Variety Child Learning Center
2021-2022
Opening Plan

September 1, 2021

Prepared by Janice Friedman, CEO and Andrea Rieger, CFO
Agency Name: Variety Child Learning Center (VCLC)
BEDS Code: 280205996580
Administrative Address: 47 Humphrey Drive Syosset, NY 11791
Program Site Addresses:
- 47 Humphrey Drive Syosset, NY 11791
- 72 Farmedge Road Levittown, NY 11756
- 15 Shore Avenue Oyster Bay, NY 11771
- 425 Maplewood Road Huntington Station, NY 11746
- 101 Owl Place Levittown, NY 11756
- 100 Robin Lane Levittown, NY 11756

Program(s) provided:
- √ 4410 (Pre-school Special Education)
- √ Special Class
- √ Special Class in an Integrated Setting
- √ Multi-Disciplinary Evaluations
- √ 853 (School Age Special Education)
- √ Other: Related Services (On/Off site and/or home)
- √ UPK

Contact Person (Name, Title): Janice Friedman, CEO and Andrea Rieger, CFO
Contact Phone Number: School Number: 516-921-7171 (Ext. 2126 for Janice and 2131 for Andrea)
Contact Email Address: jfriedman@vclc.org and arieger@vclc.org
Website where this plan and any plan updates will be posted: www.vclc.org
2021-2022 School Year

Dear Families and Staff,

Thank you in advance for all your cooperation in adhering to the health and safety protocols that we have put in place.

During the 2021-2022 school year, VCLC will be offering only in-person learning. There will be no remote options at this point, except if VCLC quarantines a class or provides remote services on designated snow days (as determined by administration) or mandated to close by our oversight agencies. Staff will be prepared, if necessary, to switch to an all remote-learning model if VCLC is instructed to close.

This document is a living document and will be revised as new information and/or guidelines are received. The health and safety protocols remain the same.

If you have any questions about this information, please contact Jolie Shah, Principal at Syosset by email: jshah@vclc.org, or Corey Lein, Principal at Levittown by email: clein@vclc.org. If you are a parent of a child at one of our Oyster Babies, please contact Jolie Shah. If you are a parent of a child in our UPK/SCIS classes at Stokes or Sparke, please contact Anna Cicciari by email: acicciari@vclc.org.

Thank you for your patience and understanding.

Janice Friedman, CEO and Andrea Rieger, CFO
Guiding Principles

VCLC is committed to the following Guiding Principles:

• The health, safety and security of all our students and staff is paramount to the re-opening of VCLC.
• Home/school collaboration, a fundamental building block of VCLC’s program since its founding, will be the cornerstone of our re-opening. The family/school partnership based on respect, communication and trust is essential to a successful 2021-2022 school year.
• Open communication between home and school about health issues, student’s social/emotional and learning struggles is key to success.
• Staff and families need to recognize the need to be flexible and patient as VCLC adjusts to new guidelines and regulations from the CDC and our regulatory agencies including, but not limited to: the New York State Education Department (SED), New York State Department of Health (DOH), New York State Office of Children and Families (OCFS) and local municipalities. These guidelines may differ. VCLC will follow the strictest guidelines to protect our students and staff.
VCLC considered the following topics in developing the re-opening plan.

1. Communication/Family and Community Engagement
2. Health and Safety
3. Facilities
4. Nutrition
5. Transportation
6. Social Emotional Well-Being
7. School Schedules
8. Budget and Fiscal
9. Attendance and Chronic Absenteeism
10. Technology and Connectivity
11. Teaching and Learning
12. Special Education
13. Staffing
14. Teacher and Principal Evaluation System
15. Student Teaching
Communication
Family and Community Engagement

VCLC will communicate with families, staff, the Board of Trustees and the community including school districts and our regulatory agencies using any of the methods listed:

• VCLC’s Alert Now System (Blackboard.com) through email, text and voice.
  • Messages can be sent immediately or scheduled.
  • Staff and families must sign up for this communication system. It is strongly suggested that you take advantage of Alert Now.
• VCLC’s website: www.vclc.org
• Messages on social media including VCLC’s Facebook Page: https://www.facebook.com/pages/Variety-Child-Learning-Center/112643688773
• Messages on VCLC’s phone system
• Signage posted throughout both sites
• Mailings
• Surveys
For families whose preferred language is not English:

- VCLC written materials will be translated into Spanish by VCLC’s bilingual staff.
- Google Translator is available on VCLC’s website to translate any postings.
- Messages on Alert Now and VCLC’s telephone system will be available in Spanish.
- When possible, VCLC will use SED, DOH and CDC forms or information sheets that may be available in languages other than English.
- Families should contact their social worker for help with translations or interpretations.
# Health and Safety

Focused on preventive actions in schools:

<table>
<thead>
<tr>
<th>Health Checks</th>
<th>Health Hygiene</th>
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<tbody>
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<td>• schools must instruct staff to recognize signs and symptoms of illness in students and staff, and perform health screenings per DOH guidance.</td>
<td>• schools must instruct students and staff in proper hand and respiratory hygiene and provide necessary supplies.</td>
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<th>Social Distancing</th>
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<td>• schools must develop plans to maximize social distancing whenever possible.</td>
<td>• requires students and staff to wear face coverings (or PPE based on job functions), per DOH guidance.</td>
<td>• reviews cleaning and disinfecting procedures for the school in accordance with CDC recommendations.</td>
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<th>Management of ill persons</th>
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<td>• requires persons with signs and symptoms of COVID-19 to be isolated until they can be sent home.</td>
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Health and Safety

VCLC is committed to providing a school environment that is safe and protects the health of students and staff to the best of our ability. Our policies and procedures will change as new guidance and protocols are received from our regulatory agencies.

Health and Safety for Students:

• Health and safety routines will be taught and reinforced.
  • Visual supports and schedules
  • Social stories
  • Modeling
  • Reinforcement systems
  • Practice
• Routines
  • Hand washing
  • Social distancing
  • Masks
  • Respiratory hygiene
• All protocols and routines will be shared with families.
Health and Safety--Masks

- All adults must wear a face covering when in VCLC’s sites.
- Face coverings include masks, cloth face coverings, face shields, N95 PPE masks
- VCLC will supply masks and/or face shields to staff. Masks, shields, and other face coverings may not be shared.
- Staff are responsible for safeguarding and cleaning their face shields.
- If cloth masks or face coverings are used, they must be washed nightly. Staff will be provided with the CDC guidance document on how to wash cloth masks.
- VCLC will train all staff on the proper techniques for wearing and removing face coverings.
- VCLC staff will remind visitors that they must wear a face covering in the buildings. Disposable face masks will be available upon entering the building and throughout the building as well.
- Other PPE including N95 masks, gloves, disposable gowns, face shields will be provided and expected to be worn by the following staff if social distancing is not feasible and/or barriers are not available:
  - The school nurses who are attending to students and/or staff who are in the Symptom Center.
  - Maintenance staff as recommended by DOH, OSHA and the manufacturers of cleaning and sanitizing products.
  - Staff assigned to screen students, staff, vendors, contractors and/or visitors.
- PPE, as listed above, will be made available to all staff at VCLC as well.
Health and Safety
Masks

• VCLC students will be required to wear masks while at school.
• However, if a child is unable to wear a mask while at school due to a medical issue or a disability, please send a note to one of the following administrators:
  • Jolie Shah, Principal at Syosset
  • Corey Lein, Principal at Levittown
  • Anna Cicciari, Education Coordinator, UPK/SCIS Program at Stokes or Sparkes
• Masks are not required during mealtimes.
• Mask breaks will be scheduled throughout the school day.
• VCLC staff will be wearing masks.
• VCLC staff will be teaching developmentally appropriate lessons about wearing masks using
  • Visual aides and schedules
  • Social stories
  • Play
  • Modeling
  • Reinforcement schedules
• Activities will be shared with families.
• For social stories on wearing masks, go to:
  • https://www.autismlittlelearners.com/
Health and Safety
Masks

Because of coronavirus, I need to wear a mask when I go places.

People in my family, neighborhood, and community are wearing masks.

My mask keeps me safe.

Your mask keeps me safe.

I need to wear a mask even if I feel healthy.

It is important to wear a mask every time I leave the house.

ASERT
PAautism.org

Pennsylvania's leading source of autism-related resources and information
877-231-4264

The ASERT Collaborative is funded by the Office of Developmental Programs, PA Department of Human Services.
Health and Safety
Masks

- The CDC guidelines detail who should not use a mask: children under age 2, or anyone who has trouble breathing, is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- “Students who are unable to medically tolerate a face covering, including students where such covering would impair their physical health or mental health are not subject to the required use of a face covering.” (New York State Department of Health, *Interim Guidance for In-Person Instruction at Pre-K To Grade 12 Schools During the COVID-19 Public Health Emergency*)
- New York State Education Department in their document, *Recovering, Rebuilding, and Renewing: The Spirit of New York’s Schools Reopening Guidance*:
  - Face coverings may be challenging for students (especially younger students) to wear all-day settings such as school, so scheduling mask breaks is important.
Masks

- New York State Education Department in their document, *Recovering, Rebuilding, and Renewing: The Spirit of New York’s Schools Reopening Guidance:*
  - Face coverings may be challenging for students (especially younger students) to wear all-day in settings such as school, so scheduling mask breaks is important. Face coverings should not be placed on:
    - Children younger than 2 years old
    - Students where such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction
    - Anyone who has trouble breathing or is unconscious
    - Anyone who is incapacitated or otherwise unable to remove the cloth covering without assistance
  - Preschool-aged children very likely won’t be able to tolerate wearing a mask. (*Return to School Amid COVID-19: A Cleveland Clinic Guide for Educators*)
Health and Safety
Health and Respiratory Hygiene

VCLC will train staff on proper hand and respiratory hygiene based on guidelines provided by CDC, DOH, OSHA and other regulatory agencies.

• Signage will be posted throughout the buildings:
  • Wash hands
  • Wear face coverings
  • Maintain social distancing
  • Sneeze or cough into your arm
  • Dispose of PPE equipment into garbage receptacles located throughout building

• Hand sanitizer (at least 60% alcohol) dispensers will be located throughout the buildings including entrance doors, hallways, classrooms, gyms, and next to shared equipment such as copy machines.

• For social stories on hand and respiratory hygiene:
  https://www.autismlittlelearners.com/
Cover your Cough

Stop the spread of germs that can make you and others sick!

Cover your mouth and nose with a tissue when you cough or sneeze. Put your used tissue in the waste basket.

If you don't have a tissue, cough or sneeze into your upper sleeve or elbow, not your hands.

You may be asked to put on a facemask to protect others.

Wash hands often with soap and warm water for 20 seconds. If soap and water are not available, use an alcohol-based hand rub.
Health and Safety
Health and Respiratory Hygiene

- VCLC staff will be teaching developmentally appropriate lessons about coughing and/or sneezing using:
  - Visual aides and schedules
  - Social stories
  - Play
  - Modeling
  - Reinforcement schedules

- Activities will be shared with families.
- For social stories:
  - https://www.autismlittlelearners.com/
Health and Safety
Handwashing

Handwashing is a key component to the spreading of COVID 19 as well as any other disease.

- Staff and children will be required to wash their hands with soap and water and if not available, to use hand sanitizer with 60% alcohol:
  - After entering the building before going into the classroom, therapy room or office
  - When coming in from outside
  - After using the bathroom
  - Before and after eating
  - After touching one’s face: nose, mouth and eyes
  - When coming back from therapy
Health and Safety
Handwashing

• VCLC staff will be teaching developmentally appropriate lessons about handwashing using:
  • Visual aides and schedules
  • Social stories
  • Play
  • Modeling
  • Reinforcement schedules
• Activities will be shared with families.
• For social stories and information about handwashing:
  • https://www.autismlittlelearners.com/
  • https://www.cdc.gov/handwashing/when-how-handwashing.html
Health and Safety
Handwashing

Handwashing
Washing our hands is one of the easiest and most important things we can do to stay healthy and stop the spread of bacteria and viruses.

Wash your hands:
› Whenever they look dirty.
› Before, during and after you prepare food.
› Before eating.
› Before and after contact with an ill person.
› Before and after treating a cut, sore or wound.
› After using the toilet or changing diapers.
› When entering or exiting schools and the workplace.
› After blowing your nose, coughing, or sneezing. (Wash your hands more often when you are sick to prevent spreading your illness to those around you.)
› After touching animals or animal waste.
› After touching garbage, body fluids, or anytime you have doubt if your hands are clean.

What’s the proper technique for hand washing?

1. Wet your hands with clean running water (warm or cold).
2. Lather your hands with soap. Rub together 20+ seconds. Don’t forget wrists, back of hands, between fingers and under nails.
3. Rinse your hands well under running water.
Health and Safety
Social Distancing

- Signage and social distancing markers will be posted throughout the buildings to remind people to keep 6 feet apart.
- Hallways will be divided in half with arrows indicating the walking direction for each side.
- 6 feet markers will be placed on the floor.
- Stairwells will be clearly marked “up only except for emergencies” or “down only except for emergencies.”
- Copy rooms will be restricted to one person at a time.
- Bathrooms will have occupancy restrictions dependent on size and closeness of toilets and sinks.
- Office space, meeting rooms and elevators (if they have not been repurposed) will have a maximum capacity of 50% if all occupants are wearing face coverings.
Students: Let’s work together to stop the spread of COVID-19

KEEP SPACE BETWEEN YOU AND OTHERS

when outside

6 FT

in the classroom

6 FT

on the bus

try to skip a row if possible

cdc.gov/coronavirus
Stop the spread of germs that can make you and others sick!

- Wash your hands often
- Wear a cloth face cover
- Cover your coughs and sneezes
- Keep 6 feet of space between you and your friends

[cdc.gov/coronavirus]
Health and Safety
Management of Ill Persons

Regulations require that any person with signs and symptoms of COVID-19 be isolated until he/she can be sent home.

- VCLC will provide training for all staff and provide information to families prior to the first day of school regarding:
  - COVID-19 symptoms for adults and children (CDC)
  - Multi-System Inflammatory Syndrome in Children (MIS-C) symptoms
  - Procedures for daily screening of staff and children
  - Procedures for isolation if adults and/or children are ill
  - Symptom Center vs Nurses Office
  - Temperature checks
  - HR role for staff in COVID-19 management
  - Cleaning and sanitizing of rooms and equipment
    - Staff responsibilities
    - Maintenance responsibilities
  - Staff and families will be required to sign an attestation that they understand the health and safety procedures and policies that must be adhered to when school re-opens.
COVID-19 Symptom List From the CDC

- The CDC now lists 11 COVID symptoms but cautions that not every patient experiences all the symptoms. The symptoms are:
  - Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
Multi-System Inflammatory Syndrome in Children (MIS-C)

- The CDC lists the following symptoms for MIS-C but cautions that not every patient experiences all the symptoms. The symptoms are:
  - Fever
  - Abdominal pain
  - Vomiting
  - Diarrhea
  - Neck pain
  - Rash
  - Bloodshot eyes
  - Feeling extra tired

- Seek emergency care right away if your child is showing any of these emergency warning signs of MIS-C or other concerning signs:
  - Trouble breathing
  - Pain or pressure in the chest that does not go away
  - New confusion
  - Inability to wake or stay awake
  - Bluish lips or face
  - Severe abdominal pain
Health and Safety Management of Ill Persons
Daily Screenings of Staff and Students

• Staff and students will be screened daily:
  • By completing a survey either remotely prior to arrival at school or a paper copy upon arrival at school.
  • **No one will be permitted into the building if the questionnaire is not completed.**
  • Questions will include and may be subject to change as per DOH, DOL, OSHA, SED, CDC:
    • Do you have any symptoms possibly related to COVID-19?
    • Have you received a positive COVID-19 Test within the last 10 Days?
    • Have you been in contact with anyone confirmed or suspected of having COVID-19 within the last 10 days?
  • If the answer to any of the above questions is yes, staff or student will not be permitted to enter the building and will be advised to contact the New York State Department of Health.
  • Daily temperature checks: If staff or student have a temperatures above 100.4°F Fahrenheit, they will not be able to enter the building and will be advised to seek medical attention.
• Students attending the UPK/SCIS Program at Stokes and Sparke will follow Island Trees School District Protocol for Daily Health Screenings.
Health and Safety
Management of Ill Persons
Daily Screenings -- Students

- If the parent/guardian answers yes to any question on the survey, the family must keep the child home and call the attendance line.
- Parents/guardians will need to take their child’s temperature. If his/her temperature is above 100.4°F Fahrenheit, the family must keep the child home from school.
- If a child arrives with his/her parent via parent transportation:
  - Trained screeners will use a contactless thermometer to take the child’s temperature while he/she is still in the car.
  - The child will not be taken out of the car if he/she has a temperature above 100.4°F Fahrenheit or the parent/guardian answers yes to any question on the survey.
- When a child arrives at school by bus, a trained screener will take the child's temperature.
  - If a child's temperature is above 100.4°F Fahrenheit, the child will be taken directly to the Symptom Room.
  - The parent/guardian will be called to pick up the child.
  - If the parent/guardian is not available, the school will contact someone on the child’s emergency contact list.
  - If no one is available to pick the child up, VCLC will call 911.
Health and Safety
Management of Ill Persons
Daily Screenings

• A contactless thermometer will be used for on-site temperature checks.
• Screeners will be properly trained in all CDC, DOH and OSHA regulations. PPE, at a minimum, will include face masks, but may include face shields, gloves, gown, and safety dividers.
• The procedures described previously, including the completion of the questionnaire, apply to all visitors, vendors and contractors who enter the building. Staff will remind anyone who enters the building to wear a face covering, maintain social distancing and practice proper hygiene.
• VCLC is prohibited from keeping records of student, staff, and visitor health data (e.g., the specific temperature data of an individual), but will maintain records that confirm individuals were screened and the result of such screening.
Health and Safety
Management of Ill Persons
When Students or Staff Become Ill During the School Day

• Staff who become ill (has a fever or exhibits COVID-19 like symptoms) during the workday will be sent home immediately and will be advised to follow-up with a health care provider.
  • Staff must remain at home until they are fever free for 24 hours without fever reducing medications.
• VCLC has designated rooms in both Syosset and Levittown to be the Symptom Centers. Bathrooms and sinks are located in or near rooms and are easily accessible. Students will be supervised by trained staff in PPE gear.
• Students who need medication including respiratory treatments or have injuries will be taken to the nurse’s office.
• If a child becomes ill during the day and assessed by the nurse to have COVID-19 like symptoms, the child will be taken to the Symptom Center and isolated until a parent/guardian to pick him/her up.
  • VCLC will advise the families to follow-up with their health care provider.
  • Students must remain at home until they are fever free for 24 hours without fever reducing medications.
  • Parents/guardians will have to pick their child up within an hour of notification.
  • If a parent/guardian is not available to pick up their child, VCLC will contact people on the Emergency Contact List.
  • Parent/guardian must make sure that the people on their Emergency Contact List are aware that they are on the list and that they are capable of picking up their child.
Health and Safety

- VCLC has assigned the nurse in each building to be main contact upon the identification of any positive COVID-19 cases of students and the Human Resource Department will be the main contact for any staff cases.
- The contact information for these resource individuals will be shared with the entire school community.
Health and Safety
Management of Ill Persons
When Students Become Ill During the School Day

• If parent/guardian is called to pick up their child because he/she/they is ill and must leave school. The parent/guardian:
  • May enter the building vestibule and let the receptionist know that they are picking up their child.
  • Completes a four-question survey and have temperature taken with a non-contact thermometer.
  • Brings a picture ID.
  • Gives the receptionist their cell phone number and waits outside the building or in their car.
  • Must be mindful of social distancing when entering or leaving the building.
  • Follows posted signs.
  • Receives a call from the receptionist when child is ready and comes back to the building for their child.
  • Is advised to follow-up with child’s health care provider and may be requested to provide VCLC with a doctor’s note to return to school.
Return to School Policies

When staff and/or students are absent from school because of a COVID-19 or MIS-C symptom, the following documentation is required prior to the return to school:

• For students:
  • Parents must complete the return to school form: https://www.vclc.org/s/Return-to-school-documentation.docx.
  • The form must be emailed for approval to healthnotes47@vclc.org for Syosset, Oyster Babies, Stokes and Sparke students or to healthnotes72@vclc.org for Levittown students.
  • The form will be reviewed by the school nurse who will let you know if it has been accepted and approved.

• For staff:
  • Staff must complete the return to school form: https://www.vclc.org/staff-process-procedures
  • The form must be emailed for approval to jhenderson@vclc.org.
  • HR will review the form and let you know if it has been accepted and approved.
SED guidelines describe contact tracing as a public health function performed by local public health departments. Schools must assist these departments by providing information about who (student or staff) has tested positive for COVID. In addition, VCLC is obligated to provide the health department with a list of everyone who has had contact with the infected individual.

• To facilitate this, VCLC will:
  • Maintain accurate staff and student attendance records
  • Keep a record of all visitors, vendors or contractors who enter the building: date, time and where in the building they visited
  • Keep up-to-date records of student classroom and therapy schedules
Contact Tracing

• If a student or staff member present in a building is later confirmed with a diagnosis of COVID-19, then the Department of Health (DOH) will be notified immediately. Specific notification procedures must be taken, as indicated by the DOH, while maintaining confidentiality in accordance with the Family Educational Rights and Privacy Act (FERPA), privacy expectations (HIPAA), and the Americans with Disabilities Act (ADA).

• Contact tracing is a function of the DOH. Whenever indicated, it will be responsible to trace all contacts of confirmed cases of COVID-19. VCLC will support DOH efforts to trace all contacts with accurate attendance records, logs of employees and visitors.

• Staff or students with signs or symptoms of COVID-19 are recommended to notify their medical practitioner immediately. Under no circumstances should any person experiencing illness attempt to enter a school building or ride a school bus with other students.
What Happens if Someone in the VCLC Community Tests Positive for COVID-19?

• Any individual who screens positive for COVID-19 exposure or symptoms, if screened at the school, will be sent home immediately with instructions to contact their health care provider for assessment and testing.
• VCLC will immediately notify the state and local health department as soon as we are informed about any staff, student, contractor or visitor who has a positive COVID-19 diagnostic test result.
• VCLC will support local health departments in tracing all of the individual’s contacts, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program.
• Confidentiality will be maintained as required by federal and state law and regulations.
• All persons who had contact with the individual who tested positive will be notified.
• VCLC must cooperate with all state and local health department contact tracing, isolation, and quarantine efforts.
What Happens if Someone in the VCLC Community Tests Positive for COVID-19?

- When a member of the VCLC community has a positive COVID test, VCLC will follow the protocols and procedures set by the local health department to determine when the person can return to VCLC.
  - This return to school protocol shall include, at minimum:
    - Documentation from a health care provider following evaluation of a negative COVID-19 diagnostic test result and symptom resolution
    - Or if COVID-19 positive, release from isolation.
- Any individual who screens positive for COVID-19 exposure or symptoms, if screened at the school, must be immediately sent home with instructions to contact their health care provider for assessment and testing.
What Happens if Someone in the VCLC Community Tests Positive for COVID-19?

- If a person is diagnosed with COVID-19 by a healthcare provider (based on a test or symptoms) OR does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:
  - It has been at least ten days since the individual first had symptoms.
  - It has been at least three days since the individual has had a fever (without fever reducing medicine); and
  - It has been at least three days since the individual’s symptoms improved, including cough and shortness of breath.

- In order for students and staff to return to school after failing one or more of the criteria in the VCLC’s screening survey for symptoms of COVID-19, VCLC must obtain the following documentation:
  - A record (written documentation) of an evaluation by a healthcare provider clearing the student or staff member to return to school.
  - A result of a negative COVID-19 test.
  - A record of symptom resolutions; or
  - If a student or staff member tests positive for COVID-19, a release from isolation.

- All persons will follow the New York State Department of Health protocol or returning to school.
Cleaning Protocol When Someone in the VCLC Community Tests Positive for COVID-19

• VCLC will close off areas used by the person who tests positive for COVID-19.
  • Outside doors and windows will be opened to increase air circulation in the area.
  • Maintenance staff will wait 24 hours before cleaning or disinfecting.
  • If 24 hours is not feasible, the maintenance staff will wait as long as possible.
• All areas used by the person who is sick, including common areas will be cleaned and disinfected.
  • The space will be vacuumed with a vacuum equipped with high-efficiency air (HEPA) filter, if available.
  • A room or space will not be vacuumed that if people are present.
  • Maintenance staff will wait to vacuum the room or space until it is empty: at night for common spaces or during the day for private rooms.
• Maintenance staff will temporarily turn off room fans and the central HVAC system in these areas, so that particles that escape from vacuuming will not circulate throughout the facility.
• Once area has been appropriately disinfected, it can be opened for use.
  • Students and staff without close contact with the person who is sick can return to work immediately after disinfection.
  • If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
Health and Safety
Cleaning Protocols

Cleaning staff will be trained in protection and safety according to the OSHA regulations and CDC guidelines.
• Throughout the day, on a regular basis, VCLC buildings will be cleaned and disinfected in accordance with CDC guidelines utilizing EPA approved disinfectant products.
• Cleaning schedules and daily logs will be maintained by the maintenance staff in accordance with guidelines set forth by OCFS and the CDC.
• Maintenance staff will be re-assigned and additional staff will be hired in each building to clean and disinfect high touch surfaces continuously throughout the day. Examples of high touch surfaces include (but are not limited to): tables, doorknobs, handrails, desks, phones and bathrooms.
• Regular cleaning and disinfection of classrooms, offices, common areas, and playgrounds will also be scheduled.
• Supplies of appropriate disinfecting cleaners will also be maintained in each classroom, office and common area for staff use throughout the day.
• The cleaning and disinfecting of the health office and symptoms rooms will take place after each use including the cots, bathroom, and health office equipment.
• Buildings will be thoroughly cleaned each night as well.
• Students will not be present when disinfectants are in use or participate in cleaning and/or disinfection activities.
• Resources:
Sample Log Sheet
COVID-19 Cleaning and Disinfection Log Template

Location: ________________________________

New York State (NYS) requires regular cleaning and disinfection at least every day, and more frequent cleaning and disinfection of shared objects (such as tools), frequently touched surfaces, and high transit areas, such as restrooms and common areas.

- Examples of high-touch surfaces and objects include meeting tables, chair armrests, doorknobs, cabinet pulls, refrigerator door handles, faucets, toilets and light switches.
- Please review the CDC, DOH and OSHA guidance on cleaning and disinfection.
- Cleaning and disinfection must be performed with products identified by and registered with the Environmental Protection Agency (EPA) as effective against COVID-19. To find a list of products that meet the EPA’s criteria.

This is a sample log designed to help you comply with the NYS requirements.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Type of Cleaning</th>
<th>Staff Responsible for Cleaning</th>
<th>Staff Signature</th>
<th>Notes</th>
<th>Supervisor Initials</th>
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</table>

Recommendations may change as the situation evolves. 8-07-2020
Facilities

• VCLC will be upgrading its HVAC systems with MERV 13 filters.
• Filters will be cleaned and replaced more frequently in all wall and window air conditioning units.
• Staff will be instructed to leave at least one window open to allow for proper air flow and ventilation.
• Doors will be open to the extent that it does not become a safety hazard for the children in the building. VCLC provides services to young children with disabilities. Some of them are flight risks. VCLC must observe regulations and guidelines and at the same time, protect the students’ safety and well-being.
• Students and staff will have access to filtered water stations to refill personal water bottles. The access to the drinking fountain piece of the stations will be disabled.
Facilities

• VCLC has reassigned rooms within its buildings to provide additional space for symptom rooms and OT/PT therapies.
• Space dividers and desk shields will also be utilized in specific rooms to allow for further separation of individual therapists and designated cohorts. All materials used will meet NYS Fire Codes.
• VCLC carefully adheres to all fire, building, childcare codes and other regulations regarding the usage of space within its buildings.
• VCLC has also consulted with an architect for guidance about any changes that are currently being made during this period. However, VCLC has not made nor plans to make any structural changes in the buildings.
Emergency Evacuation Drills

- VCLC will comply with all SED and OCFS requirements to conduct evacuation drills including fire, lockout and lockdown drills throughout the school year. OCFS regulations require a minimum of one fire drill per month. SED requires a minimum of 12 drills per year, 8 of which must be held prior to December 1st.
- VCLC will continue to provide different scenarios during these drills so that staff and students practice using a variety of exits in case a fire blocks the primary exit route.
- Evacuation drill procedures will be modified to include the following precautions:
  - During the Hybrid learning platform, each group (A & B) will have equal opportunities to practice these drills.
  - Marking the assembly areas with class designations which keep the groups a minimum of 6 feet apart.
  - Adults will be required to wear masks.
- Emergency bags that are taken outside for each drill will also include extra adult and children’s face masks.
- In an emergency, social distancing will not be observed. Students and staff will exit the building as quickly as possible and follow instructions from emergency.
- Lockout and Lockdown drills will be completed at a minimum of twice yearly for each group.
  - All adults will be required to use mask.
  - Social distancing will be required during these drills except in an emergency.
- All emergency evacuation drills will be recorded on the OCFS forms LDSS-4439 and OCFS-6007.
Nutrition

VCLC is not part of the SFA program but will work with school districts to ensure that all eligible children have access to meals.

- VCLC will maintain a supply of food and snacks in case a student comes to school hungry or without lunch.
Nutrition
Mealtime

VCLC has modified snack-time and mealtime protocols to be compliant with COVID-19 guidelines.

• Snacks will not be shared. Each family is responsible for supplying their child with snacks, beverage and lunch.
• Staff will not be able to heat up any food. Families must pack any food that needs to warmed or served hot, in an insulated container.
• VCLC maintains a nut-free environment. Families are aware that food sent into school must be nut-free.
• Prior to the beginning of the school year, VCLC nurses review children’s allergies with each classroom team so that they are aware of the children who have food allergies and any possible reactions to exposure. Signs are posted outside each room stating that there is a child in the room with a food allergy. No names are used.
  • If a child brings in food from home that contains an allergen that might cause a reaction in another child, he/she will not be seated near the child with the allergy.
Nutrition -- Mealtime

- Children will eat in their classrooms with their cohort of peers. They will (with staff assistance) take their snacks and/or lunches out of their lunch boxes.
- Children will be seated at tables in their classrooms. Seating will utilize all tables in the room to maintain physical distancing between children.
- Children’s communal lunchrooms will not be used during this time. They will be re-purposed.
- Children and staff will wash their hands with soap and water (if available) or use hand sanitizer before and after meals. VCLC staff will use picture symbols and verbal prompts to teach and reinforce proper handwashing routines.
- [https://www.cdc.gov/healthyschools/bam/child-development/how-to-wash-hands.htm](https://www.cdc.gov/healthyschools/bam/child-development/how-to-wash-hands.htm)
- Staff will wear disposable gloves when handling food or helping a child eat.
Transportation

NOTE: Transportation for students with disabilities enrolled in preschool programs (4410) and/or school-age programs (853) programs is provided by the local counties or the school districts. VCLC is involved with arrival and dismissal for all programs. Since VCLC does not control transportation, VCLC has no influence in assuring that transportation promotes equity and access for all.

- VCLC has modified disembarking/arrival procedures.
  - Children arriving by bus will use one entry door and children arriving by parent transportation will enter the building through a different door.
  - Children will be taken off the bus or out of a parent’s car by staff one at a time.
  - Staff will maintain social distance of 6 feet while waiting their turn to take a child off the bus.
- The same modifications described above will be used for dismissal.
- Children and staff will wash their hands with soap and water (if available) or use hand sanitizer at arrival and dismissal times.
VCLC is part of the New York State Cohort 1 (since 2016) for adopting and implementing the Pyramid Model which is an evidenced based multi-tiered systems approach for establishing the social culture and individualized behavioral supports needed for our learners. Its focus is to:

- Create a therapeutic environment where all children are successful
- Promote the social/emotional development of all children
- Build positive, supportive relationships between staff and each child, children and children, staff and families, and families and children
- Promote family involvement in the child’s education and the Pyramid Model
Social Emotional Well-Being

• VCLC has interdisciplinary staff who work together to problem solve and create a supportive school environment. Parents are part of each classroom team. Their input is important in developing their child’s educational program.
• Staff will work with parents and students to answer and address their concerns about COVID-19.
• VCLC will work closely with a child’s school district with respect to referrals for mental health, behavioral and emotional support programs, resources and services.
• Each VCLC family is connected to a social worker who meets with the family as needed and/or as per IEP mandates to offer support and parent education to ease the stress and anxiety of sending their child back to school or to school for the first time.
• Parent training will be done remotely. For the time being, VCLC is suspending its open-door policy and asking parents not to come into the building.
• Some of our children as per their IEP will also receive child psychological counseling to help the child deal with socialization issues, anxiety, trust and more. This related service will be done in person or remotely.
Social Emotional Well-Being
Challenging Behaviors

• VCLC has developed a behavior protocol to take data on behavioral incidents.
• Staff complete the BIR (a data sheet that is used to record each incident). The data is analyzed to look for patterns and to formulate an intervention plan.
• When classroom strategies are not working, an FBA is completed and a BIP is written if needed. If a BIP is in place, classroom and related therapy staff are trained to implement the plan. These plans are reviewed regularly and updated as needed.
• The classroom team is in constant communication with the family to share information on strategies as well as to ascertain if these behaviors are occurring outside the school day.
• VCLC’s behavioral procedures which were implemented prior to the COVID emergency are reviewed and updated at least quarterly.
• The behavior team is addressing safety issues such as wearing of masks, gloves and/or disposable gowns if it is necessary to physically interact with a child in behavioral distress.
• VCLC staff will only use emergency physical interventions if all other measures are ineffective and the child’s behavior puts the child or others around her/him in danger.
School Schedules
Cohorts

• Each classroom (students, teachers and teacher assistants/aides) will be considered a cohort.
• Every effort will be made to assign no more than two therapists from each discipline to each cohort to minimize exposure as well as to make contact tracing easier.
• Time on the playgrounds or in the indoor gyms will be carefully scheduled to minimize contact between cohorts.
• Schedules would be staggered so that no two cohorts are going in or out of these spaces at the same time.
• Areas will be disinfected between usage by children/staff from different cohorts.
• VCLC has continued to maintain it’s accounting records and procedures in accordance with all mandated reporting requirements.
• COVID-19 related expenses are included in the 2021-22 annual budget and will be clearly identified for all reporting purposes.
• VCLC will continue to collaborate with local school districts and engage families to help in maintaining enrollment in all of our programs.
Attendance and Chronic Absenteeism

• VCLC will collect and monitor student attendance in accordance with VCLC’s policies and OCFS regulations.
  - For in-person learning, attendance is taken when the child comes off the bus and/or enters the classroom. The transportation coordinators verify attendance with bus personnel.
  - Parents are asked to call the attendance line when their child will be absent from school.
  - All these lists are compared. If a child is not accounted for, the attendance person will call the family to verify the child’s whereabouts.
  - All attendance is recorded in VCLC’s computer system. If a child misses more than five days of instruction or therapy sessions, VCLC will notify the county where the child resides and/or the school district.
  - The family social worker will follow up with parents when there is a pattern of absences.
• VCLC teachers and therapists record and monitor their contacts with the student and family daily.
• If instruction switches to remote learning, all students are expected to be present for the entire duration of remote activities. Failure to attend will be considered an absence.
Attendance and Chronic Absenteeism

• The family social worker will follow up with parents when there is a pattern of absences.
• Staff including teachers, therapists, social workers and the principals communicate with families to form trusting supportive relationships.
• If there are problems with attendance, the staff will communicate with the family to find solutions.
• Staff will contact families who are not participating in remote learning to determine what issues are impeding involvement.
• If a family is totally overwhelmed with life, the family social worker will offer support and community resources to help them alleviate their stress and anxiety.
• If families are not participating in remote learning, VCLC will contact the CPSE/CSE to inform them of the situation, problem solve and seek their guidance about next steps.
VCLC staff are aware of their obligations to report suspected child abuse or neglect to the Department of Social Services. This is part of their job description. Staff are required to participate in staff development on Mandated Reporting at a minimum of once every two years. They must sign off on VCLC’s Mandated Reporter Policy.
Technology and Connectivity

• VCLC purchased Chromebooks for students in our 4410 and 853 programs.
• If a family identifies that they do not have internet access, VCLC will contact the student’s school district to help the family obtain internet access.
• VCLC will provide professional development including instruction on how to use technology as well as software to facilitate and design effective online and/or remote learning.
• VCLC will be available to provide support to staff and families experiencing technology issues and challenges.
• VCLC’s computer network is secure, and password protected. Firewalls and virus detection software are in place. VCLC staff have VCLC emails and must use these when sending emails to families or reports to their supervisor. The email system is encrypted and housed within the network.
Teaching and Learning
For All Models of Instruction

VCLC is committed to providing special education and related services for each child according to his/her IEP. No one can predict how COVID-19 will affect our 2021-2022 school year. As we begin the new school year, VCLC will follow all guidance from our regulatory agencies (SED, OCFS, DOH, OPWDD, Medicaid) as well as the CDC, New York State, OSHA and DOL. From time to time, these guidelines may affect the type of program that we can offer.

• VCLC will be prepared to move from one mode of instruction to another.
• Communication systems are in place to be able to inform families, staff and other community stakeholders of any changes that need to be made.
• Instruction will be delivered by certified teachers regardless of the delivery method (in-person or remote).
• Home/school communication between parents, teachers, therapists, social workers and other staff members will be through email, phone, videoconferencing, newsletters and communication notebooks.
Teaching and Learning  
For All Models of Instruction  

• All students will have opportunities for regular and substantive contact with qualified teachers, teacher assistants and therapists regardless of the delivery model.  
• VCLC’s curriculum is aligned with New York State Next Generation Learning Standards.  
• VCLC teachers, therapists and social workers will have regular contact with families to monitor the student’s involvement in learning activities. Adjustments in methodology and scheduling will be made to continue to individualize instruction to meet each student’s needs.  
• Staff will work on individual plans to support each student and family to build trust and temporarily adjust expectations for students who are struggling. For our young students, teachers and therapists will need to teach children school routines and rules in a supportive environment.
• Teachers will collect data about each child’s progress for report cards and annual review. Report cards and progress reports will be shared with families and school districts.
• Teachers will complete a formative and summative assessment at the beginning and end of the school year to the best extent possible.
• Teachers will communicate regularly with families giving them feedback about classroom activities and their child’s current level of functioning, needs and behavior management strategies.
Teaching and Learning
For All Models of Instruction

• The key to creating a positive school climate is to create an environment where students and staff feel safe and respected.
• Expectations, rules and routines must be clearly articulated and taught.
• Teachers will use teacher checklists to assess the student’s current level of functioning at the beginning and end of the school year.
• VCLC will work collaboratively with families throughout the school year.
• Students will be assigned to a class based on age and level of functioning.
Teachers will escort children to designated hallway bathrooms when there are no facilities in the room.
  • Classes will be assigned a bathroom to avoid over-crowding.
  • Social distancing protocols will be in effect as classes walk to the bathroom and use the facilities.
• Centers will be set up in accordance with OCFS guidelines in order to enhance social distancing and developmentally appropriate activities.
• Each child will have their own set of crayons, markers, glue, playdoh, sensory materials and scissors to eliminate sharing.
• Materials such as Legos, books and puzzles that are shared will be sanitized daily.
• Classroom materials made of porous materials or those that cannot be properly cleaned and sanitized have been removed from the classrooms.
• VCLC will follow proper cleaning and sanitizing guidelines from the Department of Health after children have been at a learning center or in small groups.
• VCLC will be cognizant of planning activities that do not encourage physical contact.
The full-day in-person model is the most impactful for optimal learning for VCLC’s young students with disabilities.

- Students would be grouped in classes or cohorts by age, current level of functioning and preferred instructional methodology (ABA versus non-ABA).
- Classes will form a stable cohort, with the same children and staff.
- A cohort will have minimum contact with other cohorts.
- Cohorts will follow SED and OCFS guidelines for student/staff ratios.
- There will be minimal movement of children from place to place in order to follow health and safety protocols as outlined in this document and in compliance with our regulatory agencies’ guidelines, regulations and protocols.
- The in-person model supports social-emotional learning: positive relationship building with teachers and peers, and skill development through play-based strategies.
- Teachers will establish a consistent and predictable classroom schedule.
- Teachers with the students will develop classroom rules, expectations and classroom management systems.
Face-to Face Learning: All In-Person Model

- Students will come to school each day according to the VCLC 2021-2022 school calendar.
- Related therapies will be scheduled throughout the school day.
  - Therapies will be pull-out.
    - Speech would take place in the speech pathologist's office.
    - Each OT and PT therapist will be assigned their own space for therapy in either a repurposed room or the OT/PT gym.
- Gym and playground time will be scheduled to minimize the number of students in one place. Equipment will be sanitized between group (cohort) usage.
- Lunch will be in the classroom.
- Students will have individual supplies in a container that are not shared. Supplies include crayons, markers, scissors, glue and playdough.
- Students will share classroom materials that can be sanitized.
- Classroom materials that cannot be shared and/or sanitized have been removed from the classrooms.
- VCLC’s expectations for social distancing will be developmentally appropriate. Staff will set up their classrooms to promote social distancing for young learners.
- Good hygiene will be practiced throughout the school day.
- Classes by specialty teachers such as music, movement, art and computer will be scheduled weekly.
Face-to Face Learning:  All In-Person Model

• VCLC’s Open School Policy will be suspended as per COVID-19 guidelines to limit the number of people in the building.
  • Parents, for the time being, will not be admitted into the buildings to observe their child in class or therapy.
  • All parent meetings including parent education, training and counseling, school district meetings and teacher/parent conferences will be virtual by Zoom or telephone.
• Parents will not be permitted in the building to drop off or pick up their child.
  • Parents will meet a class representative outside the building to complete pre-admission screenings. This person will escort your child to his/her class.
  • A class representative will bring your child to you at the end of the day and will meet you outside the building.
  • Drop-off and pick-up procedures will be fully described later in this presentation.
• Teachers will maintain on-going communication with parents through email (with consent), phone, newsletters and other digital communication platforms.
Face-to Face Learning: All In-Person Model
Related Services

- When students are engaged in Face-to-Face learning, related services (Speech, OT, PT and child psychological counseling) will be done as per each student’s IEP.
- For pull-out services, students will be taken to the therapist’s treatment area.
  - VCLC has repurposed some learning areas to extend OT and PT therapy areas so that each therapist has their own work-space separated from other space by dividers.
  - Each therapy area is equipped with hand sanitizer and other cleaning and disinfectant materials so that therapy materials can be sanitized.
  - When possible, students from the same cohort will be scheduled back to back.
- If the IEP indicates that the related service is push-in, the therapist will work with the child in the classroom.
- Related service therapists must follow all health and safety protocols.
- All parent training, education or counseling will be virtual.
Remote Learning

• The Remote Learning platform will only be used if and when there are mandated school closures, remote learning on snow days or classroom closures due to quarantine.
• Class assignments will be maintained. Students are grouped by age, current level of functioning and preferred instructional methodology (ABA versus non-ABA).
• Attendance will be taken each day. Chronic absenteeism will be reported as required by regulations to the county Department of Health and/or the student’s school district.
• A parent/guardian or other responsible persons designated by the parent/guardian must be present with the child during virtual sessions. Parent/guardian must inform VCLC staff who will be with the child.
• Zoom will be used for remote learning and telehealth.
• Staff will work with families to schedule remote learning and telehealth therapy sessions.
• Group Zoom sessions will follow the class schedule.
Remote Learning

• Teachers will use remote learning platforms such as SeeSaw and on-line components of the preschool or school-age curriculums (Big Day Pre-K; STAR; Open Court; Edmark and Go Math).
• Students will be able to complete assignments through these on-line platforms.
• Supplementary class packets will be sent to students who may be having difficulty engaging in on-line remote learning activities.
• Teachers will use Zoom and/or TEAMS (for NYC students) to interact with students on-line for large and small group activities and individual learning times.
• Teachers will establish a daily schedule of activities for students and their families to follow.
• Teachers with their students will write on-line classroom rules for their Zoom or TEAMS sessions.
• Teachers will communicate regularly with families giving them feedback about classroom activities and their child’s current level of functioning, needs and behavior management strategies.
Staffing

• All VCLC staff will hold valid certifications/licenses appropriate to their service assignment. Staff are expected and required to maintain and renew their certifications/licenses in accordance with SED and their discipline practice acts. Failure to do so will result in disciplinary action.
• VCLC will follow SED guidelines about substitute teachers as per the NYS P-12 School Re-Opening Guidance Document (pages 133-134).
• VCLC verifies each new staff’s certification/license status using NYSED’s internet-based tools. In addition, the Human Resource (HR) Department through payroll and HR software have systems in place to identify when certifications/license expire and need to be renewed.
• VCLC anticipates the need to have some additional substitute teachers and teacher assistants/aides to cover staff absences. There is a system in place to provide make-ups for related therapy if a therapist is absent.
• VCLC staff will continue to follow staff development requirements including on-going workshops about classroom and behavior management, Non-Crisis Intervention (NCI), supervision, Mandated Reporter and more.
Evaluations

- VCLC will resume face-to-face evaluations beginning September 8, 2020.
- Telehealth evaluations and screenings will be available as per parent request.
- Only one parent will be able to accompany the child to the evaluation room.
  - If the child will separate from the parent, the parent will be asked to wait outside the building or in their car until the evaluation is complete.
- Families who are coming into the building must complete the screening survey and have their (parent/guardian and child) temperatures taken by a contactless thermometer.
- All staff and visitors must follow VCLC’s health and safety protocols for masks, social distancing, handwashing and hygiene.
Stand Alone Related Services

• VCLC will continue to do remote telehealth therapy as per parent request.
• For face-to-face services:
  • Parents will not be able to wait for their child in the building.
  • Parents will bring the child into the vestibule of the building and will complete the screening survey.
  • A trained staff member will take the child’s temperature using a contactless thermometer.
  • If the child’s temperature is above 100.4°F Fahrenheit or if the parent answers yes to any of the five questions, related services will be cancelled.
  • The related service therapist will take the child to the therapy room and provide therapy.
  • The therapist will alert the receptionist to call the parent to come back to the building to pick-up the child.
  • The therapist will use social distancing when communicating to the parent about the child’s session.
• Parents who need to cancel a session (face-to-face or remote) should contact the therapist.
Student Teaching

• VCLC works closely with colleges and universities to provide opportunities for observations, internships and student teaching through both in-person and/or remote learning.
• All students will complete mandatory daily screenings, temperature checks and will be responsible for following all VCLC policies and procedures regarding healthy and safety.
• All students will sign-in each day they are at VCLC to facilitate contact tracing if the need arises.
VCLC has resumed face-to-face in-person SEIS services.
  • SEIS services can be done in a student’s preschool or childcare center if such service is permitted in the preschool and/or childcare center’s reopening plan.
    • Teachers must submit a copy of the center’s health and safety plan to VCLC for approval.
  • SEIS can be done in a student’s home if all parties are in agreement.
  • SEIS can be done remotely as per parent or district request.
• SEIS teachers are responsible for following VCLC’s health and safety protocols including, but not limited to, wearing masks, handwashing with soap and water when available or using hand sanitizer before and after working with the student, completing a screening questionnaire and temperature check.
  • SEIS teachers must inform VCLC immediately if they are uncomfortable with the conditions in the setting where they are providing services.
  • SEIS teachers must not bring any toys or materials into the student’s school.
  • Prior to the start of services, the teacher should contact the center’s director or student’s teacher to discuss materials that need to be available for the session.
SEIS
Special Education Itinerant Services in the Home

• SEIS teachers can provide services in the student’s home if home is the location indicated on the IEP.
  • SEIS teachers must ask the family to complete a four-question survey prior to entering the house.
  • SEIS teachers must provide the family with a completed four-question survey and temperature check before entering the house.
  • SEIS teachers are responsible for following VCLC’s health and safety protocols including, but not limited to, wearing masks, handwashing with soap and water when available or with hand sanitizer before and after working with the student, completing a screening questionnaire and temperature check.
  • SEIS teachers must inform VCLC immediately if they are uncomfortable with the conditions at the preschool or childcare center.
• SEIS teachers must not bring any toys or materials into the home that cannot be left there.
  • Prior to the start of services, teachers should give families a list of materials or toys that need to be available during the sessions.
Early Intervention (EI)

VCLC is following New York State Department of Health guidelines and protocols for the provision of EI services.
Resources

• https://www.osha.gov/dsg/hazcom/
• https://www.osha.gov/SLTC/covid-19/controlprevention.html
• https://www.autismlittlelearners.com/
• https://www.flipsnack.com/KeshetChicago/coronavirus-social-story/full-view.html?fbclid=IwAR0Y7OX-wd403J2o5TIW-0c8UbssH_np268Jq4ZKeQCKDLLA6yapw7d-eoM (Social Story about the COVID virus)
• https://www.nicolerim.com/kingwhocares.html