



**Crossroads School - Fall Plan  
September 8<sup>th</sup>, 2020**

***UPDATED: August 27, 2020***

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Thank you to Crossroads School's families and faculty for the valuable feedback throughout our feasibility study. Thank you to the following members of our COVID-19 task force/return to school committee.

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*President and CEO*

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*Director of Related and  
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**Kevin Hardy, M.S. Ed.**  
*Program Director*

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## Letter from President/CEO

Dear Crossroads Community,

On June 25, 2020, Education Commissioner Jeffrey Riley released Initial Fall School Reopening Guidance to all public schools across the Commonwealth. The document directed each school to devise three models for the 2020-21 school year: Full in-person learning model, hybrid learning model, and remote learning model. The reason for three plans is to support students, faculty, and families in transitioning as seamlessly as possible between models as public health conditions dictate. Crossroads School's goal is to return all students to full in-person learning as soon as it is safe to do so. The various guidance sources and documents have raised a number of complex issues involving the cognitive, clinical, and social-emotional development needs of all students, and compliance with numerous health and safety parameters.

We have concluded a feasibility study which was informed by federal, state and local guidance, conversations with parents in group forums and individually during school meetings, conversations with faculty, and evaluation of local metrics during our summer Extended School Year Program (ESY). We have submitted Crossroads plan to the Department of Elementary and Secondary Education (DESE) indicating **we will begin the 2020-21 school year on September 8th offering a hybrid learning model for all students.** The model offers two days of in-person instruction (6 hours per day), and three days of remote instruction. This is essentially the same model we are in now, however there are some new expectations from DESE contained in the fall guidance that differ from the summer guidance and have been incorporated in our plan. Parents continue to have the option to choose to have their child participate fully remote. The plan we submitted complies with the current educational, health, and safety guidance from DESE.

We must caution that due to the pandemic, guidance could possibly change. Thank you for your support and collaboration in this important work. Although uncertainty remains, this plan will be a framework from which we will continue to provide the most valuable education experience in the safest manner possible for all students.

Respectfully,

Mark Dumas, Ph.D.  
President and CEO

## General Information

All students at Crossroads have been prioritized for in-person learning, although we will begin the year in a hybrid model. Parents/caregivers have the option to choose Crossroads School's full remote learning program for their child if they prefer, with the understanding that the remote program may not provide as robust offerings as, or replace the full benefits of, learning in-person. There may be circumstances in which after deciding that their children should start the school year learning remotely, parents decide they would like their children to attend school in-person. Due to likely health and safety considerations that require planning, Crossroads asks families to give reasonable notice of such a change. Parents/caregivers are responsible for ensuring their child attends school every day, whether for in-person or remote learning. Crossroads will communicate with the districts our plan for our Fall educational programming, including the day(s) of the week in-person instruction is available for each student.

This document is based on guidance from the Center for Disease Control and Prevention (CDC), Department of Elementary and Secondary Education (DESE), the Department of Public Health (DPH), and the Local Board of Health. These guidelines are subject to change. Crossroads acknowledges COVID-19 as a fluid situation and will be continually reevaluating and updating our protocols to reflect the safest and most up-to-date information. Any changes in this document will be communicated to staff and families.

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## Description of In-Person Learning Model

(Model Crossroads hopes to provide to as soon as safe to do so)

**Schedule:** In this model Crossroads plan is to provide full in-person learning to all of our students Monday through Friday, 8:30 – 2:30 (see school calendar below).

### Transportation:

Transportation can be provided by parents or school districts. Parents are responsible for coordinating transportation with their local school district.

### Arrival:

- Parking lot opens at 8am.
- As much as possible, leave room for students and staff to adhere to social distancing measures. When and if possible, windows should be closed while in the parking lot.
- Before exiting the vehicle, students will have their temperature checked by a faculty member with a no-contact thermometer.
- Faculty will come to retrieve students from the vehicles at 8:20am.
- Please attend to staff members who are giving directions in the parking lot.

### At School:

General safety egress plans will ensure one-way direction in the hallways and stairs with the exception of an emergency situation.

### In the Classroom:

- Instructional time will be comprised of targeting of IEP objectives. Goal is full implementation of each student's IEP. Services that will be provided differently will be identified for the IEP TEAM.
- Lessons focusing on Social and Emotional learning will be targeted.

- Classroom groups will remain with their regularly assigned Lead Special Education Teacher and classroom staff.
- Classroom student groups will not mix with other classroom student groups.
- When possible, each student will have an assigned/designated workspace not to be occupied by any other student on that day. Communal tables/workspaces are permitted as long as social distancing and cleaning measures are followed.
- In an effort to minimize opportunities for potential exposure, most students will work with the same classroom staff members for 60-minutes instead of 30-minutes. Longer durations with one staff will allow adequate time for handwashing and cleaning procedures, which will be embedded in the classroom schedule every 60-minutes.
- Supplemental lessons and supports will be provided to students who may not yet wash their hands independently/adequately, wear masks, or engage in social distancing measures.
- Teachers are encouraged to utilize outdoor space for individual and group instruction to the extent possible (e.g., weather permitting).

#### Related Services:

- Related Services will be provided in-person, based on the service delivery outlined in your student's service delivery grid.

#### Parent Services:

- Parents are partners. Virtual Team Meetings will continue to be held.
- As needed check-ins (e.g., phone, video conference, e-mail) with your child's clinical, educational, and related service faculty members.
- Virtual Monthly Student Day Meetings.
- Virtual or In-person Parent Advisory Group (PAG) Meetings.
- Virtual or In-person Community Events (i.e. Trivia Night, 5K, Golf Tournament, etc.)

#### Enrichment:

- Offered in-person.
- Weekly Music and Art Classes.

#### Physical Education:

- Adaptive Physical Education Classes are held in-person (utilizing outdoor space if possible)

#### Lunch/Snack:

- In order to minimize the use of communal spaces, breakfast, snacks, and lunch will be consumed in classrooms or outside in assigned areas, following appropriate food safety guidelines and taking specific precautions for food allergies.
- Students eligible for free and/or reduced breakfast and/or lunch will have those meals provided during in-person instruction days. Crossroads partners with the sending school district to ensure meals are provided in the home for students participating remote.

#### **General Description:**

Staff and students do not come to school if they are exhibiting any signs of COVID-19. Isolation rooms are set up in case a community member exhibits signs of COVID-19 at school. In this model our eleven classroom spaces are spread across 18 - 22 areas of our school to allow for appropriate social distancing (aim for six feet, with three feet as the minimum acceptable distance, except in necessary circumstances). The school gym, art room, music room, vocational lab, and some conference rooms are repurposed to



provide secondary spaces for classrooms that do not allow for appropriate social distancing within a single space. Outside areas will be used to the maximum extent possible.

The only students who will receive services in a remote learning model will be those whose families have decided they want to remain remote. Technology needs have been addressed for all families as part of our 2020 summer ESY program.

Faculty lunch times are staggered in order to allow for distancing in assigned break areas inside and outside of the school.

Classroom groups do not mingle or share spaces, contact tracing logs are completed daily for every student and faculty in the school allowing Crossroads to immediately inform those who were exposed should we have a positive case of COVID-19 in our community. Goal is to only close pockets of the program if we have a COVID positive student or faculty member avoiding the need for full program shutdown if possible. All parent communication systems are in place, remote meetings can remain an option.

A complete set of policies and procedures outlining the requirements within this model are available.

## Description of the Hybrid Learning Model

(Model Crossroads will be providing on 9/8/20)

### Schedule:

Crossroads School's Hybrid Learning Model is a blend of remote learning and in-person instruction. Students will be able to attend two days of in-person learning per week, six hours per day, starting Tuesday, September 8<sup>th</sup>. The remaining three days per week will consist of remote learning.

<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
Berkshire	Worcester	Worcester	Suffolk	Suffolk
Norfolk	Essex	Essex	Bristol	Bristol
Middlesex	Middlesex	Franklin	Franklin	Berkshire
Hampden	Hampden	Plymouth	Plymouth	Norfolk
	Nantucket	Nantucket		

## Program Description

### Transportation:

Crossroads will communicate with the districts our plan for our Fall educational programming, including the day(s) of the week in-person instruction is available for each student. Transportation can be provided by parents or school districts. Parents are responsible for coordinating transportation with their local school district.

### Arrival:

- Parking lot opens at 8am.
- As much as possible, leave room for students and staff to adhere to social distancing measures. When and if possible, windows should be closed while in the parking lot.
- Before exiting the vehicle, students will have their temperature checked by a faculty member with a no-contact thermometer.
- Faculty will come to retrieve students from the vehicles at 8:20am.
- Please attend to staff members who are giving directions in the parking lot.

### At School:

General safety egress plans will ensure one-way direction in the hallways and stairs with the exception of an emergency situation.

#### In the Classroom:

- Instructional time will be comprised of relationship building as well as the targeting of IEP objectives. Goal is full implementation of each student's IEP. Services that will be provided differently will be identified for the IEP TEAM.
- Lessons focusing on Social and Emotional learning will be targeted.
- Teachers will prioritize skills that have proven challenging to address during remote instruction.
- Classroom groups will remain with their regularly assigned Lead Special Education Teacher and classroom staff.
- Classroom student groups will not mix with other classroom student groups.
- When possible, each student will have an assigned/designated workspace not to be occupied by any other student on that day. Communal tables/workspaces are permitted as long as social distancing and cleaning measures are followed.
- Progress reports will be provided to parents and sending school districts.
- In an effort to minimize opportunities for potential exposure, students will work with the same classroom staff members for 60-minutes instead of 30-minutes. Longer durations with one staff will allow adequate time for handwashing and cleaning procedures, which will be embedded in the classroom schedule every 60-minutes.
- Supplemental lessons and supports will be provided to students who may not yet wash their hands independently/adequately, wear masks, or engage in social distancing measures.
- Teachers are encouraged to utilize outdoor space for individual and group instruction to the extent possible (e.g., weather permitting).

#### Related Services:

- Related Services will be provided in an in-person, blended, or fully remote model based on the service delivery outlined in your student's service delivery grid.
- Goal will be to provide a minimum of one 30-minute in-person service per department per week. Additional in-person services will be provided based on the intensity of your student's service delivery and their ability to access remote learning sessions.

**Parent Services:**

- Parents are partners. Virtual Team Meetings will continue to be held.
- As needed check-ins (e.g., phone, video conference, e-mail) with your child's clinical, educational, and related service faculty members.
- Virtual Monthly Student Day Meetings
- Virtual Parent Advisory Group (PAG) Meetings
- Virtual Community Events (i.e. Trivia Night, Virtual 5K, Golf Tournament, etc.)

**Enrichment:**

- Offered in-person and virtually
- Weekly Music and Art Classes

**Physical Education:**

- Adaptive Physical Education Classes are held in-person (utilizing outdoor space if possible) and virtually

**Playground:**

- Crossroads has been able to obtain the necessary tools and solutions to properly sanitize the playground equipment daily, and is available for student use.

**Lunch/Snack:**

- In order to minimize the use of communal spaces, breakfast, snacks, and lunch will be consumed in classrooms or outside in assigned areas, following appropriate food safety guidelines and taking specific precautions for food allergies.
- Students eligible for free and/or reduced breakfast and/or lunch will have those meals provided during in-person instruction days. Crossroads partners with the sending school district to ensure meals are provided in the home on remote learning days.

**Community:**

- All community trips including field trips and vocational trips are on hold until further notice.
- Community or Vocational objectives will be targeted within the school building to the best of our ability.

**Dismissal:**

- As much as possible, leave room for students and staff to adhere to social distance measures. When and if possible, windows should be closed while in the parking lot.
- Staff will bring students to vehicles at 2:30.

**Meetings:**

All meetings that require outside participants will be held virtually. No visitors will be allowed in the building during this time.

A complete set of policies and procedures outlining the requirements within this model are available.



## Daily COVID-19 Precautions (For Full In-Person or Hybrid Model)

### **Social Distancing:**

To keep everyone safe, all students and staff will make every effort to maintain a social distance of six feet. We know that not all instruction will be able to be provided from six feet away. In these instances, additional precautions will be put into place when staff are closer than three feet away from students.

### **Mask Use:**

Every effort will be made to assist each of our students in tolerating and wearing a face covering or mask per state and DESE guidelines across the school day.

Given the challenge this will pose for many of our students, it's important to understand Crossroads does not expect that any of our students are currently able to tolerate a mask for six consecutive hours or the entire length of their school day. Outdoor activities can remain mask-free as long as social distancing standards are followed. Desensitization strategies will allow for learning the tolerance required to wear a mask for an extended period, as the ultimate goal is that students are able to wear them at all times as mandated by DESE.

These teaching protocols will need to be individualized for every student, an initial and ongoing assessment will help determine what those individual expectations for tolerance will be. A supportive approach entails gradually increasing our expectations based on improvements from baseline performance—in other words, meeting every student where they are.

### **Hand Washing:**

Students and Staff are required to wash or sanitize hands upon arrival to Crossroads School and upon re-entry. Foam In/Foam out procedures will be required throughout the workday when entering and exiting individual rooms.

### **Cleaning:**

Scheduled cleaning will be implemented for high traffic areas, bathrooms, and classrooms. In addition, surfaces and materials will be cleaned between uses and on an as-needed basis. Porous toys (e.g., stuffed animals) are strongly discouraged; if used, they will need to be laundered at the end of each day. Crossroads toys will be laundered at Crossroads; any toys brought from home will need to be laundered by the family.

### **Technology Needs:**

In working with our district partners, Crossroads will ensure that every student and educator has access to an appropriate device (such as a laptop or tablet) and adequate internet (such as through household broadband or a wireless hotspot) to use for remote learning.

Goal is to only close pockets of the program if we have a COVID positive student or faculty member avoiding the need for full program shutdown if possible.

## Description of Remote Learning Model

(Model that continues to be an option for families)

Remote learning will be necessary for students who will not be attending school in-person, as part of a hybrid learning model, and in case changing COVID-19 conditions require a shift to full remote learning as determined by Crossroads, local, and state leaders. Crossroads will meet structured learning time requirements.

### Schedule:

Weekly remote learning schedules are developed with input from families.

### Parent Services:

- Parents are partners- Virtual Team Meetings will continue to be held.
- As needed check-ins (e.g., phone, video conference, e-mail) with your child's clinical, educational, and related service faculty members.
- Virtual Monthly Student Day Meetings
- Virtual Parent Advisory Group (PAG) Meetings
- Virtual Community Events (i.e. Trivia Night, Virtual 5K, Golf Tournament, etc.)

### Description:

- In a full remote learning model Crossroads will offer all services remotely for all students.
- Remote learning attendance will be tracked daily.
- Goal is full implementation of each student's IEP. Services that will be provided differently will be identified for the IEP TEAM.
- Work will be aligned to state standards, progress will be tracked, parents, teachers, and directors keep in regular communication. Progress reports will be provided to parents and sending school districts.
- Remote learning includes regular, two-way communication between students, educators, and families to ensure students and families have meaningful opportunities to connect regularly with staff.
- Students will have regular, consistent opportunities to access live, synchronous instruction, student to student interaction, teacher feedback, and other needed supports.
- A special effort to provide virtual school events will be made to help address student social and emotional needs. Virtual parent support groups and activities will be offered.
- Crossroads will ensure that every student and educator have access to an appropriate device (such as a laptop or tablet) and adequate internet (such as through household broadband or a wireless hotspot) to use for remote learning.

### Related Services:

- Related Services will be provided in a fully remote model based on the service delivery outlined in your student's service delivery grid.

### Enrichment:

- Offered virtually
- Weekly virtual Music and Art Classes

### Physical Education:

- Adaptive Physical Education Classes are held virtually  
*A complete set of policies and procedures outlining the requirements within this model are available.*

# Out of School Time Plan

The safety and wellness of all Crossroads students is of top priority. Social and emotional supports are offered to students at school in the context of lessons, frequent check in with faculty, and through clinical, nursing and related service care. Crossroads works collaboratively with outside professionals who may be part of a student's team. In times of urgent need, Crossroads can provide support and recommendations for emergency services.

## School Calendar 2020 - 2021

Regular School Hours 8:30-2:30  
Main Office Hours 7:00-3:00  
Revised 4/7/2020

- Break School Closed
- Early Release Days (Students released at 11:30, Staff at 12:00)
- Professional Development (Students released at 11:30, Staff at 3:00)
- First Day of Academic Year
- Possible Snow Make-Up Days

JULY 2020							18
SUN	MON	TUE	WED	THU	FRI	SAT	
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

AUGUST 2020							20
SUN	MON	TUE	WED	THU	FRI	SAT	
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9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

SEPTEMBER 2020							17
SUN	MON	TUE	WED	THU	FRI	SAT	
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20	21	22	23	24	25	26	
27	28	29	30				

OCTOBER 2020							21
SUN	MON	TUE	WED	THU	FRI	SAT	
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18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

NOVEMBER 2020							19
SUN	MON	TUE	WED	THU	FRI	SAT	
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22	23	24	25	26	27	28	
29	30						

DECEMBER 2020							17
SUN	MON	TUE	WED	THU	FRI	SAT	
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20	21	22	23	24	25	26	
27	28	29	30	31			

JANUARY 2021							19
SUN	MON	TUE	WED	THU	FRI	SAT	
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17	18	19	20	21	22	23	
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31							

FEBRUARY 2021							15
SUN	MON	TUE	WED	THU	FRI	SAT	
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28							

MARCH 2021							23
SUN	MON	TUE	WED	THU	FRI	SAT	
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28	29	30	31				

APRIL 2021							17
SUN	MON	TUE	WED	THU	FRI	SAT	
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MAY 2021							20
SUN	MON	TUE	WED	THU	FRI	SAT	
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30	31						

JUNE 2021							20
SUN	MON	TUE	WED	THU	FRI	SAT	
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20	21	22	23	24	25	26	
27	28	29	30				

**Vacations/Time Off:**  
**July 1 - 7:** Summer Break #1  
**August 31 - Sept 7:** Summer Break #2  
**October 12:** Columbus Day Holiday  
**November 26 - 27:** Thanksgiving Break  
**December 24 - Jan 1:** Winter Break  
**January 18:** MLK Jr. Day  
**February 15 - 19:** February Break  
**April 19 - 23:** April Break  
**May 31:** Memorial Day

**Early Release Days (11:30 Student Dismissal, 12:00 Staff)**  
**November 11:** Veterans Day  
**November 25**  
**May 28**  
**Possible snow make-up days**  
**#1** Tuesday, June 29, 2021 (Regular School Hours)  
**#2** Wednesday, June 30, 2021 (Regular School Hours)  
**#3** Saturday, April 10, 2021 (11:30 Student Dismissal, 12:00 Staff)  
**#4** Saturday, May 1, 2021 (11:30 Student Dismissal, 12:00 Staff)  
**#5** Saturday, May 22, 2021 (11:30 Student Dismissal, 12:00 Staff)

**Events and Important Dates:**  
**July 17:** Field Day at Hopkinton State Park  
**September 5:** Bike to the Beach  
**September 24:** Crossroads Golf Tournament  
**October 5:** Student Picture Day  
**October 21:** Parent's Night and Art Show  
**October 30:** Halloween  
**November 3:** Student Picture Day make-ups  
**November 25:** Crossroads Thanksgiving Celebration  
**December 1:** #GivingTuesday  
**December 15:** End of Year Awards Assembly  
**April 2:** World Autism Awareness Day  
**June 6:** Crossroads 5K and Family Fun Day

Days: 226



## Certification of Health and Safety Requirements

Crossroads School certifies that we meet all the health and safety requirements included in DESE fall 2020 guidance.

### In-Person Instruction Q&A

**Q:** What do I do if my child has a fever of 100.0 or higher at home?

**A:** If your child has a fever of 100.0 or higher, you should keep them home from school, contact your Primary Care Provider, and notify the school. In order to return to school, student must remain fever-free for at a minimum of 24hrs without the use of medication.

**Q:** What happens if my child has a temperature of 100.0 or higher upon arrival?

**A:** If your child's temperature is 100.0 or higher upon arrival, a second reading will be taken with a different device to ensure accuracy. If second device confirms initial temperature reading, student will be placed in an isolated area and given a 15-minute rest period in a cool environment, with a follow-up temperature recording.

If temperature remains 100.0 or higher, your child will remain in an isolated area. Crossroads Nurses will contact the parents for immediate pick-up if transportation is unavailable or unwilling to transport. Parents will contact the Primary Care Provider as soon as possible. In order to return to school, student must remain fever-free for at a minimum of 24 hours without the use of medication.

**Q:** What will happen if my child develops a fever of 100.0 or higher at school?

**A:** Your child will be placed in an isolated area. Crossroads Nurses will contact the parents for immediate pick-up. Parents will contact the Primary Care Provider as soon as possible. In order to return to school, student must remain fever-free for at a minimum of 24 hours without the use of medication.

**Q:** What happens if a student or faculty member is diagnosed with COVID-19?

**A:** If a student or faculty member is diagnosed as COVID-19 positive, Crossroads Nurses will immediately notify the local Board of Health and any member of the Crossroads community who could be impacted. Logs will be used to identify individuals who will need to take additional steps. The areas within the school that hosted an individual with a positive COVID-19 diagnosis will be closed down for a maximum of 24 hours and be disinfected according to the CDC guidance. All faculty and families will receive a general update that the community had a COVID-19 positive individual, identifying information will not be used.

**Q:** Can my child participate in only remote learning this fall?

**A:** Yes. Parents can choose blended learning or fully remote learning during this time. Parents may change their decision at any time by notifying their Lead Special Education Teacher and their school district, we appreciate some notice.