
RETURN TO IN-PERSON INSTRUCTION STRATEGY

For Instructional and Non-Instructional Activities

Each school must submit a Return to In-person Instruction Strategy (RIIS) that is tailored to the unique needs of their school, the resources available to optimize teaching and learning, and predicated upon the health and safety of the entire school community. Each plan should be designed in consultation with their local health agencies, a Return to In-Person Instruction Team (RIIT), and in compliance with Archdiocesan guidelines. Additionally, each plan must incorporate flexibility to adapt to changing health conditions.

The following template is to be used to submit your school's RIIS. This template accounts for a phased approach that considers three scenarios for the school year 2020-2021, with the understanding that conditions may arise that requires the movement from one phase to another. ***At all times when students or faculty are gathered in person, it is understood that close adherence to state health and safety guidelines and social distancing will be maintained.***

The Red Phase: School is closed for in-person instruction. All instruction must be provided via remote learning using digital and non-digital platforms, depending on the grade level. Grades 4-12 must incorporate live virtual classroom instruction and connections at least twice a week, optimally four days a week. Grades PreK-3 may rely on digital and non-digital platforms with a live virtual classroom session at least once a week. Clear procedures and protocols must be in place for communication, unit planning, instruction, assessment, and technology platforms.

The Yellow Phase: Schools provide a hybrid blended model of in-person instruction and remote learning instruction. Any in-school instruction must follow the health and safety guidelines outlined in Green Phase. This Yellow Phase strategy may be tailored to each school based on available resources, classroom size, enrollment and physical school space structures. The following list suggests options for a yellow phase:

- Stagger starting time and ending time so to limit the number of students entering and exiting the school building at the same time.
- Alternate days when half the class comes to school to receive in-person instruction while half the class live streams the school day from home.
- Alternate days when whole grades to come to school and receive in-person instruction; whole grades remain at home to receive *remote learning instruction*, as outlined in the red phase.

- Middle School: Students remain in the classroom and teachers move from class to class, limiting how many students are in the hallway at one time.

Green Phase: Schools conduct all in-person instruction with strict adherence to social distancing and health and safety guidelines. Options must be in place for parents who elect to keep their child at home due to personal health circumstances. These guidelines include but are not limited to:

- All desks are facing the same direction.
- Desks are spaced out as physically possible. Students will wear masks in classrooms when 6 feet of distancing cannot be physically maintained.
- Masks will be worn in all common areas of school.
- Hand sanitizing dispensers are available in each classroom and office space.
- Students are allowed to wash hands as often as possible.
- Classroom surfaces are cleaned with disinfecting wipes at least twice a day.
- Restrooms are cleaned at least three times a day.
- Lunches can be organized in classrooms or in cafeterias where space allows for socializing with 6-foot distancing.

Each school plan must consider:

- Who will be on your RIIT?
- How will you bring students and staff back to the physical school building safely, maintaining health guidelines?
- How will you communicate your plan to your school community and stake holders and maintain ongoing communication?
- How will remote learning look at each grade level?
- What professional development will you coordinate to ensure teachers are well-prepared for remote learning at their grade level?

Cleaning and Sanitizing:

- How will you ensure the building is cleaned and ready to safely welcome staff and students?
- How often will you implement cleaning, disinfecting, and ventilation protocols to maintain student and staff safety?
- What protocols will be put in place throughout the day to maintain health and safety?
- What training will you coordinate to ensure custodians properly clean and disinfect school building?
- How will classrooms/learning spaces be organized to mitigate spread?
- How will you group students with staff to limit the number of individuals who come into contact with each other throughout the school day?
- What policies and procedures will govern use of other communal spaces within the school building?
- How will you utilize outdoor space to help meet social distancing needs?
- What visitor and volunteer policies will you implement to mitigate spread?

- Will any of these social distancing and other safety protocols differ based on age and/or grade ranges?

Monitoring Student and Staff Health:

- What is the policy for quarantine or isolation if a staff, student, or other member of the school community becomes ill or has been exposed to an individual confirmed positive for COVID-19?
- Which staff will be responsible for making decisions regarding quarantine or isolation requirements of staff or students?
- What conditions will a staff or student confirmed to have COVID-19 need to meet to safely return to school? How will you accommodate staff who are unable or uncomfortable to return?
- How will you determine which students are willing/able to return? How will you accommodate students who are unable or uncomfortable to return?
- What is the local policy/procedure regarding face coverings for staff? What is the policy/procedure for students?
- What special protocols will you implement to protect students and staff at higher risk for severe illness?
- How will you ensure enough substitute teachers are prepared in the event of staff illness?
- How will the LEA strategically deploy instructional and non-instructional staff to ensure all students have access to quality learning opportunities, as well as supports for social emotional wellness at school and at home?

Names of Return to In-Person Instruction Team (RIIT):

Individual Name	Stakeholder Group Represented	Roles and Responsibilities

Key Strategies and Action Steps Under Each Phase:

Once your LEA has determined the type of instruction that will take place in your local community, coordinate with your RIIT to complete the following action plan template to create a thorough plan for your school at each phase. The RIIS must be submitted to OEEC by **July 31**. The template provided is an outline for your action plan at each phase. This can be submitted or a template of your choice can be used that includes all the listed components. Once completed and approved, this RIIS becomes a positive

communication tool to share with your families so there is a clear understanding of how you will provide quality instruction and a safe and healthy environment for your entire school community.