



## Safe Return to In-Person Instruction and Continuity of Services Plan (ARP Act)

### LEA Information

**1. LEA Name (one LEA per form)\***

Cholla Academy

**2. Entity ID Number\***

5186

**3. CTDS Number\***

78995000

**4. Plan's Primary Contact Name\***

Kathy Couch

**5. Plan's Primary Contact Email Address\***

kcouch@westlandschool.net

**6. Plan's Primary Contact Phone Number\***

623-247-6456

**Please submit your Safe Return to In-Person Learning Plan every six months from your prior submission date.**

Revision Timeline: May 2023-September 2023

**7. Since your last submission date, when did your LEA last review and/or revise your plan? Please provide the updated mm/dd/yyyy of your review/revision. This date should be updated from your last submission. \***

08/14/2023

**All LEAs receiving ESSER III funds must make publicly available on their website, a plan for the Safe Return to In-Person Instruction and Continuity of Services. Please list the link where the plan/template is posted on the LEA's website.**

**8. Insert the link below with directions on how to find your LEA's Safe Return to In-Person plan located on your LEA website (do not link directly to the PDF). The plan must be on the ADE template that will be downloaded from EMAC after completing your responses.\***

<http://westlandcharterschool.com/1322-2/>

**How the LEA will maintain the health and safety of students, educators, and other staff and the extent to which it has adopted policies, and a description of any such policies, on each of the following safety recommendations established by the Centers for Disease Control and Prevention (CDC)**

**9. Has the LEA adopted a Governing Board policy on universal and correct wearing of masks?\***

Yes

**10. Please describe the LEA's Governing Board policy on universal and correct wearing of masks.\***

The school shall keep a supply of face masks for those who have a cold or other symptoms and for those that choose to wear one. Students/parents are encouraged to have students wear masks indoors when they have a runny nose or cough.  
Those who wear masks shall wear them according to CDC guidelines.

**11. Has the LEA adopted a Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding)?\***

Yes

**12. Please describe the LEA's Governing Board policy on modifying facilities to allow for physical distancing (e.g., use of cohorts/podding).\***

When possible and necessary (during high transmission or spikes in COVID cases), students and classrooms shall be organized to make seating at least 3 feet apart when feasible.

**13. Has the LEA adopted a Governing Board policy on handwashing and respiratory etiquette?\***

Yes

**14. Please describe the LEA's Governing Board policy on handwashing and respiratory etiquette.\***

Students and staff shall have multiple times each day to wash their hands/use hand sanitizer. Hand washing procedures will be explicitly taught once a quarter to ensure that proper hand washing techniques are used. Students and staff are expected to cover their coughs and sneezes and turn away from others nearby. Teachers will continue to teach/remind students to do so and require hand washing/sanitizer after coughing or sneezing. Tissues will be available in all classrooms with touch less trash cans for disposal.

**15. Has the LEA adopted a Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation?\***

Yes

**16. Please describe the LEA's Governing Board policy on cleaning and maintaining healthy facilities, including improving ventilation.\***

Doors shall be opened when appropriate, fans may be used, and ventilation shall be maximized as much as possible. Air conditioning units shall be maintained and cleaned regularly, and some are being replaced to improve air quality. Drinking fountains have been changed include water bottle filling stations. Restrooms have been refurbished and new sinks, faucets, touch less toilets have been added. Ventilation systems have been updated in some buildings.

**17. Has the LEA adopted a Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments?\*** Yes**18. Please describe the LEA's Governing Board policy on contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments.\***

When a student or staff member have symptoms related to COVID, they shall be isolated until they can be picked up or given a COVID rapid test. School has tests available to those that need them. Any areas in which the student/staff were, shall be cleaned/disinfected as soon as possible. Students/staff may return to school when they are without a fever for 24 hours.

**19. Has the LEA adopted a Governing Board policy on diagnostic and screening testing?\*** Yes**20. Please describe the LEA's Governing Board policy on diagnostic and screening testing.\***

If possible, a limited supply of home testing kits will be available at the school to be used if a student/staff presents as the school with Covid symptoms.

**21. Has the LEA adopted a Governing Board policy on efforts to provide vaccinations to school communities?\*** Yes**22. Please describe the LEA's Governing Board policy on efforts to provide vaccinations to school communities.\***

Schools shall not be vaccination sites but will have resources and lists of locations to refer students/staff to sites in the area.

**23. Has the LEA adopted a Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies?\*** Yes**24. Please describe the LEA's Governing Board policy on appropriate accommodations for children with disabilities with respect to health and safety policies.\***

All students including those with disabilities will receive accommodations appropriate for each individual student needs.

**25. Has the LEA adopted a Governing Board policy on coordination with State and local health officials?**

\*

Yes

**26. Please describe the LEA's Governing Board policy on coordination with State and local health officials.\***

Schools shall work with/coordinate with state and local health officials. School will check state and local guidelines monthly for updates.

## Continuity of Services

Including but not limited to services to address students' academic needs and students' and staff social, emotional, mental health, and other needs, which may include student health and food services.

### 27. How will the LEA ensure Continuity of Services?\*

Briefly describe an overview of the continuity of services and in the following questions you will provide more detailed information.

The school will use in-person and online programs, only while a student is sick for more than 10 days, to provide academic services to students so that all students may continue to progress adequately academically. All curriculum is available on online and all students have a login to view curriculum. Staff is trained in using all of the methods to help students achieve yearly goals. Students and parents have been connected to the school staff and are encouraged to use Class Dojo, email, and phone calls to discuss any needs of the students or families. Teachers are expected to respond to communication from parents within 48 hours during the school week. Staff who have concerns about student progress or social-emotional-mental health are required to contact administration as soon as possible regarding their concerns.

Administration will contact parent/guardian to offer support/resources. Special education services will be continued for in-person and off campus students per IEP.

Each school campus has a behavior specialist to assist with emotional and mental health needs. They will work directly with students and parents.

### 28. How will the LEA ensure continuity of services for students' academic needs?\*

All regular classes will be held Monday-Friday during regular school hours. Students will receive special education/tutoring services as outlined in their individual plan. Grades will be monitored to be sure all students receive academic support as needed. Students who are not able to attend in person instruction due to illness lasting longer than 10 days will be assigned a mentor and enrolled in online classes through the schools' HMH online curriculum. The mentor will work with each child to be sure they are receiving appropriate educational opportunities while out of school to be sure the child has access to any materials and educational opportunities needed so the child can progress academically with the class. When the student returns to school, the student will resume their in-person classes.

The LEA purchased curriculum through Harcourt Mifflin Houghton (HMH) for all subjects and grade levels that is both paper based (printed) and online. All students have individual accounts to access textbooks and resources all year.

### 29. How will the LEA ensure continuity of services for students' social, emotional, and mental health needs?\*

Parents and students may receive information about social, emotional, and mental health needs as requested or if either staff, student, or parent believes there is a need for these additional components for the student. Teachers are receiving on-going training in recognizing and supporting students social, emotional, and mental health needs. Teachers will use evidence-based methods in the classroom to teach students how to advocate for themselves, and teachers will look for signs that a student may be struggling with their social, emotional, or mental health and notify administration of their concerns.

Administration will reach out to the parents to provide support and information to help the child receive support.

**30. How will the LEA ensure continuity of services for students' other needs?\***

This may include student health and food services.

The school will provide free of charge, nutritional breakfast and lunches and a clean environment for eating. Care will be taken to clean tables between student groups. Utensils, plates, etc. are single serving items and will be disposed of in trash receptacles after use. Any student who presents with Covid symptoms (fever) shall have their parent called immediately and be taken home.

**31. How will the LEA ensure continuity of services for staff's social, emotional, and mental health needs?\***

Staff will receive professional development that addresses social, emotion and mental health needs for students and staff. Instructional staff will provide daily SEL activities to promote emotional, psychological and social well-being. Staff have access to mental health services through school insurance. School administration will encourage staff to use school and community resources for their needs. No staff member shall be discriminated against for using these services.

**32. How will the LEA ensure continuity of services for staff's other needs?\***

Staff will be encouraged to talk to administration about any issues of concern. They will be encouraged to reach out for other support as needed. Staff needs will be kept confidential as far as possible.



**The LEA must regularly, but no less frequently than every six months (taking into consideration the timing of significant changes to CDC guidance on reopening schools), review and, as appropriate, revise its plan for the safe return to in-person instruction and continuity of services through September 30, 2023**

**33. Describe the process used to seek public input, and how that input was taken into account in the revision of the plan.\***

Parents are encouraged to speak directly to school staff through in person meetings, email, Class Dojo or phone to communicate with the school regarding any issues. Surveys have been collected from parents, students and staff for input on safety and instruction. Parents contact the school staff and the principal to address concerns and provide their input or ideas to resolve issues.

**After completing all responses in EMAC, save your information. Then, use the red download button to create a copy of your completed form to be uploaded to your LEA website. Once your form is uploaded to your LEA website, log back into EMAC to click the blue submit button and submit your form to be reviewed by your specialist. Your EMAC submission will not be approved unless this updated form is on your LEA website.**

**34. Did you upload the completed EMAC form to your LEA website?\***

Yes