



Pacific Autism Center  
for Education

**PACE SCHOOL**  
**20/21 School Year Reopening Plan**

Revision 9/17/20



## **PACE School – 20/21 School Year Reopening Plan**

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## Introduction

The Pacific Autism Center for Education (**PACE**) is a private non-profit community-based agency which provides educational and other supporting programs for children and adults with autism and similar developmental disabilities. The PACE K-12 School is a certified Non-Public School (**NPS**) serving individuals with a primary disabling condition of autism typically warranting a moderate to severe support level. The PACE School provides special education support for students from 22 different school districts across three Bay Area counties. Most students require direct intensive individual support, speech language therapy, occupational therapy and behavioral management strategies. The PACE faculty and staff are equipped to provide those direct supports utilizing a myriad of specialists. The COVID-19 pandemic has caused the school to adapt a variety of alternative delivery models to ensure limited individual exposure and appropriate social distancing in a hybrid learning approach that covers both in-person and distance learning. The focus of this document is the enhanced on-site protocols for maintaining a safe physical school environment.

The mission of PACE is to enhance the lives of people impacted by autism through innovation, exceptional education and compassionate care. That mission is more evident than ever now as the agency strives to support its competence, conscience and compassion initiatives in safe and creative ways. We recognize the extreme importance in maintaining consistency and continuity for our students which warrants additional support for the entire family community surrounding our students. This starts with a base foundation of confidence in the health, safety and dependability in the PACE school program.

## Summer Program Experience

The 20/21 School Year Reopening Plan is simply a continuation of the efforts already successfully deployed in the PACE School Extended School Year (**ESY**) cohort program which ran from July 7<sup>th</sup> through August 24<sup>th</sup> during which PACE supported 19 students (33% of total enrollment) in a half day summer educational program on-site from 9am to noon. The program was cut short by 6 days when an exposure incident occurred triggering a pivot back to distance learning for all students. Given the strict adherence to all of the safety measures (ie. cohort grouping, staff masks, independent student distancing, active cleaning, etc.) there was no contact exposure tracing to any other student or staff member and the incident was completely contained.

Furthermore, the PACE agency has had extensive experience in maintaining safe essential worker and client environments throughout the pandemic period in that all six (6) of the agency's residential group homes have remained completely operational without incident. Each home continues to serve as 24/7 support for six (6) clients with a typical 8-12 person rotating staff per home.

## PACE COVID-19 Task Force

Since the onset of the shelter-in-place county mandate and subsequent closure of the PACE school on March 16<sup>th</sup>, the PACE COVID-19 response plans have been guided by a collective group of PACE staff comprised of members representing all aspects of PACE's internal and external support programs. This team is led by the Assistant Executive Director, Karen Kennan. The task force meets weekly to review status on safety measures.

The Team is responsible for ensuring compliance with all state, county and local ordinances as well as procurement of all the necessary Personal Protective Equipment (**PPE**) and cleaning/disinfecting supplies.



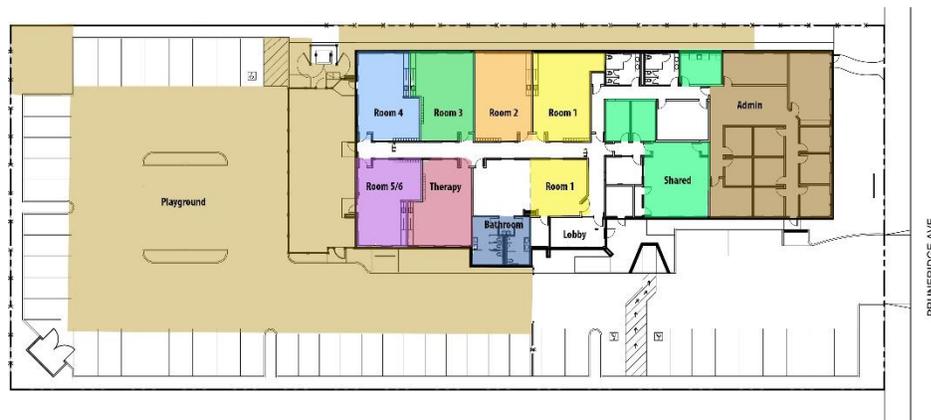
They have successfully developed and deployed numerous trainings and protocols to ensure that the PACE programs have the best possible health and safety support.

## PACE School Cohort Model

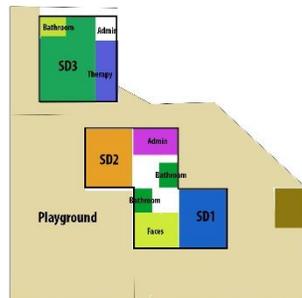
### Campus Configuration

The PACE K-12 campus is located at 1880 Pruneridge Ave, Santa Clara, CA. The secondary site of the PACE School – Sunny Days campus is at 897 Broadleaf Ln, San Jose, CA.

**PACE K-12 School Campus**



**PACE Sunny Days Campus**



Both locations are on gated and secured private campuses which includes the listed playground area. The air handling systems at both locations were recently upgraded to support MERV 13 filters which are designed to remove at least 90% of the PM2.5 (2.5um) particles (4 times smaller than dust particles – primarily organic compounds). The filters are replaced quarterly.



## Cohort Design

Individual cohorts are centered around grade level peer groups and established assigned classrooms. Schedule routines in the classrooms are broken down into 15 minute increments following the schoolwide functional curriculum, Functional Academic Curriculum for Exceptional Student (FACES), and individualized education goals. Given the reduced student count in the classroom, there is ample room for highly individualized and socially distanced independent instruction in each session. Supplemental supports are provided by Instructional Aides (IA). With distance learning occurring currently, there is opportunity for larger virtual group conferencing in more collaborative sessions like the morning meeting. Each classroom is equipped with technology for virtual conferencing to a larger projector screen from a mobile iPad.

## Student Cohort Selection

Students selected for the initial in-person school year cohort were primarily selected based on need of an “essential worker” status of their primary care giver(s). The limitation on the overall size of each cohort is imposed by the following ordinances (refer to Appendix A for more details):

- CDPH Cohort Guidance – Collective cohort size (staff/students) not to exceed 16 individuals and the overall cohorts should generally not exceed 25% of the school’s enrollment size or available building capacity.
- SCC Health Social Distancing Protocol – Based on square footage for appropriate distancing. PACE school has a max of 40 students and 49 staff. The PACE Sunny Days campus has a max of 22 students and 21 staff.

School Site	Sq. Ft.	Cohorts	Enrollment	25% Level	Actual
PACE K-12 School	12,250	6	72	18	15
PACE Sunny Days	5,280	3	32	8	8

\* Enrollment – CDE certified enrollment capacity for the site (NPS Certification)

## In-Person Instruction Model

The on-site educational program at the PACE school timeline was designed around the CDE requirement to provide a minimum of four hours of instruction per day. The daily program block is from 9:15am to 1:15pm. This includes a 30 minute period for student lunch which is a regular part of the functional skills curriculum. All activities are conducted within the designated cohort classroom space with the exception of 1) any scheduled playground activity, 2) visits to the student bathroom or 3) related services specialist pull-out sessions.

## Specialist Services

As indicated previously, PACE has a talented team of seven (7) full time certified specialists covering speech language pathology (SLP) and occupational therapy (OT) services. Each specialist has worked closely with the assigned classroom teacher and Instructional Aide (IA) to ensure ongoing integration of therapy practices during the day as well as support for in-person or virtual sessions. The PACE school has set aside a dedicated classroom in the building to support specialized pull-out in-person or virtual therapy sessions.



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## **Attendance and Engagement**

Student attendance is measured based on active participation in the program. For the distance learning students, this applies to direct student interaction with the teacher or related service specialist on any of the direct virtual sessions during the day. Online distance learning students typically have a minimum of 2-3 direct online check-ins that include the group morning meeting, individual 1:1 goal work and therapy sessions.

In the cohort model, student attendance is tracked on physical attendance and progress engagement is measured against the performance on the traditional daily Bell Schedule. Students registered in the cohort model that are unable to physically attend for the day are also eligible to continue learning for the day on the distance learning schedule that is run concurrently with the cohort school day. If a cohort student is able to complete the distance learning program with virtual engagement for days they are not present on campus, their attendance schedule will not be adversely affected.

## **PACE School Student Safety Protocols**

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### **Transportation Delivery and Drop-Off**

Transportation is typically provided by the School District in compliance with the student's Individualized Education Plan. Students are transported individually. Parents and drivers follow a prescribed route into the facility. Once they reach the pick-up point, a staff member greets them for their daily screening. Upon student arrival, parents and students stay in the vehicle until the staff member is notified by radio to pick up the student. Parents and drivers are not at any time permitted to leave the vehicle to minimize contact with other individuals.

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### **Daily Screening**

At both campuses, students are screened while in their vehicle with a touchless thermometer and parents are asked related health questions. Temperatures must read 100°F or lower before students exit their vehicle. At the Sunny Days campus Preschool students and FACES clients all have assigned staff who pick up each child at their vehicle and have the parents/caregivers complete the sign-in and sign-out sheet at the car during pick up and drop off.

## **PACE School Faculty Safety Protocols**

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### **General Hygiene Practices**

All staff are responsible for ensuring that their respective classrooms, personal and shared workspaces are stocked with adequate Personal Protective Equipment (PPE) such as hand sanitizers and gloves at the beginning of each day. Posters and signs are placed throughout the facility to remind students and staff of health and safety procedures in accordance with SCC guidelines. All staff are required to wear masks prior to and throughout their time on the PACE school campus.

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### **Daily Screening**

All staff are required to have their temperatures checked upon entering the facility. Temperatures must read 100°F or lower.



## **PACE Health and Safety Protocols**

### **PACE Enhanced Cleaning and Disinfection Protocols**

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PACE has implemented the following protocols to minimize the use of shared items and to insure that all shared surfaces will be regularly cleaned and disinfected.

All frequently touched surfaces are cleaned and disinfected frequently throughout the school day. If surfaces are dirty, they are cleaned with a multipurpose cleaner, water and/or soap prior to disinfection. After cleaning, disinfecting wipes or spray is used and left on for 2 minutes before wiping down. Cleaning supplies such as, but not limited to, disinfectant spray/wipe, and sanitizing wipe/spray, are stored in the cleaning closet at the Sunny Days Preschool campus, locked cabinets in the SD 2 and SD 3 classrooms, and the janitorial closet on the PACE School campus. Sharing of student materials is restricted strictly and all student materials are cleaned and disinfected daily by the classroom staff. Extraneous toys and materials have been put away to limit access. Students have individual bins of materials for their use.

All teachers ensure that classrooms are stocked daily with the following items before the students/clients arrive:

- Gloves
- Disposable face masks
- Tissue boxes
- Baby wipes
- Multipurpose cleaner
- Dishwashing soap
- Hand soap

Staff can request additional cleaning supplies from the receptionist. A professional janitorial/maintenance team conducts heavy duty cleaning daily at both PACE campuses. All PACE cleaning protocols and instructions have been provided to the school staff in the "PACE Programs Re-opening Procedural Guide for Staff". PACE has upgraded the facility HVAC system with MERV 13 filters for enhanced filtering capacity.

### **Entrances, Egress and Movement Within PACE:**

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The movement of students, staff, and parents is strictly limited to avoid close contact and/or mixing of cohorts.

All individuals entering the PACE Main Campus and Sunny Days Campus **MUST** wear a face mask or face covering **BEFORE** entering the premises. Disposable face masks, hand sanitizers and gloves are provided at the front and rear entrances at the PACE Main Campus and near the entrance of the Sunny Days Preschool campus. All individuals entering the reception area must have a mandatory temperature screening and health assessment. Staff enter the facility through the door closest to their classroom. For the main campus, this includes use of the rear entrances into the hallway and certain classrooms from the playground. At the Sunny Days campus, staff enter and exit through their respective classroom doors.



Students/clients are **not permitted** to enter either campus through the front lobby or reception area and must enter through pre-assigned entrances.

At the Main campus, all students enter through the rear entrance(s) near the playground. At the Sunny Days campus, the students and clients enter through their classroom or clinic door directly. At the main PACE campus students are transported by private vehicle or school district transportation and driven directly to the rear parking lot where they are greeted by an assigned staff person who will take their temperature and ask. At the Sunny Days campus Preschool students and FACES clients all have an assigned staff who will pick up each child at their vehicle and have the parents/caregivers complete the sign-in and sign-out sheet at the car during pick up and drop off.

Parents/caregivers are not be permitted to enter either facilities except for emergencies. Student cohorts (classrooms) have assigned playground time, do not mix with other groups and staff clean the playground surfaces after each use. Students spend the majority of their day within their individual classroom or outside in the designated playground. They are to be brought individually to the bathroom. There are NO all school activities. Children ~~will~~ meet 1 on 1 only with their Speech and Occupational Therapist in a designated therapy space.

See “PACE Programs Re-opening Procedural Guide for Staff” for specific entrance and exit plan.

### **PACE Requirements for Face Coverings and Other Essential Protective Gear:**

PACE will enforce the CDPH’s face covering requirements as follows:

PACE has provided (3) cloth masks for all employees. Disposable paper masks are also available throughout the facility and in the HR office. Employees are welcome to wear their own masks (brought from home) as long as they do not contain air valves or inappropriate logos. Staff are responsible for washing their non-disposable masks daily.

Face-coverings or masks must be worn by staff when working at all PACE facilities. Masks are to be worn in all common areas such as, but not limited to, the classrooms, hallways, and staff lounge/breakroom. Masks may be removed if one is working alone in a private space (e.g. office) but must be put on immediately when in a public area or in the presence of others. Masks may be removed during breaks and when eating lunch, as long as physical distancing measures are continually maintained and/or the individual is outside. Paper masks must be disposed of in a covered trash can. Staff has been instructed to remove masks properly by unhooking or untying the straps first, avoid touching the outside of the mask or any part of the face. As soon as the face covering is removed, hands are to be washed or sanitized immediately.

Special education students are not required to wear masks. However, those students who are comfortable wearing a mask and/or are learning how to wear a mask properly are encouraged to wear one when on campus.

Wearing face masks or face coverings is practiced together with other recommended best practices: frequent hand-washing, maintaining a physical distance of 6 feet or more, and avoiding touching of the face. Face shields are available for all staff who would like an extra level of protection. Additional PPE



(e.g. smocks, gowns, gloves, goggles) are available for staff use at any time. Sneeze guards and countertop barriers are in use in administrative areas.

## **Health Screenings for Students and Staff:**

PACE has developed the following procedures for screening students and staff for symptoms of COVID-19 and for separating ill individuals from others.

### **Student/Client Screening Procedures**

All students/clients are screened for symptoms of COVID-19 daily.

Symptoms of COVID-19 include, but are not limited to, fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. The student/client screening process involves passive and active screening.

### **Passive Screening**

- Parents/caregivers assess students/clients for symptoms indicative of COVID-19 daily before they leave home.
- Parents/caregivers of PACE School students record their observations in their individual communication binders.
- All parents/caregivers are to immediately inform the receptionist at their student's/client's respective programs, if fever (100°F or more) or symptoms indicative of COVID-19 are observed in their student/client.
- Teachers or Clinical Supervisors must follow up with parents/caregivers of students/clients that present a fever or symptoms indicative of COVID-19, within the day to inform them that the students/clients can return to school or therapy only after they satisfy the following requirements:
  - Three days with no fever (without fever-reducing medication); **and**
  - Respiratory symptoms have improved (e.g. cough, shortness of breath); **and**
  - A doctor's note has been obtained indicating that the student/client is healthy and able to participate in their school or therapy program.

### **Active Screening**

- Upon arrival and dismissal, a visual wellness check and temperature will be taken by an assigned staff.
- Upon arrival, an assigned staff will use a No Touch thermometer to take the temperature of and conduct a visual wellness check on all students/clients BEFORE they leave their vehicle. Students/clients who present symptoms and/or register a temperature of 100°F or more will be sent home immediately.
- A visual wellness check will include visually inspecting for signs of illness, such as but not limited to, flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or uncharacteristically extreme fussiness
- If a student/client registers a temperature between 99 °F to 100 °F, they will be escorted to the isolation area. Their temperature will be taken again after 15 minutes. This is to ensure that the surface temperature is not impacted by the environment (e.g. hot sun).
- On PACE School Campus, the Calm Room has been converted into the Isolation Area.
- On Sunny Days Campus, the office area outside the Preschool classroom has been converted into the Isolation Area and the SD3 empty front office can be utilized.



- Throughout the school day staff monitor students for any possible symptoms, and notify administration in order to take additional screening measures and request a wellness check.
- Upon dismissal, an assigned staff will use a No Touch thermometer to take the temperature of and conduct a visual wellness check on all students/clients **BEFORE** they board their transportation vehicle. If a student/client presents with a temperature of 100 °F or more, the assigned staff will immediately inform the parents/caregivers and/or the transportation vendor, if necessary.

Please note that if a student/client registers a temperature of 103 °F or above, and presents emergency warning signs, such as, but not limited to, trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, and bluish lips or face, the assigned staff will assess the situation, immediately call 9-1-1 for medical assistance, and contact the student's/client's parents/caregivers. Standard reporting procedures will be followed.

The daily student/client health assessment and temperature reading will be recorded by assigned staff.

### **Employee Screening Procedures**

Upon arrival as employees enter the classroom or lobby area, health screening are conducted.

Screenings include:

- Asking staff for any symptoms they are experiencing related to COVID-19.
- Taking the temperature of the employee
- Temperatures will be taken using a sanitary, no-touch thermometer
- Temperatures over 100.0 F are consistent with COVID-19 related symptoms – if staff have a reading at this level or higher, a second screen will be completed and they will be asked to return home until the temperature has been normal for at least 72 hours without fever reducing medication, show no additional symptoms and/or have been cleared by a physician to return to work.
- Staff may be requested to get a COVID-19 test before returning to campus.

### **When a Student/Employee becomes Unwell**

If a student/client/staff exhibit signs of illness, they will be placed in controlled-access designated isolation area.

- On PACE School Campus, the Calm Room has been converted into the isolation area.
- On Sunny Days Campus, the office area outside the Preschool classroom has been converted into the isolation area for the Preschool and Faces. The SD3 extra office can be used for this purpose for their students.

All students/clients/staff presenting symptoms indicative of COVID-19 will be treated as a confirmed COVID-19 case.

- School Program Director (PACE K-12), Teacher (Sunny Days) or Clinical Supervisor (FACES) will assign a staff person or themselves to observe the student/client in the isolation area.
- In the isolation area, all staff must use appropriate Personal Protective Equipment (PPE), which includes, but is not limited to, isolation gown, face shield, gloves, mask, hair covering and shoe covering. Staff will remain 6 feet away from the individual when possible.



- Staff who are at high-risk for severe illness from COVID-19 (i.e. People 65 years and older, those who have underlying medical conditions (chronic lung disease, heart conditions, compromised immune system, sever obesity, diabetes, chronic kidney disease, and liver disease) or people who live with high-risk individuals, will not be assigned to care for students/clients in the isolation area.
- Staff should remove and properly dispose of PPE when exiting isolation areas.
- Parents/caregivers of a symptomatic student will be notified and asked to pick them up **immediately**.
- Once student and staff have vacated the isolation area, the isolation area will be well ventilated before being cleaned and disinfected.
- Additional guidance for cleaning, notification and possible facility closure will be provided by Santa Clara County Public Health Department, if required.

### **PACE Healthy Hygiene Practices:**

PACE has developed the following procedures for increased hand-washing and sanitizing.

All staff are responsible for ensuring that their respective classrooms, personal and shared workspaces are stocked with adequate Personal Protective Equipment (PPE) such as hand sanitizers, and gloves at the beginning of each day. Additional PPE are available in the Human Resources office, upon request. Posters and signs have been placed throughout the facility to remind students and staff of health and safety procedures.

- **Hand-washing:**

One of the best ways to prevent the spread of COVID-19 is to practice frequent handwashing. All staff are required to wash their hands before entering the work area.

Staff and students wash hands upon entering the facility and, throughout the day with soap and water for at least 20 seconds. Hand-washing routines have been incorporated into the school curriculum. Sinks are located in each classroom as well as student and staff bathrooms. If soap and water are unavailable in the work area, staff will use sanitizer with at least 60% alcohol content. Staff have access to hand sanitizer throughout the facility at various locations. Staff are provided with a small bottle (2 oz) of hand sanitizer that can be refilled. Staff may apply hand sanitizer to a student's hands as required and with permission.

- **Wearing Gloves:**

The CDC recommends wearing disposable gloves when cleaning and disinfecting, caring for someone who is sick or if you have contact with blood, stool, or body fluids, such as saliva, mucus, vomit, and urine. PACE has gloves available for staff use but they are not or required for typical daily classroom activities.

- **Guidelines for Glove Use:**

- Check gloves for holes or tears before wearing. Discard if holes or tears are found.
- Wash your hands before and after wearing gloves to prevent contamination.
- Wear gloves when interacting with an individual who exhibits or has recently exhibited symptoms of illness.
- Follow removal of glove protocol when removing gloves.



- **Social Distancing/Avoid Close Contact When Possible:**

To the best of their ability staff are required to maintain a physical distance of 6 feet or more from staff or students/clients who are not in their classroom cohort.

- **Cover Coughs and Sneezes:**

Staff (and students) are reminded to always cover their mouth and nose with a tissue when coughing or sneezing or to use the inside of the elbow and to not spit. Used tissues are disposed of in a trash can with a closed lid. Individuals must then wash hands with soap and water for at least 20 seconds.

### **Identification and Tracing of Contacts:**

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PACE Human Resources Director, Karyn Caradonna, is the designated staff person who will support contact tracing, creation / submission of lists of exposed students and staff to the local health department, and notification of exposed persons.

### **Physical Distancing:**

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PACE has taken the following steps to modify space and student routines to allow for physical distancing of students and staff.

Each student cohort of 3-4 students will be assigned to a specific classroom (approximately 700 sq ft) where they will remain for the majority of the school day. Each student has a designated desk or work table that is not shared with any other student. There are 6-10 feet between student work stations. Work stations do not face each other. Each student has designated materials that are not shared with other students, and materials are cleaned and sanitized each day. No more than one classroom will access the student hallway at a time. No more than one classroom will access the playground at a time. Playground surfaces will be cleaned and sanitized between classroom uses. Only one student and one staff member will be permitted in the student bathroom at a time. Only one staff member will be permitted in the staff bathroom at a time. Staff remain within their classroom throughout the school day, leaving only for breaks, to access materials and to use the bathrooms. Staff will not be permitted to socialize with other employees outside of their classroom. Staff will follow social distancing protocols and wear a mask at all times.

### **Staff Training and Family Education:**

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PACE will train staff and families on the application and enforcement of the plan.

County Health instructional materials have been disseminated to staff periodically as they have been updated throughout the spring and summer. PACE had the benefit of running a small summer program during the months of July and August and prior to return to campus. At that time, all staff participated in agency training sessions that reviewed important aspects of the CDPHD/CDE/CDC/CalOSHA reference documents as well as PACE-specific guidelines.

Throughout the spring and summer all student families have been provided with ongoing notifications about our learning plans including Distance Learning as well as on-site learning for a limited cohort during the summer. Prior to returning to on-site learning, PACE provides written and video orientation for families as well as additional review of health and safety protocols for all instructional staff.



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## Testing of Students and Staff

PACE is following the guidelines for testing staff periodically to detect asymptomatic infections. The recommendations from the health department are being followed in regards to testing for staff and students who may be exposed to someone with COVID-19. If staff have been exposed and are waiting for test results, they are advised according to the recommendations from the health department, to work remotely.

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## Triggers for Switching to Distance Learning:

PACE has established the following criteria to determine when to physically close the school and prohibit in-person instruction.

### Triggers for Switching to Distance Learning

The following conditions will trigger a switch to distance learning:

- PACE is not able to continue offering stable classroom cohorts due to staff members testing positive for COVID-19 and/or staff members being unable to report to work for any reason.
- If 5% of students or staff members test positive for COVID-19.
- If COVID-19 outbreaks occur across multiple classrooms.
- Santa Clara County caseloads require that all residents return to shelter in place.

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## Communication Plans:

The following communication protocols are in place to notify students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

If a student or a staff person tests positive for COVID-19 PACE will implement the following steps:

- Any employee or student testing positive for COVID-19 will have their identity remain confidential.
- Privacy requirements called out in FERPA and HIPAA will be maintained.
- Employees will work with HR to coordinate taking a leave or paid time off until they've recovered.
- We will ask the employee and student families health-related questions and follow County Health guidelines, including with whom the individual has been in contact within the last two weeks. Obtaining this information will be essential as we notify employees, and families who may have been directly exposed to COVID-19.

If there is a positive test, the school will be thoroughly deep-cleaned.

- Possible closure of certain areas of the campus or the entire campus may be necessary for at least 72 hours to disinfect.
- The workplace will be cleaned following guidance from the CDC, using disinfectants approved by the Environmental Protection Agency (EPA) for use against SARS-CoV-2.
- Some or all employees will be eligible for remote work. Management or Human Resources will communicate to staff regarding their eligibility to work remotely.



## Guidelines and Regulations

The following guidelines and regulations were utilized in preparing this report.

### **California Department of Health (CDPH) – Guidance Related to Cohorts (rev 9/4/20)**

- **Guidance** – In-person supervision and limited instruction for distance learning in small group environments.
- **Cohort** – A stable group of no more than 14 students and two supervising adults (or a configuration of no more than 16 individuals total in the cohort). Individuals stay together for all activities and avoid contact outside of the cohort. *School cohorts are managed by classrooms which include a maximum of 5 students and 4 staff (including the teacher).*
- **Supervised Environment** – Some educational services are being offered as identified by the LEA. *Refer to the bell schedule for functional academic instruction.*
- **Specialized Services** – One-to-One specialized services can be provided by a support service provider that is not a part of the cohort (ie. SLP, OT, Behavior). *Related services (OT/SLP) provided through virtual support with a cohort aide or directly in designated pull-out space (Room 6, outside, therapy rooms)*
- **Social Distancing** – Physical distancing within the same cohort should be balanced with developmental and social emotional needs.

### **California Department of Health (CDPH) – COVID-19 Industry Guidance: Schools and School-Based Programs (rev 8/3/20)**

- **Face Coverings** – Required for all staff/students 3<sup>rd</sup> grade and higher unless exempt (exemptions could apply to special needs with sensory/compliance issues). *While functional education is provided to students regarding wearing face masks, none of the PACE students can sustain a face mask for a session largely due to the sensory integration issues.*
- **Social Distancing** – Six (6) feet distance between all student positioning. Use of partitions and barriers where possible. *Individual student teaching centers are separated by 6 feet which includes distancing on group instruction.*
- **Activities** – Limit any activities that could increase exposure (ie. no public outings, limited physical exertion, singing outdoors only, etc.) Activities should be contained within a single cohort only. *No off-campus activities permitted and playground time is scheduled according to cohorts.*
- **Sharing** – Avoid sharing of equipment or electronics. Always clean any public surfaces after use. *Refer to cleaning protocols. Individual AAC devices are maintained exclusively with the individual.*
- **Family Materials** – push safety education and tools out to families wherever possible.

### **California Department of Health (CDPH) – COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2012 School Year (rev 7/17/20)**

- **Guidance** – Permits in-person learning framework in counties which have been off the state monitoring list for 14 days. *Santa Clara County moved to Tier 2 (Red) on 9/8/20, by 9/22/20 it will have surpassed the 14 day waiting period.*
- **COVID-19 Testing** – Requirement for periodically testing any school personnel who come in contact with students. The recommendation is complete testing of all staff every 2 months. *As of 9/15/20, 69% (37 of 54) of school faculty had been tested and cleared within the last 30 days.*
- **Increased Testing** – While a school wouldn't be required to close in the event of a regression in the monitoring list for the county, additional frequency of testing would need to be applied.
- **Safety Protocols** – 14-day quarantine on any secondary exposure (less than 6 feet contact for over 15 minutes) and 14-day cohort closure on any primary exposure.
- **School Closure** – 5% positive faculty/students within a 14-day period. Schools may reopen after 14 days. *This equates to 3 individuals for the aggregate cohort program.*



**Santa Clara County Public Health (SCCPH) – COVID-19 Prepared: Reopening of Santa Clara County K-12 Schools (rev 8/7/20)**

- **Physical Distancing** – Focused on strict adherence to social distancing guidelines and shared items/space particularly as they apply to student transit from various locations (ie. drop off). *Students are independently transported in vehicles and picked up by cohort staff only. All campus activities are contained for staff and students within the cohort bubble.*
- **Hygiene Measures** – Staff/students utilize face coverings and shields where necessary along with regular hand washing. Each classroom cohort has its own sink and cleaning centers to support active routines with students for hand cleaning/sanitizing.
- **Cleaning and Maintenance** – Protocols are established for cleaning and disinfecting services. *Refer to the cleaning protocols listed in the report.*
- **Activities** – Limit extracurricular or activities that could elevate exposure. *Students have restricted domains and exclusive playground time to prevent any cross cohort contact.*
- **Health Screenings** – Temperature screening is not a requirement as it has limited effectiveness. *PACE does conduct contactless screening and sends staff/students home for 100 degrees or higher. Every staff and student (parent) is requested to review and clear the symptoms checklist prior to entering the campus.*
- **Response to Confirmed Cases** – Outlines protocols and scenario responses for situations involved close or positive contact. *Refer to PACE response strategies in the report.*

**California Department of Education (CDE) – Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools (rev 6/8/20)**

- **LEA Reopening Checklist** – The extensive checklist covers response to COVID-19 regional status, COVID-19 emergency plans, campus access, cleaning, distancing and hygiene protocols along with staff/parent/community communication. *These items are covered primarily in the COVID-19 procedural protocols of this document.*
- **Instructional Scheduling Models** – Recommendations on various staggered hybrid learning models. *PACE is currently deploying just two distinct models: on-site instruction (33%) and full distance learning (66%).*
- **Instructional Planning** – Design of the instructional model, learning environment and engagement strategies. *PACE provides a posted daily schedule on Google Docs which includes direct (teacher instruction) and indirect (para-supported or offline) goal development.*
- **Collaboration and Assessment** – Development of curriculum frameworks, formative assessments, progress monitoring. *Participation and engagement is tracked throughout the day with materials collected through the sessions*
- **Special Education** – Ensure collaboration with the IEP team to establish FAPE and continue to maintain and build IEP goals. Identify ways to adapt to special needs requirements for intensive supports and challenges of social distancing. *Each classroom is configured to support independent distancing and consistent cohort support to mitigate the direct contact exposure creating a safe space for students with sensory challenges.*