

Current Status

The Delaware County team is in the process of again contacting families regarding their plans for the upcoming school year. In addition to health and safety protocols, family information, instructional strategies and other supports for families, children and staff are being developed with the help of the PBIS Core Leadership Team.

Our Approach to the Plan

The Easterseals team considered our work environment and discussed our use of work and instructional space. We also focused on access to the building and building spaces, safety practices, and changes in instruction and care for children. Each staff member is responsible for cleaning and disinfecting individual work space as well as any common surface they encounter while in the building.

Adult Entry into the Building

- All staff and visitors will enter at the front door of the building, where they will be screened.
- The screening will include brief questions and a temperature check.
- Signage about the screening and key questions will be posted.
- Whenever possible, the screening will occur outside the entry door under the building awning before staff or visitors enter the building.
- Adults must pass the screening to enter.
- Staff or visitors who show a temperature of 100.4 or answer yes to any screening questions will be instructed that they cannot enter the building.
- Easterseals staff will no longer sign-in in the front office.
- Screenings will be conducted by an Easterseals staff Welcome Team, wearing additional PPE (including N-95 or approved equivalent masks, gloves, gowns, and face shields)
- Welcoming Team will be trained in the screening process during August professional development days.

Visitors and Visitor Management

- Visitors will be limited to essential purposes for families, LEA representatives, and non-Easterseals essential staff providing support to children in the program or our staff.
- Whenever possible, visits will occur remotely. For example, the team will continue to hold virtual tours of the facility for families referred to Easterseals.

- Essential visitors will be required to have appointments.
- Visitors will be required to wear PPE consistent with Easterseals policies.
- Visitors will be required to bring and provide their own PPE, in case of emergency additional PPE will be available.

Visiting Essential Personnel who are not Easterseals staff

- Visiting essential personnel provide required services for enrolled children, including behavior and health support, vision and hearing instruction, behavior support and diagnostic services.
- All visiting essential personnel must schedule in advance.
- All visiting essential personnel will be screened prior to entering and must sign in using the visitors process.
- Visiting essential personnel will work with a child or staff member outside of the classroom when possible.
- Visiting essential personnel must follow all Easterseals protocols for health and safety, including use of PPE, social distancing, and cleaning of work areas.
- The agency providing essential personnel must provide a copy of their Covid-related protocols.
- Information about Easterseals protocols will be provided to each agency.

Required Meetings

- IEP meetings and other team meetings will be held remotely.

Child Arrival (Busing)

- A welcome team will screen each child as they arrive.
- The screenings will occur immediately upon arriving.
- Screening will include visual observation and temperature check.
- If a child is screened and found to have symptoms, they will be taken to the isolation room, through the front door.
- Each child will clean their hands using hand sanitizer or hand wipes with staff support upon entering the building.

Child Arrival (Parent Drop-Off for regular programming)

- Parents will use bus line for drop off.
- Child will be screened while in the car.
- If child passes screening, the child will be brought into the building.
- Each child will clean their hands using hand sanitizer or hand wipes with staff support upon entering the building.
- If a child is found to have symptoms, or parent response to screening questions are “yes.” the parent will be instructed that the child cannot enter the building.

Isolation Room

- An isolation room has been identified in the front office.
- The room will be set up to accommodate up to two children with adult supervision and a physical barrier.
- The supervising adult will wear enhanced PPE. (N-95 mask or approved equivalent, face shield, disposable gloves and disposable gown.
- The supervising adult will be assigned by the Program Director or Division Director.
- Nurse will not be available to supervise the isolation room unless required for medical reasons.
- A small number of cleanable toys and play items will be held in the isolation room to occupy the children.
- The isolation room will be cleaned after each use.
- A child will be brought to the isolation room if they fail the screening on the bus or show target symptoms during the day.
- Parents or emergency contact will be called to have the child picked up as soon as possible.
- The parent will walk around to the side of the building to enter isolation room. Parent and child will leave using the side door preventing the need to walk back through the building.

Classroom Health and Safety Practices

- Children ages two and above without qualifying disabilities will be encouraged to wear masks.
- Masks will be provided by the family.
- An emergency supply of child-sized masks will be held in each classroom.
- Classroom and therapeutic staff will wear masks and smocks.
- Face shields and gloves will be worn in addition during feeding, toileting, changing, and at staff discretion.

- Bathrooms use will be limited to one adult and child at a time. Staff will clean the bathrooms after each use.
- Classroom furniture and floor seating will be organized to support social distancing.
- Shared plush, cloth items or anything that cannot be sanitized will be removed from all instructional areas.
- Children will be assigned individual supplies which will be kept in individual bins. (Individual supplies include crayons, glue, etc.)
- Staff will identify specific toys for daily use. Toys will be removed from the classroom when not in “rotation” to reduce clutter and make cleaning of surfaces and toys easier.
- Teachers will develop scheduling strategies to reduce the size of groups, make it possible to use social distancing during all group and table activities.
- Classroom staff are responsible for cleaning and disinfecting all toys, surfaces, light switches, etc. within the classroom at the end of the school day.

Snacks, lunch, and Events Involving Food

- Lunches and snacks will be provided in the classrooms, with several tables to support social distancing and children facing same direction.
- Snack and lunch will be outside when possible.
- Families will supply food for lunches and snacks in paper bags that can be discarded if possible, limiting the need to send containers back and forth.
- Families will send utensils, when needed, which will be sent home.
- Therapeutic utensils that may be kept in the classroom will be washed by classroom staff after use.
- Staff who are supporting a child who cannot eat independently will support one child at a time, wearing gloves and a face shield. Before supporting another child or going to another activity, the staff will wash their hands and change gloves (if required for next staff activity).

Therapist and Consultant Scheduling

- To the extent possible, therapists and consultants will schedule their therapy to occur entirely within the classroom and avoiding their travel from room to room.
- If a therapist or consultant must travel to additional classrooms to provide services to other children, the therapy or consultation will be provided on a pull-out basis.
- Small therapy rooms will not be used.
- When possible and appropriate, therapy will be provided in the playground or other safe outdoor space on the property.
- The therapist and consultant will wipe down therapy space upon completion of therapy.

Playground and Gyms

- Playground use is limited to one classroom at one time in each designated area.
- Playground use will be scheduled in advance.
- High-touch plastic and metal surfaces will be sprayed after each use.
- Inside gross motor room will not be used.

Reception, Office, Copying and Hallway Areas

- Employees in the front office are to practice social distancing, maintaining 6 feet between themselves and others, at all times.
- Staff may not congregate in main office.
- Plexiglass is mounted in front of office staff.
- Sign-in and out will be contact-free.
- Spacing and barriers will be used in teacher/therapy office.
- Staff will work from home when feasible to help limit the number of people in the office.
- Staff will disinfect toilet, sink and doorknobs after each bathroom use.
- Gloves and/or wipes will be used when using the copy machine after each use.
- Signage and visual cues will be posted to manage adult and child traffic flow.

Eating areas, and kitchen

- Remote work at home or an alternative location is preferred.
- The kitchen will not be available at this time.
- Alternate locations including outside space will be provided.

Use of PPE

- All staff will be required to wear masks at all times.
- Classroom and therapy staff will wear smocks when working with children.
- Staff will wear gloves and face shields during toileting, changing, and feeding activities.
- Staff will wear gloves and face shields at their discretion during other activities.
- Children, ages 2 and up, who do not have a disqualifying disability, will be expected to wear masks.

Handwashing

- Staff will wash hands upon arrival, before and after toileting and feeding, when returning from the playground, and frequently during the day.
- Children will wash their hands upon arrival, before and after toileting and eating, when returning from the playground.

- Staff may use hand sanitizer when handwashing is not possible.
- Children may use hand sanitizer/wipes on rare occasions, when handwashing is recommended but not possible, and when supervised by an adult.