



We are committed to providing a safe school environment that protects each child's physical and mental health. We will provide an opportunity for students to learn on campus, from home, or through a combination of at school and at home instruction. We will continue to provide a rigorous curriculum taught by caring, supportive teachers.

Our plan is to open physical school as originally scheduled on Thursday, September 3<sup>rd</sup> by following the guidance issued by public health officials during the pandemic. Our current protocols and procedures will follow the guidance issued by the CDC on May 20<sup>th</sup> and by the California Department of Public Health on June 5<sup>th</sup>. When the Ventura County Department of Public Health issues guidance for schools and day camps, we will incorporate those specific measures.

The procedures we implement are designed to achieve two main objectives:

- 1) Prevent the coronavirus from entering campus by keeping ill students, teachers, and staff home until they are well, by screening all who enter campus for symptoms or exposure to someone with COVID-19, and by restricting access to campus to essential personnel only.
- 2) Limit the possible spread of the coronavirus on campus by implementing the cohort model, social distancing, healthy hygiene practices, mask wearing, and enhanced cleaning & disinfecting practices.

Starting in September, we will employ a hybrid instructional model. Our focus will be on teaching the students who are present in our classrooms. For those students who cannot attend in person, a livestream of the classroom lessons will provide the remote learner full access to each academic lesson as it happens in real time.

All teachers and staff will be trained in the health and safety requirements in this plan.

We will employ the cohort model in which a group of students spends most of their time together with limited mixing with students in other cohorts. Each elementary school homeroom class will be set up as a cohort and the classroom will be laid out to accommodate no more than 15 students to achieve social distancing with 6 foot

separation. Pursuant to current Community Care Licensing guidance, the primary school cohorts will be limited to 10 students.

#### Arrival to School

- All students and staff must stay home if they are exhibiting any of the COVID-19 symptoms; temperature above 100 F, cough, loss of smell/taste, headache or sore throat, difficulty breathing, chills or body aches. Anyone who's been exposed to someone with COVID-19 shall also stay away from school until cleared to return.
- All students and employees will arrive through a single school entry point at the gate near the front flagpole.
- All who enter campus shall receive a health screening upon arrival including a temperature measurement with a no-touch thermometer. No one shall be allowed on campus who does not pass the health screening. The results of the health screening shall remain confidential as required by the Family Education Rights and Privacy Act.
- **Students and staff shall arrive at school wearing a face mask.** Once students are socially distanced in their seats in their classrooms, masks will not be required to be worn unless there is an activity in which physical distancing is not practicable. Parents may choose to have their own child's mask remain on the entire day.

#### Classrooms

- Students will sit in assigned seating at desks spaced 6 feet apart and all facing the front of the classroom
- When the weather is not too hot or cold, classroom doors will be kept open to facilitate air flow.
- Each classroom is equipped with a sink for handwashing and a hand sanitizer dispenser on the wall near the door.
- Teachers will teach and emphasize proper health and hygiene with the students:
  - Teachers will model and practice proper handwashing. If handwashing is not practicable, students shall use hand sanitizer rubbed into the hands until dry.
  - Cover the nose and mouth for sneezes and coughs with a tissue or their elbow.

- Stay home if you are feeling ill.
- Each student's belongings will be kept separated in their own desks and cubbies.
- High touch points (student desks, door handles, light switches, sink handles) will be disinfected throughout the day.
- Students will remain in the same classroom space and teachers will transition between spaces.
- The lessons will be live streamed so that students at home may participate in the lessons in real time.

#### Recess

- Class cohorts will remain separated & supervised. Interaction between cohorts will be limited.
- The current health department guidance is that shared playground equipment may allow the transfer of viruses and therefore cannot be used.
- After recess, students will wash their hands before returning to the classroom.
- We are looking at installing outdoor sinks to allow more frequent handwashing.

#### Lunch

- Students will wash hands before lunch and will eat with their cohort in a predesignated space.
- Students will eat outside during nice weather, and will be spaced apart appropriately in the lunch areas. Students will bring their own snacks and lunch from home. The outside vendor, Choicelunch will also offer lunch options for purchase.
- During play time, class cohorts will remain separated & supervised. Interaction between cohorts will be limited.
- After lunch, students will wash their hands before returning to the classroom

#### Dismissal

- Dismissals will continue to be staggered during the day based on grade level.
- Students will line up by cohort in an outdoor space until their family arrives.
- We would like parents to join the car pickup line on Silver Spring and approach the red curb to pick up their child(ren).

- Parents who arrive and park their car to pick up their child need to wear a mask and respect social distancing from other parents and students.

#### Assemblies

- It's likely we will not be able to hold group assemblies in the auditorium for the foreseeable future.
- We may hold small group assemblies that are live streamed to the classrooms and the wider community.

#### Cleaning & Disinfecting

- The classroom heating and air conditioning unit filters will be changed regularly.
- Hand-sanitizer dispensers are installed inside the door of each classroom.
- Each classroom has a sink, soap dispenser and paper towels for regular handwashing.
- Increased frequency of cleaning & disinfecting of doorknobs, sinks, light switches, desks, and drinking fountains.
- The bathroom touch surfaces will be wiped down and disinfected several times a day.

#### Visitors

- No parents or visitors are allowed to be on campus unless for essential business and who have been approved & screened. All parents and visitors with a need to enter campus must check in at the front office.
- Adult visitors to campus shall wear face masks.

#### Isolation for Sick Students and Employees

- We will monitor students and staff throughout the day for signs of illness.
- There will be a space to isolate students and employees who start to show symptoms of sickness. The student's parents will be notified for pickup. This space will be accessible and easily cleaned.
- If we receive a report that a student or staff member has contracted COVID-19, we will work with the county health department to determine the best course of action and to assist with contact tracing. We will notify the families in that student's or teacher's class. That cohort will be required to quarantine at home for a designated period of time. Sick students and staff shall not return to

school until they have met CDC criteria to discontinue home isolation, including 3 days with no fever, symptoms have improved and 10 days since symptoms first appeared.

- The exposed area of campus will be closed and thoroughly cleaned and disinfected.

After School Care (Play Program & Study Hall)

- We are developing plans to allow safe after school care.

We encourage parents to practice these healthy routines at home. Child vaccinations are extremely important to keep children from bringing the common viruses to school.

We will continue to monitor the guidance from the local and state health officials. These plans will be modified to reflect the new guidance to continue to offer a safe and healthy environment for children.