

The Hagedorn Little Village School

Jack Joel Center for Special Children

EMERGENCY CLOSURE PLAN 2023-2024

This plan and all updates will be posted on the school website, www.littlevillage.org.

Agency Name: The Hagedorn Little Village School, Jack Joel Center for Special Children

Program Site Address: 750 Hicksville Road, Seaford NY 11783

Program(s) provided at this site:

- 4410 (Pre-school Special Education)
- Special Class
- Special Class in an Integrated Setting
- Multi-Disciplinary Evaluations (HLVS CPSE Department Policy and Procedures)
- 853 (School Age Special Education)
- OTHER: Related Services (home and center-based)

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Website where this plan and any plan updates will be posted: www.littlevillage.org

Introduction:

At The Hagedorn Little Village School, Jack Joel Center for Special Children (HLVS) our primary commitment is to the students and families we serve. Our priority is maintaining the health and safety of all involved. This plan is in place to provide educational and therapeutic services should programs go remote.

This document is fluid and may change as necessary in response to updated guidance from New York State, New York State Education Department and the Department of Health. We strongly believe the services described throughout this plan are in the best interests of our students, families, staff, and community.

Guiding Principles

The development of this plan was guided by and grounded in the following guiding principles:

- 1) Safeguarding the health and safety of students and staff;
- 2) Providing the opportunity for all students to access education in the event of a school closure;
- 3) Emphasizing equity, access, and support to the students and communities;
- 4) Fostering strong two-way communication with partners, such as families, educators, and staff;

- 5) Factoring into decision making the challenges to the physical safety, social emotional well-being, and the mental health needs of our students caused by school closure.

COMMUNICATION/FAMILY AND COMMUNITY ENGAGEMENT

HLVS will provide regular and frequent communication between schools, families, staff, board members and school districts via Connect-ed communications. HLVS utilizes an electronic communication system which allows school administrators to quickly and effectively communicate with staff and the families of our students for events such as weather related or emergency school closings.

The emergency closure plan will be posted on the HLVS website (www.littlevillage.org). A hard copy is available at the school to access.

Attendance and Chronic Absenteeism

HLVS policy states that daily attendance will be taken in all instructional models (in-person, remote). Attendance data must be reported in the student information reporting system or SIRS.

Technology and Connectivity

HLVS has an upgraded Wi-Fi network infrastructure with increased internet bandwidth within the school building.

HLVS will work with each family, and their home district or Department of Health, in order to ensure that students have adequate access to required technology and services to fully participate in all facets of our remote-learning plan. Students who are unable to access remote learning will be provided with a packet of activities to be kept at home in case of an emergency closure.

Meetings:

- Staff and Department meetings will be held remotely using Zoom.
- Parent/Teacher conferences as well as district meetings (Site visits, CSE and CPSE) will be held virtually.

Teaching and Learning:

Instructional Models during Remote Instruction

Instructional Plan for remote models:

In order to ensure a seamless transition to a remote:

- Classroom and Special Area Teachers as well as Therapists will provide parents with information to access the specific learning platform utilized.

Communication Plan:

In order to keep all students, parents/guardians, staff and visitors informed of a transfer to remote learning, communications will be accomplished through:

- HLVS Website
- Via ConnectEd (Email, text, voice)

The HLVS website will be updated as necessary with all information, plans and protocols.

REMOTE INSTRUCTION –

Classroom/Special Area Instruction

- Teachers provide live, synchronous instruction combined with additional asynchronous assignments (i.e. worksheets, assignments, activities, etc.).
- Live synchronous instruction will be delivered in large groups, small groups and/or in individual settings, based upon the individualized needs of the students.
- Synchronous Instruction:
 - Full Day Classes:
 - 4 – 1/2hour lessons for the whole class, including one read aloud
 - Related ServiceTherapy
 - Physical Education class
 - Group Movement
 - Half Day Classes:
 - 3 – ½ hour lessons, including one read aloud
 - Related Service Therapy
 - Physical Education class
 - Group Movement
- Asynchronous Instruction:
 - Full Day Classes:
 - Prerecorded video lesson
 - Prepared activities targeting academic needs
 - Prerecorded read aloud
 - Half Day Classes:
 - Prerecorded video lesson
 - Prepared activity targeting academic needs
 - Prerecorded read aloud
- Therapeutic Services (Speech, OT, PT, Counseling, Parent Counseling) will be provided via virtual learning platforms, in accordance with IEP mandates.

SEIT CPSE/CSE Related Services

As per New York State guidance, related services do not only become remote based on guidance from the provider agency but can additionally alternate between “in person” and remote due to the individual circumstances of the service provider and/or family.

Tele-therapy may be conducted due to:

- Emergency closure at the location of service (HLVS, preschool, home) due to inclement weather, health related issues, lack of heat or power, etc.

- Individual service provider or child/family health concern including recovery or isolation related to COVID or other health related issues.

If services cannot be provided in person at the location of service, it is the responsibility of the service provider to independently discuss the options for remote therapy with the family. Tele-therapy can be offered via ZOOM, Google Classroom or Face Time.

Services must be provided in accordance with the IEP.

Parent/guardian signatures are required on "Confirmation of Delivery" logs for all services provided.