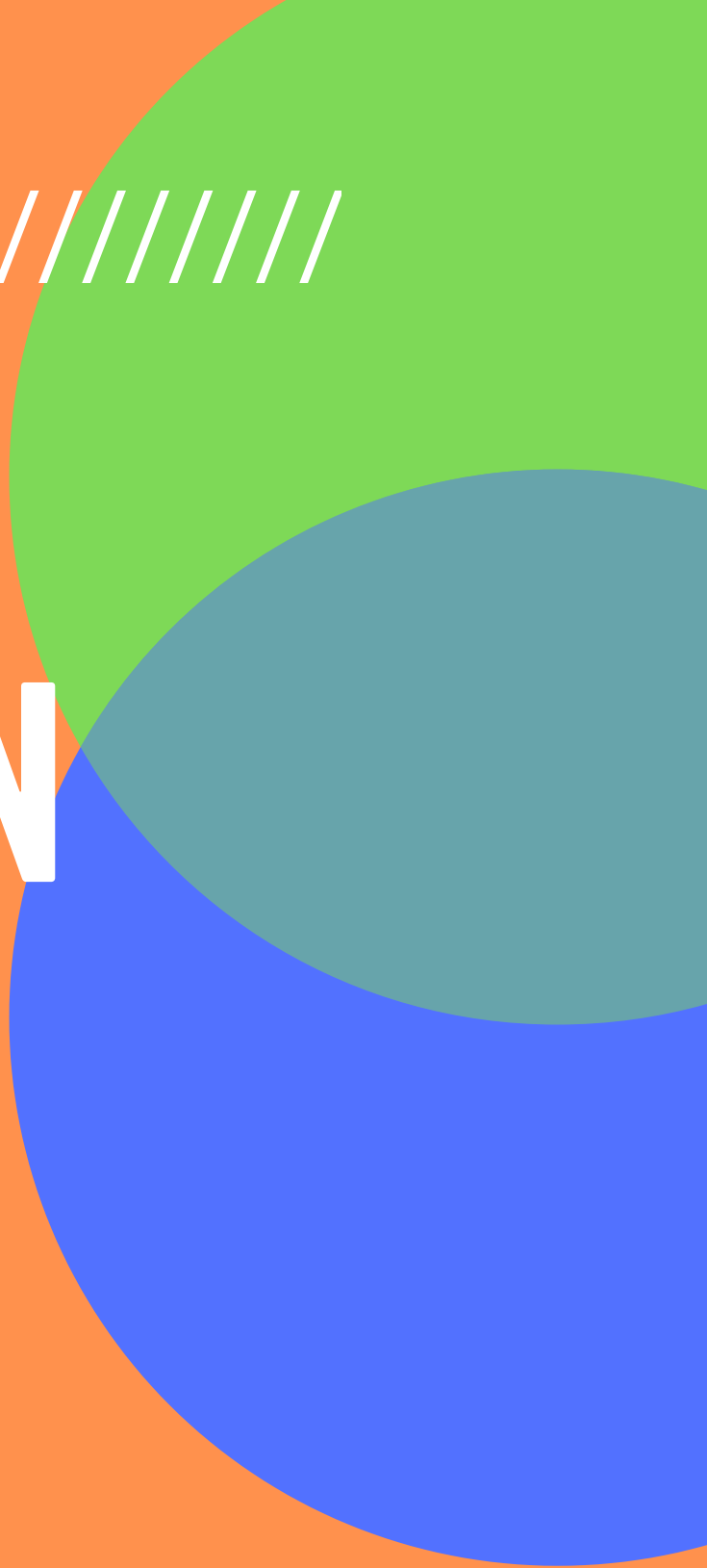




BRIGHTON CENTER

REOPEN PLAN



Brighton Center

Here there are only *W*abilities.

Updated 05 26 2020



OUR COMMITMENT

Brighton Center's priority is to ensure that every child, regardless of ability, has the development and educational support in order to be prepared to enter Kindergarten and to navigate school successfully. Brighton works to level the playing field for all children by providing the right services at the right time.

Brighton Center's reopening plan prioritizes the health, safety and well-being of the children we serve, their families and our staff while taking into account federal, state and local authority guidelines and regulations. This document outlines the phased reopening plan for both Brighton Center locations.

OUR LEADERSHIP

The Brighton Center Board and Leadership is working closely to ensure appropriate compliance, safety and equity in our reopen plan and reserves the right to update this plan as new information becomes available. The Leadership of Brighton Center commits to reviewing this plan a minimum of monthly until all phases are completed.

IN COMPLIANCE WITH

- CDC Guidelines
- Reopen Texas
- City of San Antonio Executive Orders
- Texas Workforce Commission Guidelines
- Dept of Family & Protective Services Minimum Standards
- Health & Human Services Reopening Guidelines for ECI Programs

REOPEN STAGES

01

**CENTER
REOPENING**

02

**RESUME IN-HOME/
ON-SITE SUPPORT**

03

**ADMIN/ NON-
ESSENTIAL
STAFF RETURN**



BRIGHTON CENTER

PHASE 1 5/18/2020 - CURRENT

Phase I reopens both Early Childhood Education (ECE) centers with precautionary measures and restrictions to ensure COVID-19 exposure is minimized significantly. Phase 1 includes 3 sub phases that include: 1) Reopening to essential personnel initially, 2) Expanding reopening to all currently enrolled families and 3) Opening the centers for new enrollment. All three sub phases include precautionary measures driven by federal, state and local guidelines and orders with significant measures that may decrease during Phase I, if appropriate.



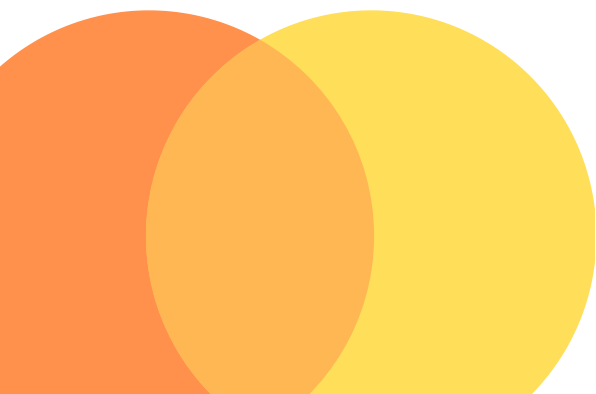
PHASE 2

Phase II resumes in-home and on-site services for the Early Childhood Intervention (ECI) program and the Special Education Support Services (SESS) program. While this phase allows for in-home and on-site services for families to resume, both programs will continue to provide teleservice during Phase II which includes teletherapy, workshops via webinar and video conferencing advocacy services and support. During Phase II, up to 100% of non-essential, administrative personnel will be allowed to return to the office on a part time basis. At no point during this phase, will more than 50% of administrative staff be allowed on site at any given time. This phase continues precautionary measures driven by federal, state and local guidelines and orders.

PHASE 3

Phase III reopens both facilities for non-essential personnel to return to working at the facility. This phase includes two sub phases: 1) 75% of staff returning to full time work at the facility and 2) 100% or full time return of staff to both facilities. Phase III requires completion of the Leveling the Playing Field Expansion Project in order to be implemented in order to ensure appropriate square footage for social distancing. This phase continues precautionary measures driven by federal, state and local guidelines and orders.

**PHASES ARE
INTENTIONALLY NOT
TIMED OR DATED**
TO ALLOW FOR FLEXIBILITY
IN IMPLEMENTATION





PRECAUTIONARY MEASURES

All phases of Brighton Center's Reopen plan include a variety of precautionary measures in three distinct categories including facility measures, staff measures and client measures designed to ensure comprehensive mitigation of COVID-19. All precautionary measures are designed with CDC, HHS, TWC, DFPS and other local authority measures in mind. The precautionary measures outlined within this plan are designed to be overlapping and comprehensive, requiring the participation of all parties to work to effectively minimize the risk of exposure to COVID-10

FACILITY

Facility measures generally include reduced occupancy, limitation on visitors, added cleaning measures and health screenings upon arrival at the facility.

Details of all facility measures during each phase are included in the tables below.

STAFF

Staff measures generally include antibody and/or COVID-19 testing, health screening, reporting of travel and exposure along with requiring appropriate PPE. Details of all staff measures during each phase are included in the tables below.

CLIENTS

Client measures generally include health screening, reporting of travel and exposure, limited contact when applicable and recommending PPE.

Details of all client measures during each phase are included in the tables below.





PHASE 1

Phase I reopens both Early Childhood Education centers with precautionary measures and restrictions to ensure COVID-19 exposure is minimized significantly. Phase 1 includes 3 sub phases that include: 1) Reopening to essential personnel initially, 2) Expanding reopening to all currently enrolled families and 3) Opening the centers for new enrollment. All three sub phases include precautionary measures driven by federal, state and local guidelines and orders with significant measures that may decrease during Phase I, if appropriate.

FACILITY

STAFF

CLIENTS

Reduced hours of operation (1.1):
 Higgins location (M-F from 7am-4pm)
 Lullwood location (M-F from 8am-5pm)

No visitors allowed at the facility (1.1) & approved professionals allowed (1.2)

Once visitors are permitted they will be required to submit to a health screening & temperature check to enter.

Hand sanitizer stations positioned at each building for use upon entry.

Daily sanitizing, electrostatic microbial spray cleaning conducted monthly at each location. Playground cleaned weekly & cleaning throughout the day.

Facemasks required upon entry & social distancing required at all times.

Common areas & common use items closed to minimize gathering/exposure.

Staff are required to submit to antibody testing & complete training before returning.

Staff required to stay home if ill, limit contact to household & report any travel.

Staff are required to wear facemasks upon entry to facility & when social distancing cannot be maintained. Aprons are required for teachers.

Staff are required to submit to health screening & temperature checks every day upon arrival & the end of each shift.

Staff are prohibited from leaving the facility during their shift & between locations. (1.1)

Staff are required to wear hair up & closed toe shoes. Long sleeves shirts are recommended.

Staff must practice strong hygiene practices throughout their day. Gloves required when handling the mail & packages.

Children will nap 6' apart & no outside blankets allowed. Brighton to provide.

Sick children will be isolated & must be picked up within 30 minutes.

Parents are required to wear facemasks & when social distancing cannot be maintained.

Parents & children are required to submit to health screening & temperature checks upon arrival & children's temperatures will be checked at midday & after snack.

Prepacked individual meals provided to children, (1.1 & 1.2) & specific seating for children. Meals will be left outside the classroom.

Parents are required to keep children home if ill & limit contact to household.

Class size will be limited to 8 children (1.1).

Parents not allowed in either facility.



Brighton Center

Here there are only *abilities.*

PHASE 2

Phase II resumes in-home and on-site services for the Early Childhood Intervention (ECI) program and the Special Education Support Services (SESS) program. While this phase allows for in-home and on-site services for families to resume, both programs will continue to provide teleservice during Phase II which includes teletherapy, workshops via webinar and video conferencing advocacy services and support. During Phase II, 100% of non-essential, administrative personnel will be allowed to return to the office on a part time basis. At no point during this phase, will more than 50% of administrative staff be allowed on site at any given time. This phase continues precautionary measures driven by federal, state and local guidelines and orders.

FACILITY

Both facilities resume regular operating hours.

Approved visitors allowed at the facility including parents.

Once visitors are permitted they will be required to submit to a health screening & temperature check to enter.

Hand sanitizer stations positioned at each building for use upon entry.

Daily sanitizing, electrostatic microbial spray cleaning conducted monthly at each location. Playground cleaned weekly & cleaning throughout the day.

Facemasks required upon entry & social distancing required at all times.

100% of non-essential staff may return to the facility on a part time basis.

STAFF

Staff are required to submit to antibody testing & complete training before returning.

Staff required to stay home if ill, limit contact to household & report any travel.

Staff are required to wear facemasks upon entry to facility & when social distancing cannot be maintained. Aprons are required for teachers. Additional PPE required for in-home visits.

Staff are required to submit to health screening & temperature checks every day upon arrival & the end of each shift.

Staff are required to wear hair up & closed toe shoes. Long sleeves shirts are recommended.

Staff must practice strong hygiene practices throughout their day. Gloves required when handling the mail & packages.

CLIENTS

No outside blankets allowed in the center. Brighton to provide sheets & blankets.

Sick children will be isolated & must be picked up within 30 minutes.

Parents are required to wear facemasks & when social distancing cannot be maintained.

Parents & children are required to submit to health screening & temperature checks upon arrival to facility or upon arrival of staff to the home.

Parents are required to keep children home or report if anyone in home is ill & limit contact to household. Parents are required to report any possible exposure.

On-site advocacy services allowed at Lullwood facility with proper screening & PPE.



PHASE 3

Phase III reopens both facilities for non-essential personnel to return to working at the facility. This phase includes two sub phases: 1) 75% of staff returning full time to the facility and 2) 100% of staff returning full time to both facilities. Phase III requires completion of the Leveling the Playing Field Expansion Project in order to be implemented in order to ensure appropriate square footage for social distancing. This phase continues precautionary measures driven by federal, state and local guidelines and orders.

FACILITY

Both facilities resume regular operating hours.

Approved visitors allowed at the facility including parents.

Once visitors are permitted they will be required to submit to a health screening & temperature check to enter.

Hand sanitizer stations positioned at each building for use upon entry.

Daily sanitizing, electrostatic microbial spray cleaning conducted monthly at each location. Playground cleaned weekly & cleaning throughout the day.

Facemasks required upon entry & social distancing required at all times.

75% of non-essential staff return full time (3.1) & 100% of non-essential staff return full time.

STAFF

Staff are required to submit to antibody testing & complete training before returning.

Staff required to stay home if ill, limit contact to household & report any travel.

Staff are required to wear facemasks upon entry to facility & when social distancing cannot be maintained. Aprons are required for teachers. Additional PPE required for in-home visits.

Staff are required to submit to health screening & temperature checks every day upon arrival & the end of each shift.

Direct service staff are required to wear hair up & closed toe shoes. Long sleeves shirts are recommended.

Staff must practice strong hygiene practices throughout their day. Gloves required when handling the mail & packages.

CLIENTS

No outside blankets allowed in the center. Brighton to provide sheets & blankets.

Sick children will be isolated & must be picked up within 30 minutes.

Parents are required to wear facemasks & when social distancing cannot be maintained.

Parents & children are required to submit to health screening & temperature checks upon arrival to facility or upon arrival of staff to the home.

Parents are required to keep children home or report if anyone in home is ill & limit contact to household. Parents are required to report any possible exposure.

On-site advocacy services fully functional at Lullwood facility with proper screening & PPE. All classes still held via webinar.