

Program Plan: Recess Reboot

Basic features

Program name	Recess Reboot
Program overview	<p>Playworks recognizes play and recess may look different from school to school. Playworks is committed to ensuring schools are equipped to create a schedule that accommodates Playworks services everyday. Recess will be facilitated in designated play areas, classrooms, virtual classrooms or in other spaces agreed upon by Playworks and Customer. Playworks commits to following the CDC guidelines for social distancing and group sports and activities.</p> <p>Recess Reboot ("Program") provides four days of on-site Programmatic launch, training, and consulting, delivered by an experienced Playworks Trainer who models and teaches strategies, games, and systems to develop and sustain a positive educational culture for everyone, starting with recess. After Recess Reboot is delivered, Playworks will provide a virtual post-consultation call with a person identified by the Customer.</p> <p>Schedule adjustments related to school closures will be approved by Playworks and Customer.</p>
Timeframe	<p>The Program operates during the school year. Program end date with Customer will be based on the last student contact day of the school year stated on the original school calendar provided to Playworks. If Customer has a full year schedule or alternative calendar, Playworks and Customer will determine the end date of Programming prior to the start of the school year. The Program school year starts on _____ and ends on _____.</p> <p>Final Program schedules and preparation periods will be approved by both Playworks and Customer at the start of programming.</p> <p>Schedule adjustments related to school closures will be approved by Playworks and Customer.</p>

Playworks personnel

Overview	Playworks will assign an experienced Playworks Trainer ("Trainer").
Trainer activities	Trainer works on-site with the Customer and carries out the activities described in the Program.
Trainer training	Playworks will ensure that Trainer receives training in youth development, group management, safety, and leading healthy play and physical activities for elementary-age students. Coaches are CPR/First Aid certified and are required by law and fully trained to report suspected child abuse.
Trainer screening, testing, and immunizations	"Playworks will ensure that staff has complied with applicable fingerprinting requirements, has no criminal or other record that would disqualify Coach from working with minors, has tested negative for tuberculosis in line with Customer requirements, has complied with any applicable symptom screening or COVID-19 and other infectious disease testing required by Playworks and the Customer in keeping with CDC and local agency guidance, has any immunizations required by Customer, and has otherwise satisfied requirements for working with children under applicable laws."

Customer personnel

Overview	Working with Playworks, Customer will identify and assign employees to fulfill the roles that will support implementation of this Program. Customer will provide Playworks with designated staff training time for the delivery of each component.
Principal	The principal of the Customer will attend all trainings and meetings as set out in the Program including without limitation to a goal setting session, an all staff training, and an action planning session.
Other school roles	<p>Customer will identify and assign school staff to fulfill the following roles to support implementation of this Program and designate staff training time to receive professional development and coaching. These roles may overlap and may be filled by one or more school staff members:</p> <ul style="list-style-type: none"> • Recess Manager: directly supervises Recess Coach and is responsible for setting overall goals for Program implementation. Recess Manager is the school's primary liaison to Playworks. Customer will ensure that Recess Manager is made available to provide ongoing support, observation, and management to Recess Coach and Recess Team throughout the school year. <u>Recommended:</u> Assign Recess Manager role to a member of the school's administrative team. • Recess Coach: implements recess strategies and leads Program components on a daily basis. Customer will ensure that Recess Coach is made available for all Program implementation, professional development, and coaching sessions as set out in the Program. • Recess Team: school staff who actively support the planning and implementation of recess. Customer will ensure that Recess Team is made available for all Program implementation, professional development, and coaching sessions as set out in the Program. <u>Recommended:</u> Include teachers on the Recess Team, particularly the Physical Education teacher.
Other personnel	Playworks will provide training(s) for all teachers and school staff of Customer as set out in the Program. Such training(s) provide teachers and staff with guidance, best practices, and examples to support Program implementation and opportunities for play. School community members are welcome to join (e.g., parents, volunteers, after-school program staff, etc.).

Workspace and equipment

Workspace	Customer will make available to Trainer a workspace as well as adequate classroom space for meetings and trainings as set out in the Program.
Playground equipment	The Program will be implemented using existing playground equipment provided by the Customer. Playworks and Customer will determine COVID-19 safe cleaning systems and practices for equipment used during the Program. Playworks may provide a list of suggested playground equipment before the beginning of the Program. Playworks will support the development of an equipment maintenance system.

Program components

Assessment & Goal Setting session (Day 1, 30 min)	<p>On the first day, Trainer will assess recess culture, systems, and staff and discuss baseline needs and areas for support.</p> <p><u>Required:</u> Principal, Recess Manager, Recess Coach, and Recess Team</p>
Recess Team training (Day 1, 90 min)	<p>Trainer will provide an in-depth training to teach systems, games, and strategies to create, implement, and sustain safe and healthy play at recess. This Day 1 training is key to framing the learning that will take place on-site. Playworks and Customer will work together to create an indoor recess plan in case of inclement weather.</p> <p><u>Required:</u> Recess Manager, Recess Coach, and Recess Team <u>Recommended:</u> Principal</p>
Junior Coach Program (Day 1, 1- 2-hour training) (approx. 15 students, grade level: 4–6)	<p>Playworks will facilitate the establishment of a Junior Coach Program. The purpose is to create student leadership within a school and build student ownership of some key school functions. These students serve as role models on the playground during recess.</p> <p>Recommended: Junior Coaches practice skills at recess during Day 2-4</p> <p>During the school day, Junior Coaches participate as leaders during recess by leading games and activities, as well as helping other students manage conflicts if they arise. Typically, each Junior Coach leads recess one to three times per week. Customer agrees to release Junior Coaches five to ten minutes prior to the recess they serve to check-in and stay five to ten minutes after recess to debrief.</p> <p>Prior to Trainer's on-site arrival, Junior Coaches should be selected through a process that includes student applications, teacher recommendations, and parent permission.</p> <p>On Day 1, the Trainer will provide a training to the Junior Coaches that includes skill development, team-building games, and fun Playworks activities in order to prepare Junior Coaches for their leadership role on the playground. The training may be held before school, after school, or during enrichment or elective blocks during the school day.</p> <p><u>Required:</u> Recess Manager, Recess Coach, Recess Team, and Junior Coaches</p>
Recess (grade level: all grades)	<p>Playworks will support Recess Coach and Recess Team to use recess times for core playground games, sports, skill-building activities, and cooperative games. Trainer will provide consultation and modeling for Recess Coach and Recess Team on strategies for recess facilitation. During recess, Trainer will be focused on consulting and supporting the Recess Team and will not do or be responsible for yard supervision. Customer shall provide staff for yard supervision during all recess periods and shall have full responsibility for yard supervision.</p> <p><u>Required:</u> Recess Coach, Recess Team, and Junior Coaches <u>Recommended:</u> Recess Manager; Principal should observe as many recesses as possible.</p>
Recess 101 (grade level: all grades)	<p>Trainer provides a select number of classrooms with Recess 101 sessions. The purpose is to teach students and teachers the rules, expectations, and skills of the games and activities provided during recess in a safe and organized setting.</p> <p>Playworks will work with Customer to create the best possible Recess 101 schedule. Each Recess 101 serves one classroom for 30 minutes per session. Recess 101 may not be scheduled during any regularly scheduled recess period.</p>

	<p>Customer will ensure the presence of a credentialed adult, preferably the classroom teacher, during every Recess 101 session. Playworks must approve the schedule prior to Trainer's on-site arrival.</p> <p><u>Required:</u> Teacher <u>Recommended:</u> Recess Coach and Recess Team; Recess Manager should attend as many Recess 101 sessions as possible.</p>
<p>Daily Recess Team check-ins (30 minutes before recess)</p> <p>Daily Recess Team debriefs (30-60 minutes after recess)</p>	<p>The Playworks Trainer will provide daily check-in and debrief sessions with the Recess Coach and Recess Team throughout the week to support their skill development and capacity to facilitate recess and the Junior Coach Program. Coaching content will follow an "I Do, We Do, You Do" adult learning framework throughout the week and include: application of best practices to achieve Program outcomes, group management strategies, rapport building, game facilitation, and leadership development.</p> <p><u>Required:</u> Recess Coach and Recess Team <u>Recommended:</u> Recess Manager or Principal</p>
<p>All staff training (1 hour)</p>	<p>Playworks will provide training for all teachers and staff of Customer. Such training provides teachers and staff with best practices and examples to implement opportunities for play and physical activities for their students. School community members are welcome to join (e.g., parents, volunteers, after-school program staff, etc.).</p> <p><u>Required:</u> Principal, Recess Manager, Recess Coach, Recess Team, All Teachers, and School Staff</p>
<p>Action planning session (Day 4, 90-120 minutes)</p>	<p>Trainer will lead an action planning session to share resources, create materials, and solidify a plan of action for future management of the Program.</p> <p><u>Required:</u> Principal, Recess Manager, Recess Coach, and Recess Team</p>
<p>Curriculum and assessment tools</p>	<p>Playworks may provide Customer with curriculum that supports Program implementation. Curriculum and materials may include the Playworks Playbook, Recess Coach Manual, Junior Coach Program lesson plans, recess assessment tools, and game lesson plans.</p>
<p>Distance learning support</p>	<p>In the event of site closures, Playworks will provide Customer with the following:</p> <ul style="list-style-type: none"> • Curation of Playworks resources: Trainer will provide staff with guidance and support resources for virtual game implementation and self-directed play activities for students • Live "Virtual Play" Sessions: Trainer will lead virtual sessions with participants • Consultation Webinars: When in-person trainings are not possible, Playworks will provide school staff with professional development and support for in-person and distance learning play-based programming
<p>PlayworksU Foundations</p>	<p>A 12-month Customer site subscription to online services is included, unless otherwise specified on fee schedule. Access to online services is provided on the first day of in-person Programming.</p> <p>Customer acknowledges they are responsible for responding to emails from Playworks to activate online services and support distribution of subscription access to additional school staff. Customer acknowledges that the quality of online content delivery, especially video, is not entirely within Playworks control and is highly dependent on Customers' use of:</p> <ul style="list-style-type: none"> • A modern browser such as Firefox, Chrome, IE, or Safari updated to a version released within the past year • An application to view and download portable document format (.pdf) files

	<ul style="list-style-type: none"> • An internet connection of 2 MBps minimum to view streaming video <p>It is Playworks intent to allow for unlimited participation for active employees of the Customer site who access online content using Customer site email address and accept terms and conditions of use. Should the number of participants exceed 50 in any given month, Playworks reserves the right to charge \$15 per additional user for the site subscription for the balance of the subscription period.</p> <p>As part of the subscription, Playworks will be available for an optional 30-minute consultation call via phone or video with Customer to support implementation throughout the 12-month subscription. Calls will be scheduled based on school interest and mutual availability of Customer and Playworks.</p>
Customized training notes	<ul style="list-style-type: none"> • Delivery Modifications: • Other

Consultative support

Consultation call	After Recess Reboot is delivered, Playworks will provide an optional 30-minute consultation call via phone or video with Customer to support implementation. The call will be scheduled based on school interest and mutual availability of Customer and Playworks. A no-show session will not be rescheduled.
--------------------------	--

Program planning and impact

Planning calls and/or meetings	Prior to Trainer's on-site arrival, Customer agrees to participate in planning calls and/or meetings with Playworks to assign staff roles, communicate to the school, set the four-day schedule, and disseminate/collect paperwork to support the Program.
Program setup	<p>Customer acknowledges that the Program requires setup and staff participation in order to deliver Program components effectively. No later than two weeks prior to Trainer's on-site arrival, Customer will ensure setup and required staff participation:</p> <ul style="list-style-type: none"> • Confirm the Recess Manager, Recess Coach, and Recess Team • Select and collect paperwork for the Junior Coach Program • Set and confirm the Program schedule • Ensure required school staff attendance per component <p>If Program setup and staff participation fall below the minimum by two weeks prior to Trainer's on-site arrival, Playworks reserves the right to cancel and/or reschedule the Program.</p>
Impact measurement tools	<p>Playworks may use one or more of the following tools to measure Program impact:</p> <ul style="list-style-type: none"> • Great Recess Framework observation tool: completed by Playworks staff after observing recess. • Recess observations and reflections: completed by Playworks staff after observing recess. • Annual Survey: completed voluntarily by school staff at the end of the year. • Recess Checkup: electronic quiz designed to assess safe and healthy play at recess.

Incorporation by reference

The terms and conditions of this Program Plan are hereby incorporated by reference and made a part of the Master Services Agreement, or Customer Agreement, when applicable.

Confirmed and agreed:

PLAYWORKS EDUCATION ENERGIZED

Signature: _____

Printed Name **Bertina Denogean**

Title: _____ **Partnership Director**

Date: _____ **07/01/2020**

NAME OF CUSTOMER: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____