



# Reopening Plan 2021 - 2022

July 2021

Indiana School for the  
Blind and Visually  
Impaired

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## **Introduction**

Many states, communities and schools are relaxing Covid restrictions as the outbreaks continue to decline. A general national and state consensus indicates most students benefit more from an on campus direct learning in-school experience rather than remote/virtual learning. This is particularly true for students who are blind or have low vision. Therefore, the Indiana School for the Blind and Visually Impaired will return to a direct learning in-school experience at the start of the 2021-2022 school year.

The Indiana School for the Blind and Visually Impaired is working in conjunction with and/ or following the guided recommendations of the Indiana Department of Education, the Indiana State Department of Health and the Centers for Disease Control and Prevention to prevent the spread of disease during the pandemic. This 2021-2022 reopening plan focuses on taking steps to ensure the safety and wellbeing of students, faculty, and staff.

## **Mitigating Spread**

### **Face Coverings**

**All visitors** while on the campus of the ISBVI must wear and have in their possession a mask/face covering when entering all buildings, as well as in hallways, elevators, public spaces, common areas and outdoor spaces where physical distancing is difficult to maintain.

Masks/face coverings **must be worn** by all elementary, middle school and high school students. Teachers, service providers, and other faculty and staff members must mask when in direct contact with all students. Fully vaccinated teachers, service providers, and other faculty and staff members who have provided the date of their second vaccination to the Office of the Superintendent in writing are not required to mask only when not in direct contact with students.

Wearing a mask or face covering is not required in private offices or when alone in a space with a door closed.

Face covering means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A face covering can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and can include a plastic face shield that covers the nose and mouth. Face coverings may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, T-shirts, sweatshirts, or towels. Per the Centers for Disease Control guidelines, masks/face coverings should:

- Fit snugly but comfortably against the side of the face;
- Completely cover the nose and mouth;
- Be secured with ties or ear loops;
- Include multiple layers of fabric;

- Allow for breathing without restriction;
- Be able to be laundered and machine-dried without damage or change to shape.

Required Masks/face coverings may be removed when:

- Eating or drinking when spaced at least 6 feet apart;
- Seated at desks or assigned workspaces at least 6 feet apart;
- Engaged in any activity at least 6 feet apart.

All employees, teachers, and students, as well as coaches, athletes and any person on campus may opt to not wear a mask/face covering, if fully vaccinated and the date of their second vaccination has been provided to the Office of the Superintendent in writing, when using exercise equipment or participating in physical activity indoors. This includes, but is not limited to “working out”, physical education, and sports practices.

There are few exceptions to wearing a face covering. Students and athletes may not be required to wear face coverings while engaged in activity or competition that prevent wearing face coverings, but must wear face coverings when on the sidelines, and any time 6 feet of social distancing is not possible, regardless of being indoors or outdoors.

Any ISBVI student who cannot wear a mask or face covering due to a medical condition, including those with respiratory issues that impede breathing, a mental health condition, and students who would be unable to remove a mask without assistance may not be required to wear face coverings as requested by the parent/guardian in writing. Individuals who are communicating or seeking to communicate with someone who is hearing impaired or who has another disability, where the ability to see the mouth is essential to communication, may not be required to wear face coverings; however, individuals should consider using another type of face covering such as a plastic face shield. The risk of not wearing a face covering may outweigh the risk of wearing a face covering, therefore, exceptions will be made on a case by case basis.

Students are not required to show documentation that an exception applies.

Families are encouraged to provide their children with their own face coverings as required.

### **Social Distancing**

It is also recommended that students be spaced three feet apart when in classroom/educational settings and six feet apart at other times to maintain proper social distancing. Students will be kept with the same group of students, in the same room or area, as much as possible and given assigned seats.

## Screening Procedures

Plans and procedures have been developed in collaboration with the Indiana State Department of Health and the Indiana Department of Education. These guidelines are fluid and are likely to change. Please be patient and flexible.

**Note: It is the expectation that parents/guardians will send only healthy students to school each day and faculty and staff will only report to work if they are healthy.**

All students, faculty, and staff are encouraged not to come to campus if experiencing symptoms of illness such as fever, shortness of breath believed to be associated with illness, or cough believed to be associated with illness.

As part of the ISBVI registration packet, parents/guardians will sign a form that they will NOT send their child(ren) to school throughout the year, and faculty and staff will not report to work if they exhibit the following symptoms:

- Temperature of 100.4 or greater
- Shortness of breath or difficulty breathing
- Repeated shaking with chills
- Sore throat
- New loss of taste or smell
- Cough
- Rash
- Nausea
- Diarrhea
- Muscle pain
- Congestion or runny nose

If your child has diagnosed allergies, asthma or other chronic health conditions that would exhibit COVID-like symptoms, we encourage you to discuss this matter with your physician for any needed recommendations to return and attend school.

## Exhibiting COVID symptoms

If a student, faculty, or staff member presents symptoms consistent with COVID, the individual will be sent home and presumed to have COVID until such time as a healthcare provider determines the nature of the illness and provides written documentation of the findings.

Without a healthcare provider's note, the individual would need to stay home for 10 days and be fever free for 72 hours without the use of fever-reducing medication.

Any students, faculty and staff testing positive for the coronavirus must stay out of school for 10 days when symptoms appear or with a negative test (in asymptomatic cases).

## **Contact Tracing**

The ISBVI will immediately contact the Indiana State Department of Health upon learning of a positive COVID case among the student body, faculty, and staff. Contact tracing will be implemented per the Indiana State Department of Health recommendations.

## **Enhanced Sanitization/Disinfecting**

ISBVI will utilize enhanced cleaning and disinfecting procedures in all buildings. Housekeeping crews will focus on “high touch” points in common areas throughout the school day where bacteria or viruses are most likely to be transmitted, which includes but is not limited to:

- Desks, chairs, tables
- Door handles and push plates
- Stair rails
- Water bottle refilling stations
- Lockers
- Restrooms
- Office equipment

## **COVID Training**

All staff will be provided with training on safety protocols related to the prevention and transmission of COVID and other contagious diseases.

## **School Volunteers and Guests**

Any unnecessary visitors will not be permitted in the school. Volunteers will be limited to coming onto campus. Group tours will not be scheduled. Students will be allowed to have no more than two parents or family members older than 18 years of age in the building with them for meetings, visits, or pick-up. Please check with your department principal or the residential director to arrange for your visits. All visits must be scheduled in advance and approved by the department principal or residential director.

A faculty or staff member may escort residential students going home for the weekend to the car of the parent/guardian who will sign them out.

## **Facility Modifications**

### **Protective Barriers**

Protective barriers will be installed strategically in various areas: the education offices, switch board area and student center to reduce the spread of contaminants and to provide another layer of protection.

### **Signage/Floor Decals**

Social distance and CDC recommendation signage will be located throughout the buildings as will auditory reminders through numerous transmitter beacons utilizing a downloadable application.

### **Water Bottle Filling Stations**

Water bottle filling stations are located around the campus. Traditional water fountains have been disabled. Water stations will be periodically tested by maintenance staff to ensure proper functioning. Otherwise, they will be closed for public use. Zip lock bags with zip ties have been placed over the fountain spigot to prevent usage as well.

### **Building Ventilation/Air Filters/Air Quality**

All air filters have been changed prior to the start of school. Air filters will be changed biannually at minimum. Air quality will be monitored to ensure appropriate safe levels.

### **Hand Sanitizer Stations**

Hand sanitizer stations are located throughout the campus.

### **Vehicle/Bus Sanitization**

A cleaning protocol has been added to the Vehicle Checklist. Sanitizing wipes and/or sanitizing spray bottles are in each school vehicle. Staff using cars/vans will sanitize the vehicle before returning the vehicle for future use.

### **Classrooms**

Teachers will assign seats to students and document the seating arrangements for contact tracing purposes.

Students will be expected to maintain social distancing in the restrooms as much as possible.

The teacher and/or students will disinfect desktops at the end of each class period before dismissing to their next class.

Teachers have the flexibility to move classes outside to maximize distance between students.

Teachers will sanitize hands before passing out papers. Students will not distribute papers to other students. Students will turn in paper assignments or tests to a central location.

Desks/workspaces and/or seating are spaced at least 3 feet apart. Students will face the same direction when possible.

### **COVID Isolation Rooms**

An isolation room(s) will be located within the Keever Health Center when a student displays symptoms of COVID. Parents will be expected to pick up their student immediately. If a parent cannot come to the school immediately, the local school will be called to transport the student home.

## **Program/Service Modifications**

### **Transportation**

The bus protocol established by the local education agency/district must be followed. All students must wear a mask when being transported by bus regardless of vaccination status. Loading and unloading protocols will also be established by the local education agency/district.

Concerns related to transportation should be addressed with the local bus driver or local transportation director.

Residential student's temperatures will be taken when arriving on campus prior to being admitted into the building. If their temperature is 100.4 or greater using non-touch thermometers, they will be required to return home via the provided transportation (Local Education Agency, Parent, etc.) They may return when formal written documentation from a health care provider determines they are COVID-19 or other contagious diseases free/negative.

### **Bus Drop Off/Pick Up**

No students will arrive at the school earlier than 7:00am. Students will sanitize/wash their hands when they get off the bus and before departing on the bus.

Students will wear a face covering when getting on the bus and follow the local education agency/district bus protocol for wearing the face covering during the ride home.



### **Car Drop-Off/Pick Up**

Students may not arrive at the school earlier than 7:20am.

Students must wear a face covering as appropriate when entering the school and wash hands or sanitize hands before going to class.

### **Off Campus Therapies**

Off campus therapies may continue with proper social distancing and/or masks/face coverings as determined on a case by case basis.

### **Food Services/Cafeteria**

Breakfast will be served in elementary classrooms for day students at 7:20am. Dietary staff will deliver breakfast bags to the elementary classrooms.

Middle school/high school students will report to Churchman Dining Room for meals following proper social distancing and wearing masks as appropriate.

Unvaccinated students will be expected to wear a face covering when entering/exiting the cafeteria and while seated, as appropriate.

Lunch will be provided in two periods for the main building with two students per table. Students will not be allowed to exchange food with each other. Dietary staff will clean off tables and sanitize tables and chairs, so students are not congregating around trash cans. Only two to three classes, with two to three students per table, will be scheduled per lunch period in the elementary building and will follow proper social distancing protocols. Food will be pre-plated and placed on the tables. Students will not be allowed to exchange food with each other. Dietary staff will clean off tables and sanitize tables and chairs.

### **Field Trips and Large Group Gatherings**

Off campus events and field trips may resume. Students, faculty, and staff will wear masks/face coverings for the duration of the event, including while being transported.

Larger group gathering may resume as appropriate with the wearing of masks and ensuring social distancing. These events may also be held via Zoom or another type of online format. These events may include: Parent-Teacher meeting, annual case conference meeting, etc.

### **Community Based Instruction**

Community based instruction may resume. Students, faculty, and staff will wear masks/face coverings for the duration of the event, including while being transported.

## On-Site Learning

### **Elementary**

In-person instruction will resume.

All students are expected to wear a face covering in the classroom. Daily schedules will be adjusted at all levels to allow students time without masks while practicing appropriate social distancing (i.e., Classes being held outdoors when possible).

Students will wear face coverings in hallways and walking routes will be established (following one-way direction, keeping on the right side).

Supplies and materials may not be shared. They will be stored in individual drawers or storage containers.

All physical education classes will take place outdoors, when possible, weather permitting. In the event of inclement weather, classes will be rescheduled or take place in the elementary gym.

Dismissal procedures for the entire campus will be staggered. Administration from both elementary, and middle school and high school will provide more detailed schedules as the start of school approaches.

Elementary students will participate in recess using a staggered schedule to promote social distancing. Equipment will be sanitized after each group use.

Grade level cohorts will stay together and play in established zones (playgrounds, open spaces, side-walk, multi-purpose room) and rotate weekly.

Close contact activities will not be permitted.

Elementary On-Site Schedule:

7:15 – 8:00	Breakfast in the Classroom, Attendance
8:00 – 9:00	Reading Block
9:00 – 10:00	Small Groups/Special Area Classes/AM Recess
10:00 – 10:30	Math Block
10:30 – 11:30	Small Groups/Special Area Classes/AM Recess
11:30 – 1:00	Lunch Rotations
1:00 – 1:30	Social Studies/Science Block
1:30 – 3:00	Literacy Block/Small Groups/Special Area Classes/PM Recess

## **Middle School**

In-person instruction will resume.

All students are expected to wear a face covering in the classroom and when social distancing is not possible. Daily schedules will be adjusted at all levels to allow students time without masks while practicing appropriate social distancing (i.e., Classes being held outdoors when possible).

Students will wear masks in hallways and bathrooms. Passing periods may be adjusted and flexibility provided to minimize student contact. Steps will be taken to lessen congestion in the hallways and improve conditions for social distancing. Walking routes will be established (keep right) to promote one direction travel.

All physical education classes will take place outdoors, when possible, weather permitting. In the event of inclement weather, middle school classes will take place in the main gymnasium. Middle school students will not be required to dress for physical education.

Desks/tables will be arranged so students are facing the same direction when possible.

Lunch will be in the cafeteria and students will sit two to a table.

During elective classes 6<sup>th</sup> and 7<sup>th</sup> period, teachers will come and get students and leave time will be staggered to allow minimal contact with students not in middle school.

Dismissal procedures for the entire campus will be staggered. Administration from both elementary, and middle school and high school will provide more detailed schedules as the start of school approaches.

## **High School**

In-person instruction will resume.

All students are expected to wear a face covering in the classroom and when social distancing is not possible. Daily schedules will be adjusted at all levels to allow students time without masks while practicing appropriate social distancing (i.e. Classes being held outdoors when possible).

Students will wear masks in hallways and bathrooms. Passing periods may be adjusted and flexibility provided to minimize student contact. Steps will be taken to lessen congestion in the hallways and improve conditions for social distancing. Walking routes will be established (keep right) to promote one direction travel.

All physical education classes will take place outdoors, when possible, weather permitting. In the event of inclement weather, high school classes will take place in the main gymnasium. High

school students will not be required to dress for physical education classes on inclement weather days.

Desks/tables will be arranged so students are facing the same direction when possible.

When able, teachers will move to class instead of students moving to and from class.

Release times from class will be staggered to minimize student contact with each other.

Students, who are able, will wear masks except when social distancing is possible. This may include when class sizes are small or if classes can be outside.

Dismissal procedures for the entire campus will be staggered. Administration from both elementary, and middle school and high school will provide more detailed schedules as the start of school approaches.

### **Short Course**

Short Course Programming for Local Education Agency Students will resume.

### **Residential Program**

Each student will be assigned a room without a roommate.

Dormitory access will be restricted to only residential students who reside in an assigned dormitory and assigned staff.

Visitors will not be allowed in dorms. A family member may schedule time to visit their child on campus and in a designated visitation area, preferably outdoors, weather permitting.

Upon arriving in their assigned dormitory, the student can take their mask off provided social distancing is followed.

Shower schedules will be developed, and students will be expected to keep personal belongings in their own room.

The Student Center will be open with a limited number of students at a time. Facial coverings will be required if social distancing protocol cannot be maintained.

Recreational activities may resume. Outdoor space will be utilized as much as possible. Students, faculty, and staff will wear masks/face coverings for the duration of the event, including while being transported.

The Student Work Program will resume.

## **Library**

Modified services will be made with requesting materials. All returned materials will be cleaned before redistribution.

## **Athletics and Extra-Curricular Activities**

All athletics events may resume following appropriate ISBVI masking/social distancing protocol or that of a hosting school. Intramural events may be held by following proper safety protocols. Extra-curricular activities may be considered on a case-by-case basis.

## **Choir**

Students will be seated/standing in straight rows, facing the same direction, and as distantly spaced as room sizes allow while wearing face masks and/or face shields. Consideration should be given to utilizing the largest spaces possible (e.g., auditorium).

Sectional/split rehearsal groupings will be employed as space allows.

Students will not share sheet music and must have their own copies.

Participation in auditions, contests, festivals, and other events is not permitted.

Public/school concerts will not be permitted at this time.

## **Band**

Students should be seated in straight rows, facing the same direction, and as distantly spaced as room sizes allow.

Sectional/split rehearsal groupings should be employed as space allows.

Instruments should not be shared. If sharing is absolutely necessary (e.g., large percussion instruments), proper disinfection should be completed between each use with an EPA approved product.

Masks are expected for entry/exit to spaces and when not engaged in direct participation with instruments.

Music stands should not be shared, and all stands must be disinfected between each use/class.

Students should not share sheet music and must have their own copies.

Participation in auditions, contests, festivals, and other events is not permitted at this time.

Public/school concerts will not be permitted at this time.

### **Social and Emotional Supports**

Students needing extra emotional support throughout the pandemic/changes in school routines may meet with the social workers and school psychologist. Staff in need of social and emotional supports may utilize programs available through the Indiana State Personnel Department.

### **Parent/Guardian Expectations**

Commit to supporting your child for as long as your child needs it.

Help provide a daily structure and routine for your child.

At the elementary level, read aloud to your child often and ensure access to books and other reading materials.

Participate in the process of success by regularly communicating with teachers and monitoring child progress.

Be open to suggested educational experiences outside of the virtual learning environment to add to your child's education.

### **Roles of Families**

As ISBVI plans for a return to school, students may feel a bit of anxiety or fear about all the changes. Teachers and staff will do their best to make sure that families are aware of the procedures and safety protocols to help prevent the spread of COVID-19. Important tips and reminders for families to discuss with their child(ren) prior to school starting:

- Families will help by not sending their child to school with COVID symptoms.
- Families will be notified of any new updates or changes.
- Families should review the emails and information that is sent out.
- Families are encouraged to begin discussing the new changes with their child prior to returning to school.
- Families will stay calm and positive to support the child by taking the time to chat with them about their concerns and questions without increasing their stress, anxiety, or fears.
- Families can chat about the different strategies that they can practice keeping them and others safe with social distancing, wearing a mask and hand washing. Practice wearing face covering at home prior to sending them to school and gradually increase the amount of time they wear it.

- Families will keep regular school routine for bedtime and wake up time prior to start of school.
- It would not be unusual for a child to display some out of characteristic behaviors during this time of transition, do your best to approach these behaviors in a supportive, yet consistent manner.

### **ISBVI Administrative Contacts**

ISBVI is here to support you and help make this a smooth transition. Please reach out to the following individuals if you have concerns or questions.

#### **Interim Elementary Principal**

Cara Kennett – 317-253-1481 ext. 105  
email – [ckennett@isbvik12.org](mailto:ckennett@isbvik12.org)

#### **Residential Director**

Jason Askren – 317-253-1481 ext. 185  
email – [jaskren@isbvik12.org](mailto:jaskren@isbvik12.org)

#### **Middle School/High School Principal**

Jay Wilson – 317-253-1481 ext. 140  
email – [jwilson@isbvik12.org](mailto:jwilson@isbvik12.org)

#### **Interim Asst Superintendent of Programs**

Tiffany Sanders – 317-253-1481 ext. 100  
email – [tsanders@isbvik12.org](mailto:tsanders@isbvik12.org)

#### **Superintendent**

James Durst – 317-253-1481 ext. 141  
email – [jdurst@isbvik12.org](mailto:jdurst@isbvik12.org)