

## School Reopening Plan and Mitigation Tactics for Itineris Early College High School

**The mission of Itineris Early College High School** is to create a learning community that inspires high expectations, supports cognitive challenges, and encourages self-discovery and civic responsibility to maximize individual potential.

Guiding principles for reopening:

1. Building culture and work ethic with new students
2. Maintaining culture and work ethic with returning students
3. Moving through content with shorter calendar and online components
4. Remediating term four/summer slide in reading and math
5. Supporting at-risk students both academically and emotionally

Resources:

- Utah Leads Together: Color-Coded Phased Guidelines for definitions and specifics regarding high risk individuals:  
<https://coronavirus.utah.gov/utah-leads-together/>
- USBE's coronavirus webpage: <http://www.schools.utah.gov/coronavirus>
- USBE's reopening requirements and recommendations:  
<https://schools.utah.gov/file/a5eba09a-42b8-45c0-b8fa-9adeea879fcd>
- FAQ Cloth Mask Order:  
<https://drive.google.com/file/d/1UhTHjrJ04UkAlm1k3jGwz9EZXBeYETKe/view?usp=sharing>
- Itineris Early College High School Website: [iechs.org](http://iechs.org)

[Phased Guidelines](#) Considerations:

**Red** School building is closed and all classes and work are done remotely; deep cleaning and sanitization completed by cleaning staff

**Orange** School building is open on a limited capacity with at-risk students in groups of three or less and by invitation only; Staff work remotely as much as possible; all high-risk staff stay home; cloth masks and symptom monitoring take place at all times for those entering the school

**Yellow** We follow the plan summarized below

**Green** School building is open at full capacity and all faculty, staff, and students return to school. Those that are sick stay home and those that are high risk take added precautions such as social distancing, wearing of cloth masks, and working with the school on an individualized plan to minimize risks

The school will reevaluate the plan at each term based on success or improvements needed, as well as the current health situation.

Scheduling:

Families were surveyed for their preferred options of schooling.

The **options**:

1. **In-person** option allows students to come to school Monday through Thursday with Friday being online from home unless the student needs additional support or has a college lab.
2. **Hybrid** option splits students into two cohorts. Cohort one will attend school in-person Monday-Tuesday, and online Wednesday, Thursday, and Friday. Cohort two will attend school in-person Wednesday-Thursday and online Monday, Tuesday, and Friday. Online students participate during their scheduled class period. If additional support is needed or they have college labs, students may attend in-person and/or online on Friday.
3. **Online** option allows students to stay at home and have online learning Monday through Friday. Classes will be held at the normally scheduled times and students will login during those times to actively participate each class period. Students will need to make arrangements with their teachers for labs and support courses, as applicable.

Decision Process Table

<b><i>In-Person</i></b>	<b><i>Hybrid</i></b>	<b><i>Online</i></b>
Good for students that need accommodations, support, or were not successful in the online format	Good for students that can be flexible in their learning environment	Good for students that did well in the online setting this past Spring
Good for families that have slow Internet or do not have a designated place for students to receive online instruction	Good for students that want to come back to school but do not want to be exposed to others everyday	Good for students that are organized, self-motivated, and learn well with minimal assistance
Good for families with working parents that do not want their student home alone all day	Good for families that have Internet and workspace conducive to learning	Good for families if the student or someone in their household is considered high risk
Good for students that need social interaction for their mental health and well being	Good for students than can be successful online but need some additional support with assignments	Good for families that live in cities with higher risk based on Covid cases (orange or red)
Good for students that can wear a cloth mask all day, and are not high risk or living with someone high risk	Good for students that can wear a cloth mask all day, and are not high risk or living with someone high risk	Good for students that do not want to or cannot wear a cloth mask all day

### Monitoring for Symptoms:

All staff and families will perform daily self-monitoring temperature and symptoms checks. Itineris will work with families in need of thermometers for self-checking if needed. If a staff member suspects a student is ill, they will be sent to the office for symptom screening and isolated if need be until they can be picked up from school. If a staff member is ill, they will be sent home. Students and staff that are ill should not return to school until their symptoms have returned to normal for at least 24 hours including a temperature of less than 100.4. We will train students, parents, and staff during registration day, Success Camp, and teacher workdays. We will provide continuous training throughout the school year as well to avoid complacency.

### Containing a Potential Outbreak:

Our reopening plan includes protocols for containing potential outbreaks such as contact tracing and working with our local health department in the event of exposure to or a positive test for Covid to determine quarantine and school closure options. See “*What is an Outbreak*” section at the end of this document. In the event of a known Covid outbreak, school will be transitioned to online so the building can be cleaned and sanitized. Communication will take place with families in a way that protects student privacy. We will work with the Salt lake County Health Department on whether school closure is necessary beyond the 24 hour period based on circumstances, contact tracing, and longevity of exposure.

### Situational Characteristics to Assess Risk Level:

Descriptor	Lower Risk	Higher Risk
Movement	Directed	Undirected
Duration	< 15 Minutes	> 15 Minutes
Proximity	> 6 feet	< 6 feet
Group Size	< Recommended Limit	> Recommended Limit
Respiratory Output	Normal	Increased
Touch	Low	High
Congestion	Low	High

The situational characteristic chart was used to analyze each of our school settings and develop a protocol mitigating risk as much as possible. The summary of those school settings are in the tables below.

**Classroom Setting:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)
<p>Assigned seats with one student at each table in every class for contact tracing as much as possible</p> <p>Smaller classes with hybrid model so some learn at school and others at home</p>	<p><b>Develop &amp; provide educator training on implementing strategies to identify and mitigate risk in a classroom setting</b></p> <p>Keep same students and teachers together (M-T cohort group and W-TH cohort group)</p> <p>Consistent dismissal procedures for exiting class</p>	<p>Classroom tables set up to allow for one student/table to be 6 feet from those in front, behind, and next to them as much as possible</p> <p>Use outdoors for activities as much as possible</p>	<p>Cloth masks on if in the same room if less than 6 feet apart per Governor mandate</p> <p>Classroom doors remain open as much as possible for increased air flow</p> <p>No fans running in classrooms</p>	<p>Hand-washing before entering a room, sanitization of table/chair by student when leaving a room, and hand sanitizer use after touching surfaces</p> <p>Hand sanitizer in every classroom and in halls</p>

**BOLD- Required by State**

**Transition Setting:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)
<p>Student moves from one class to next and does not stop in the hall</p> <p>Once belongings are in class, student goes directly to restroom or outside for breaks as needed</p>	<p>Transition time between classes is five minutes or less</p> <p>This allows for getting to next class and leaving belongings, using the restroom, or taking a break outside.</p> <p>Otherwise the student is to stay in the classroom in the assigned seat.</p> <p>Students should wait six feet apart in the hall until students have cleared out the classroom.</p>	<p><b>High traffic areas are halls, offices, stairways &amp; gathering spaces.</b></p> <p><b>Floors will be marked or signage used to keep traffic moving on the right hand side.</b></p> <p>Hall congregation is prohibited.</p> <p>Students using gathering spaces during non-class times need to be limited so 6 feet is maintained between other students.</p>	<p>Cloth masks will be worn by all during class transition times</p>	<p>Water bottle filling station can be used; drinking faucet should not be used without a cup</p> <p>Classroom doors open during transition to avoid touch</p> <p>Sanitize hands prior to sitting down at seat</p>

**BOLD- Required by State**

**Entry/Exit Points:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)
<p><b>Drop off/pick up protocols will be communicated to families during registration and through the school year</b></p> <p>Students are to be dropped off and picked-up on the East side of the building; parents should remain in car and wait for student</p> <p>Students that drive should enter through the west door</p> <p>Only one student should enter the foyer at a time to enter the building</p>	<p><b>No one should come to the school that does not have essential business at the school</b></p> <p><b>All visitors must wear a cloth mask, buzz the door and state their reason for their visit, enter the office to sign in and have their temperature checked, and fill out our exposure checklist. Any visitor that does not follow this protocol or doesn't meet our minimum standards of exposure mitigation based on temperature or the checklist needs to leave</b></p>	<p><b>People should enter the building using the door on their right-hand side and exit the door using the door on their right hand side.</b></p> <p>Only one person should be in foyer at a time so those entering or exiting need to wait until the foyer is clear</p> <p>If multiple people are trying to enter or exit, they must remain at least 6 feet apart while they wait</p>	<p>Cloth masks should be worn until exiting is complete and before entering the building</p> <p>Students should go directly to their intended place such as the office, cafeteria, or class once they enter the building</p>	<p><b>Hand sanitizer stations will be available at each entry point</b></p>

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**Transportation: Itineris provides a bus/trax pass for every teacher and student.**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)
If utilizing public transportation, avoid sitting next to others that are not living in your household	Bring disposable wipes and clean high-touch areas around your seat  Sanitize or wash hands immediately when exiting the train or bus  Avoid putting your belongings on floor; either carry in lap or place on seat next to you	Avoid sitting around others with less than 6 feet if possible	Wear cloth masks while riding public transportation	Wash hands before touching your face  No eating/drinking on train or bus

**BOLD- Required by State**

**Restrooms:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)

Use restroom closest to you	<p>If restroom stalls are full or sinks are being utilized at their capacity, wait to enter restroom</p> <p>Maintain 6 foot distance while waiting to use restroom</p>		Wear cloth masks while using restroom as much as possible	<p><b>Signage will be displayed on proper hand-washing techniques</b></p> <p><b>Cleaning crew will schedule high-touch areas to be cleaned daily</b></p> <p><b>Protective gear will be available for cleaning staff</b></p> <p><b>Cleaning vendor will train all staff on proper techniques to clean for COVID-19</b></p>
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**Cafeteria:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)

<p>When students go to cafe for lunch, they should sit at same seat each day as much as possible to allow for contact tracing</p>	<p>10th graders have different lunch time then 11th &amp; 12th graders</p> <p>Those not eating should leave cafe and go outside or leave campus</p> <p>Students should space themselves to allow for 6 feet between them while eating or sit at tables with plexiglass barriers</p>	<p>Floor will be marked with 6 feet markers to designate spacing requirements in lunch line</p> <p>Students will be released for lunch at staggered times to allow for social distancing in the lunch line; those that arrive first will go back to class first</p> <p>If students leave campus for lunch, they should eat that meal off-campus or outside</p>	<p>All kitchen staff wear cloth masks when serving students</p> <p>Students should wear cloth masks until they sit down to eat and once they are done eating</p> <p>Tables will be placed outside when weather permits to allow for outdoor eating; students are encouraged to eat outside if possible</p>	<p><b>There will be no self-serve buffets or salad bars</b></p> <p><b>Students should wash hands prior to entering cafe and avoiding touching surfaces</b></p> <p><b>Students should wash hands or sanitize just prior to eating and after eating</b></p> <p><b>High touch areas will be wiped down between meal services</b></p>
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**Large Group Gatherings: Grade-level presentations, socials, field trips, parent nights, and graduation**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)

<p>If grade level presentations take place in double room, students will sit with their classes to allow for contact tracing</p> <p>Any visitors will have to follow the protocol prior to entering the large gathering space with students</p>	<p><b>Itineris will follow guidelines provided by State and Salt Lake County Health Department for large gatherings beyond student grade-level presentations</b></p> <p>Social distancing measures and cloth masks will be required during required safety drills</p>	<p>Large gatherings will be avoided when possible to deliver either electronically or in smaller groups</p> <p>Staff meetings will be online or hybrid</p>	<p>All participants wear cloth masks when participating in large group gatherings</p>	
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**Unique Courses with Higher Risk:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)	(e.g. group size, interactions with multiple groups etc.)	(e.g. maintaining distance, close physical interaction, frequency of travel etc.)	(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)	(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)

<p>Lab groups should be assigned and maintained to allow for contact tracing</p>	<p><b>PE, lab courses, and art (supplies) are higher risk than others due to increased activity, shared resources, and closer proximity to others</b></p>	<p>Activities that elevate the respiratory output should be done outside with social distancing at least 6 feet apart as much as possible</p> <p>Respiratory output should be lower before entering the building again</p> <p>Lab groups should be four or less students with minimal travel around the room</p>	<p>cloth masks should be worn when distance is limited and the activity allows</p>	<p>PE, lab equipment, and art supplies should be sanitized between use</p>
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**Special Education, Related Services, or School Counseling:**

Isolate Symptoms	Minimize Outbreak Probability	Physical Distancing	Respiratory Hygiene	Physical Hygiene
<p>(e.g. contact tracing, testing, symptom monitoring, self-isolation etc.)</p>	<p>(e.g. group size, interactions with multiple groups etc.)</p>	<p>(e.g. maintaining distance, close physical interaction, frequency of travel etc.)</p>	<p>(e.g. cloth masks, appropriate covering of sneeze/cough, reduce duration face-face, increased air flow etc.)</p>	<p>(e.g. personal; hygiene, physical space hygiene, personal protective equipment etc.)</p>

<p>Students should sit 6 feet away from teacher, counselor, or therapist when possible</p>			<p><b>cloth masks should be worn when distancing is less than 6 feet for more than 15 minutes of contact time</b></p> <p><b>Students unable to wear cloth masks will be offered online only learning</b></p>	
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**What is an outbreak of COVID-19 in a school?**

An outbreak is when a disease happens in higher numbers than expected. An outbreak can happen in one area (like a classroom) or extend more widely (like a school).

The Utah Department of Health and Utah’s 13 local health departments do not consider a single case of COVID-19 (meaning only one person tested positive for COVID-19) in a school or classroom to be an outbreak.

In order to implement proactive planning, protocols, and procedures for outbreak scenarios as recommended in the Department of Health, the school will consider where the outbreak is happening and how many people tested positive for COVID-19.

The school administration, in coordination with the local health department, will conduct contact tracing and then act according to the official recommendations to protect students, teachers, and employees at the school.

In this setting exposure means within 6 feet of an individual, not wearing mask for longer than 15 minutes,

Outbreak	Guidelines	Modifications
Individual	<p>This is not considered an outbreak if only one person tests positive for COVID-19 in a classroom or school.</p>	<p>The person who tested positive should isolate until they have been fever-free for 24 hours and it has been at least 10 days since they first got sick or tested positive.</p> <p>The school will follow the cleaning guidelines provided by the Health Department.</p>
Classroom	<p>People who are connected by the same setting, exposure, and 2-week time period.</p> <p>Two cases of COVID-19 among students or staff within a 14-day period is considered an outbreak.</p>	<p>The school will be on heightened awareness.</p> <p>Those who were exposed should stay home for 14 days.</p> <p>The health department and school will monitor the situation carefully.</p> <p>Extra precautions at the school will be considered to protect others from being infected and an outbreak from occurring.</p> <p>The school will notify parents, teachers, and employees about the situation and ask them to take extra precautions, including checking for symptoms of COVID-19 every day and staying home when sick.</p>
Classroom	<p>People who are connected by the same setting, exposure, and 2-week time period.</p>	<p>No one in the class can go to school for 14 days from the last date of exposure.</p>

	<p>Three or more cases of COVID-19 among students or staff within a 14-day period is considered an outbreak.</p>	<p>The school will clean the classroom using the cleaning guideline.</p> <p>Extra precautions at the school will be considered to protect others from being infected and an outbreak from occurring.</p> <p>The school will notify parents, teachers, and employees about the situation and ask them to take extra precautions, including checking for symptoms of COVID-19 every day and staying home when sick.</p>
<p>School</p>	<p>15 or more people test positive for COVID-19 across multiple settings in the school (more than one classroom) and are connected by the same time period or 10% of the student population, whichever is lower, is considered a school outbreak.</p>	<p>The people who tested positive should isolate until they have been fever-free for 24 hours and it has been at least 10 days since they first got sick or tested positive.</p> <p>The people who were exposed should quarantine for 14 days from the last date of exposure.</p> <p>No students can go to school for 14 days from the last date of exposure.</p> <p>The whole school will be cleaned using the cleaning guidelines.</p>

## **Who will decide if schools will transition from in-person learning to remote learning?**

The decision to transition from in-person learning to hybrid or remote learning will be made by school administrators in collaboration with the local school board and the health department.

Many things will be considered in this situation including the:

- Importance of in-person learning to the social, emotional, economic, and academic growth and well-being of students.
- Number of people in the community who are testing positive for COVID-19.
- Number of students, teachers, and employees who are testing positive for COVID-19 or who are on quarantine due to an exposure.
- Growth rate of new cases (people who tested positive) in the area.
- The color coded risk phase the city is currently in.

If a school needs to transition from in-person learning to remote learning, it may be for a short period of time, such as 2 weeks, or for the rest of the school year.

The Governor, state health department, and local health department each have legal authority to close schools in response to a public health emergency.