



PACIFIC POINT

CHRISTIAN SCHOOLS

ReOpening Plans 2020

Elementary Campus - We currently have about 150 students on the elementary campus.

- The location (1575A Mantelli Drive, Gilroy) sits on a 4-acre lot with ample outdoor sitting/classroom options.
- Average students per classroom are 15 to 18 students per classroom.
- The average square footage per student is 1 student = 950 square feet.

JH/HS Campus - We currently have about 75 students on the JH/HS campus.

- The location (2220 Pacheco Pass Hwy, Gilroy) sits on an 8.5-acre lot, also with additional seating and outdoor classroom options.
- The average class size is about 10 to 15 students per classroom.
- The average square footage per student is 1 student = 4,500 square feet.

1. GENERAL MEASURES	K-6 CAMPUS	7-12 CAMPUS
<ol style="list-style-type: none">1. Educate staff and families about when they/their child(ren) will stay home and when they can return to school.2. Actively insist employees and students who are sick or who have recently had close contact with a person with COVID-19 to stay home. Develop policies that require sick employees and students to stay at home without fear of reprisal.3. Ensure employees, students, and students' families are made aware of the policies. Consider not having perfect attendance awards, not assessing schools based on absenteeism, and offering virtual learning and telework options, if feasible.4. Staff and students will stay home if they have tested positive for or are showing COVID-19 symptoms.	<ul style="list-style-type: none">● Temperature checks daily for all staff and students upon entering campus. All students and staff with fevers will be immediately quarantined to the office and sent home.● Students and staff with fevers will not be permitted back on campus without doctor clearance.● Summer and start of school newsletters will notify parents and students of policies● Sick students or students with COVID positive relatives within the home will be transitioned to distant learning until cleared by a doctor	<ul style="list-style-type: none">● Guidelines re: when to stay home are to be written in handbook● Staff trainings re: policies when ill● Extra sick days given if staff or family member contracts COVID-19● Make staying home possible for ill students or students with COVID-19 by utilizing Distance Learning Platform in classrooms● Temperature checks upon staff arrive on campus

<p>5. Staff and students who have recently had close contact with a person with COVID-19 will also stay home and monitor their health.</p> <p>Staggered Scheduling</p> <ol style="list-style-type: none"> 1. Stagger arrival and drop-off times or locations by cohort or put in place other protocols to limit contact between cohorts and direct contact with parents as much as possible. 2. When possible, use flexible worksites (e.g., telework) and flexible work hours (e.g., staggered shifts) to help establish policies and practices for social distancing (maintaining distance of approximately 6 feet) between employees and others, especially if social distancing is recommended by state and local health authorities. 	<ul style="list-style-type: none"> ● Staggered scheduling - Dropoff in the morning will be from 8:00am to 8:15am to stagger students' arrival. ● Pickup will be from 2:40pm to 2:55pm, with license plate staggering on the times. ● Kindergarten times will be different from the other groups 	<p>Staggered Scheduling</p> <ul style="list-style-type: none"> ● we will have a staggered time between JH and HS for drop off ● for JH pickup, students will remain with their class until called out for pick up; ● waiting areas will be socially distanced
<p>2. PROMOTE HEALTHY HYGIENE PRACTICES</p>	<p>K-6 CAMPUS</p>	<p>7-12 CAMPUS</p>
<p>Hand Hygiene and Respiratory Etiquette</p> <ol style="list-style-type: none"> 1. Teach and reinforce the importance of handwashing with soap and water for at least 20 seconds, and to increase monitoring to ensure adherence among students and staff. <ul style="list-style-type: none"> ○ If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). 2. Encourage staff and students to cover coughs and sneezes with a tissue. Used tissues to be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. <ul style="list-style-type: none"> ○ If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). <p>Food Service</p> <ol style="list-style-type: none"> 1. Have children bring their own meals, or serve individually plated meals in classrooms instead of in a communal dining hall or cafeteria while ensuring the safety of children with food allergies 2. Use disposable food service items (e.g., utensils, dishes). If disposable items are not 	<ul style="list-style-type: none"> ● Hand Hygiene and Respiratory Etiquette - Hand sanitizer entering and exiting the classrooms ● Handwashing before and after all food handling (snack and lunch) ● Hand sanitizer pumps on campus ● Touchless hand washing sinks are in student bathroom ● Bottle fill stations replace water fountains ● Students will be taught via creative measures how to wash hands and the appropriate time for hand washing (singing the birthday song for 20 seconds). Likewise, students will be taught how to sneeze and cough into tissues. Teachers and staff will have a plethora of tissue available for classroom use. ● Food Service - Choice Lunch will still be available for students, but have moved to a box lunch service program to promote safety while eating. ● Students who do not use Choice Lunch will bring their own packaged meals. ● All students will wash their hands before snack and lunch 	<ul style="list-style-type: none"> ● Hand Hygiene and Respiratory Etiquette - Hand sanitizer in classrooms ● Hand sanitizer in the office ● sanitizer dispenser in Cafe ● sink and soap in Cafe ● sink and soap in rooms 1, 2, 3, & 12 ● locker room bathrooms opened for additional usage ● Students will be taught how to wash hands and the appropriate time for hand washing (example: the birthday song for 20 seconds). Likewise, students will be reminded to sneeze and cough into tissues. Teachers and staff will have a plethora of tissue available for classroom use. ● Food Service - JH/HS lunches will continue to be brought from home

<p>feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher. Individuals are to wash their hands after removing their gloves or after directly handling used food service items.</p> <p>3. If food is offered at any event, have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal. Avoid sharing food and utensils and ensure the safety of children with food allergies</p>	<ul style="list-style-type: none"> No students or staff will share food. 	<ul style="list-style-type: none"> Pre-packaged, frozen lunches may be purchased in CAFE, heated on disposable plate to be used with plastic forks/spoons
<p align="center">3. FACE COVERINGS</p>	<p align="center">K-6 CAMPUS</p>	<p align="center">7-12 CAMPUS</p>
<p>1. Teach and reinforce use of cloth face coverings. Face coverings may be challenging for students (especially younger students) to wear in all-day settings such as school. Face coverings should be worn by staff and students (particularly older students) as feasible, and are most essential in times when physical distancing is difficult. Individuals should be frequently reminded not to touch the face covering and to wash their hands frequently. Information should be provided to staff, students, and students' families on proper use, removal, and washing of cloth face coverings.</p> <ul style="list-style-type: none"> Note: Cloth face coverings should not be placed on: <ul style="list-style-type: none"> Children younger than 2 years old Anyone who has trouble breathing or is unconscious Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance <p>2. Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms. Cloth face coverings are not surgical masks, respirators, or other medical personal protective equipment.</p>	<ul style="list-style-type: none"> Staff will wear face coverings Staff will encourage students to keep their hands away from their mouths and will enforce hand washing after sneezes, cough, and if students are seen with their hands in their mouth. Face shields and face masks will be made readily available for all staff, students, and/or parent volunteers (limited in numbers) Under 2 years old - face masks not required 2 years old to 2nd grade - Face masks are strongly encouraged 3rd grade to high school - face masks are required unless exempt 	<ul style="list-style-type: none"> JH/HS will NOT wear face coverings when outdoors in PE classes or sports practices Staff will wear face coverings Face shields or face masks will be made readily available for all staff, and students. JH/HS - face masks are required unless exempt
<p align="center">4. ENSURE TEACHER AND STAFF SAFETY</p>	<p align="center">K-6 CAMPUS</p>	<p align="center">7-12 CAMPUS</p>
<p>Designated COVID-19 Point of Contact</p> <p>1. Designate a staff person to be responsible for</p>	<ul style="list-style-type: none"> Elementary principal, and office staff will all be point people and trained 	<ul style="list-style-type: none"> JH/HS secretary will take phone calls re:

<p>responding to COVID-19 concerns (e.g., school nurse). All school staff and families should know who this person is and how to contact them.</p> <ol style="list-style-type: none"> 2. Ensure staff are using face coverings in accordance with CDPH guidelines and Cal/OSHA standards 3. Ensure professional development and staff training are either virtual or with physical distancing measures in place. 4. Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19 <ol style="list-style-type: none"> a. Offer options for staff at higher risk for severe illness (including older adults and people of all ages with certain underlying medical conditions) that limit their exposure risk (e.g., telework, modified job responsibilities that limit exposure risk). b. Offer options for students at higher risk of severe illness that limit their exposure risk (e.g., virtual learning opportunities). c. Consistent with applicable law, put in place policies to protect the privacy of people at higher risk for severe illness regarding underlying medical conditions. 5. Leave (Time Off) Policies and Excused Absence Policies - Implement flexible sick leave policies and practices that enable staff to stay home when they are sick, have been exposed, or caring for someone who is sick. <ol style="list-style-type: none"> a. Examine and revise policies for leave, telework, and employee compensation. b. Leave policies should be flexible and not punish people for taking time off, and should allow sick employees to stay home and away from co-workers. Leave policies should also account for employees who need to stay home with their children if there are school or childcare closures, or to care for sick family members. c. Develop policies for return-to-school after COVID-19 illness. CDPH's criteria to discontinue home isolation and quarantine can inform these policies. 6. Back-Up Staffing Plan <ol style="list-style-type: none"> a. Monitor absenteeism of students and employees, cross-train staff, and create a roster of trained back-up staff. 	<p>in COVID concerns.</p> <ul style="list-style-type: none"> ● Principal will work directly with staff and faculty regarding COVID concerns ● Principal and vice-principals will help ensure faculty and staff are wearing face coverings ● Distance learning will be available and run by the district vice principal for students with prolonged illnesses, who are compromised, are at-risk or who live with someone compromised. ● Administrative staff will cover for teachers who require extra sick days due to COVID illness ● Faculty and staff will be required to self-quarantine if they come in contact with someone who has been affected by COVID-19. ● Daily temperature checks will be taken of each staff and faculty member ● Class rotations will also reduce the amount of faculty and staff in staff rooms. Teachers will be encouraged to work and eat in their rooms to reduce the amount of people in the staff room at a time. ● Substitutes are vetted and able to step in for short term or long term coverage as needed and will be trained in all protocols. 	<p>COVID issues</p> <ul style="list-style-type: none"> ● Administrative team: principal, vice, and counselor will consult and communicate information with parents and students ● Principal will work directly with staff and faculty regarding COVID concerns ● Principal and vice-principals will help ensure faculty and staff are wearing face coverings ● JH/HS students may have the option of attending classes remotely utilizing the Distance Learning platform implemented in spring 2020 ● Administrative staff will cover for teachers who require extra sick days due to COVID illness ● Faculty and staff will be required to self-quarantine if they come in contact with someone who has been affected by COVID-19 ● Daily temperature checks will be taken of each staff and faculty member ● Class rotations will also reduce the amount of faculty and staff in staff rooms. Teachers will be encouraged to work and eat in their rooms or outdoors to reduce the number of persons in the staff room at a time. ● Substitutes are trained in the same systems and policies as regular staff; administration fills in for staff missing due to illness
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5. INTENSIFY CLEANING, DISINFECTION, AND VENTILATION	K-6 CAMPUS	7-12 CAMPUS
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1. **Sanitization-** Adequate Supplies
 - Support healthy hygiene behaviors by providing adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible) and no-touch/foot-pedal trash cans.
 2. Clean and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within the school and on school buses at least daily or between use as much as possible. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) should be limited when possible, or cleaned between use.
 3. If transport vehicles (e.g., buses) are used by the school, drivers should practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings). To clean and disinfect school buses or other transport vehicles, see guidance for bus transit operators.
 4. Develop a schedule for increased, routine cleaning and disinfection.
 5. Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children. Use products that meet EPA disinfection criteria
 6. Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.
- Ventilation continued on the next page...**

- **Sanitization-** 3 hand sanitizer stations outside by entrance gates and in office area
- Hand Sanitizer pumps in all classrooms and office building
- Paper towel dispensers and soap in all bathrooms
- Lysol wipes in every classroom
- Lysol wipes in maintenance office for outside table sanitation
- Open barrel trash cans/no touch trash cans
- Classroom desks, tables, chairs, light switches, keyboards, Chromebooks, and doorknobs will be disinfected daily
- Lunch tables and food service stations will be disinfected after each snack/lunch period.
- Legos, computer lab computers, music, PE, and art equipment will be sterilized after every use.
- Push bars on office doors and campus gates will be wiped down immediately after students arrive on campus, and throughout the day and when in use.
- bathrooms will be disinfected several times throughout the day and students will be reminded to WASH and disinfect their hands after each use; encouraged to use the hand sanitizer when re-entering the classroom
- Bathrooms stall handles, toilet handles, and sinks will be sanitized after every recess or lunch period, with a full bathroom deep clean at the end of the day.
- All staff will wash or disinfect their hands upon arriving on campus, prior to leaving the classroom, upon returning to the classroom and throughout the day.
- Hospital-grade UV lighting will be used for additional sanitization in each classroom.

- **Sanitization-** 3 hand sanitizer stations outside by entrance gates and in office area
- Hand sanitizer pumps in all classrooms and office building
- soap dispensers and paper towels will be checked twice per day during school and at the end of the day by cleaning staff
- trash cans will be easy access and no lids for students to touch
- classrooms, office, Cafe will each have disinfectant wipes
- desks and work space will be disinfected every time a student or staff person finishes working in an area which may be used by another individual
- van will be thoroughly disinfected after each use
- PE equipment will be disinfected after each class- students will wash hands or disinfect hands prior to going to another class
- classrooms will be disinfected at the end of each school day
- bathrooms will be disinfected several times throughout the day and students will be reminded to WASH and disinfect their hands after each use; encouraged to use the hand sanitizer when re-entering the classroom
- Bathroom stall handles, toilet handles, and sinks will be sanitized with a

<p>7. Ventilation - Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.</p> <p>8. Water Systems - To minimize the risk associated with water, take steps to ensure that all water systems and features (e.g., sink faucets, drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown. Drinking fountains should be cleaned and sanitized, but encourage staff and students to bring their own water to minimize use and touching of water fountains.</p>	<ul style="list-style-type: none"> ● Ventilation - HEPA air purifiers installed in all classrooms ● Classroom air filters are replaced ● whenever possible, classroom doors will be propped open ● Classes (pods) conducted outside as much as possible ● Water Systems - Drinking fountains have been deactivated and replaced with water fill stations ● No-touch water fill stations are replacing drinking fountains ● Vending machine being installed on campus so students can purchase water if they forget their bottle ● Emergency water bottles will be kept in the office for students in need. ● Students will be encouraged to use bottle fill stations and vending machines, not bathroom or sink tap water to refill bottles. ● Water quality regulated by the city and in compliance. 	<p>full bathroom deep clean at the end of the day.</p> <ul style="list-style-type: none"> ● All staff will wash or disinfect their hands upon arriving on campus, prior to leaving the classroom, upon returning to the classroom and throughout the day. ● Hospital-grade UV lighting will be used for additional sanitization in each classroom ● Ventilation- HEPA air purifiers installed in all classrooms ● Classroom air filters are replaced ● whenever possible, classroom doors will be propped open ● Classes (cohorts) will be conducted outside as much as possible ● Water Systems - All drinking fountains have been deactivated and replaced with water fill stations or additional fill stations made available ● JH/HS has drinking water tested several times per week on our campus ● Well water is tested once or twice per week ● No-touch water bottle refill stations ● Vending machines are available with water bottles and other drinks
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6. IMPLEMENTING DISTANCING INSIDE AND OUTSIDE THE CLASSROOM	K-6 CAMPUS	7-12 CAMPUS
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<p>Modified Layouts</p> <ol style="list-style-type: none"> 1. Space seating/desks at least 6 feet apart when 	<ul style="list-style-type: none"> ● Modified Layouts - Teacher’s desks and instructions will be 6 feet from 	<ul style="list-style-type: none"> ● Modified Layouts - Teacher desk will be
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<p>feasible.</p> <ol style="list-style-type: none"> Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart. Create distance between children on school buses (g., seat children one child per row, skip rows) when possible. <p>Gatherings, Visitors, and Field Trips</p> <ol style="list-style-type: none"> Pursue virtual group events, gatherings, or meetings, if possible, and promote social distancing of at least 6 feet between people if events are held. Limit group size to the extent possible. Limit any nonessential visitors, volunteers, and activities involving external groups or organizations as possible – especially with individuals who are not from the local geographic area (e.g., community, town, city, county). Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, and spirit nights, as possible. Pursue options to convene sporting events and participation in sports activities in ways that minimizes the risk of transmission of COVID-19 to players, families, coaches, and communities. 	<p>students</p> <ul style="list-style-type: none"> desks and tables will be as spaced out as possible additional flexible seating being implemented for additional precautions tables being replaced with individual desks when possible <ul style="list-style-type: none"> Gatherings, Visitors, and Field Trips - Parent volunteers will not be permitted on campus until after back to school night, and will need to have temperature checked and wash hands upon signing into the office. Volunteers must also wear masks at all times. Field Trips will not be held until 2nd quarter and then re-evaluated based on recommendation and safety. 	<p>distanced as far as possible from students to ensure required distance and allow for more space when distancing student desks/tables</p> <ul style="list-style-type: none"> Tables or desks will be facing the same direction Students will be staggered at tables tables/desks will be spaced out desks will replace tables when appropriate tables will be replaced when they cannot ensure proper social distancing Gatherings, Visitors, and Field Trips - JH/HS plays, concerts and events will be on hold If possible, events will be held outdoors in the fresh air
<p style="text-align: center;">7. LIMIT SHARING</p>	<p style="text-align: center;">K-6 CAMPUS</p>	<p style="text-align: center;">7-12 CAMPUS</p>
<p>Shared Objects</p> <ol style="list-style-type: none"> Discourage sharing of items that are difficult to clean or disinfect. Keep each child’s belongings separated from others’ and in individually labeled containers, cubbies, or areas. Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use. Avoid sharing electronic devices, toys, books, and other games or learning aids. 	<ul style="list-style-type: none"> Shared Objects - All students will have their own hooks, cubbies, and desk spaces to store their personal items separate. All students will bring their own water bottles on campus, no shared drinking fountains. No shared food at anytime Shared computers, chromebooks, art supplies, legos, PE and recess equipment, music, and e-care equipment will be sanitized after each use. Playground equipment will be closed before and after school, and sanitized once a day. 	<ul style="list-style-type: none"> Shared Objects - JH/HS students will have their own supplies in their backpacks and their own electronics Lockers will not be used as to not encourage congregating Sporting and PE equipment will be sanitized after each class when not able to have individual equipment No shared food at anytime All students will bring their own water bottles on campus, no shared

Communal Spaces

1. Close communal use shared spaces such as dining halls and playgrounds with shared playground equipment if possible; otherwise, stagger use and clean and disinfect between use.
2. Add physical barriers, such as plastic flexible screens, between bathroom sinks especially when they cannot be at least 6 feet apart.

Physical Barriers and Guides

1. Install physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least 6 feet apart (e.g., reception desks).
2. Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and children remain at least 6 feet apart in lines and at other times (e.g. guides for creating "one way routes" in hallways).

Identifying Small Groups and Keeping Them Together (PODS/COHORT)

- Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff (all day for young children, and as much as possible for older children).
- Limit mixing between groups if possible.

- **Communal Spaces** - Additional snack and recess has been added to minimize the number of students out at a time.
- Students will eat on one side of the bench to prevent face-to-face interactions.
- Students will follow pre-marked social distancing spaces when waiting in line for lunch.

- **Physical Barriers and Guides** - Elementary office has 6' spaced tape for parents entering the office.
- Parents will be encouraged to use the traffic loop for dropoff and pickup to minimize traffic on campus
- no morning playtime or morning assemblies, students will go straight to classrooms upon arrival at school
- Parents who do walk students on campus must say goodbye at the door
- No parents in classrooms until after back to school night, and precautions restrictions will apply.
- Bathroom use will be limited to a number of stalls.
- Tape by water fill stations to promote students staying 6 feet apart
- Students will eat snacks and lunch on one side of the table so students are not facing each other.
- Students will line up with ample distance between with no touching encouraged.

- **Pods** - Classrooms will not change, and the same group of students for classes and recess/lunches will stay in place.
- Kindergarten will have their own recess/lunch for additional safety measures.

- drinking fountains.
- **Communal Spaces** - Seating will be spaced out and socially distance students
- number of students allowed in spaces will be based on number of socially distanced seating available
- staggered seating in Cafe or at outside tables
- Students will eat on one side of the bench to prevent face-to-face interactions.
- **Physical Barriers and Guides** - signage will be displayed and tape will be used on flooring to indicated safe distancing
- window glass is in place in the front office to greet visitors
- students will enter in one door of the CAFE and auditorium and leave through the another
- **Cohorts** - Due to the small size of Pac Point, students will remain with the same group of students throughout most of the day
- Class sizes will be small and split into 2 if the numbers increase
- Distance will be kept between staff and students as much as possible

8. TRAIN ALL STAFF AND EDUCATE FAMILIES	K-6 CAMPUS	7-12 CAMPUS
<p>Training</p> <ol style="list-style-type: none"> 1. Post signs in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands and properly wearing a cloth face cover 2. Discuss enhanced sanitation practices, physical distancing, proper use/washing of face coverings, screening practices for signs and symptoms and preventing the spread of COVID-19. 	<ul style="list-style-type: none"> • Signs will be posted on gates, food service areas, and within all bathrooms • Morning announcements, district emails, and newsletters will help inform families. • Staff meetings and staff newsletters will keep staff informed of current procedures • Faculty and staff will have mandatory participatory trainings the first week of August to go over COVID-19 training, signs and symptoms, and 	<ul style="list-style-type: none"> • signs will be posted in office, Cafe, classroom doors • teachers will remind students daily about how to stop the spread • staff meetings will include new information from CDPH which will need to be shared with students
9. CHECK FOR SIGNS AND SYMPTOMS	K-6 CAMPUS	7-12 CAMPUS
<p>Support Coping and Resilience</p> <ol style="list-style-type: none"> 1. Encourage employees and students to take breaks from watching, reading, or listening to news stories about COVID-19, including social media if they are feeling overwhelmed or distressed. 2. Promote employees and students eating healthy, exercising, getting sleep, and finding time to unwind. 3. Encourage employees and students to talk with people they trust about their concerns and how they are feeling. 	<ul style="list-style-type: none"> • Teachers will have frequent check-ins with students and discuss their well-being or concerns when at staff meetings or with Admin as appropriate • Admin will do weekly check-ins with Staff 	<ul style="list-style-type: none"> • Teachers will have frequent check-ins with students and discuss their well-being or concerns when at staff meetings or with Admin as appropriate • Admin will do weekly check-ins with Staff
10. PLAN FOR WHEN A STAFF MEMBER, CHILD, OR VISITOR BECOMES SICK	K-6 CAMPUS	7-12 CAMPUS
<p>Advise Staff and Families of Sick Students of Home Isolation Criteria</p> <ul style="list-style-type: none"> • Sick staff members or students should not return until they have met CDPH's criteria to discontinue home isolation. <p>Isolate and Transport Those Who are Sick</p> <ol style="list-style-type: none"> 1. Make sure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify 	<ul style="list-style-type: none"> • guidelines will be in student/family handbook and the staff handbook • If student appears to have COVID-19 symptoms, the student will be isolated and a parent/guardian will be called to pick up the student immediately • If a staff person appears to have 	<ul style="list-style-type: none"> • guidelines will be in student/family handbook and the staff handbook • If student appears to have COVID-19 symptoms, the student will be isolated and a parent/guardian will be called to pick up the

<p>school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.</p> <ol style="list-style-type: none"> 2. Immediately separate staff and children with COVID-19 symptoms (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow CDPH guidance for caring for oneself and others who are sick. 3. Work with school administrators to identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms. Administrators should use Standard and Transmission-Based Precautions when caring for sick people. 4. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19. <p>Clean and Disinfect</p> <ol style="list-style-type: none"> 1. Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting 2. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure safe and correct use and storage of cleaning and disinfection products including storing products securely away from children. 	<p>COVID-19 symptoms and is able to drive him/herself home, he/she is to leave immediately. The work area of the person is to be closed down until sanitized.</p> <ul style="list-style-type: none"> • If student or staff is in distress, 911 will be called to assist the individual • Isolation area is the small office across from counselor • Infected rooms will be closed off when possible until disinfecting is possible and safe for the person cleaning the area 	<p>student immediately</p> <ul style="list-style-type: none"> • If a staff person appears to have COVID-19 symptoms and is able to drive him/herself home, he/she is to leave immediately. The work area of the person is to be closed down until sanitized. • If student or staff is in distress, 911 will be called to assist the individual • Isolation area is the small office across from counselor • Infected rooms will be closed off when possible until disinfecting is possible and safe for the person cleaning the area
<p>11. MAINTAIN HEALTHY OPERATIONS</p>	<p>K-6 CAMPUS</p>	<p>7-12 CAMPUS</p>
<p>Regulatory Awareness</p> <ol style="list-style-type: none"> 1. Be aware of local or state regulatory agency policies related to group gatherings to determine if events can be held. <p>Participation in Community Response Efforts</p> <ol style="list-style-type: none"> 2. Consider participating with local authorities in broader COVID-19 community response efforts (e.g., sitting on community response committees). 	<ul style="list-style-type: none"> • Classrooms will be filled at an 18:1 ratio (or less) per classroom, which is a decrease from the normal 24:1 ratio. • Administration will continue to participate in GUSD, ASCI, CDC, CDPH and county guideline information sessions and town halls to stay as current as possible. 	<ul style="list-style-type: none"> • communicate regularly with District Office and read information • seek approval by regulatory agencies where appropriate • Administration will continue to participate in GUSD, ASCI, CDC, CDPH and county guideline information sessions and town halls to stay as current as possible
<p>12. CONSIDERATIONS FOR REOPENING AND PARTIAL OR TOTAL</p>	<p>K-6 CAMPUS</p>	<p>7-12 CAMPUS</p>

CLOSURES

When a student, teacher, or staff member tests positive for COVID-19 and had exposed others at the school, refer to the CDPH Framework for K-12 Schools, and implement the following steps:

1. In consultation with the local public health department, the appropriate school official may decide whether school closure versus cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer
2. Close off the classroom or office where the patient was based and do not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
3. Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
4. Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff, and the community.
5. Include information for staff regarding labor laws, information regarding disability insurance as applicable.
6. Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
7. Develop a plan for distance learning.
8. Maintain regular communications with the local public health department.

- If a student becomes ill during school, we will separate the ill student and isolate the student in a separate room until the parent is able to pick the student up.
- We will notify families in the cohort and if the ill student tests positive, the entire cohort will begin Distance Learning for the quarantine period or until COVID test is negative.
- Distance Learning can commence immediately per our LMS and SIS already in place.
- PPCS administration and staff will continue to communicate with local public health officers and families if a student/staff person tested positive for COVID-19

- If a student becomes ill during school, we will separate the ill student and isolate the student in a separate room until the parent is able to pick the student up.
- We will notify families in the cohort and if the ill student tests positive, the entire cohort will begin Distance Learning for the quarantine period or until COVID test is negative.
- Distance Learning would commence per our LMS and SIS systems and will follow the pre-set schedules given to JH and HS students on their 1-1 devices.
- PPCS administration and staff will continue to communicate with local public health officers and families if a student/staff person tested positive for COVID-19