

In the event of a public health-related school closure, Kingsway Learning Center will implement the following plan, in accordance with NJ Department of Education and NJ Department of Health guidance and guided by N.J.A.C. 6A:16-10.1. In addition to the plan outlined below, this may include direct services, online instruction, services provided through contract, or any other means to meet the needs of our students.

We are preparing for a public health-related school closure the best that we can, though given the varying levels of support our students require and may or may not have access to in a home-based setting, we cannot guarantee that all students will be able to follow this plan in its entirety.

DELIVERY OF INSTRUCTION

Teacher Responsibilities (To the best of their ability...)

- Create a binder(s) of instructional materials (worksheets, etc.) specific to the individual student needs and abilities as outlined in the IEP.
 - Binder will include copy of student schedule to help guide pace of instruction
 - Materials will focus on academic content areas (functional math, reading, etc.) and functional living skills
- At least two (2) weeks of instructional material will be included in each binder
- Teachers will do daily check-in with students and families via email, phone call, etc. Method will depend on availability of resources within each student's home.
 - Daily check-in will count towards documenting student attendance
 - Teacher will monitor delivery of instruction through a weekly meeting with the service delivery team.

Art, Music and APE Teachers

- Expected to collaborate with each program and provide resources to families to promote engagement in regards to art, music and APE. Information can be in print or infused via technology.

Related Services

- Therapists will include exercise plans, sensory protocols, activity worksheets, etc. in the student binders
- Check-in will occur with families based on the frequency of mandated services within each student's IEP. This can take place via email, phone, FaceTime, etc.

Paraprofessional Staff

- Teacher will include paraprofessional on daily check-in with parents via email
- Responsible for following teacher direction as it relates to appropriate follow up based on individual student needs.

EVIDENCE OF PARTICIPATION / PROGRESS

Completion of assignment/activities included in binders

- Expectation is for parents to initial, date and provide a brief comment/question regarding student performance within each activity

ADMINISTRATIVE RESPONSIBILITIES

- Administrators/Supervisor will check in with Team Leaders daily for student/family updates and address issues as needed.
- Team Leaders/Supervisors will check in daily with Teachers/Related Service members for student/family updates and address issues as needed.
- Administrators will also provide additional contact information for parents/families to address questions/needs/concerns as needed.

Kingsway Learning Center will continue to be in communication with NJDOE and NJ Department of Health throughout this process.