



# SAFE RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES PLAN

## INTRODUCTION

The purpose of the American Rescue Plan Act Elementary and Secondary School Emergency Relief (ESSER) Fund is to help safely reopen and sustain the safe operation of schools and address the impacts of COVID-19. This plan describes how Horizon Science Academy Primary will maintain the health and safety of students and staff while returning to the traditional educational model of in-person instruction five days a week. Horizon Science Academy Primary will apply ESSER funds to the following priorities:

- Academy recovery, acceleration, and enrichment;
- Staff development and strategic use of technology;
- Social, emotional, and mental health of students and staff; and
- Maintaining safe and healthy schools.

## HEALTH AND SAFETY

Horizon Science Academy Primary has developed a health mitigation plan that includes guiding practices and protocols designed to safeguard the health and safety of students, parents, and staff during and following the return to campus for in-person instruction. The health mitigation plan will be revised to follow specific health guidelines in accordance with local, state, and federal requirements as the need arises to ensure stakeholder safety.

Stakeholders will return to the Horizon Science Academy Primary campus for in-person instruction with the following with health and safety procedures in place:



All students, staff, parents, and guests who are not vaccinated will be strongly encouraged to wear a mask while on campus. Masks will be optional for vaccinated individuals.



Desk shields will be available for student and staff use in the classroom. Masks and face shields will also be available to all stakeholders. Students will be given guidance on the proper way to wear a mask and/or face shield to increase the probability of protection.



Frequent handwashing and hand sanitizing will be encouraged. Sanitation stations will be positioned at each door for students and staff to sanitize their hands upon entry to the school building or classrooms. Stakeholders will be required to sanitize or wash their hands upon arrival to campus, when entering or exiting the classroom, after using the restroom, and before and after meals.



The campus will be thoroughly, routinely cleaned and sanitized using an EPA approved disinfectant. Sanitation protocols include:

- Daily janitorial services will include hourly cleaning and sanitation of common areas where contaminants could be easily spread (door handles/push bars, light switches, tables, countertops, chairs, toilets, faucets, sinks, etc.)
  - Classrooms will be cleaned by janitorial staff once during the day and again more extensively after instructional hours.
  - The cafeteria will be appropriately disinfected after each use.
  - Frequently used playground equipment will be routinely cleaned and sanitized.
  - Appropriate measures will be taken to clean and disinfect Chromebooks and other technological equipment used in the classrooms.
- Staff will have access to cleaning supplies and will be responsible for routinely cleaning their desk, chair, phone, keyboard, drawer pulls/handles, and other frequently touched surfaces within their classroom.
- Students will have access to cleaning supplies and be trained on the proper uses. Students will be responsible for cleaning their desk, chair, coat hook, and supplies.
- Binders of MSDS sheets will be available in all the classrooms using the cleaning supplies.



Touchless water bottle filling stations have been installed to promote personal water bottles. Students will be encouraged to bring a water bottle with them to school each day.



Students, staff, and visitors will be required to maintain social distance pursuant to the current requirements/recommendations from the CDC and/or Franklin County/Health Department. As a regular practice all

stakeholders will be encouraged to remain socially distanced to the greatest extent possible in classroom settings, non-classroom settings and during the transition time throughout the school day.

- Social distancing will be practiced to the extent possible on buses. (Transportation is provided by Columbus City Schools. HSAP will follow all guidelines and procedures set CCS).



Hallways will be taped to identify the directional flow of traffic and encourage social distancing.



HSAP has partnered with the ESC and Columbus Health Department to secure vaccinations and disseminate relevant information to all staff. Most current staff members have been vaccinated. With continued partnership new staff will have access to vaccination opportunities.



Students, staff, and visitors will be encouraged to perform health screening, including temperature checks, prior to arriving on campus.



Stakeholders exhibiting COVID-19 symptoms will safely and respectfully be isolated from others and be referred to a healthcare professional. In the event that a covid breakout occurs, the school will follow all current guidelines from the CDC and the local health officials including contact tracing.

- Students and/or staff exhibiting COVID symptoms will be required to wear a provided mask until they have exited the school campus.
- Prior to returning to school, the school nurse will be consulted or documentation from a health care provider will be provided.
- School personnel will provide COVID safety training/materials as well as communicable disease training to faculty and staff.
- School personnel will provide education to staff and students regarding health and safety protocols as they relate to prevention of communicable disease.



HSAP has a preventive maintenance plan in place for HVAC equipment. In addition, a contracted service company will assess the ventilation, ducts, and HVAC quality over the summer break and complete the necessary upgrades, repairs and cleaning.



All emergency drills will be conducted as required by the state and local government while remaining socially distanced to the greatest extent possible.



Field trips will be considered on an individual basis and all CDC and local health guidelines will be followed.

### CONTINUITY OF SERVICES

Horizon Science Academy Primary has taken and will continue to take actions to 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. HSAP has created an instructional plan to lessen missed and/or lost instruction and social-emotional deficits.

- Students will return to full-time in-person instruction on campus. This will restore daily access to core instruction and allow for more consistent interventions for students with unfinished learning, significant gaps and/or specific disabilities.
- Horizon Science Academy Primary has identified its most significant educational needs by examining the state standards in comparison with assessment data collected. HSAP also relied on teacher observations, prior educational records, IEP data, MTSS data, discipline data, and parental input to evaluate and identify which educational needs are of greatest concern.
- Staff dedicated a significant amount of time over the spring to identify needed curriculum adjustments based on collective unfinished learning to target group and individual student learning needs.
  - Based on the needs identified, individual student learning plans will be developed. Student learning plans will be carried out in conjunction with group instruction. Individual learning plans will include academic and/or SEL goals for the student, staff responsible for providing the instruction, how the student will be monitored for progression towards the goals, as well as, the strategies and tools that will be used.
    - Students making little to no progress will be reviewed to determine if the current goal(s), strategies, and tools are appropriate or if they need to be reconsidered and revised.
- HSAP will be implementing the use of iReady as the school-wide diagnostic assessment tool to diagnose achievement gaps.

- iReady identifies specific academic deficits and provides evidence based teaching strategies to address the gaps.
- The current MTSS tiered process is also under evaluation and will be updated to reflect the evidence based tools and strategies.
- All classrooms will incorporate project based learning strategies to increase student engagement and lead to a deeper understanding and increased retention of content knowledge.
- Structured collaboration time will be scheduled to allow for staff to adjust curriculum coverage and pacing based on student achievement.
- The annual calendar for the 2021-2022 school year has been adjusted to ensure ample professional development time is available. As such, eighteen days of professional development is being planned over the next 2 years to support teachers in reading and math resources and strategies.
  - Professional development learning opportunities currently being planned include; using data to guide instruction, reading strategies, Guided Reading, dyslexia screening, progress monitoring, deliberate use of technology in instructional practices, and SEL & Trauma informed care.
  - Professional development will also include the introduction and use of software applications which will be utilized to monitor student progress, identify areas of concern and provide students with resources to assist in learning loss.
- A five week summer recovery camp is being offered to students who have demonstrated academic deficiencies and EL students not making adequate progress toward English proficiency.
  - Extended school year services and related services such as Speech are being offered for students identified as receiving special services.
- Tutoring will be offered after school in the 2021-2022 school year.
- Additional staff will be hired to address the identified SEL and academic needs of students in smaller groups with higher frequency.
  - New roles include; Counselor, Reading Specialist, Math Specialist, EL Instructional Support Teacher, and Instructional Aides.
- Experienced staff will be offered novel leadership roles to provide Technology, Writing, and Math support for all grade levels. Additionally, newly appointed staff leaders will facilitate biweekly and monthly activities in each content area, such as Math, Writing, and Art competitions to provide academic and enrichment experience for student academic needs and mental health.
- Students will continue to have 1 to 1 access to Chromebooks and/or Ipad.

- Students will receive instruction in basic computer skills, keyboarding, and coding.
- Administration and counselors will continue to monitor the social-emotional well-being of students and staff and take proactive measures to minimize issues that may become larger concerns.
  - School counselors will present monthly SEL lessons to all students.
  - Small group and individual counseling will continue to be provided, but more frequently with the addition of a second counselor.
- Home visits will resume to foster relationships and encourage communications among all stakeholders.
- Parent Conferences will continue to be in person or virtual to have ongoing communication with teachers and families regarding student progress, academic needs, and SEL concerns.
- SEL curriculum and supports afforded by Second Step and Social Thinking, along with other SEL resources, will be implemented into the daily schedule for SEL supports in the classroom and individual needs.
- A task force will consider a SEL framework and/or protocols to implement for the 2021-2022 school year.
- A Diversity, Equity, and Inclusion Team has been established to discuss and analyze the needs of our school to better serve our students.
- After School clubs will be reinstated to build meaningful relationships with students outside of the classroom.
- Extracurricular academic activities, such as Literacy Nights and the Academic Carnival will resume to include informational sessions for parents on helping their child at home and engaging families in literacy through cross-curricular activities combining literacy, STEM and Math.
  - The number of family engagement activities will be increased for the 2021-2022 school year.
  - HSAP will explore remote engagement activity options, such as Virtual STEM nights, for families unable to attend events physically.
- HSAP will continue to partner with ADAMHS and St. Vincents for prevention activities to ensure student mental health, as well as, professional development for teachers to support students through trauma informed care.
  - HSAP will also continue to partner with Concept Schools, Buckeye Community Hope Foundation, Grand Canyon University, State Support Teams, COSI, Columbus Metropolitan Library, etc. to support staff and students' academic and SEL needs.

### **PERIODIC REVIEW**

Horizon Science Academy Primary will periodically review and, as needed, revise its plan for the safe return to in-person instruction and continuity of services. The plan will be reviewed at least every six months, and Horizon Science Academy Primary will seek and take into account public input during the review process. Plan revisions will address updated CDC guidance on safely reopening schools, if any are issued.

### **PUBLIC INPUT**

The Safe Return to In-Person Instruction and Continuity of Services Plan is posted on the Horizon Science Academy Primary's website and is available to the public. HSAP seeks public input and will take such input into account on whether revisions are necessary and, if so, the revisions to the plan. Questions and comments regarding this plan should be directed to [seeley@horizoncolumbus.org](mailto:seeley@horizoncolumbus.org).