

Navajo Head Start Reopening Plan



Navajo Head Start
PO BOX 3479
Window Rock, AZ 86515
Central Administration: (928) 871-8902

NAVAJO HEAD START

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Background Information

Navajo Head Start (NHS) has faced many obstacles during the COVID-19 Pandemic. The Navajo Nation Board of Education (NNBOE) ordered the closure of all schools for the remainder of the 2019-2020 and 2020 – 2021 School Year. There are 1,350 families across the Navajo Nation that rely on NHS and we are working hard to ensure they are provided comprehensive services this school year. To support ongoing learning, NHS developed three learning models for the 2021-2022 School Year. Remote learning consists of a variety of educational platforms designed to provide educational services virtually (Teams or Zoom) or through weekly home learning packets. Hybrid learning will allow students to receive a combination of in-person classroom instruction two days a week and three days of remote learning. In-Person learning will allow students to attend classroom instruction. NHS will support families and provide the option for students to attend remotely throughout the 2021-2022 school year.

This Reopening Plan serves to guide all Navajo Head Start employees at the Central, District, and Center levels of operations. NHS is supported by the Navajo Nation Department of Diné Education (DoDE), Navajo Head Start Policy Council (NHSPC), Navajo Nation Board of Education and follows additional guidance and active collaboration with Navajo Nation Department of Health, the Centers for Disease Control and Prevention (CDC) for this program's direction on re-opening classrooms and offices that serve NHS (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/child-care-guidance.html>).

As the largest tribal Head Start grantee in the United States, we need to remain vigilant and receptive of the guidance coming from all levels of tribal, state, and federal regulations. We all want our students and co-workers to be safe and healthy. This plan shall be updated at any given time based on updated health and safety guidelines. Please continue to stay in contact with your supervisor and follow the Chain of Command should you have any questions or concerns. In addition, the Navajo Head Start Human Resources department has resources available to assist and guide staff through this new phase of service delivery for our program.

Navajo Head Start Learning Models and Classroom Schedule

Navajo Head Start will provide high-quality early childhood educational services as safely as possible whether that service delivery is in-person, through a remote learning platform or a blended combination of remote and in-person services. Our focus and concerns extend to the social and emotional needs of our students, families, and staff members. NHS overall goal is to provide comprehensive services for children and families in the most appropriate learning environment. Parents will have the choice to select a learning model most appropriate for their child. In-Person Learning will provide students full opportunities to actively engage in the subject that they are learning four days a week. All students will engage in remote learning on Wednesdays. In Remote Learning, the student will have the opportunity to complete Home Learning Packets and receive ongoing support from the Teacher via scheduled virtual meetings or phone calls. In the Hybrid learning model, students will attend school in-person learning for two consecutive days each week and engage in remote learning for the remaining school days.

Remote Learning:

Participating in Remote Learning Model (Students Whose Parents Choose Full Remote Learning Model)

Monday	Tuesday	Wednesday	Thursday	Friday
Remote Learning				

- Students will receive home learning packets.
- Students will complete their work on their own time.
- Students will be given a specific timeframe and a clear deadline for the submission of assignments.
- Students will have the opportunity to connect with teachers daily for Team Group Session (9:00 am to 9:30 am)
- Home Learning Packets will be delivered to the home every Friday.
- Snacks will be provided on a weekly basis.

Hybrid Learning:

Participating in Hybrid Learning Model

Monday	Tuesday	Wednesday	Thursday	Friday
Cohort A In-Person	Cohort A In-Person	Remote Learning (All Students)	Cohort B In-Person	Cohort B In-Person
Cohort B Remote Learning	Cohort B Remote Learning		Cohort A Remote Learning	Cohort A Remote Learning

- Students will receive in-person instruction two days per week. Monday/Tuesday for Cohort A and Thursday/Friday for Cohort B. The remaining days will be remote learning.
- Students who receive additional supports such as speech or Disability services in small group instruction will be provided as needed.
- Students will be assigned a designated workstation in the classroom. Students are not permitted to sit in any other station except the one assigned to them. It is important that we have accurate records of where students sit. This is a safety measure we have added. This information is necessary for contact tracing in the event we have a confirmed case of COVID-19.
- Cohort A and B students will complete their schoolwork in-person and will receive home learning packets for Remote Learning.
- Cohort A and B students will receive two meals and a snack/per day (breakfast, lunch, and snack) while attending in-person.
- Cohort A and B students on Remote Learning will receive a snack.

In-Person Learning

Participating In-Person Learning Model

Monday	Tuesday	Wednesday	Thursday	Friday
In-Person	In-Person	In-Person	In-Person	In-Person

- Students will attend five days of school in-person.
- Classrooms will be set up to reference social distancing up to 6-feet
- Tables will be utilized, so students will sit on only one side of the table or if ample space clear dividers will be utilized
- Clear dividers for tabletop surfaces as needed for small group instruction and/or services to serve as safety barriers.
- NHS will provide breakfast, lunch, and PM Snack for all in-person participants.

Special Education Services

Students with disabilities will be offered in-person instruction four days (Monday, Tuesday, Thursday, and Friday) each week to ensure students have the services and support they need during in-person learning, there will be a continuum of special education services to deliver instruction in general education settings. This may include additional support from a classroom teacher or paraprofessional during activities, small group instruction, and/or instruction based on IEP. Because of social distancing and other safety requirements, special education students may receive some services in different ways than usual. For example, students may receive A-grid special education support services and C-grid related services remotely from within the HS classroom via video conference to prevent the mixing of learning cohorts. NHS teaching staff will communicate with parents about any changes to the way IEP services will be delivered. IEP teams will also meet to make any adjustments to services or accommodations needed.

Navajo Head Start

COVID-19 Safe Schools Framework

Navajo Head Start (NHS) shall reference the Navajo Nation COVID-19 Safe Schools Framework and CDC COVID-19 Guidance for Operating Early Care and Education/Child Care programs (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/child-care-guidance.html>) to ensure alignment of Navajo Nation Schools expectations. NHS will reference the framework to identify and establish safety measures to guide program operations for the 2021-2022 School Year. It is the expectation of Navajo Head Start employees to follow the Navajo Department of Health COVID-19 Safe Schools Framework and the Navajo Nation School Reopening Plan (these documents can be found on navajonationdode.org).

The Safe School framework safety measure are categorized in two main areas of prevention strategies:

- Core Prevention Strategies
- Conditional Prevention Strategies

As defined in the Navajo Nation COVID-19 Safe School Framework (Page 2):

“Core Prevention Strategies” refers to the basic set of COVID-19 prevention practices that should always be in place.

“Conditional Prevention Strategies” refers to additional strict prevention strategies that will be implemented in phases with higher transmission according to Navajo Nation Gating Criteria.

Reopening Assessment

Navajo Head Start shall complete a Reopening Readiness Assessment (RRA) Checklist for each Head Start center. The checklist will ensure NHS meets all Core Prevention Strategies. NHS will assemble a Readiness Assessment review team, with the recommended composition of five individuals identified below.

1. Director of Administrative Services or Designatee
2. HS Support Services Manager or Designatee
3. HS School Readiness Coach or Designatee
4. HS Health & Nutrition Liaison or Designatee
5. Parent/Guardian or community member or Designatee

The Readiness checklist is aligned with CDC guidelines and can be found in accompanying document titled “Navajo Nation School Reopening Readiness Assessment”. Once completed, the Director of Administrative Services in collaboration with the HS Support Services Manager will submit the readiness assessment document and Signature of Attestation to the Department of Dine Education at schoolreopening@nndode.org. NHS shall disclose all assessment results with the Head Start Policy Council, Navajo Nation Board of Education, and community stakeholders.

Core Prevention Strategies

Health and Safety

All teachers will learn about the appropriate health and safety protocols during professional development prior to students first day of school. Teachers will include the teaching of these protocols (mask wearing, handwashing, cohorts, cleaning procedures, etc.) in the beginning of school orientation for all students and families. Teaching staff will teach and continue to practice the health and safety protocols with all students in small groups and individually as needed. This will include the safety procedures for riding the bus to and from school.

****Head Starts encourages all their staff and families to get the COVID-19 vaccine, as this is the first line of defense to protect the children who are not able to get vaccinated. ****

Requirements for Safely Reopening Centers

- **Promoting COVID-19 Vaccination.** Encourage staff and families, including extended family members that have frequent contact with children in the ECE program, to get vaccinated at their local healthcare facility **as soon as they can**. Promote vaccination information as part of enrollment activities for families. Encourage staff to get vaccinated and provide current information (<https://www.cdc.gov/coronavirus/2019-ncov/vaccines/recommendations/specific-groups/teachers-childcare.html>).
- **Consistent and Correct Mask Use.** All center staff and children 2 years of age and older are required to wear a mask/face covering when indoors or on the bus unless unsafe for developmental or health reasons. Masks are required outdoors when there is crowding or during activities with sustained close contact.
 1. Anyone arriving without a face mask will be provided one if supplies are available. If no face mask is available, staff will need to leave and return when they retrieve a face mask.
 2. Anyone refusing to wear a face mask will not be permitted to enter the building.
 3. Face mask wear will be enforced by supervisor/management.
 4. Early Head Start (EHS) children (ages 0-1) will not be required to wear a mask. EHS staff will always be required to wear a mask, except during breaks or meals. EHS children will be encouraged to wear a mask but will not be required.
- **Physical Distancing and Cohorting.** Centers should implement physical distancing for those not fully vaccinated to the extent possible indoors, but **because of the essential service that NHS provides, centers should not exclude children from in-person care to keep a minimum distance requirement.** Cohorting is a strategy that places children and staff into smaller groups that stay together throughout the entire day and limit the number of children and staff that come in contact with each other.
- **Ventilation-** All centers will be required to provide a good ventilation system that will reduce the virus particles in the air such as:
 - During transportation open or crack windows in buses or other forms of transportation.
 - Bring in as much outdoor air as possible

- **Bring in as much outdoor air as possible.**
 - **Ensure Heating, Ventilation, and Air Conditioning (HVAC) settings are maximizing ventilation.**
 - **Filter and/or clean the air in your school or childcare program**
 - **Use exhaust fans in restrooms and kitchens.**
- **Symptom Screening at Home Before Coming to School (for all Staff and Students).** Students (parents/caregivers) and staff members must conduct self-checks for symptoms prior to boarding the buses or entering school buildings each day. NHS will provide information to families in their primary language to support them in conducting this check. Any person showing symptoms must report their symptoms to their supervisor and not be present at school. Schools must provide clear and accessible directions to parents/caregivers and students for reporting symptoms and absences.
- **Hand Hygiene and Respiratory Etiquette** - All students and staff in a school must receive training in proper hand hygiene. All students and staff must wash hands or use sanitizing gel upon entering the school, before and after food preparation, before and after eating, before and after putting on or removing a face mask, after using the restroom, before and after use of playgrounds and shared equipment, and before and after riding school transportation. Practicing good hygiene throughout the day can help to slow the spread of COVID-19. Please follow the following practices:
1. Develop a cleaning, disinfecting and sanitation plan to accommodate an increase in routine cleaning and disinfecting. It is critical that your plan includes how to maintain a cleaning and disinfecting strategy after reopening.
 2. Encourage employees and students to wipe down high-touch surfaces (desk/tables, phones, keyboards, staplers, pens) at their workstations with a disposable disinfecting wipe or other disinfecting agent.
 1. For disinfecting supplies, please contact NHS Property (copy your supervisor) and submit a Store Order form/request on ChildPlus.
 3. Encourage employees and students to frequently wash hands for at least 20 seconds with soap and water and use hand sanitizer (if soap/water not available) throughout the day.
- **Personal Protective Equipment-** Additional safety precautions are required for any staff supporting symptomatic students in close proximity, when distance is not possible, or when students require physical assistance. These precautions must at a minimum include eye protection (e.g., face shield or goggles) and a mask/face covering.
- **Staying Home When Sick and Getting Tested (for all Staff and Students).** Students (parents/caregivers) and staff members must conduct self-checks for fever and symptoms prior to boarding the buses or entering school buildings each day. NHS will provide information to families in their primary language to support them in conducting this check. Any person showing symptoms must report their symptoms and not be present at school. Schools must provide clear and accessible directions to parents/caregivers and students for reporting symptoms and absences. More additional information on screening procedures see Conditional Prevention Strategies.
- **Reporting and Contact Tracing.** NHS staff will report COVID-19 lab-confirmed cases to local healthcare facility, Health Command Operations Center (HCOC) exposure portal, and weekly public notification while maintaining confidentiality per applicable laws and regulations (<https://docs.google.com/forms/d/e/1FAIpQLSfxNgCyzncLla0lexpZ0hdprnEFEdj-VQQQZjuy9ZzafCkxw/viewform>). In addition, center staff will assist the local healthcare facility

contact tracing team with contact tracing by identifying and providing contact information for staff and students exposed, or close contact, to COVID-19 at the center.

- **Return to School after Illness or Isolation/Quarantine.** Staff members and students that have been ill or in isolation or quarantine must provide a medical clearance letter from a healthcare provider or public health professional before return to school.

If symptoms develop at work/school

- Such employees/child should notify their supervisor/teacher of their feeling ill and/ or signs or symptoms and contact their healthcare provider for further instruction.
 - The HS Bus Driver and HS Paraprofessional reports to the HS Teacher/HS Classroom Teacher.
 - The HS Teacher/HS Classroom Teacher reports to School Readiness Coach.
 - The School Readiness Coach reports to the School Readiness Language & Immersion Manager.
- If an employee develops symptoms while at the worksite, they should notify their supervisor and leave the worksite, and contact their healthcare provider for further instruction.
- If a child develops symptoms while at school, they will be moved to the isolation room. Teacher will contact Parents ASAP to pick-up child for further evaluation at local IHS.
- An employee/child who tests positive for COVID-19, even if not displaying symptoms, should notify their immediate supervisor/teacher as soon as possible and follow NN PPM for COVID-19 policy and procedure.
 - An employee who tests positive for COVID-19 may qualify for COVID-19 leave and should consult with their supervisor about taking such leave.
- An employee/child who was a Close Contact to a Case should notify their immediate supervisor/teacher as soon as possible.
 - It is very important to be honest and timely when reporting symptoms to help keep everyone safe. This is the only way we can protect ourselves and stay healthy.
 - All reports of symptoms or test results must be kept confidential by supervisors, to the extent that some information may need to be used administratively to properly process necessary paperwork, such as PAFs and payroll documents.
 - If you or your employee were exposed to COVID-19, the employee will test immediately, and the supervisor will determine quarantine and/or telework.
 - If child's family were exposed to COVID-19, the family needs to inform teacher by text message or phone, Parent will take all precautionary measures of covid-19 test, quarantine, and isolation.
 - If you or your employee test positive for COVID-19, NHS will notify/document in the HCOC portal.

Sign-in/out

- NHS Staff and Visitors entering Central Administration Office, District Offices and Head Start and Early Head Start Centers are required to sign in upon arrival and sign out when leaving each day. Additionally, at sign in everyone is to complete and sign the Navajo Nation COVID-19 Screening Form before entry is allowed as NHS facilities are Navajo Nation facilities. The sign/out sheet will help assist with further contact tracing if necessary—as well as keep track of the necessary screening information, such as name, date, time in, time out, and forehead

temperature. One designated entrance and exit will be identified in each building. Please follow this protocol and be patient with the process.

Temperature Screening

- Upon entrance to any NHS office or classroom or transportation, every NHS employee and children will have their temperature screened using a Touchless Thermometer, when reporting to work/school

For NHS children, temperature screening will occur as follows:

- Parents, caregivers, or guardians are strongly encouraged to monitor their children for symptoms of infectious illness everyday through at-home symptoms screening prior to entering the bus or school grounds.
- Children that utilize the school bus will get their temperature screening done using a Touchless Thermometer by the Bus Monitor.
- Children who get dropped off at the center will get their temperature screened using a Touchless Thermometer by their Teacher or Paraprofessional.

For NHS employees:

- All employees are strongly encouraged to monitor their symptoms of infectious illness everyday prior to reporting for work.
- Report to the front entry screening room upon arrival at work site and prior to entering any other areas of Navajo Head Start Central Administration, District Offices or Classrooms/Centers.

Closing and Reopening Areas after a Case has Occurred

- Worksite facilities should routinely be cleaned at least once a day. If a positive case has been in the facility within the past seven (7) days, the area used by the case should be closed off immediately thereafter:
 - Entire facility does not need to be closed, if only affected areas can be closed.
 - Executive Leadership Team will make determination from Central and will recommend if the building needs closure and level of remediation (cleaning) services.
 - Deep cleaning can begin by staff twenty-four (24) hours after decontamination has been completed by a professional contractor.
- We can help to keep our workspaces clean by removing clutter and wiping down high-touch surfaces. Should a facility or area need to be closed as described above, all relevant supervisors shall ensure that all their employees are placed on the appropriate type of leave or alternative work schedule.

Classroom Environment

Navajo Head Start will work with center staff, facility staff and the leadership team to identify sufficient safe space that allows for physical distancing, adjusting classroom layouts as needed. The Readiness Assessment review team will conduct a school walk-through to identify any classrooms or spaces where additional changes might be needed when preparing to reopen. Center staff will be provided additional support to design classroom layouts that is appropriate and aligned to child/adult ratio.

Buses

Students will be riding buses with reduced capacity.

- Student will be required to wear a face covering on the bus at all times
- Student will be required to sit one student per row.
- Siblings or those that live in the same household are allowed to sit together.

- Open windows in transportation vehicles as recommended by CDC. (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/ventilation.html>)
- Buses will be sanitized after each route (AM/PM).

Mealtimes

Students will have access to meals based on specific learning model:

- Breakfast (Hybrid & In-Person Learning only)
- Lunch (Hybrid & In-Person Learning only)
- Snacks (Remote, Hybrid & In-Person Learning)
- To encourage social distancing assigned seating will be provided to children during mealtimes.
- All meals will be served utilizing disposable paperware and utensils.
- Face coverings may be removed when eating.
- Hand washing before and after eating.

Social Distancing

Employees must practice safe social distancing while in Head Start and Early Head Start Centers.

- Workspaces must allow at least 3-6-foot distance between employees when possible.
- Limit the number of people allowed in sections and conference rooms to allow safe social distancing.
- Conference rooms should limit the number of personnel to 5 during usage, which is subject to change based on the size of the room.
- Encourage the use of conference calls and online meetings to conduct business with many personnel and parents.
- Physically arrange interest areas for children to show 3-6-foot social distancing.
- Interest areas will have labels (tables, chairs, and floors) guiding children in the classroom to ensure the social distancing is being met.
- No more than two (2) children per interest area.

Bathroom Protocols

Teachers will have a system for tracking students who are exiting and entering the classroom.

- Within each bathroom there are signs identifying which sinks, stalls, urinals, etc. are to be used for appropriate distancing while in the bathroom.
- Six feet markers have been placed outside of each bathroom for students who are awaiting their turn to use the bathroom.
- Bathrooms will be cleaned throughout the day.

Cleaning

Teachers will clean frequently in the center classrooms according to the Cleaning Schedule (see Appendix C).

- Follow checklist to ensure every item that is used often recorded for cleaning, disinfecting, or sanitizing.

Ventilation

- Bring in as much outdoor air as possible.
- Ensure Heating, Ventilation, and Air Conditioning (HVAC) settings are maximizing ventilation.
- Filter and/or clean the air in your school or childcare program
- Use exhaust fans in restrooms and kitchens.

Dismissal

Dismissal from the classrooms will be staggered to allow time for students to distance themselves from others while exiting the building.

- Students should promptly exit the building and board their bus, meet their parent or guardian for pickup.
- Students/families should not congregate on school grounds after dismissal.

Conditional Prevention Strategies

Frequency based on transmission level: Critical/Very High, High, Substantial

Routine Surveillance Testing:

Students 2 years of age and older are recommended to participate routine screening testing depending on the transmission level:

- Critical to Substantial: Recommend 1-2x per week for teachers/staff/ students
- Moderate to low: Optional 1x per week for teachers/staff.

NHS will reference a referral-based testing strategy in collaboration with local health facilities and public health officials.

- Employees/children feeling ill or having signs or symptoms of COVID-19 (cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, or new loss of taste or smell) should not report to work/school and refer to, in which the first step is to notify your supervisor/child's teacher and report to a medical facility for further assistance.
- All identified close contacts should be tested for COVID-19, but this will be managed by the Service Unit/638 PHNs, not Navajo Head Start. Contacts identified by the investigating PHNs should remain home and separate themselves from others for fourteen (14) days after the date of last contact with the employee with a positive test. Contacts who develop symptoms should promptly isolate themselves and notify the PHN/contact tracer who they have been assigned to, and their supervisor, immediately.
- Decisions regarding Return-to-Work
- Employees diagnosed with COVID-19 may discontinue isolation when determined by the Public Health Nurse managing the employee's case.
- Contacts can discontinue quarantine when determined by the Public Health Nurse, usually fourteen (14) days from date of last contact with positive case, as long as they do not develop any symptoms.

Additional Support

Teacher Office Hours

All teachers will offer Office Hours on Wednesdays. Teachers will post Office Hours on his/her classroom door. Students/Families are encouraged to use Office Hours if they need to meet with their teacher(s) to discuss any concerns or need additional support.

Where do I go for Tech Support?

Any student who is experiencing issues with a device or is having difficulty logging into Teams/Zoom should contact the teacher or tech support via email: jasperlee@nndode.org or fernandosarracino@nndode.org.

Appendix A



NAVAJO NATION
COVID-19 Safe Schools Framework



INTRODUCTION:

The Navajo Nation COVID-19 Safe Schools Framework has been developed to guide the reopening of all schools and Head Start across the Navajo Nation. This framework offers in-person learning recommendations with core and conditional prevention strategies, based on Centers for Disease Control and Prevention (CDC) guidelines.

The CDC School Operational Strategy document (updated 5/15/21) states that schools should be the highest priority in-person essential service (i.e. last to close, first to open). This is because the benefits of in-person school are critically important to promote child development, education, and physical and mental health. This is especially true among communities such as the Navajo Nation that have been severely impacted by the COVID-19 pandemic.

GENERAL GUIDELINES FOR COVID-19:

Continual Best Practices to Prevent Spread of COVID-19 The general guidelines are for everyone living on or visiting the Navajo Nation for the duration of the COVID-19 pandemic.

1. Get fully vaccinated for COVID-19 for best protection for yourself and for unvaccinated children or high-risk family and co-workers.
2. Wear a well-fitting face-mask when in public.
3. Socially (physically) distance yourselves. Keep at least six-feet apart from others in public.
4. Avoid crowded indoor spaces with poor ventilation where COVID germs can more easily spread through the air and physical distancing is not possible.
5. Wash your hands often with soap and water for at least 20 seconds, especially after blowing your nose, coughing, or sneezing, or having been in a public place. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
6. Avoid touching your face, nose, eyes, and mouth.
7. Avoid close contact with people who are sick or have been exposed to someone with COVID-19.

8. If you feel sick, get tested for COVID, then stay home and do not go to work or school. Contact your medical provider for advice.
9. Continue to follow the local health department, state, and Centers for Disease Control and Prevention (“CDC”) guidelines.

THE FRAMEWORK:

The Safe Schools Framework includes core and conditional prevention strategies that will allow the Navajo Nation to safely resume critical essential services for children and families. These guidelines apply to Head Start and Pre-K through 12th Grade.

1. “Core prevention” refers to the basic core set of COVID-19 prevention practices that should be always in place. See Table 1.
2. “Conditional prevention” refers to additional strict prevention strategies that will be implemented in phases with higher transmission according to Navajo Nation Gating Criteria.
3. Guidance for schools to implement COVID-19 prevention strategies can be found at <https://www.navajonationdode.org/navajoschoolreopening/>
4. All schools must develop, implement and submit a School Reopening Plan and a completed Reopening Readiness Assessment Attestation form to the Department of Diné Education prior to reopening for in-person learning. Reopening plans and completed forms can be emailed to: schoolreopening@ndode.org.

These guidelines establish that schools should be open for in-person learning across all phases, with core prevention strategies including washing hands, masking, physical distancing, and contact tracing.

The decision to move between the phases will be dependent upon the rate of new COVID-19 cases, availability of testing, and hospital capacity. Before advancing to a less-restrictive status, the Navajo Health Command and Operations Center (NHCOC) will determine whether or not certain “gating criteria” have been satisfied. The gating criteria are based on the “Guidelines for Opening up America Again” issued by the White House and CDC.

If there is high transmission, schools should enhance the frequency and implementation of the prevention strategies set forth in this document.

TABLE 1: CORE PREVENTION STRATEGIES

✓ = required	Critical/ Very High Transmission	High Transmission	Substantial Transmission	Moderate Transmission	Low Transmission
	Schools OPEN for in-person learning	Selected students	✓	✓	✓
Parent Options For hybrid and/or virtual learning	✓	✓	✓	✓	✓
Masks Universal and Correct Use	✓	✓	✓	✓	✓
Physical Distancing At least 3-6 feet between students in classroom	✓	✓	✓	✓	✓
Student Cohorting Divide students into smaller groups by classrooms and buses	✓	✓			
Hygiene, Cleaning and Ventilation Handwashing, Maintain healthy facilities	✓	✓	✓	✓	✓
Diagnostic Testing Referral of symptomatic or exposed individuals to health care facility for testing	✓	✓	✓	✓	✓
Contact Tracing Timely Isolation & Quarantine, and contact with local health care facility	✓	✓	✓	✓	✓
Reporting Required To local health care facility HCOC exposure portal, and weekly public notification	✓	✓	✓	✓	✓
COVID-19 Vaccination Strongly encouraged (★) for eligible staff and students	★	★	★	★	★

TABLE 2: CONDITIONAL PREVENTION STRATEGY

Strategy	Setting & Description		Frequency based on transmission level				
			Critical/ Very High	High	Substantial	Moderate	Low
Screening Testing (Options are in the Additional Information section)	Classroom	Regular testing of teachers, staff, and students	Recommended 1-2x per week for teachers/staff/students			Optional 1x per week for teachers/staff	
		Low and Intermediate Risk	Recommended 1x per week			Optional 1x per week	
	Sports	High Risk	Recommended 2x per week			Optional 1x per week	

SCREENING TESTING:

Screening testing is an option for schools to use as part of their conditional prevention strategies. Screening testing is highly recommended to be conducted by trained individuals at the school through a contractor or from the local health facility. There are various testing options available for schools. HCOC will issue separate guidance on Screening Testing for schools.

SUPPLEMENTAL DOCUMENTS:

More specific guidance on each of these topics is outlined in supplemental documents from Department of Diné Education available at: <https://www.navajonationdode.org/navajoschoolreopening/>.

1. Navajo Nation School Reopening Plan
2. Navajo Nation School Reopening Readiness Assessment Attestation form
3. Navajo Head Start Roadmap for Teachers

GLOSSARY:

1. Cleaning and Ventilation – Maintaining a healthy environment through routine cleaning and disinfection and proper ventilation for improved indoor air quality.
2. Cohorting – Involves creating groups of students that are separated from other groups by at least 6 feet through the entire day. Cohorts can reduce the number of people exposed to COVID-19 if someone tests positive, meaning fewer students and staff would need to be quarantined if there is a positive case.
3. Contact Tracing – Part of the process of supporting patients and warning contacts of exposure to stop chains of transmission. Contact tracers inform people if they have been exposed to COVID-19 and to monitor their health for signs and symptoms of COVID-19, get tested, and to self-isolate if they have COVID-19 or were in close contact with someone who tested positive.
4. COVID-19 (Coronavirus Disease 2019) – a respiratory disease caused by the SARS-CoV-2 virus.
5. Diagnostic Testing – Intended to identify current infection in individuals and is performed by a health care facility when a person has signs or symptoms consistent with COVID-19, or when a person is asymptomatic but has recent known or suspected exposure to someone with COVID-19.
6. HCOC – Health Command Operations Center of Navajo Nation
7. High Risk Sports – sports that cannot be done outdoors or with masks.
8. Low and Intermediate Risk Sports – sports that can be conducted outdoors, or indoors with masks.
9. Navajo Nation Gating Criteria – measures including the rate of new COVID-19 cases, availability of testing, and hospital capacity used by the NHCOC to determine the current color phase/status of the Navajo Nation.
10. Physical Distancing – Keeping space between oneself and other people outside of one's home.
11. Public Notification – Providing on campus COVID-19 lab confirmed positive case frequency to parents and the community via public-facing website, newsletter, or other timely communication method.
12. Reporting – School administrators report COVID-19 lab confirmed positive cases to local health care facility, HCOC exposure portal, and weekly public notification while maintaining confidentiality per applicable laws and regulations.
 - o Link to HCOC exposure reporting portal: <https://docs.google.com/forms/d/e/1FAIpQLSfXNhCvzncLJa0IexpZ0hdprnEFEdj-VQQZju-y9ZzafCkxw/viewform>
13. Screening Testing – Testing individuals without symptoms or known contact. Frequency of testing can vary. Additional details in the Additional Information section.
14. Selected Students – Limited targeted populations as determined by schools (such as special needs students who need special education services according to their Individualized Education Program (IEP) where certain types of instructional needs and services may best be accomplished in person).

Appendix B

Reopening Readiness Assessment

Visual Process of Readiness Assessment



**All documentation can be sent to:
schoolreopening@nndode.org**

Note: There is an exception of schools that have already met all criteria and can supply documentation and evidence to show readiness in all areas of readiness assessment.

Appendix C

Cleaning Schedule

Current science indicates that transmission of COVID-19 occurs primarily through respiratory droplets which can spread the virus and can cause infection in others, followed by contact and then, much less frequently, by aerosol transmission. Tiny particles of the virus can linger in enclosed places for hours. Thus, you need to ensure that you follow the guidelines established and maintain enough cleaning supplies to fulfill daily needs and duties.

The following checklist is a guide for you to ensure that every item that is used often is recorded for cleaning, disinfecting, or sanitizing. This checklist is to ensure the safety and wellbeing of all children, staff, and visitors. NHS takes every measure in preventing the spread of the COVID-19 virus. We are aware that it is airborne, so we need to ensure that we follow the guidelines established here for your implementation:

Areas to Clean	Before Each Use	After Each Use	Daily (At the End of the Day)	Weekly	Monthly	Comments	Person Responsible
Food Areas							
All Tabletops, light switches, phones, computers	Clean, Sanitize	Clean, Sanitize				Before and after serving meals	Bus Drivers
All usable chairs		Clean, Sanitize				After serving meals	
Eating Utensils & dishes		Clean, Sanitize					
Kitchen Countertops		Clean	Clean, Sanitize				
Food Preparations- Kitchen appliance handles and surfaces		Clean	Clean, Sanitize				
Refrigerator					Clean		
Food Preparation Surfaces	Clean, Sanitize	Clean, Sanitize				Use a sanitizer safe for food contact	
Food pantry					Clean		
Dry food containers				Clean, Sanitize			
Floors (sweeping, mopping)			Clean			Using cleaning solution	

Cart		Clean, Sanitize					
Child Care Areas							
Front gate latch, chain and padlock	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				Teachers, and Paraprofessional
All outside entrance door handles/knobs	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				
Door Chime	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				
All inside entrance door handles/knobs	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				
Child Cubbies	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				
Interest area cubbies	Clean, Sanitize	Clean, Sanitize	Clean, Sanitize				
Toys that cannot be cleaned and sanitized should not be used.		Clean, Sanitize	Clean, Sanitize			Reserved for use by only one child	
Water Table - between each use		Clean, Sanitize	Clean, Sanitize				
All Trash cans		Clean, Sanitize	Clean, Sanitize				
Vacuumping Carpets			Clean				
Machine washable cloth toys				Clean		Laundry	
Dress-up clothes				Clean		Laundry	
Computer Keyboards		Clean, Sanitize				Use Sanitizing wipes, not the spray	
Phone receiver			Clean				
Floors			Clean, Sanitize			Damp mop with a cleaner/ disinfectant	
Outdoor Areas							
Playground surfaces that are constantly touched		Clean, Sanitize					
Bikes			Clean, Sanitize	Clean, Sanitize		Clean after each use and wait 3 minutes to dry	

Wagons			Clean, Sanitize	Clean, Sanitize		Clean after each use and wait 3 minutes to dry	
Other outdoor equipment				Clean, Sanitize		Clean after each use and wait 3 minutes to dry	
Outside door entrance handles/knobs		Clean, Sanitize					
Inside door entrance handles/knobs		Clean, Sanitize					
Playground handrails		Clean, Sanitize					

Toileting and Diapering Areas

Classroom hand washing Sink & faucets			Clean, disinfect				
Bathroom hand washing, Sinks & faucets			Clean, disinfect				
Towel dispenser			Clean, disinfect				
Soap dispenser			Clean, disinfect				
Bathroom Stall Door Handles & Door			Clean, disinfect				
Toilet Flush Handle		Clean, disinfect	Clean, disinfect				
Changing Tables		Clean, disinfect					
Floors			Clean, disinfect			Damp mop with a cleaner/ disinfectant	

Sleeping Areas Keep each child’s bedding separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child.

Resting Mats			Clean, disinfect			Clean before use by another child	
Bed/crib sheets			Clean, wash			Clean before use by another	

						child	
Cribs			Clean, disinfect			Clean before use by another child	
Blankets			Clean, Wash				
Transportation Area							
Bus entrance			Clean, Sanitize				
Bus handrails			Clean, Sanitize				
Bus steering wheel			Clean, Sanitize				
Bus seats		Clean, Sanitize	Clean, Sanitize				
Bus safety belts		Clean, Sanitize	Clean, Sanitize				
Sweeping/mopping of floor on the bus				Clean, Sanitize		Damp mop with a cleaner/ disinfectant	
Bus sign-in/out board and pen		Clean, Sanitize	Clean, Sanitize				
Office Areas							
Office desk		Clean, Sanitize	Clean, Sanitize				
Keyboard & Mouse			Clean, Sanitize			Use Sanitizing wipes not spray	
Office Chair		Clean, Sanitize	Clean, Sanitize				
Office file cabinet handles & drawers		Clean, Sanitize	Clean, Sanitize				
Office printer		Clean, Sanitize	Clean, Sanitize				
Office Floor			Clean, disinfect			Damp mop with a cleaner/ disinfectant	

**This checklist is a guide for you to ensure that every item used is disinfected or sanitized after each use daily. This checklist is to ensure the safety and wellbeing of all children, staff and visitors so that we take every measure in stopping the spread of the COVID-19 virus.*

Additional resources for sharing:

<https://www.cdc.gov/coronavirus/2019-ncov/global-covid-19/make-handwashing-solution.html>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/make-chlorine-solution.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility-H.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#CleanDisinfect>

<https://nrckids.org/CFOC/Database/3.3>

<https://nrckids.org/files/appendix/AppendixK.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/cleaning-disinfecting-school-classrooms.pdf>

<https://www.epa.gov/sites/production/files/2020-04/documents/disinfectants-onepager.pdf>