

LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

Section 2001(i)(1) of the ARP Act requires each local educational agency (LEA) that receives ARP ESSER funds to develop and make publicly available on the LEA’s website, no later than 30 days after receiving ARP ESSER funds, a plan for Safe Return to In-Person Instruction and Continuity of Services. In New Mexico, districts and state-chartered charter schools are LEAs.

This is a federal requirement and is not the same as the past state requirement for LEAs to submit Reentry Plans.

Pursuant to ARP requirements, LEAs must post on their website a fully compliant Plan for Safe Return to In-person Instruction and Continuity of Services by **December 24, 2021**.

This is the template we are providing for you to complete the ARP ESSER Plan for Safe Return to In-Person Instruction and Continuity of Services. The template incorporates the federally-required components of this plan.

This template incorporates the federally-required components of the LEA Plan for Safe Return to In-Person Instruction and Continuity of Services.

PED hopes this template will allow LEAs to efficiently and effectively plan and to easily post their LEA Plan for Safe Return to In-Person Instruction and Continuity of Services on their websites as required by the ARP Act.

The LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its Plan for Safe Return to In-person Instruction and Continuity of Services through September 30, 2023	
Date of Revision	12/9/2021

District ID	County	LEA NAME
563	Sandoval	Sandoval Academy of Bilingual Education

How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies , and a description of any such policies , on each of the following safety recommendations established by the Centers for Disease Control and Prevention (CDC) https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html		
CDC Safety Recommendations	Has the LEA Adopted a Policy? (Y/N)	Describe LEA Policy:
Universal and correct wearing of masks	Yes	All staff, students, visitors must wear CDC approved masks. Masks are provided to staff and it is requested of our parents to supply their children with them. We have child masks

		available for those families that are unable to provide them to their children and for those that need replacements, adults, and students alike.
Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding)	Yes	All staff, students, and visitors must maintain the 3-6 foot social distancing. Signage is posted around the campus. Floors are marked with markers to remind and reinforce the distancing. Desks and tables are separated accordingly.
Handwashing and respiratory etiquette	Yes	Students have scheduled bathroom breaks for hand washing and there are hand sanitization stations throughout the building and classrooms.
Cleaning and maintaining healthy facilities, including improving ventilation	Yes	Custodians and staff have been trained and have procedures for cleaning and disinfecting all areas of the campus. Each classroom and common areas have air purification machines. Our heating/cooling systems comply with MERV 13 filters.
Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments	Yes	The COVID team complies with the contact tracing requirements and necessary communications. Forms are developed to communicate the requirements to parents and/or staff. We have two isolation rooms. We consult regularly with our NMDOH contact.
Diagnostic and screening testing	Yes	We have a procedure and notification forms to communicate those requirements to families and staff.
Efforts to provide vaccinations to school communities	Yes	We have had a flu shot clinic. We have communicated with the NMDOH to hold clinics at our site, however, due to our size, they have not been able to assist. All clinic communications within close proximity to our school are shared with our school community and staff. We are working with PMG and Kesselman Jones to begin the Test to Stay for our school, students, and staff.
Appropriate accommodations for children with disabilities with respect to health and safety policies	Yes	Accommodations are made to support our students with disabilities as deemed necessary.
Coordination with State and local health officials	Yes	We communicate regularly with our NMDOH and NMPED contact.

How the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services	
How the LEA will Ensure Continuity of Services?	
All students are provided their Free and Appropriate Public Education on site adhering to our charter mission and state and federal requirements. We are not offering an online/remote option. We do offer suggestions to those families that request that option. All additional services, including our special education and ancillary and English Language Development are provided at school. Should the need arise to offer these to our families remotely due to COVID, we are prepared to do so. We provide a breakfast and lunch program to all students.	
How will the LEA address Students':	
Academic Needs?	All students are provided their Free and Appropriate Public Education on site adhering to our charter mission and state and federal requirements.
Social, Emotional and Mental Health Needs?	We have a dedicated time block school-wide where students are provided lessons on social, emotional, mental health wellness. We have an SEL team that supports and offers coaching to our teachers and lessons to students. We also have a Parent Liaison that helps in crisis situations with our teachers, parents, and students.
Other Needs (which may include student health and food services)?	We have a school health assistant on site and school nurse one site one day per week. We have access for consultation with our school nurse and NMDOH contact. We provide breakfast and lunch to all students.
How will the LEA address Staff:	
Social, Emotional and Mental Health Needs?	We provide wellness support and monthly wellness activities.
Other Needs?	We have weekly collaboration and as needed check-ins with teachers and staff to support their needs.

Public Input	
Describe the process used to seek public input, and how that input was taken into account in the revision of the plan.	Surveys are conducted and provided regularly to all staff and families.
Understandable and Uniform Format	
Describe the process by which the LEA will, to the extent practicable, present the plan written in a language that	We can provide the plan in Spanish and seek out other translation services when requested from parents/community. This will be noted on our website.

<p>parents can understand. Or, if it is not practicable to provide written translations to a parent with limited English proficiency, describe the process for orally translating the plan for such parents.</p>	
<p>Describe the process by which a parent who is an individual with a disability as defined by the ADA, will be provided a version of the plan in an alternative format accessible to that parent.</p>	<p>We can provide a one-on-one meeting to communicate the contents of the plan either virtually or in person. Based on what is requested, attempts will be made to provide access to the plan in the format necessary.</p>

U.S. Department of Education Interim Final Rule (IFR)

LEA Plan for Safe Return to In-Person Instruction and Continuity of Services

An LEA must describe in its plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services –

1. How it will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the CDC:
 - (A) Universal and correct wearing of masks.
 - (B) Modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).
 - (C) Handwashing and respiratory etiquette.
 - (D) Cleaning and maintaining healthy facilities, including improving ventilation.
 - (E) Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.
 - (F) Diagnostic and screening testing.
 - (G) Efforts to provide vaccinations to school communities.
 - (H) Appropriate accommodations for children with disabilities with respect to health and safety policies.
 - (I) Coordination with State and local health officials.
2. How it will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.
3. During the period of the ARP ESSER award established in section 2001(a) of the ARP Act, an LEA must
 - a. regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services.
 - b. In determining whether revisions are necessary, and in making any revisions, the LEA must seek public input and take such input into account.
 - c. If at the time the LEA revises its plan the CDC has updated its guidance on reopening schools, the revised plan must address the extent to which the LEA has adopted policies, and describe any such policies, for each of the updated safety recommendations.
4. If an LEA developed a plan prior to enactment of the ARP Act that meets the statutory requirements of section 2001(i)(1) and (2) of the ARP Act but does not address all the requirements in paragraph (a), the LEA must, pursuant to paragraph (b), revise and post its plan no later than six months after receiving its ARP ESSER funds to meet the requirements in paragraph (a).
5. An LEA's plan under section 2001(i)(1) of the ARP Act for the safe return to in-person instruction and continuity of services must be—
 - a. In an understandable and uniform format;

- b. To the extent practicable, written in a language that parents can understand or, if it is not practicable to provide written translations to a parent with limited English proficiency, be orally translated for such parent; and
- c. Upon request by a parent who is an individual with a disability as defined by the ADA, provided in an alternative format accessible to that parent.

The IFR and ARP statute, along with other helpful resources, are located here:

April 2021 IFR: <https://www.govinfo.gov/content/pkg/FR-2021-04-22/pdf/2021-08359.pdf>

ARP Act text: <https://www.congress.gov/117/bills/hr1319/BILLS-117hr1319enr.pdf>

ED COVID-19 Handbook Volume I: <https://www2.ed.gov/documents/coronavirus/reopening.pdf>

ED COVID-19 Handbook Volume II: <https://www2.ed.gov/documents/coronavirus/reopening-2.pdf>

ESEA Evidence-Based Guidance: <https://oese.ed.gov/files/2020/07/guidanceusesinvestment.pdf>

ED FAQs for ESSER and Governor's Emergency Education Relief (GEER):

https://oese.ed.gov/files/2021/05/ESSER.GEER_FAQs_5.26.21_745AM_FINALb0cd6833f6f46e03ba2d97d30aff953260028045f9ef3b18ea602db4b32b1d99.pdf

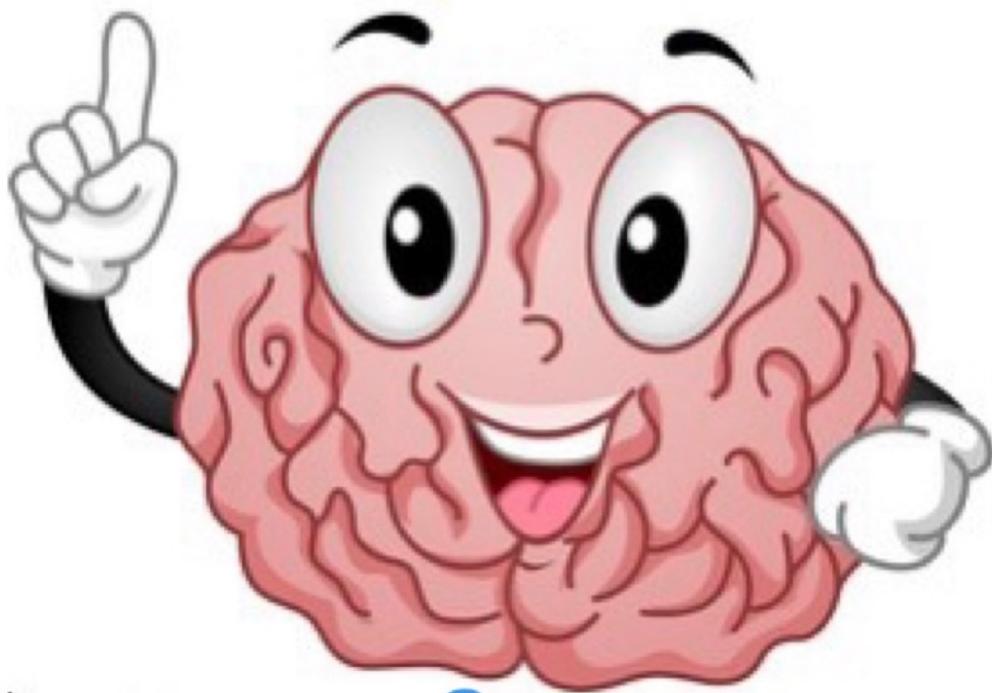
2021-2022

PLAN FOR SAFE RETURN TO IN-PERSON INSTRUCTION & CONTINUITY OF SERVICES



SABE

Sandoval Academy of Bilingual Education



believe & achieve

District ID	County	LEA NAME
563	Sandoval	Sandoval Academy of Bilingual Education

Updated 12/9/2021

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Plan for Safe Return to In-Person Instruction & Continuity of Services

INTRODUCTION

This plan is a fluid document and is changed based on NM state health orders and requirements. This document is intended to help aid in having our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon at our district. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), New Mexico Department of Health (NMDOH) and the New Mexico Public Education Department (NMPED). Regular updates will be made to this plan based on information provided by the CDC, NMDOH, NMPED, and other applicable federal, state, and local agencies. This is subject to change based on these agencies.

GUIDING PRINCIPLES

To ensure the continued well-being, safety of our students and employees the following guiding principles have been put in place:

1. EMPLOYEE AND STUDENT SAFETY MEASURES
2. HEALTH GUIDELINES
3. SUPPORT FOR STUDENTS, FAMILIES AND STAFF
4. ACADEMIC PROGRESS FOR STUDENTS

COMMITTEES

SABE developed COVID19 teacher/staff and parent/community committees to advise and develop systems for the schools' reopening. One committee includes staff members and school administrators. The second committee is composed of parents and community members. An additional committee is our Social Emotional Committee. We also conducted surveys to gather information from our school community.

Staff Committee Members: Jackie Rodriguez, Felicitas Reyes, Alice Banks, Sandra Almanza, Karina Snodgrass, Ada Gallegos, Andrew Walker

SABE Leadership Committee Members: Jackie Rodriguez, Felicitas Reyes, Alice Banks, Sarah Farrell, Militza Geisel

SEL Committee Members: Jackie Rodriguez, Felicitas Reyes, Camila Nolasco, Carmela Alcon

Parent Committee Members: Tamara Wilburn, Margaret Toledo, Johanna Guerrero, Lisa Dionne, Esther Byrd, David Byrd, Ana Alcala

SECTION 1: Student: Health, Safety & Support

VISITOR RESTRICTIONS

SABE will not allow normal visitation or volunteering opportunities to our campuses until further notice. Protocols have been developed and put in place to maintain the safety of the students and staff. Only SABE staff or authorized personnel are allowed on campus.

TRAVEL RESTRICTIONS

SABE will discontinue all student travel/field trips until further notice.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. SABE students, employees, parents, and visitors should practice staying approximately 3-6 feet away from others and eliminating contact with others, as defined below.

- Traffic Flow – Taped marks on the floor throughout the building to aid and maintain the social distancing requirement of 3-6 feet
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetups and visiting will be avoided

Social Distancing

Social distancing is required for students and staff in schools who have not provided evidence of vaccination. Unvaccinated adults are to maintain 6 feet of social distance to the extent possible from other adults and from students. Unvaccinated students are to maintain 3 feet of social distance to the extent possible, except when eating, exercising, taking mask breaks, playing wind instruments, and singing or shouting, in which case 6 feet of social distance to the extent possible is required. If schools do not have a means of differentiating enforcement of social distancing requirements based on vaccination status, then all students, staff and visitors are to maintain social distancing requirements. Regardless, schools may require that everyone on campus maintains social distance.

STUDENT SCREENING PROTOCOLS

Parents/guardians are expected to screen their students for COVID-19 symptoms each day prior to sending their student to school, and students with symptoms and/or close exposure to an individual with COVID-19 should not attend school on-site. They must contact the health assistant to determine next steps in testing or the need to quarantine. Reporting of screening needs to be completed on the Dr. Owl application or by paper screener at the child's drop off zone.

Teachers will monitor students and refer them to the nurse assistant if symptoms are present. Teacher will also refer any students that report COVID-19 symptoms to the nurse assistant.

Screening includes consideration about whether the student has recently begun experiencing any of the following symptoms in a way that is not normal for them.

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or aches
- Diarrhea

All screening information will be kept confidential by school administration and the health assistant.

GUIDANCE IF A STUDENT IS EXPOSED

If your child has been in contact with someone who is COVID-19 positive, our first concern is for their health and safety and those around them. We will follow NMPED guidelines and recommendations as noted and defined below.

Close Contact: Someone who over a 24-hour period, has a cumulative exposure of fifteen minutes or longer within six feet of a confirmed COVID-19 case with or without a face covering.

- **Exception:** In the pre-K – 12 setting (including transportation), the close contact definition *excludes* students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a [clinically compatible illness](#)) where
 - » both students were engaged in consistent and [correct](#) use of [well-fitting](#) face [masks](#); and
 - » other [K–12 school prevention strategies](#) (such as universal and correct mask use, physical distancing, increased ventilation) were in place in the K–12 school setting.

This exception does not apply to teachers, staff, or other adults in the pre-K – 12 setting.

If UNVACCINATED, please do the following:

1. Quarantine your child in a specific room away from others in your home.
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, and then follow their instructions.
 - a. Your healthcare provider
 - b. COVID-19/Coronavirus Hotline: 1-855-600-3453
 - c. SABE's Director: 505-771-0555 or 505-235-1550
3. The SABE Administration will determine appropriate next steps including contacting the NMDOH to take further action as needed.

Students who are FULLY VACCINATED against COVID-19 are not required to quarantine if they meet the following criteria:

1. Are fully vaccinated (i.e., more than 2 weeks prior to 2nd vaccine in a 2-dose series or the booster shots)
2. Have remained asymptomatic since the current COVID-19 exposure

It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic and wear a mask in public indoor settings for 14 days or until they receive a negative test result. They should isolate and test immediately if symptoms develop.

Quarantine: Keeping individuals who were in close contact with someone who has COVID-19 away from others. Close contacts with a confirmed case of COVID-19, should stay home from school, work, and other activities for 10 days following their last exposure. Exposed contacts should be tested for the novel coronavirus (SARS- CoV-2) at 5 days following the last exposure to a confirmed case. If the close contact has a positive result, isolation should be implemented as described above.

For the first 90 days after a positive PCR or school-based BinaxNOW test, individuals who have had COVID-19 infections and who have completed their self-isolation periods, do not need to quarantine if they are a close contact of a COVID-19 infectious person. It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic, and should isolate and test immediately if symptoms develop.

Individuals who are fully vaccinated against COVID-19 and who have had close contact with a COVID-19 infectious individual are not required to quarantine if they meet the following criteria:

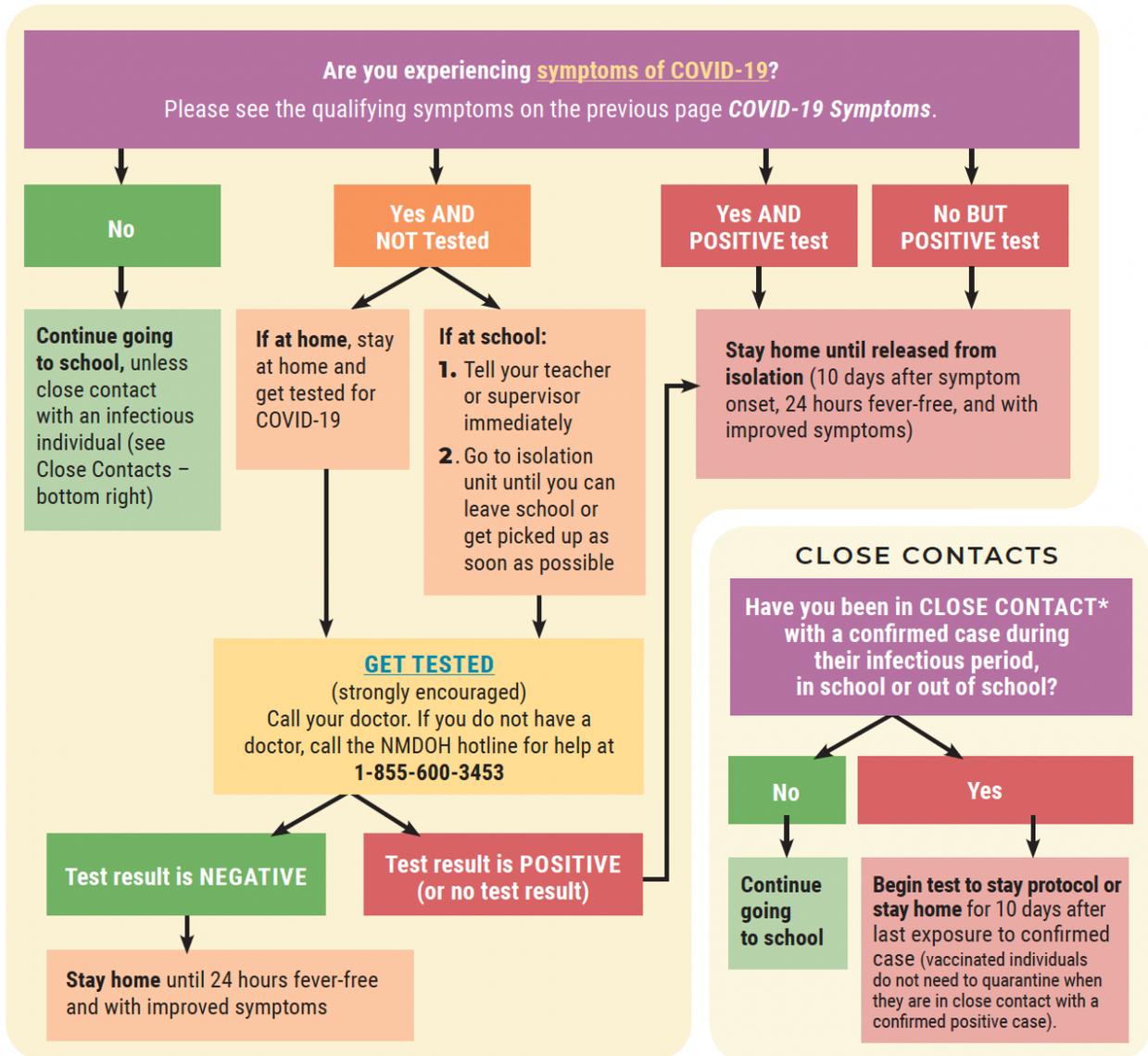
- Are fully vaccinated (i.e., ≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of one dose of a single-dose vaccine)
- Have remained asymptomatic since the current COVID-19 exposure

It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic and wear a mask in public indoor settings for 14 days or until they receive a negative test result. They should isolate and test immediately if symptoms develop.

NMPED'S SCHOOL STAFF & STUDENT DECISION TREE

School Staff & Student Decision Tree

The following decision tree was created for families, students, and staff to better understand the steps that should be taken if an individual develops symptoms. Fully vaccinated close contacts are not required to quarantine and are encouraged (not required) to test 5 days after exposure or at onset of symptoms. Unvaccinated close contacts must begin test to stay protocol (page 5 of the Toolkit), or quarantine for 10 days, and are strongly encouraged to be tested five days after exposure or at onset of symptoms.



Symptoms in a Recovered Individual: If a person is positive for COVID-19, completes their self-isolation, recovers, and then develops new COVID-like symptoms within 90 days of their first infection, they should stay home until fever-free for at least 24 hours without fever-reducing medication and with improvement in symptoms. They may consider consulting their healthcare provider for additional guidance. If a person who was positive for COVID-19 more than 90 days ago develops new COVID-like symptoms, they should follow the same guidance as for someone who was never previously a case.

ISOLATION PROTOCOLS - STUDENTS DISPLAYING COVID-19 SYMPTOMS

Isolation: The act of keeping someone who is sick or who tested positive for COVID-19 away from others by staying home from school, work, and other activities while infectious.

- Isolation should last at least 10 days after the onset of symptoms, and until fever-free for 24 hours without the use of fever-reducing medications, and experiencing improvement of symptoms.
- For people who never had symptoms, the isolation period is 10 days after the date their first positive test was collected.
- If someone has a severe illness or severe immunosuppression, the isolation period should be extended to 20 days.
- A negative test is not required to determine when to end the isolation period. Nor does a negative test end the isolation period. When in doubt, the New Mexico Department of Health should be consulted.

While at school, when a student displays symptoms of COVID-19, or reports feeling feverish, they will be given an immediate temperature check and if they feel ill, they will be separated from their peers and remain in the designated area, Isolation Room, until they are picked up. They should be picked up within 30 minutes and no later than 45 minutes from the time the school contacted the student's parent/guardian. If a student's parent/guardian is not available, the emergency contacts will be contacted. If the child is not picked up after one hour of initially being seen, administration may choose to contact CYFD and/or local authorities.

If a student has to be isolated based upon the screening, other students will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.

Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools will notify all teachers, staff, and families of all students in a school if a *lab-confirmed COVID-19* case is identified among students, teachers or staff who participate in any activities on campus.

Individuals who were in close/direct contact with an individual who is lab-confirmed to have COVID-19 will be notified of their requirement to quarantine until the 10-day incubation period has passed.

Staff members displaying COVID-19 symptoms will follow school protocols including reporting and may require isolation from students and other staff members.

Students and staff with known close contact to a person who is lab confirmed to have COVID-19 will not be allowed to return to work/school until the end of the 10-day self-quarantine period from the last date of exposure if that individual did not experience COVID-19 symptoms during that period. If the individual experienced symptoms, they must stay at home until the conditions outlined or return to work/school are met.

Those students that are FULLY VACCINATED are not required to isolate, however, it is recommended that they get a COVID-19 test after the 5th day of contact and should COVID-19 symptoms appear, they may have to quarantine/isolate.

If a student who has been in a school is lab-confirmed to have COVID-19, the administration will notify the local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

During the isolation period, individuals are required to self-monitor daily for symptoms of COVID-19 and this log will have to be presented prior to returning to school/work:

- Check and record their temperature daily
- Contact a healthcare provider immediately if they:
- Feel feverish or have a temperature of 100.4^o F or higher
- Develop a cough or shortness of breath
- Develop mild symptoms like sore throat, muscle aches, tiredness, or diarrhea
- Avoid contact with high-risk individuals (unless they live in the same home and had same exposure as you)

RETURN TO SCHOOL PROTOCOL

If a SABE student is either lab confirmed positive for COVID-19 or experiences the symptoms of COVID-19, they must stay at home throughout the infection period (10-days) and cannot return to campus until cleared for re-entry.

Students who are confirmed to have COVID-19 will not be allowed to return to school until they meet criteria as established by the CDC and/or are released by their physician and have been in contact with the school director with the letter of notice to return.

Confirmed COVID-19 with Symptoms:

- At least 1 day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - Symptoms have improved; and
 - At least 10 days have passed since symptoms first appeared
- Confirmed COVID-19 without Symptoms:
- 10 days have passed since positive test

Unconfirmed COVID-19 with Symptoms

In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same set of criteria listed above.

If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://cvprovider.nmhealth.org/directory.html>

PERSONAL PROTECTIVE EQUIPMENT (PPE) - FACE COVERINGS

To minimize exposure to COVID-19, face covering are required of all staff, teachers, and students while at school. Face coverings for students must be provided by the students'

parents/guardians. If a students' parents/guardians are unable to purchase or provide for students, they may contact the school. Allowable face coverings for students are face masks that meet the CDC requirements.

In addition to using face coverings, it is important to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

HAND WASHING/SANITIZING EXPECTATIONS

School staff will comply with proper hand washing recommendations and provide training to students on proper hand washing practices. Additionally, hand sanitizing stations will be available at the main entry to campus, in classrooms, in the cafeteria and in common areas throughout the campus. Students will frequently be encouraged to wash their hands for at least 20 seconds and/or use hand sanitizer.

Teachers will:

- provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day
- require thorough hand washing after recess, before eating, following restroom breaks
- parents are encouraged to send their child with their own personal hand sanitizer container

Disinfecting Expectations

Staff will have access to disinfectant to sanitize high-touch and working surfaces and shared objects regularly. Staff will limit the use of shared supplies.

Teachers will provide reminder to students how to properly wear masks, maintaining the 3-6-foot social distancing requirement, coughing and sneezing into their bent elbow and washing/using hand sanitizer often.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. SABE employees, authorized personnel, students, parents, and visitors should practice staying approximately 3-6 feet away from others and eliminating contact with others while in the building or on campus.

- Traffic Flow – Floors are marked throughout the school in order to maintain the social distancing requirement of 3-6 feet
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetups and visiting will be avoided
- There will be no morning huddles, no assemblies, and lunch will be eaten in the classroom to avoid large groupings.

Social Distancing

Social distancing is required for students and staff in schools who have not provided evidence of vaccination. Unvaccinated adults are to maintain 6 feet of social distance to the extent possible from other adults and from students. Unvaccinated students are to maintain 3 feet of social distance to the extent possible, except when eating, exercising, taking mask breaks, playing wind instruments, and singing or shouting, in which case 6 feet of social distance to the extent possible is required. If schools do not have a means of differentiating enforcement of social distancing requirements based on vaccination status, then all students, staff and visitors are to maintain social distancing requirements. Regardless, schools may require that everyone on campus maintains social distance.

PERSONAL WORKSPACE/CLASSROOM

All teachers and students are asked not to visit other classrooms or workspaces. Students are not permitted to do any cleaning/disinfecting. If the school custodian is needed for any cleaning/disinfecting in a classroom, the request needs to be made through the school director via Voxer or phone call.

Please note that proper equipment such as acceptable disinfectant and PPE will be provided by the school and should be used when cleaning individual workspaces. Employees should use gloves when handling and cleaning/disinfecting any areas.

LEARNING SPACE

SABE has alcohol-based hand sanitizers throughout the school and in common areas. Teachers will train and ensure that students are being mindful of the use of the hand sanitizing products and know how to use the product. Cleaning sprays and rags/wipes are also available to teachers/staff to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The SABE custodial team will clean and/or disinfect all workspaces at their designated cleaning time. Students are not permitted to do any cleaning. If the school custodian is needed for any cleaning/disinfecting in a classroom, the request needs to be made through the school director via Voxer or phone call.

Please note that proper equipment such as acceptable disinfectant and PPE will be provided by the school and should be used when cleaning individual workspaces. Employees should use gloves when handling and cleaning/disinfecting any areas.

There will be limited to no access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

Building Capacity– SABE administration will be monitoring the number of employees and students in the building while the risk of infection exists.

Front Office– There should be no gathering in the front office or students coming to or being sent to the front office. All payments and student lunch counts that were done in previous years will be done electronically. All communications to the front office need to be through Voxer or via telephone call to the office clerk or nurse assistant, or administration. (See nurse protocols in Section 4)

Student assemblies and large student group events and congregations will not be allowed unless 3-6 feet distancing can be adhered to.

SECTION 2: Staff: Health, Safety & Support

VISITOR RESTRICTIONS

SABE will not allow normal visitation or volunteering opportunities to our campuses until further notice. Protocols have been developed and put in place to maintain the safety of the students and staff. Only SABE staff or authorized personnel are allowed on campus during preparation for reopen or when the building is open. Office protocols will continue until the school is allowed to return to normal operations.

TRAVEL RESTRICTIONS

SABE will discontinue all staff travel for professional development or trainings until further notice.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. SABE employees, authorized personnel, students, parents, and visitors should practice staying approximately 3-6 feet away from others and eliminating contact with others, as defined below.

- Traffic Flow – Taped marks on the floor throughout the building to aid and maintain the social distancing requirement of 3-6 feet
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetups and visiting will be avoided

Social Distancing

Social distancing is required for students and staff in schools who have not provided evidence of vaccination. Unvaccinated adults are to maintain 6 feet of social distance to the extent possible from other adults and from students. Unvaccinated students are to maintain 3 feet of social distance to the extent possible, except when eating, exercising, taking mask breaks, playing wind instruments, and singing or shouting, in which case 6 feet of social distance to the extent possible is required. If schools do not have a means of differentiating enforcement of social distancing requirements based on vaccination status, then all students, staff and visitors are to maintain social distancing requirements. Regardless, schools may require that everyone on campus maintains social distance.

STAFF SCREENING PROTOCOLS

Staff are expected to screen themselves each day prior to coming to school, and those with symptoms and/or close exposure to an individual with COVID-19 should not attend school. They must contact the school's executive director to determine next steps in testing or the need to quarantine. Reporting of screening needs to be completed on the Dr. Owl application.

Screening includes consideration about whether the student has recently begun experiencing any of the following symptoms in a way that is not normal for them.

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or aches
- Diarrhea

All screening information will be kept confidential by school administration and the nurse assistant.

GUIDANCE IF A STAFF MEMBER IS EXPOSED

If a staff member has been in contact with someone that is COVID-19 positive, our first concern is for their health and safety and those around them. We will follow NMPED guidelines and recommendations as noted and defined below.

Close Contact: Someone who over a 24-hour period, has a cumulative exposure of fifteen minutes or longer within six feet of a confirmed COVID-19 case with or without a face covering.

- **Exception:** In the pre-K – 12 setting (including transportation), the close contact definition *excludes* students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a [clinically compatible illness](#)) where
 - » both students were engaged in consistent and [correct](#) use of [well-fitting](#) face [masks](#); *and*
 - » other [K-12 school prevention strategies](#) (such as universal and correct mask use, physical distancing, increased ventilation) were in place in the K-12 school setting.

This exception does not apply to teachers, staff, or other adults in the pre-K – 12 setting.

If UNVACCINATED, please do the following:

1. Quarantine yourself and/or your child in a specific room away from others in your home.
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, and then follow their instructions.
 - a. Your healthcare provider
 - b. COVID-19/Coronavirus Hotline: 1-855-600-3453
 - c. SABE's Director: 505-771-0555 or 505-235-1550
3. The SABE Administration will determine appropriate next steps including contacting the NMDOH to take further action as needed.

Individuals who are FULLY VACCINATED against COVID-19 are not required to quarantine if they meet the following criteria:

1. Are fully vaccinated (i.e., more than 2 weeks prior to 2nd vaccine in a 2-dose series or the booster shots)
2. Have remained asymptomatic since the current COVID-19 exposure

It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic and wear a mask in public indoor settings for 14 days or until they receive a negative test result. They should isolate and test immediately if symptoms develop.

Quarantine: Keeping individuals who were in close contact with someone who has COVID-19 away from others. Close contacts with a confirmed case of COVID-19, should stay home from school, work, and other activities for 10 days following their last exposure. Exposed contacts should be tested for the novel coronavirus (SARS- CoV-2) at 5 days following the last exposure to a confirmed case. If the close contact has a positive result, isolation should be implemented as described above.

For the first 90 days after a positive PCR or school-based BinaxNOW test, individuals who have had COVID-19 infections and who have completed their self-isolation periods, do not need to quarantine if they are a close contact of a COVID-19 infectious person. It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic, and should isolate and test immediately if symptoms develop.

Individuals who are fully vaccinated against COVID-19 and who have had close contact with a COVID-19 infectious individual are not required to quarantine if they meet the following criteria:

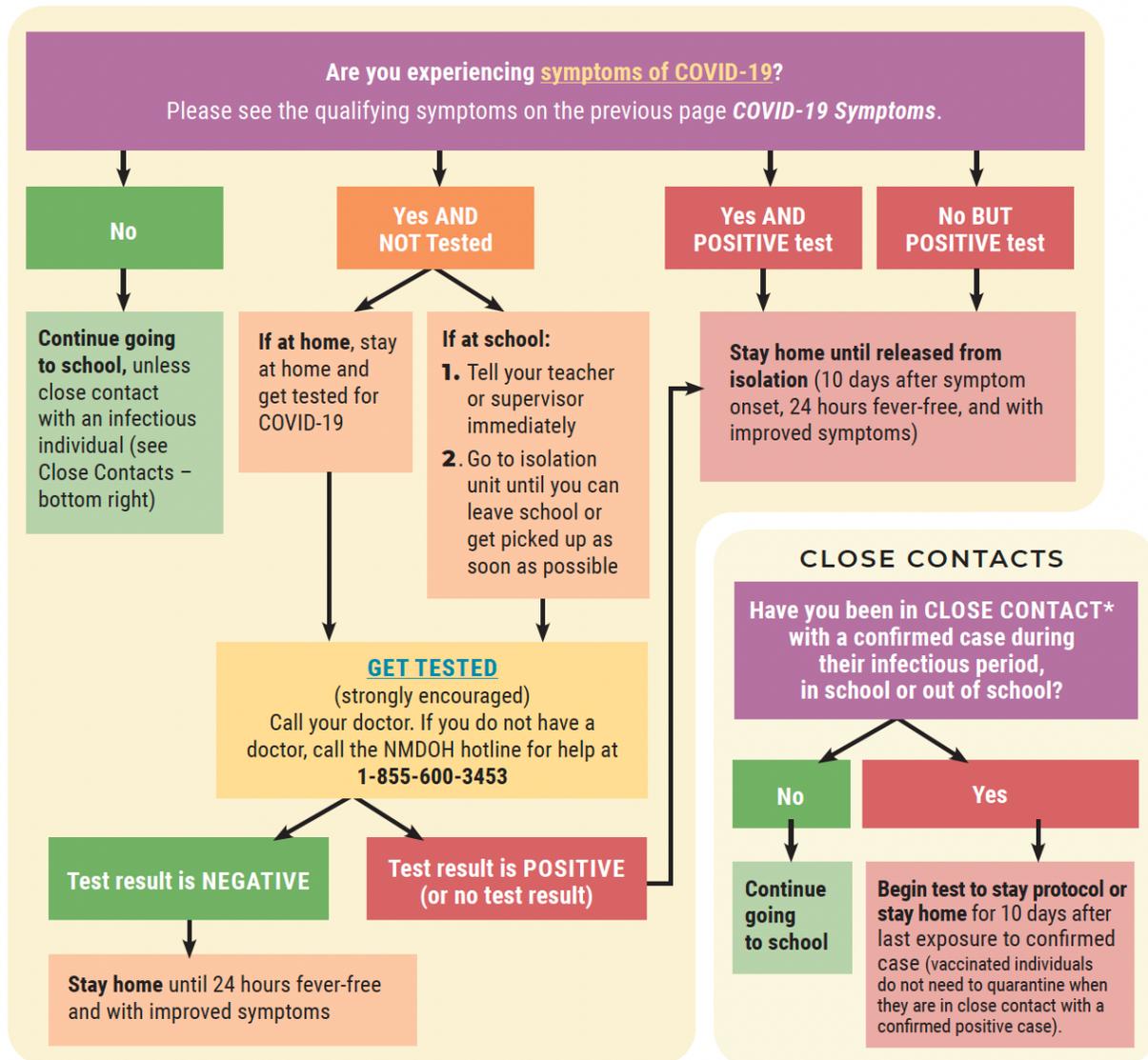
- Are fully vaccinated (i.e., ≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of one dose of a single-dose vaccine)
- Have remained asymptomatic since the current COVID-19 exposure

It is recommended that the individual get tested for COVID-19 five days after exposure if asymptomatic and wear a mask in public indoor settings for 14 days or until they receive a negative test result. They should isolate and test immediately if symptoms develop.

SCHOOL STAFF & STUDENT DECISION TREE

School Staff & Student Decision Tree

The following decision tree was created for families, students, and staff to better understand the steps that should be taken if an individual develops symptoms. Fully vaccinated close contacts are not required to quarantine and are encouraged (not required) to test 5 days after exposure or at onset of symptoms. Unvaccinated close contacts must begin test to stay protocol (page 5 of the Toolkit), or quarantine for 10 days, and are strongly encouraged to be tested five days after exposure or at onset of symptoms.



Symptoms in a Recovered Individual: If a person is positive for COVID-19, completes their self-isolation, recovers, and then develops new COVID-like symptoms within 90 days of their first infection, they should stay home until fever-free for at least 24 hours without fever-reducing medication and with improvement in symptoms. They may consider consulting their healthcare provider for additional guidance. If a person who was positive for COVID-19 more than 90 days ago develops new COVID-like symptoms, they should follow the same guidance as for someone who was never previously a case.

ISOLATION PROTOCOLS - STAFF DISPLAYING COVID-19 SYMPTOMS

While at school, when a staff member has displayed symptoms of COVID-19, or reports feeling feverish or ill, they will be asked to leave the premises.

If a staff member has to leave based upon the screening, the students in the classroom where the staff member was present will be removed from the classroom and taken to an alternate location on campus (e.g. go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.

Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools will notify all teachers, staff, and families of all students in a school if a *lab-confirmed COVID-19* case is identified among students, teachers or staff who participate in any on activities where children are.

Individuals who were in close/direct contact with an individual who is lab-confirmed to have COVID-19 will be notified of their requirement to quarantine until the 10-day incubation period has passed.

Students and staff with known close contact to a person who is lab confirmed to have COVID-19 will not be allowed to return to work/school until the end of the 10-day self-quarantine period from the last date of exposure if that individual did not experience COVID-19 symptoms during that period. If the individual experienced symptoms, they must stay at home until the conditions outlined or return to work/school are met.

Those staff that are FULLY VACCINATED are not required to isolate, however, it is recommended that they get a COVID-19 test after the 5th day of contact and should COVID-19 symptoms appear, they may have to quarantine/isolate.

If a staff member who has been in a school is lab-confirmed to have COVID-19, the administration will notify the local health department and environmental department in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

During the isolation period, individuals are required to self-monitor daily for symptoms of COVID-19 and this log will have to be presented prior to returning to school/work:

- Check and record their temperature twice a day
- Contact a healthcare provider immediately if they:
- Feel feverish or have a temperature of 100.4⁰ F or higher
- Develop a cough or shortness of breath
- Develop mild symptoms like sore throat, muscle aches, tiredness, or diarrhea
- Avoid contact with high risk individuals (unless they live in the same home and had same exposure as you)

RETURN TO WORK PROTOCOL

If a SABE teacher or staff member is either lab confirmed positive for COVID-19 or experiences the symptoms of COVID-19, they must stay at home throughout the infection period and cannot return to campus until cleared for re-entry.

Staff members who are confirmed to have COVID-19 will not be allowed to return to work until they meet criteria as established by the CDC and/or are released by their physician.

Confirmed COVID-19 with Symptoms:

- At least 1 day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications;
- Symptoms have improved; and
- At least 10 days have passed since symptoms first appeared Confirmed COVID-19 without Symptoms:
- 10 days have passed since positive test

Unconfirmed COVID-19 with Symptoms

In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same set of criteria listed above.

If the staff member has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are

free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://cvprovider.nmhealth.org/directory.html>

PERSONAL PROTECTIVE EQUIPMENT (PPE) – FACE COVERINGS

To minimize exposure to COVID-19, PPE/face masks are required of all staff, teachers, students, and visitors while at school. PPE/masks will be provided to SABE staff.

In addition to using PPE, it is important to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

HAND WASHING/SANITIZING EXPECTATIONS

School staff will comply with proper hand washing recommendations and provide training to students on proper hand washing practices. Additionally, hand sanitizing stations will be available at the main entry to campus, in classrooms, in the cafeteria and in common areas throughout the campus. Students will frequently be encouraged to wash their hands for at least 20 seconds and/or use hand sanitizer.

Teachers will:

- provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day
- require thorough hand washing after recess, before eating, following restroom breaks

Disinfecting Expectations

Staff will have access to disinfectant to sanitize high-touch and working surfaces and shared objects regularly. Staff will limit the use of shared supplies.

Teachers will provide mini-lessons daily to students on how to use masks/face coverings, maintaining the 3-6-foot social distancing requirement, coughing, and sneezing into their bent elbow and washing/using hand sanitizer often.

SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. SABE employees, authorized personnel, students, parents, and visitors should practice staying approximately 3-6 feet away from others and eliminating contact with others while in the building or on campus.

- Traffic Flow – Taped lines on the floor will mark the walking direction throughout the school to maintain the social distancing requirement of 3-6 feet
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetups and visiting will be avoided
- There will be no morning huddles, no assemblies, and lunch will be eaten in the classroom to avoid large groupings.

Social Distancing

Social distancing is required for students and staff in schools who have not provided evidence of vaccination. Unvaccinated adults are to maintain 6 feet of social distance to the extent possible from other adults and from students. Unvaccinated students are to maintain 3 feet of social distance to the extent possible, except when eating, exercising, taking mask breaks, playing wind instruments, and singing or shouting, in which case 6 feet of social distance to the extent possible is required. If schools do not have a means of differentiating enforcement of social distancing requirements based on vaccination status, then all students, staff and visitors are to maintain social distancing requirements. Regardless, schools may require that everyone on campus maintains social distance.

PERSONAL WORKSPACE/CLASSROOM

All teachers and students are asked not to visit other classrooms or workspaces. Employees are required to disinfect their own personal workspace (teacher desk, work area, etc.) at the beginning and end of the day, and throughout the day, giving special attention to commonly touched surfaces. Supplies will be provided in each workplace/classroom. Students are not permitted to do any cleaning. If the school custodian is needed for any cleaning/disinfecting in a classroom, the request needs to be made through the school director via Voxer or phone call.

Please note that proper equipment such as acceptable disinfectant and PPE will be provided by the school and should be used when cleaning individual workspaces. Employees should use gloves when handling and cleaning/disinfecting in any areas.

WORKSPACE

SABE has alcohol-based hand sanitizers throughout the workplace and in common areas. Teachers should train and ensure that students are being mindful of the use of hand sanitizing products and know how to use the product. Cleaning sprays and rags/wipes are also available to teachers/staff to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The SABE custodial team will clean and/or disinfect all workspaces at their designated cleaning time. Students are not permitted to do any cleaning. If the school custodian is needed for any cleaning/disinfecting in a classroom, the request needs to be made through the school director via Voxer or phone call.

Please note that proper equipment such as acceptable disinfectant and PPE will be provided by the school and should be used when cleaning individual workspaces. Employees should use gloves when handling and cleaning/disinfecting in any areas.

There will be limited to no access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

Building Capacity– SABE administration will be monitoring the number of employees and students in the building while the risk of infection exists and begins to diminish.

Front Office– There should be no gathering in the front office or students coming to or being sent to the front office. All payments and student lunch counts that were done in previous years will be done electronically. All communications to the front office need to be through Voxer or via telephone call to the office clerk or nurse assistant, or administration.

Administrative Offices– All meetings will be held via Zoom for employees in the office or school. SABE administration will conduct business following social distancing guidelines.

Teacher's Lounge – This space is allowed to be used while maintaining all COVID-19 safety practices.

Copy Room – There is not limitations on the use of the copy room, however, all staff must maintain all COVID19 safety practices.

SECTION 3: Operations / Facilities

FACILITIES

The safety of our employees and students are our priority. School will be cleaned and disinfected regularly and will continue to adhere to all necessary safety precautions as recommended from the NMDOH, NMPED, and CDC. The cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and students and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below.

GENERAL CLEANING AND/OR DISINFECTION MEASURES

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day
Shared Appliances	Refrigerator	At least weekly
Electronic Equipment	Copier machine	At the end of each use/day and/or between use
General Used Objects	Door handles, light switches, sinks, door frames	At least 3-4 times a day
Common Areas	Cafeteria, offices, Common Areas	At the end of each use/day; between groups

GENERAL & DEEP CLEANING DISINFECTION MEASURES PROTOCOL

Frequent cleaning and disinfecting will promote a healthy learning and work environment for students and staff.

Custodial staff and nurse assistant will be trained in proper cleaning and sanitation techniques of high touch surfaces and areas and specialized equipment.

Daily Campus Cleaning

Each classroom, offices, and restrooms will be disinfected daily. This process will include the use of CDC/EPA disinfectant. Inspections will be conducted periodically to ensure thorough disinfection has occurred. All high touch areas will be disinfected multiple times daily. Custodial staff will be provided masks and gloves during work

hours. Staff will have access to disinfectant to sanitize working surfaces and shared objects after each use and during breaks in instruction.

Additional Cleaning Measure for COVID-19 Positive Cases on Campus

If a classroom or facility is closed due to COVID-19 spread, hospital grade disinfectant will be used.

ADDITIONAL MEASURES FOR DISEASE MITIGATION

Plexi-glass shields will be available to staff for areas of high contact (e.g., receptionists) desks or tables will be socially distanced as much as instructionally possible.

Water fountains have been replaced by water filler stations, which will be operational.

When possible, communal supplies will be eliminated. Shared supplies should be sanitized between use.

Students will be encouraged to bring water bottles to school for their personal use.

All classrooms and common areas have an air purifier installed.

SIGNAGE

Signage, in both English & Spanish will be placed throughout the offices and school. Teachers and staff are encouraged to teach students what each sign reads and help them understand the meaning behind each poster.

EMERGENCY DRILLS

We will adhere to the requirements of Senate Bill 147 and hold emergency drills when students are present at the school. We will remain in the same designated location for evacuation drills as they follow social distancing.

OUTSIDE FOOD/PACKAGE DELIVERY

Bringing or sharing refreshments during class/meetings with other staff and/or students is prohibited to limit the risk of contamination. We ask that there be no food delivered and that food be kept at your assigned space, if possible. Personal deliveries such as food and/or packages should not be delivered to SABE.

PREVENTIVE MATERIAL INVENTORY

SABE will plan accordingly to:

1. Ensure that the school district has an adequate supply of soap, hand sanitizer, paper towels, and tissues.
2. Ensure that there is a supply of gloves and other protective gear including disposable masks, overalls (custodial), and washable masks for all staff.

STUDENT DROP-OFF/PICK-UP PROTOCOLS

SABE has developed protocols for student drop off and pick up. As part of drop-off procedures, students will be screened for symptoms using the Dr. Owl screener application. This will determine if the student is able to remain at school or be taken home by his parents to give him/her the appropriate medical attention.

During the pick-up time, the staff will be using an application (Drive Line) that will make the process safer and more efficient by only allowing students to leave their classrooms when their parent is there to pick them up.

When a child is picked up, the parent will come and show their identification at the front door, the child will be called from their classroom and the child will be released. All safety measures continue to be followed for those persons able to pick up the child(ren).

RESTROOM USAGE DURING THE SCHOOL/WORKDAY

Teachers have scheduled bathroom breaks (age appropriateness) for their classes. If a child needs to go to the bathroom outside of these breaks, he/she will be allowed to go, however, they must still maintain the 3-6 feet distancing. Touchless soap dispensers and paper towels have been installed in the restrooms.

LOCKERS (Middle School)

Lockers will not be used until further notice.

VISITORS ON CAMPUS

The safety of our staff and students remains the district's primary concern. Visitors/Parents will not be allowed on campus until further notice. Only authorized personnel will be allowed in the building (i.e. property management, maintenance staff, repair persons) and will follow the schools typical sign-in requirements. They will also complete the COVID-19 screening questionnaire and be required to wear a mask.

LUNCH PROGRAM

We will maintain our partnership with BPS and continue our breakfast lunch program at SABE as a Seamless Summer Option program so all students will eat free. Students will eat their breakfast

and lunch in the classroom. Students will be required to have their lunch on hand when dropped off in the morning. If they do not have a lunch prepared from home, they will be provided a school lunch. Food will be delivered to their classrooms and desktops disinfected prior to eating.

CLASSROOM ARRANGEMENTS

Classroom arrangements will be made to adhere to the three-foot social distancing and best practice instruction with each classroom teacher.

SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF

Teachers provide daily lessons on social-emotional well-being and student safety. We have a school wide SEL day on Fridays and have an SEL team that provides coaching support to all staff. Trainings are provided by our school social worker and continued consultation will be made to continue supporting the social emotional well-being of students and staff. The SABE administration will also be taking feedback from the staff to continue developing parent outreach and support. Consultation will be made with the New Mexico Public Schools Insurance Authority to verify availability of counseling services for staff. Curriculum and resources has been provided to teachers. We also have a school attendance clerk that ensure families are adhering to the daily health screeners and makes attendance calls. Our SEL Parent Liaison also support students and families with access to school resources and community resources.

STAFF TRAINING

It is very important that all employees understand the safety requirements, protocols, and expectations to ensure everyone, and their communities stay safe and prevent the spread of the COVID-19 virus. We will structure the training plan to effectively disseminate information to all teams and audiences, including parents and students. Additionally, teaching staff will be provided trainings to support successful implementation of instructional plan. All training will be held via Zoom or virtually.

Staff and teachers:

- 1) Training to support and maintain the health and safety of staff and students.
- 2) Orientation training to support new staff.

Families and teachers:

- 1) Reference sheets and video training will be available for parents and teachers on all new technology, products, and services that will help their child be successful during the Hybrid and/or Online Academy time. Teachers will check in weekly with all students and if there are training needs, administration will be notified.

Custodial & Nurse Assistant:

- 1) Risk management trainings to support requirements for disinfection to eliminate the virus (CDC, DOH)
- 2) Disinfection methods, comprehensive cleaning training (Weiss Brothers Custodian Training)
- 3) Cleaning Crew Protocols (Developed by committee)

Other Content to be Covered:

1. All training topics can be reinforced with signage in the buildings
2. School/District checklists
3. Response Teams
4. Disinfection Measures
5. Drop off/Pick up of students
6. Isolation protocols
7. On-site health screening
8. Daily self-screenings
9. Food Service
10. Nurse Specific
11. COVID-19 Specific

COMMUNICATION METHODS

District-to-Staff: The following methods of communication are used when the district communicates to the staff and teachers: Voxer, email, Monday Memo Newsletters, and Zoom meetings

District-to-Parents/Families: The following methods of communication are used when the district communicates to the parents, families, and community: Weekly newsletters, email, School Messenger, our school website at www.nmsabe.org, ClassDojo

Teacher-to-Parents: The following methods of communication are used when the teacher communicates to the parents on class specific topics: Monthly newsletters, weekly check-ins, email, ClassDojo

Parents-to-Teachers: The following methods of communication are used when the parents communicate to the staff, teachers, administration: Email, ClassDojo, telephone message

TRIBAL CONSULTATION

Parents have been identified to serve as tribal representatives for our students' representative of their respective communities. The plan will be shared with tribal leaders to get additional input.

SUBSTITUTE TEACHERS

There are district identified substitutes who are personally trained on the COVID-19 safety protocols we follow. We will not use outside substitute teachers until further notice. If a teacher becomes ill while at school or cannot come in because they are ill, a substitute might be called if deemed necessary by administration. Staff should not report to work if any illness includes COVID-19 symptoms. Notification of the need for a substitute needs to be made as early as possible, no later than 5:00am.

SECTION 4: Health Office Protocols

NURSE SERVICES (COVID-19)

If a child is at home and has COVID-19 symptoms, it is required of the parent to notify the school. They will be provided guidance on what is recommended and/or required. While at school, when and if a child has Covid-19 symptoms, they will report this to their teacher. The teacher will contact the nurse assistant via telephone. The nurse assistant will report to the child's classroom and escort them to the front office designated area. These symptoms include:

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Shortness of breath
- Sore throat
- Significant muscle pain or aches
- Cough
- Headache
- Shaking or exaggerated shivering
- Diarrhea
- Difficulty breathing
- Chills

If someone is showing any of these signs, 911 may be called for immediate care:

- Trouble breathing
- New confusion
- Bluish lips or face
- Persistent pain or pressure in the chest
- Inability to wake or stay awake

While at school, when a student has displayed symptoms of COVID-19, or reports feeling feverish, they will be given an immediate temperature check and will be separated from their peers and remain in the designated area, Isolation Room, until they are picked up. They should be picked up within 30 minutes and no later than 45 minutes from the time the school contacted the student's parent/guardian. If a student's parent/guardian is not available, the emergency contacts will be contacted. If the child is not picked up after one hour of initially being seen, administration may choose to contact CYFD and/or local authorities.

If a student must be isolated based upon the screening, other students will be removed from the classroom and taken to an alternate location on campus (e.g., go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.

NURSE SERVICES (Non-COVID-19)

When and if a child has other ailments that are non-Covid 19 symptom-like, they will report this to their teacher. The teacher will assist the child, if possible, to self-treat. If that is not an option, the nurse assistant will be contacted via telephone and report to the child's classroom for treatment. Having the child go to the nurse's office will not be allowed unless escorted by another adult in the event of an emergency. These other ailments might include:

- Nausea
- Dizziness
- Allergic reaction
- Head Lice
- Sprained extremity
- Nose bleed
- Stomachache
- Cramps
- Lightheadedness
- Toothache
- Broken Bone
- Soiled clothing
- Scrape/scratch
- Allergies
- Cuts
- Dry skin
- Headache

In any event that the nurse assistant or administration feels it appropriate, 911 may be called in emergency situations.

REGISTERED NURSE CONSULTATION

SABE contracts with Charter School Nursing Services and has a registered school nurse on site one time per week. We are in constant consultation with our registered school nurse, and they are on call for services.

SECTION 5: Student Learning & Academics

ALL AT SCHOOL LEARNING

Description:

All students will be joining their teachers and classmates on campus and teachers will provide direct instruction to students ensuring they are covering grade-appropriate standards as in a regular school year program.

Student Responsibility:

Students, while in the classroom, will follow established norms of regular class, while also following social distancing norms and other COVID-19 safety protocols set forth by the school. Students will attend class regularly.

Grading Considerations:

Grading will return to standards-based reporting at each trimester.

ATTENDANCE

Attendance is important to receive the necessary instruction to learn grade level content. When a child must be absent for illnesses and our other reasons other than COVID-19, the parents need to communicate the reason via telephone to the front office. Those students who are absent due to COVID-19, themselves positive or close contact, will receive a COVID-19 specific excused absence. Our Student Attendance Success Plan will be adhered to as appropriate, and our school attendance clerk will make daily calls and adhere to our plan for intervention as needed. The school administration will provide support whenever necessary.

COVID PACKS/AT HOME PACKETS

Paper based packets will be determined on a case-by-case basis for reasons associated with a student's inability to attend school due to COVID-19.

SPECIAL SERVICES

Special Education

All students who receive special education services will be provided their educational program on. IEP meetings will be either in person or via Zoom with the option determined by the family.

English Language Development for ESL Identified Students

All students who are identified as an English Language Learner will receive their English Language Developments services while at school in their general education classroom.

SECTION 6:

Online Support for Staff/Teachers & Parents

<https://webnew.ped.state.nm.us/bureaus/safe-healthy-schools/family-and-community-supports/>

<https://www.newmexicokids.org/coronavirus/parents-and-families.php>

<https://cv.nmhealth.org>

<https://www.newmexicopbs.org/what-we-do/education/coronavirus-resources-for-parents/>

<https://www.pbs.org/parents/coronavirus-resources-for-parents>

<https://www.cdc.gov/mentalhealth/stress-coping/parental-resources/index.html>

<https://www.families-first.org/covid-19-response/resources/>

<https://www.adolescenthealth.org/COVID-19/COVID-19-Resources-for-Parents-and-Teens.aspx>