

Calvary Chapel Academy COVID-19 School Plan



**THESE SLIDES CONTAIN INFORMATION
BASED ON CCA'S COVID-19 SAFETY PLAN.
THIS IS PROVIDED TO ALLOW STAFF,
STUDENTS, AND PARENTS ACCESS TO THE
INFORMATION IN AN EASY TO UNDERSTAND
FORMAT.**

UPDATED 8/05/2020

Cleaning and Disinfection



- Staff will disinfect, with EPA approved disinfectant, door handles, light switches, and other main touch touch points each morning before student entry.
- Staff will open up windows and doorways to allow better ventilation within the classroom upon arrival and prior to student entry.
- Staff will daily disinfect, with EPA approved disinfectant, all student work stations, chairs, and other main touch points prior to leaving campus at the end of the day.
- Hand rails and bathroom fixtures will be disinfected every two hours by a dedicated staff person.
- Water fountain usage will be limited to filling station use in which members will have their own bottle provided from home.

Cleaning and Disinfection



- Hand sanitizing stations are positioned at the entry point to each classroom. Students and staff will be required to sanitize hands prior to entry.
- Each class cohort will have several scheduled bathroom breaks to include proper hand washing. Breaks will be scheduled no more than 1.5 hours apart.
- No community sharing of pencils, markers, etc. Student materials will be kept in individual desks and/or cubbies.

Cohorting



- Each classroom will be a static cohort group. In other words, students and staff will remain with the same group of children each day.
- Each cohort will have specific bathroom, recess, and lunch times in which they will remain in the same groups.

Entrance, Egress, and Campus Movement



- Morning drop off: Staggered drop off points and multiple entry doors will be implemented to limit students from congregating in one area.
- Campus entry will be limited to students and staff who clear the pre-screening process as well as the temperature check.
- Visitors will have limited access to on-campus. Any visitors granted entry must also clear the pre-screening process as well as temperature checks.
- Our campus has three main access points to enter classrooms/hallways. Each group will be given a specific entry point to access their hallway/classroom. No more than three groups per entry point.
- Afternoon pick up: Staggered dismissal times will be implemented to limit contact between groups. In addition, various pick up points on campus will be designated to alleviate groups congregating.

Face Covering & PPE



- Staff will wear face coverings or shields at all times while indoors. Additionally PPE will be used outdoors if the ability to maintain social distancing measures are compromised.
- Students will adhere to the California Department of Public Health guidelines for face coverings.
- Grades K-2 will be recommended to wear face coverings, grades 3 and up will be required to wear face coverings when proper social distancing cannot be maintained. *
- CCA will have on hand and provide any student a face covering who does not have one.

*Medical exclusions will be considered.

Healthy Screening for Students & Staff



- CCA will ask if any member of the staff, student population, and parent community (*all of these groups will be referred to as “members”*) if they are at risk of being sick or carrying illness. The daily pre-screening will include these questions:
 - ✦ Have you, or anyone in your family, been in contact with a person that has tested positive for COVID-19 in the past 14 days?
 - ✦ Have you, or anyone in your family, been in contact with a person that is in the process of being tested for COVID-19?
 - ✦ Have you, or anyone in your immediate family, traveled outside of the USA within the last two (2) weeks?
 - ✦ Are you having trouble breathing, have a dry cough, or have flu like symptoms? Have you experienced a loss of taste or smell? Have you had any of these symptoms within the past 72 hours?
- Per CDC recommendations, if any answer is “yes”, the member will be asked to leave the campus immediately and may not be allowed to return to the campus without a doctor’s letter verifying “OK to return to work/school” status.
- Temperature checks using infrared thermometers will also be used as a pre-screening for campus entry. All members entering campus will have a temperature check. If there is a temperature of 100 degrees or more, the member will be asked to leave the campus immediately.

Healthy Screening for Students & Staff



- Additionally, any member returning from anywhere outside the United States must remain off campus for 14 days after returning to the U.S.. This includes any individual with pick up/drop off privileges at the campus. If at the end of the 14 day period the traveler has not experienced any symptoms, the member will need to notify the school office and obtain medical clearance prior to returning to campus.
- Any member with a suspected or confirmed case of Covid-19 must remain off campus until receiving medical clearance to return. This includes individuals with pick up/drop off privileges.
- If any member has been in close contact, meaning anyone in the same household or spending a significant amount of time, with someone who has been traveling outside the US or have had possible exposure to COVID-19, must stay off campus for a 14 day period.
- Throughout the day if staff notice any mood or behaviour changes, rashes, unusual spots, on going complaints of not feeling well, suspect discharge from eyes or nose, diarrhea, or vomiting, parent contact will be made and administration discretion will be used to determine if the student will need to be sent home.
- The student will be isolated in a room in the office until the student is picked up.
- Office staff will monitor daily absenteeism for significant indicators of illness within a class population.

Healthy Hygiene Practices



- Hand sanitizing stations are positioned at the entry point to each classroom. Students and staff will be required to sanitize hands prior to entry.
- Each class cohort will have several scheduled bathroom breaks to include proper hand washing. Breaks will be scheduled no more than 1.5 hours apart.
- Students will be instructed on proper hand washing technique as well as other precautionary measures to prevent the spread of disease.
 - ✦ To help stop the spread of germs:
 - Cover your mouth and nose with a tissue when you cough or sneeze.
 - Put your used tissue in a waste basket.
 - If you don't have a tissue, cough or sneeze into your upper sleeve, not your hands.

Healthy Hygiene Practices



- CCA will display signage regarding Wellness Tips in classrooms, restrooms, offices, etc.
- CCA will post posters in bathrooms to show proper hand washing techniques.
- Students and parents will be communicated with regarding the importance of staying home when not feeling well.
- The “stay at home when not well” campaign will be reinforced by the use of Google classroom for daily assignments, additional time given for make up work, and excused assignments for absent work when deemed necessary by the teacher or administrator.

Identification and Tracing of Contacts



- CCA will keep a daily log of students, staff, and visitors who come on campus. These daily logs will be kept in the Academy Office.
- Beth Holiday, Principal, will be the designated person of contact for the local public health department.
- In the event of a confirmed COVID-19 case, the designee will contact the local public health office to confer and make decisions regarding possible closure of the campus.

Physical Distancing



- Student work space will be maximized and areas that are communal areas, such as reading corners, learning centers, etc. will be minimized.
- Student work desks will be separated with physical distancing.
- Student work desks will not face each other.
- Student work desks will have plexiglass shields installed to add a protective barrier between students.
- Staff will create a traffic pattern within the classroom for movement.

Staff Training and Family Education



- Staff have reviewed CCA's site safety plan and practiced implementation of these strategies in cohort groups of students attending on-campus daycare camps.
- Staff will receive continued training as additional guidance is released by the local public health agency.
- Parents and students have been made aware of the site safety plan and its posting on the school website for reference.
- Parents enrolling their child in CCA agree to adhere to guidelines set forth for continued enrollment in CCA.

Testing of Students & Staff



- Staff will be required to show a negative test result within 14 days to the start of the school year. Periodic testing of staff will continue through the remainder of the school year per CDPH guidelines.
- If a student member, staff member, or other member on campus has been exposed to COVID, consultation with a physician will be required. The member may be required to undergo testing and/or self isolation for a period determined by the physician.
- Members who are well but who have a sick family member at home and/or have been in close contact with a person with COVID-19 must stay home and notify the school office and refer to CDC guidance for how to conduct a risk assessment of their potential exposure.
<https://www.cdc.gov/coronavirus/2019-ncov/php/risk-assessment.html>

Triggers to Switch to Distance Learning



- CCA will be prepared to switch to distance learning if COVID cases on campus warrant a closure per the CDPH guidelines.
- CDPH guidelines calls for individual school closure based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and consultation with the local public health agency.

Communication Plans



- CCA will follow CDPH guidelines for all communications regarding possible exposure.
- Per CDPH: If symptoms found during screening-- member sent home, no communication needed to school community. If a member has a close contact with a confirmed COVID-19 case-- member sent home, quarantined, testing done by recommendation, and consideration of communication to school community. If a confirmed case on campus—notify local health agency, isolate and exclude from school for 10 days from test date, identify exposed contacts and self-isolate for 14 days, disinfect classroom, school community notification of a known case.

Communication Plans



- Communications regarding COVID-19 exposure, updated guidelines, or other COVID_19 related issues will be sent out via email on our school information system.
- The school also asks parents to register for the “Remind” text message communications to receive emergency updates via text message.
- Please note that each member of our school community is afforded privacy of certain personal information through HIPPA and FERPA laws. The school will not disclose the information in violation of those laws.