

Archway Programs-REVISED 5/6/2020

Emergency School Closure Plan for Instruction

Purpose

To prepare academics for students in case of an extended emergency school closure through 6/30/2020.

District Demographic Profile-100% Students with Disabilities

Total students served-252

Teacher Expectations:

- Teachers have appropriate work/project in the core areas prepared for students and has been delivered to each students residence.
- Each student has an individual work file and supplemental reinforcing activities
- The files contain all appropriate assignments with directions on completing as well as expectations
- The activities meet the individual needs of each students
- All assignments address the IEP goals and objectives. Goals and objectives will be tracked for mastery on an ongoing basis. Teachers are able to access IEP's online as we use a web based system. Logs and journals are kept for each student, as well as completed work that has been turned in. Report cards will be distributed on their scheduled dates.
- The teachers have made available his/her email address and/or website (google classroom, classdojo etc) for parents to contact them.

- Teachers will reach out to homes daily by phone or technology to answer any questions and check on assignments
- Depending on the home technology capability, some or all work will be web based
- Students, who are non-academic, will be given plans for completing IEP goals and objective through functional and daily living skills activities. Included in the folders will be skill appropriate activities and/or directions for everyday independent living skills.
- Related Services-OT, PT, Counseling and Speech have created activities to be done at home to address IEP goals and support the educational needs, they will also be available to parents via the best mode of communication the parent has identified. Related services are delivered through google classroom and zoom where appropriate.
- Related service logs containing frequency and duration of service given are on file.
- One to one aides are to reach out to their families daily for questions and supports.
- All communications will be documented.

District contact

All district inquiries will be answered in a timely manner by an administrator from the appropriate school.

Updated school closure plans will be sent out to all sending districts

Attendance

Attendance is kept through our on line system. Any child that we are unable to reach for 5 consecutive days will be marked absent. The district will be notified via phone or email by an administrator and if they are unable to make contact, a 5 day letter will go out to the home and the district.

Progress

All work will be handed back in to the teacher, once school is in session again and will be graded accordingly.

Progress

All progress will be documented on an ongoing basis. Completed work will be returned via Archway pick up, USPS, fax, or email.

*Annual reviews are being completed on schedule through google meet, zoom or any other platform that the sending district requests.

Meal Distribution

Due to the distance of sending districts, Archway Programs will not collect reimbursement on meals nor provided meals for the days we are closed. The families were notified that the students are able to collect meals from the home school district.

Building Upkeep

During school closure, maintenance and custodial workers are reporting to work every day to clean and work on any issues that may arise in the schools.

ESY

Pending the governor's decision on the opening of school buildings, we are preparing a safe health plan to contain a dual delivery system, including remote instruction and in school instruction depending on the need of the student. We are discussing split sessions should the buildings be able to be utilized in order implement social distancing. That includes, but doesn't limit us to splitting the classrooms in half if they are too large, so there are limited people in the room, bringing half of the students in, in the AM and the other half in the PM. We are also planning on utilizing a schedule for the students which is more active for the summer months creating activities that can be done outside and/or in other on-campus locations while practicing all safety precautions. We are planning for remote instruction for the students who may not be able to attend in the school for one reason or another.

- Safe practices
- Hand sanitizer will be available to all staff and students.
- Everyone will be encouraged to wash hands frequently.
- Temperatures of both staff and students will be taken daily, prior to entering any buildings or vehicles.
- Masks will be given to all staff and students to be worn at all times.

- Lunches will be staggered and staff will accompany students to various locations in order to create more space between individuals with masks off for eating purposes.

GRADUATION

Currently planning for a remote ceremony