students who are sitting in desks, will have desks spaced at least 6 feet apart.
 - If students are sitting at tables, they will only sit on one side of the table, facing **one** direction.
 - Teachers will avoid activities that involve the students getting in close physical contact.
- Classes will be kept together to include the same group/cohort of students/staff each day. Student and staff groupings will be as static as possible.
- SCHI will ensure that indoor facilities have adequate ventilation.
- Disinfectant wipes and hand sanitizer will be available in every classroom and throughout the building.
- Items that are not easily cleaned, sanitized, or disinfected will be avoided.
- Staff will limit use of shared supplies and equipment and disinfect shared items between use (ex. electronic devices, toys, books, or other games or learning aids).

- SCHI will provide face shields, face coverings, and gloves to staff as well as students.
 - All staff members must wear a mask throughout the day unless it will inhibit the individual's health.
 - Students are required to wear a face covering if deemed safe and appropriate.
 - Reusable face coverings should be washed often.
- Staff and students will perform hand hygiene at a minimum of 1x per hour.
 - Hands should be washed with soap and water for at least 20 seconds.
 - If hands are not visibly soiled, hand sanitizer with at least 60% alcohol can be used.
 - Staff members should ensure students are performing proper handwashing.
 - Hand hygiene should take place:
 - Upon arrival at school
 - Before and after meals and snacks
 - After going to the bathroom
 - Before leaving the building
 - After blowing nose, sneezing, or coughing into tissue
 - When hands are visibly soiled.

B. THERAPY ROOMS

- Therapy supervisors will work to ensure that therapy gyms do not exceed a capacity where social distancing will be difficult.
- Items that cannot easily be disinfected (ex. cloth items) will be removed.
- Therapy equipment and surfaces will be wiped down after each student use.
- Disinfecting wipes and hand sanitizer will be available throughout the therapy rooms.

TRANSPORTATION

- Social distancing will be practiced to the maximum extent possible on buses.
- The bus driver and any bus-aides will wear a face covering at all times.
- Students who are able, will be required to wear a face covering while on the bus.
- School buses used to transport students will be cleaned and disinfected after each transport.
- When possible, barriers should be installed that separate the bus drivers from the students.

MEALS

- Students will eat all meals and snacks in their classroom, so as not to gather in large groups
- Staff obtaining food for their classes, should remain a minimum of six feet apart while in the cafeteria.
- Staff must wear gloves while handling or serving food. Staff should wash hands before donning gloves and after removing them.
- Staff and students are encouraged to perform proper hand hygiene before and after eating meals.
- Disposable food service items will be used as much as possible.

Protocol for remote learning:

The remote learning option will be provided to any student that cannot attend in-person learning due to the exclusion criteria listed above or due to parental request as described below.

The remote learning option will mirror the procedures detailed in SCHI's emergency health related school closure plan.

Specific to the unique scenario of school remaining open with students participating in remote learning option:

1. Schedule will mirror that of class's in-person schedule, e.g. related services will be provided at the same times as if student would be present in-person.
2. Staff will be provided with a device to utilize in the classroom for student(s) to be able to join virtually from home.
3. Parents will be contacted to determine if they need a device and with details of daily schedule, as well as instructions for joining virtual sessions.
4. Teacher, 1:1 paraprofessionals (where applicable) and related service providers will log services provided daily.
5. Attendance will continue to be monitored daily via SCHI attendance monitoring system. 5-day absence letters will be sent as usual to district case managers.
6. **A school day will NEVER be less than 4-hours.**

Option for Remote Learning Assurance Statement

Any SCHI family that requests the option for a remote only delivery of instruction and services **due to verifiable, medical necessity** will be provided such an opportunity.

- Staff (IT Director/Teacher/Therapist) will ensure that these students **are provided** with and will have access to a technology device (tablet) and connectivity, **which will be provided by SCHI**, to the best of our ability.
- Provide verified students/parents with any/all necessary supportive materials via tablet and ensure connectivity.

At any time during the State of NJ's officially designated COVID pandemic period, even if SCHI is able to and/or does offer in-person, "on-campus" learning and therapy services, a student's family may request, in writing or via a phone call to the SCHI administration (Executive Director Mark Seigel, Assistant Director Yisroel Schwab, or Principal Benjamin Fox at the SCHI office number – 732.886.0900) that their child receive such services via a remote platform.

Upon said request, SCHI will immediately begin the process of providing the needed technological services and will set up a daily schedule that will be in accordance with all NJ DOE requirements for ensuring the SCHI student receives the required courses and services as per the student's IEP.

Such "at-home virtual schooling" will continue until the student is able to return to an "in-person at school" environment either due to an official NJ / US declaration of "the end of the pandemic" or due to the family's decision.

All SCHI families will be provided this option.

Executive Summary

COVID-19 has affected every aspect of our lives. The School for Children with Hidden Intelligence (“SCHI”) must keep its students and staff safe, while simultaneously fulfilling its educational mission.

We have developed this Virtual Learning Plan to address these responsibilities, adhering to the guidance provided by the New Jersey Department of Education (“NJDOE”).

The following areas will be addressed in the remaining pages of this document:

General Factors and Expectations for Virtual Learning:

Continuity of Learning

Technology and Connectivity

Curriculum and Instruction

Student Assessment

Video Recording of Virtual Sessions

Stakeholder Roles in Supporting Virtual Learning

General Factors and Expectations for Virtual Learning

- SCHI is committed to providing top-quality education that meets the particular needs of every student.
- Individualized Education Programs (“IEPs”) will remain in place and should direct students’ virtual learning.
- Students will have a mix of live instruction from a teacher, pre-recorded lessons, independent work time, and breaks.
- Students are expected to be online daily for four (4) hours and complete all required work.
- SCHI is mandated to take and track students’ attendance during virtual learning.
- To provide teachers unlimited access to all materials needed to teach effectively and collaborate with their peers.
- SCHI will provide professional learning sessions that will better equip staff to adapt to altered educational environments and experiences.
- SCHI will log its provision of virtual instruction to all students using a form shared with and approved by the district.

Continuity of Learning

- At SCHI, our staff is dedicated to ensuring all students get the services mandated in their IEPs.
- SCHI will work to ensure that students who have overdue or incomplete evaluations are able to have a virtual meeting with a child study team. SCHI will ensure that students who require an in-person evaluation will receive that evaluation under appropriate protocol (i.e., six-feet apart and wearing a mask) to keep the students and staff safe when conducting assessments.
- All SCHI teachers will support students who have IEPs by providing pre-assessments to determine their specific areas of need. Teachers will ensure that students work towards their IEP goals by tracking student growth.
- SCHI will maintain clear communication with families through email, phone calls and virtual meetings.

Technology and Connectivity

- SCHI will provide cellular data capable Tablets and resources to families with no internet connectivity at their primary residence.
- SCHI will provide Tablets to students receiving virtual instruction who have no access to laptops.
- Tablets issued with a welcome packet should include:
 - Classroom etiquette guidelines;
 - Steps to join or verify access to the Google Meet; and
 - Student acceptable use policy for technology and financial waiver to be signed.

Curriculum

- Assisting students in accessing the curriculum during virtual learning should be a collaborative effort, similar to a typical school environment. Teachers and staff are encouraged to share resources and ideas with each other as often as possible.
- Students \ will be given the opportunity to continue learning that is consistent for all students while still designed to meet individual needs and IEPs.
- SCHI is committed to ensuring all children have access to a high-quality education, and therefore is focused on providing highly effective instruction in the virtual environment.
- SCHI is working to improve lesson plan templates for teachers, so they are more easily implemented for the virtual learning environment.

Instruction

- SCHI will develop a shared understanding among administrators, teachers, students, and families regarding learning expectations for the virtual learning environment.
- SCHI will continue to design instruction for student engagement and fostering student ownership of learning wherever possible. This may include promoting differentiating instruction based on the specific learner's needs.
- SCHI will continue to evaluate how different students experience remote learning and their engagement in different learning environments.
- SCHI will restructure its lesson plans to allow for ease of execution for virtual instruction. All teachers will develop a Google Meet at the beginning of the year and provide instruction via that platform.

Student Assessment

- SCHI is committed to ensuring all children have access to a high-quality education. SCHI will continue to use assessment as a key tool in determining how best to target instruction for students.
- All assessments will be made accessible for virtual students to take.

Video Recording Policy of Live Virtual Sessions at SCHI

- SCHI will be using Google Meet as the primary online platform.
- There may be times when SCHI wishes to record lessons in order to provide more flexibility for families and equal access to the education program.
- Families are required to fill out SCHI's Virtual Session Consent Form prior to beginning the school year.
- If parents do not wish for their child to be on video, they can turn their camera off and advise the teacher about why they are doing so. This will always be honored.

Stakeholder Roles in Supporting Virtual Learning

Students will prepare for virtual learning by:

- Engaging in remote learning activities being offered by SCHI and their teachers.
- Ensuring that they set up a proper workspace and calendar to manage their time.

Families will prepare for virtual learning by:

- Assuring that a device with cellular data access is available at home or advising SCHI of the need for a Tablet and internet access for at-home use.
- Ensuring they monitor SCHI communication regarding school closures and instructional continuation plans.
- Encouraging their students' participation in virtual learning content.
- Reviewing the appropriate grade-level information.
- Ensuring that they know their students' usernames and passwords for instructional resources.

Teachers will prepare for virtual learning by:

- Collaborating with administrators.
- Providing instructional resources and materials through remote means such as Google Classroom and Google Meet.
- Reviewing SCHI-supplied remote learning materials.
- Setting office hours to connect with students and support their learning remotely.
- Participating in group professional learning and attending virtual learning sessions intended to support remote learning.
- Ensuring that they monitor SCHI communication for up-to-date information regarding school closures and remote learning plans.

SCHI Administrators will prepare for virtual learning by:

- Providing socio-emotional support and an overall positive virtual school culture.
- Supporting teachers to provide instructional resources and materials through remote means such as Google Classroom and Google Meet.
- Reviewing SCHI and District-supplied virtual learning materials.
- Participating in administrator professional learning and attending virtual learning sessions intended to support learning in a virtual environment.
- Ensuring that they monitor SCHI and District communication for up-to-date information regarding school closures and virtual learning plans to ensure communication systems are created and implemented for families.



MARK A. SEIGEL, MBA, Executive Director

DATE: 10/26/2021



ISRAEL SCHWAB, Assistant Director

DATE: 10/26/2021



BENJAMIN FOX, Ed.M., Principal

DATE: 10/26/2021