

Bonnie Brae Fall Opening Plan 2020

8/4/2020

Somerset County

Bonnie Brae School

Brooke Ellis (908) 647-4703

In order to provide education to our students' in the Bonnie Brae Residential Treatment Facility the following plan has been developed to meet the education and supervision needs of our students during this pandemic.

On the Bonnie Brae campus, there are many buildings that are available to the students and school staff to promote social distancing. Residentially, the youth are divided amongst eight living units (cottages) with currently 9-13 youth in each cottage. Our plan, as deemed necessary by our medical and leadership staff, proposes the youth remain grouped in their living units and travel by cottage throughout the school day; however, smaller cottages may be combined into larger cohorts. If that is the case, they will be assigned to the largest building that can accommodate the given spacing requirements. Each cottage will be assigned to an entire building/floor with the school staff in order to provide adequate social distancing and opportunities for smaller groups.

If youth are required to be held back from school for reasons related to the pandemic, certified school staff will provide written work to their living units.

Each building available allows for maximum spacing and can easily accommodate 6' social distancing for both student and school staff. This ample space means that each cottage would have the ability to use the entire building to meet these guidelines.

Bonnie Brae is accredited by the Joint Commission on Accreditation of Healthcare Organizations. Youth are placed in Bonnie Brae residential treatment center by the State of NJ Department of Children and Families. Both the special education school and the residential program are co-located on the campus. There are no day students enrolled and no need for any student transportation. Based on the needs of our youth and the fact that they reside here, Bonnie Brae School will remain open with in person instruction and will not be engaging in on-line or remote instruction.

Points of Consideration

Pandemic Response Team includes: Chief Executive Officer, Chief Operating Officer, Director of Nursing, Business Administrator, Clinical Director, Residential Director, Human Resources Director, and School Administration Team

Education staff will develop learning experiences that provide direct instruction, student practice, and enrichment activities with the students grade-level functioning and interest in

mind. The academic work will include teacher-generated lessons created by subject and the individualized student's goals and objectives as presented in their individualized plans. Staff will develop an assessment strategy for the beginning of each instructional unit based on the student data available from last year and the student's individual plan. Each student will receive direct instruction and assignments will:

- be based on the student's instructional level
- include subject/course skill set review
- provide opportunities for oral and silent reading
- use materials to meet and challenge level of ability
- vary activities to maintain student's interest and motivation

| IT support is available daily and through remote or on-site troubleshooting.

Daily student progress is monitored by the education staff that is familiar with each student's IEP accommodations and modifications. Each student's progress is reported daily and logged into the school's electronic record system. Teachers send notice if they observe/ identify a need for changes to individual students' accommodations/modifications. The school district of residence CST is then notified for collaboration in any and all changes. Students participating in speech therapy and/or occupational therapy, as determined by their IEP, will receive services created and provided by their therapists under contract with Bonnie Brae. This can be done remotely or in-person as determined by the DOE protocols at that time.

The CST Liaison Supervisor or Educational Coordinator will participate in virtual meetings, re-evaluations, and other meetings with the school district of residence CST and the students' parents/guardians via teleconference. This is to insure that all services are being implemented in accordance with the students' IEP to the greatest extent possible.

Professional learning will be provided to the education staff to allow them time to adapt to the altered school environment. Particular attention will be given to adapting the curriculum scope and sequence/pacing for each subject to meet the students' grade levels. The types of differentiated student learning such as small group instruction, different tools, and use of scaffolding to meet the unique needs of the students will be explored. Other topics of note will be collaboration on the type of support the students may need entering the new school year.

There are currently no ESL students attending Bonnie Brae at this time. ESL families, however, communicate with bilingual clinicians who receive feedback from school staff.

Our residential treatment facility continues to hold weekly virtual treatment team meetings that include reports to guardians on the students' educational progress. Clinical staff also remains in contact with the guardians and provides school staff with any reported concerns or issues.

Meal Plan: Bonnie Brae's agreement # is: 23609018

There will be no interruption in meal service to the students as we are a Residential Child Care Facility. Meals will continue to be served in the cafeteria, the cottages and the classrooms so there are no large groups of students in one room at the same time.

Cafeteria (4000 sq. ft.): this area has been a central focus of distancing principles. Although the area is spacious, we have limited the number of people at any given time to only one cottage per mealtime. If eating in the café, seating is limited to no more than 2 per table and all tables will be 6' apart. When situations restrict people from being in the café, arrangements for meal deliveries are made. We primarily engage in "closed meals" where the students and staff go into the cafeteria at their assigned time, gather their meal, and then return to the classroom. This allows for maximum social distancing and reduces the risk of exposure.

Students reside at Bonnie Brae; therefore attendance is not an issue. Also, no students from our school attend out-of-district schools nor receive transportation to such schools since we are a residential facility. No external youth attend Bonnie Brae as their day school. Any unexcused absences are reported to the district of residence for their consideration in promotion/retention as guided by their district policy.

The Bonnie Brae School is located on a 100+ acre residential campus. There is maintenance staff on grounds throughout the school day to tend to any building needs. Below are procedures used throughout the buildings to keep areas clean and sanitized:

Cleaning and Sanitizing Procedures:

1. Common areas (includes faculty room, resource room, hallways, school office, stair rails, doorknobs, back and front door push bars, inside/outside door handles, computers, mouse, tables, toilet bowl handles, phones etc....)
 - a. Before staff arrives all common areas are sanitized
 - b. Mid-morning sanitizing of common areas are done
 - c. Mid-afternoon sanitizing of common areas are done
 - d. Cleaning company continues to come after school and prioritizes sanitizing
2. Classroom Sanitation
 - a. Staff is responsible for their immediate work area including phones, desk, computers, student desks/chairs, door knobs, light switches, etc....)
 - b. Open windows and turn on fans to increase ventilation; if there are no windows use A/C or A/C fan with filters
 - c. Consistently wipe down phones, keys, etc...
 - d. Wash hands anytime you get a chance using warm water creating a lot of foam by using friction of rubbing hands together; use hand sanitizer when soap and water are not available
 - e. Provide opportunities for students to wash their hands or use hand sanitizer before and after transitions
 - f. Each building/floor is equipped with sanitizing wipes/cleaning agents as well as hand sanitizer

3. PPE equipment available: gloves, surface sanitizers, hand sanitizers. Masks are required for all staff, students and visitors (when permitted on grounds)
4. Van usage if needed:
 - a. Van is sanitized before getting in to leave and after getting out when you return
 - b. All occupants wash their hands immediately upon return
 - c. Everybody in the van wears a mask (staff and students)
 - d. All occupants are spread out in different seat rows
 - e. Big vans- no more than 6 passengers (including staff)
 - f. Mini vans- no more than 4 passengers (including staff)
5. Physical Education equipment is sanitized before and after use to prepare for the next class to use it
6. Students bathrooms
 - a. Sanitize three times/day and, if possible, after each use; each cottage is assigned their own bathroom to use to minimize exposure

School: Programming:

1. Staggered transitions from cottage to school (am/pm)
2. Student temperatures are taken before transitioning to school; any temperature exceeding 100.4 student remains in the health office
3. Staff temperature taken before receiving students and screening questions are done; if there are any temperatures above 100.4 or a yes is answered to any questions, the staff are sent home; Director of Nursing (DON) follows up with staff and directs need for testing; if test is completed and positive, DON notifies the Department of Health and all directives are followed (i.e.: contract tracing, etc..)
4. Cafeteria (alternate closed meals-these are meals that staff take out of cafeteria and deliver to students-for classes to limit students' in café; 2 students/table etc...); only 1 cottage in the café/lunch period at a time
5. Practice and model good hygiene and social distancing with students on consistent basis
6. Encourage students to wear masks at all times; if students struggle offer support and motivation to comply
7. In computer labs, sterilize seating, mouse, keyboard, headphones, once students' leave and before others arrive
8. Students are separated by cottages and assigned to a designated building throughout the campus to avoid any cottages intermingling with one another; staff are assigned to each cottage
9. In agreement with our athletic league there will be no sports teams playing against other schools at this point in time
10. Social Emotional Learning and Support
 - a. Due to being a residential facility on campus we have: clinicians, family therapists, nurses, crisis counselors, etc... 24 hours/day, 7 days/week

The Bonnie Brae Board approved this plan on 7/20/2020. This plan has been posted on the Bonnie Brae website and distributed to all CST case managers.