



LEA Plan for Safe Return to In-Person Instruction and Continuity of Service Pursuant to the Federal American Rescue Plan Act, Section 2001(i)

Introduction and Background

As announced in the New Jersey Department of Education (NJDOE)'s [April 28, 2021 broadcast](#), in March 2021 President Biden signed the Federal [American Rescue Plan \(ARP\) Act](#), Public Law 117-2, into law. The ARP Act provides an additional \$122 billion in Elementary and Secondary School Emergency Relief (ARP ESSER) to States and school districts to help safely reopen, sustain the safe operation of schools, and address the impacts of the COVID-19 pandemic on the nation's students. As with the previous ESSER funds available under the Coronavirus Aid, Relief and Economic Security (CARES) Act, and the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA), the purpose of the additional funding is to support local educational agencies (LEAs) in preparing for and responding to the impacts of COVID-19 on educators, students, and families. Additional information on ARP ESSER may be found in the NJDOE's [funding comparison fact sheet](#).

Section 2001(i)(1) of the ARP Act requires each 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 the safe return to in-person instruction and continuity of services for all schools (Safe Return Plan) A Safe Return Plan is required of all fund recipients, including those that have already returned to in-person instruction. Section 2001(i)(2) of the ARP Act further requires that the LEA seek public comment on the Safe Return Plan and take those comments into account in finalization of the Safe Return Plan. Under the interim final requirements published in [Volume 86, No. 76 of the Federal Register](#) by the U.S. Department of Education (USDE), an LEA must periodically, but no less frequently than every six months through September 30, 2023, review and, as appropriate, revise its Safe Return Plan.

Pursuant to those requirements, **LEAs must submit to the NJDOE and post on their website their Safe Return Plans by June 24, 2021.** The NJDOE intends to make LEA ARP ESSER Fund applications available in EWEG on May 24, 2021 and LEAs will submit their Safe Return Plans to the NJDOE via EWEG. To assist LEAs with the development of their Safe Return Plans, the NJDOE is providing the following template.

This template incorporates the federally-required components of the Safe Return Plan. The questions in the template below will be included in the LEA ARP ESSER Fund application in EWEG. LEAs will submit responses to the questions within the LEA ARP ESSER Fund application in EWEG by June 24, 2021. The NJDOE hopes that this template will allow LEAs to effectively plan for that submission and to easily post the information to their websites as required by the ARP Act.

Note that on May 17, 2021, Governor Murphy [announced](#) that upon the conclusion of the 2020-2021 school year, portions of Executive Order 175 allowing remote learning will be rescinded, meaning that schools will be required to provide full-day, in-person instruction, as they were prior to the

COVID-19 Public Health Emergency. The NJDOE and New Jersey Department of Health will share additional information regarding State requirements or guidance for health and safety protocols for the 2021-2022 school year as it becomes available.

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

LEA Name: Coastal Learning Center Atlantic

Date (06/24/2021):

Date Revised (mm/dd/yyyy):

1. Maintaining Health and Safety

For each mitigation strategy listed below (A–H), please describe 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 CDC.

Universal and correct wearing of masks

The district's plan for mask wearing will follow the guidance issued by the Governor's Executive Orders and/or the Department of Health. Protocols for Face Coverings

School staff and visitors are required to wear face coverings unless doing so would inhibit the individual's health or the individual is under two years of age. Students are required to wear face coverings unless doing so would inhibit the student's health. It is also necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Accommodation for students who are unable to wear a face covering should be addressed according to that student's need and in accordance with all applicable laws and regulations. Exceptions to requirements for face coverings shall be as follows:

- (a) Doing so would inhibit the individual's health.
- (b) The individual is in extreme heat outdoors.
- (c) The individual is in water.
- (d) A student's documented medical condition, or disability as reflected in an IEP, precludes the use of face covering.
- (e) The student is under the age of two and could risk suffocation.
- (f) If a visitor refuses to wear a face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor's entry to the school/district facility may be denied.

Physical distancing (e.g., including use of cohorts/podding)

The district's plan for physical distancing will follow the guidelines issued by the Governor's Executive Orders and/or the Department of Health.

Social Distancing in Entrances, Exits, and Common Areas

Student Flow, Entry, Exit, and Common Areas –

Coastal Learning Center Atlantic is providing physical guides, such as tape on floors and signs on walls, to help ensure that staff and students remain at least six feet apart.

When possible, classes will avoid being in the halls and common areas at the same time.

Coastal Learning Center Atlantic will allow for social distancing within the classroom to the maximum extent practicable. This will be achieved by ensuring students are seated at least six feet apart. Desks are turned to face the same direction (rather than facing each other), students sit on only one side of the table, spaced apart.

Handwashing and respiratory etiquette

Procedures for Hand Sanitizing/Washing

Coastal Learning Center Atlantic will prepare and maintain hand sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol).

Such stations should be:

- (a) In each classroom (for staff and older children who can safely use hand sanitizer).
- (b) At entrances and exits of buildings.
- (c) Near toilets.
- (d) For classrooms that have existing handwashing stations, stations should be prepared with soap, water, and alcohol-based hand sanitizers (at least 60% alcohol).

Coastal Learning Center Atlantic school-wide plan requires students to wash hands for at least twenty seconds at regular intervals during the school day and always before eating, after using the bathroom, and after blowing their nose, coughing, and/or sneezing.

(a) If washing with soap and water is not possible an alcohol-based hand sanitizer (at least 60% alcohol) will be used.

Cleaning and maintaining healthy facilities, including improving ventilation

Facilities Cleaning Practices

Anticipated Minimum Standards

Coastal Learning Center Atlantic continues to adhere to existing required facilities cleaning practices and procedures, and any new specific requirements of the local health department as they arise. Coastal Learning Center will develop a procedure manual to establish cleaning/disinfecting schedules, targeted areas to be cleaned, and methods and materials to be used:

- 1) Develop a schedule for increased, routine cleaning and disinfection included in the district's policy. Symptom

2) Routinely clean and disinfect surfaces and objects that are frequently touched. This may include cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops). Use all cleaning products according to the directions on the label. For disinfection most common EPA-registered household disinfectants should be effective. A list of products that are EPA-approved for use against the virus that causes COVID-19 is available on the EPA's website. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.) Examples of frequently touched areas in schools:

- Classroom desks and chairs
- Lunchroom tables and chairs
- Door handles and push plates
- Handrails
- Kitchens and bathrooms
- Light switches
- Handles on equipment (e.g. athletic equipment)
- Shared telephones
- Shared desktops
- Shared computer keyboards and mice
- Drinking fountains
- School bus seats and windows

3) Sanitize bathrooms daily, or between use as much as possible, using protocols outlined by the Environmental Protection Agency (EPA).

Additional Considerations

4) Regarding bathrooms:

- Avoid crowds by limiting the number of students who can enter at a time.
- Designate staff members to enforce limited capacity and avoid overcrowding.
- Consider purchasing no-touch foot pedal trash cans, if possible.
- Prop doors open to avoid touching handles.

5) Drinking fountains will be cleaned and sanitized but encourage staff and students to bring their own water to minimize use and touching of water fountains. Chilled water and disposable cups are available in all students.

6) Hand sanitizer will be made available at the school bus entrance for each student to use when boarding. Similarly, students must be required to wear face coverings while riding on the bus if social distancing or physical barriers cannot be maintained.

7) Bus drivers will be reminded to take certain personal hygiene actions (e.g., frequent hand washing) and be afforded the opportunity to do so (such as having sufficient time between routes).

8) CLCA shall collaborate with transportation services that are contracted by the sending school district to educate the students as to the procedures to ensure their safety.

9) CLCA will develop a cleaning/sanitizing checklist to be completed by the personnel responsible for the cleaning. The checklist serves two purposes:

1. a roadmap for the steps that need to be taken to properly clean and sanitize the bus;
 2. certifying that the process has been completed as required.
- (a) The procedures will identify sanitizing agents that may be used and should be limited to products included on the U.S. Environmental Protection Agency's list of products that have shown to be effective against COVID-19.
- (b) Develop a process for the routine cleaning and disinfecting of furniture, accounting for the materials used in furniture in each school building.

10) Staff is provided with EPA registered disposable wipes and sanitizer spray to wipe down and clean shared objects between uses. This includes keyboards, desks, doorknobs, and any other commonly used surfaces. Every student will be provided a ziplock bag for each class that contains any materials needed for that class. The bag will be labeled with the student's name and can only be used that student.

11) CLCA will ensure adequate supplies to support cleaning and disinfection practices.

12) CLCA will ensure safe and correct use and storage of cleaning and disinfection supplies, including storing products securely away from children, and ensuring appropriate ventilation so students and staff are not exposed to toxins or fumes.

13) CLCA will only allow one student in the bathroom at a time.

14) Cleaning and disinfecting a school building after a person has been identified as COVID-19 positive:

-Schools might need to implement short-term closure procedures regardless of community spread if an infected person has been in a school building. If this happens, CDC recommends the following procedures:

- 1) Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as possible.
- 2) Open outside doors and windows to increase air circulation in the area.
- 3) Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- 4) It may be necessary to provide additional training to the personnel responsible for cleaning and sanitizing school buses. Topics that may need to be addressed may include proper use of cleaning and disinfecting agents, the cleaning schedule for various surfaces, and safety precautions that need to be taken (e.g., ensuring adequate ventilation while cleaning and sanitizing

- A. Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments. The school district will follow the guidance issued by the Governor's Executive Orders and/or the Department of Health regarding contact tracing and quarantines.

Preparations for when we are notified that someone tests positive for COVID-19:

1. Students and staff with symptoms related to COVID-19 shall be safely and respectfully taken to the nurse's office (designated isolation space) and isolated from others.
 - a. Students should remain in isolation with continued supervision and care until picked up by an authorized adult.
 - b. Parent/Guardian shall be notified immediately of illness and child will need to be pick up or arranged transportation home immediately. Transportation on regular busing with other students will NOT be allowed.
 - c. Student should be sent home with CDC COVID-19" What to Do If You Are Sick"
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
2. The current Communicable Disease Service guidance for illness reporting shall be followed
 - a. Cases should be reported to the local health department where the patient resides. If patient residence is unknown, the report should be made to the local health department of the school. Contact information for all local health departments in New Jersey is available at: www.localhealth.nj.gov.
 - b. Northfield is served by Atlantic County Division of Public Health. Health Officer: Patricia Diamond, Health Officer Contact: 609-645-5935
3. Readmittance to school shall be consistent with Department of Health guidance and information for schools and Department of Health/Communicable Disease Service's Quick Reference Guidance on Discontinuation of Transmission-Based Precautions and Home Isolation for Persons Diagnosed with COVID-19;
4. Contact tracing shall be initiated including records of groups/cohorts, assigned staff, and daily attendance.
 - a. Collect necessary information regarding individual's case with CDC COVID Case Report
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/pui-form.pdf>

b. Immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality. Northfield is served by Atlantic County Division of Public Health. Health Officer: Patricia Diamond, Health Officer Contact: 609-645-5935 Contact monitoring may be requested. See form if needed.
<https://vital.ent.box.com/s/yu9zsmged50kvq2ly7e1xbubndr974ui>

B. Diagnostic and screening testing

Screening

All persons shall be screened when entering into the school building.

- (a) All persons will enter through the main entrance and screened upon entering.
- (b) The School Nurse or designee will conduct temperature check and health screening.
- (c) Touchless temperature check: fever of 100° F or greater (+) Thermometer must thoroughly wiped down before first use, if touched an individual not conducting screenings, before thermometer is being set down, and at completion of screenings.
- (d) Verbal question of current symptoms of COVID-19: Cough, Shortness of breath/difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, New loss of taste or smell, Fatigue, Congestion/runny nose, Nausea or vomiting, or Diarrhea. (may need to be updated with time)

Student Screening

Students shall be screened for entry into the school building

- a. One bus at a time, students will enter through the main entrance
- b. Students will utilize floor markings to maintain social distancing.
- c. Students are instructed to sanitize or wash hands prior to bag checks, and going through the metal detector.
- d. Prior to staff having contact with a student or their belongings school staff will sanitize hands and don gloves.
- e. If it is necessary to touch a student or their belongings the staff member will doff gloves and sanitize hands immediately and prior to tending to next student.

- f. School Staff will be assigned to main entrance to complete health screening.
 - a. Touchless temperature check: fever of 100° F or greater (+) Thermometer must thoroughly wipe down before first use, if touched an individual not conducting screenings, before thermometer is being set down, and at completion of screenings.
 - b. Verbal question of current symptoms of COVID-19: Cough, Shortness of breath/difficulty breathing, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, New loss of taste or smell, Fatigue, Congestion/runny nose, Nausea or vomiting, or Diarrhea.(may need to be updated with time)
 - g. A positive sign or symptom listed in d. must be documented on daily log. Student should be sent with school staff member to the nurse's office (isolation space) for further evaluation.
- C. Efforts to provide vaccinations to educators, other staff, and students, if eligible
Coastal Learning Center Atlantic will continue to provide vaccination information to staff and students
Appropriate accommodations for children with disabilities with respect to the health and safety policies
Visuals are provided in classrooms and hallways. All classrooms are outfitted with protective wear and supplies.

2. Ensuring Continuity of Services

A. Describe how the LEA will ensure continuity of services, including but not limited to services to address students' academic needs and students' and staff's social, emotional, mental health, and other needs, which may include student health and food services. (1000 character limit)

Coastal Learning Center Atlantic (CLCA) is committed to providing a safe, secure, and productive learning and working climate for all students and staff. This will be accomplished through professional development, education, and emotional and behavior counseling to support both students, families and staff.

a. Social Emotional Learning (SEL) and School Culture and Climate

CLCA will address the SEL and School Culture and Climate through a multifaceted approach the facets include but are not limited to:

1. Addressing the social and emotional and environmental factors that impact the teacher ability to teach.
 - Provide staff with Educational and Emotional resources through email prior to school starting in September .

5 Strategies for Teacher Self-Care

Educator Resilience and Trauma-Informed Self-Care: Self

Handout: Supporting Healthy Mindsets and Behaviors

Resiliency Resources at University Behavioral Health Care

Supporting Teachers Through Stress Management (NASP)-

Resiliency Resources at University Behavioral Health Care

Mental Health and Coping During COVID-19

Atlantic County Health Department-

Health Topics - Health Topics

What Does Becoming Trauma-Informed Mean for Non-Clinical Staff?

Trauma Education

Whole School - The importance of community-

https://www.youtube.com/watch?time_continue=43&v=fAXiavc2szl&feature=emb_logo

Trauma Sensitivity

<https://www.youtube.com/watch?v=yvXrmi5kbi0>

- Inform staff of protocols in place for the safe return of students through in-service meetings prior to students returning.
- o Staff Professional Development in Noticing Signs and Symptoms of Anxiety in Students, Emotional Well Being for Staff and Students, and Supporting Students with Disabilities developed by MSW, LCSW counseling staff.
- o Allow staff opportunities to discuss concerns regarding issues that may arise.
- o Weekly (more when necessary) meetings to keep staff informed of any changing information.
- o Provide assistance with any issue that may arise with technology, curriculum, stress, etc. when necessary.
- 2. Addressing the social and emotional and environmental factors that impact the students ability to learn.

- Provide information to parents on how to support students through the pandemic.

Atlantic County Health Department- Health Topics - Health Topics

Mental Health and Coping During COVID-19

Helping Children Cope With Changes Resulting From COVID-19

Be There for Others Even While Apart May is coming to an end. That means summer is almost here! However, this season might look

What To Say To Kids When The News Is Scary : Parenting: Difficult Conversations

- o The counselors will be available to assist students and their families throughout the summer and school year.
- o The counselors will assist in connecting families with community resources.
- o The nurse will be available to address any concerns in regards to health related issues.
- o The nurses will keep families updated on health concerns within the school through email, phone contact or other notification methods.
- o Plans for both in-person classes and digital classrooms will be in place to address the possible situations that may arise.
- o The teacher and counselors will assist students through the transition back to the classroom or digital classroom, keeping in mind the information on trauma informed schools.
- o The teacher will notify appropriate school personnel if they notice changes in student behaviors.
- o Educational regression will be addressed on an individual basis and based on what each individual student needs.

3. School Culture and Climate

- o All school areas will be clean and present with a welcoming atmosphere conducive to students learning, physical and emotional health.
- o Students and staff will adhere to the standards of appropriate social behaviors whether attending in-person or digital classrooms.
- o Staff will be trained in crisis prevention and intervention.
- o Students will acquire knowledge and social skills through classroom content, counseling and the behavior management program.
- o The school safety team will prevent and respond to allegations of HIB by implementing the regulations at N.J.A.C. 6A:16- 7.7 and 7.8.
- o CLCA will continue to develop, foster, and maintain a positive school climate by focusing on the on-going, systemic process and practices in the school pursuant to N.J.S.A. 18A:37-21

b. Multi-Tiered Systems of Support (MTSS)

CLCA utilizes a MTSS which includes prevention, intervention, and enrichment for academics and behavior that offers educators and families a mechanism to identify individual students who need extra support.

1. Prevention

- o Promote positive student/staff relationships through educating staff in regards to trauma informed schools.
- o Educate staff and parents on signs and symptoms of mental health concerns.
- o Professional staff will review all documentation received from the sending district to have a clear understanding of the students strengths and weaknesses.
- o The teacher will continually assess the students' academic strength and weakness, learning gaps, and data to plan instruction as per professional development in Visible Learning. <https://www.visiblelearning.com>
- o Professional development in Handle with Care Crisis Prevention and Intervention. <https://handlewithcare.com/>
- o Provide an open dialog with Parent/Guardian and Sending District in regards to Academic and Behavioral concerns.

2. Intervention and enrichment

- o Provide education in accordance with the IEP
- o Utilized differentiated instruction in both in-person or digital education.
- o Provide individual counseling weekly and crisis intervention counseling, as need, to address behavioral concerns.
- o Provide technology for digital education when needed.
- o Provided tutoring and extra assistance when needed.

o

c. Wraparound Supports

Wraparound Services are designed for children and adolescents to ensure that in times of need they have access needed services. These services aim to keep children and their families together. Services are provided at home and in the community.

- o Maintain communication with the Sending Districts Child Study Team.
- o Maintain communication with community agencies when appropriate (probation, DCP, CMO, Therapist).
- o Provide community referrals to parents for issues that arise in the community.
- o Provide information to resources within the sending district.

All students are eligible for free breakfast and lunch for the 2021-2022 school year. Before and after care will be offered for our elementary Students. School meals are critical to student health and well-being, especially for low-income students. The NJDOE considers it a moral imperative to ensure the seamless and continuous feeding of students during all phases of school reopening.

Meals-In-person Instruction are served in classrooms (Homeroom):

- o Classrooms are cleaned and disinfected before and after meals.
- o Discontinue family style, self-service, and buffet.
- o Clean and sanitize tables/surfaces between each meal service, pursuant to the protocols outlined by the Environmental Protection Agency (EPA).
- o Space students at least six feet apart.
- o Individuals must wash their hands after removing their gloves or after directly handling used food service items.

3. Public Comment

A. Describe how the LEA sought public comment on its plan, and how it took those public comment into account in the development of its plan.

Coastal Learning Center Atlantic's School Administrators, School Social Workers, and School Nurse are in frequent contact with parents, guardians, and case managers. Any comments or concerns can be addressed during these communications and conversations.

B. Describe how the LEA ensured that the plan is in an understandable and uniform format; is to the extent practicable written in a language that parents can understand or, if not practicable to provide written translations to a parent with limited English proficiency, will be orally translated for such a parent; and upon request by a parent who is an individual with a disability as defined by the ADA, will be provided in an alternative format accessible to that parent.

Coastal Learning Center Atlantic's School Administrators, School Social Workers, and School Nurse are always available during school hours to answer questions and provide explanations to any concerns.

6/28/21

The plan has been posted on the district website. Other specific accommodations will be made upon request.

