



County of San Diego Elementary School Waiver

Application for a Waiver to Re-open In-Person Instruction for TK-6 Elementary Education.

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district, please submit one application for the elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

If all documentation is not included application can not be processed.

Once the waiver is approved, your information will be posted on the County of San Diego website, <http://Coronavirus-sd.com/K12Schools>

School Name

Ocean View Christian Academy

District name

Private School

Contact Name

Stephen Johnson

Contact Email

sjohnson@ovcapatriots.com

Address

2460 Palm Avenue

City

San Diego

Zip Code

92154

Type

Private School

Grades to be Reopened

1

2

3
4
5
6
K

Number of Students in Reopening Grades

135

Number of Staff at Reopening Sites

25

Proposed Reopening Date

08/24/20

Labor Organization

Ocean View Christian Academy Faculty and Staff (Consulted August 4, 2020): All OVCA faculty and staff partook in a survey consultation to determine their understanding, willingness, and desire to return to on-campus education. The survey results indicated faculty and staff are unanimously (100%) in favor of returning to campus as soon as possible, with students back in the classroom. The survey took into consideration the OVCA Safe Reopening Plan for grades K-6.

Parent Organization

Ocean View Christian Academy Parents and Families (Consulted July 24, 2020): In way of consultation, all OVCA parents and families were given a survey to gauge expectations and guidelines needed for a safe school reopening. Over 85% of parents indicated the need for a safe reopening plan. Furthermore, a strong desire and need to resume on-campus learning as soon as possible, taking into account state and local health and safety guideline and precautions, as well as the OVCA Safe Reopening Plan. For the 15% of parents who plan to keep their child at home, OVCA will facilitate their learning needs with at home learning.

Community Organization

Ocean View Church Trustees and OVCA School Board (Consulted August 8, 2020): In way of consultation, Ocean View Church trustees met with school board and leadership to discuss the safest way to reopen school. All trustees and school board members overwhelming indicated the need for a safe reopening plan. Furthermore, a strong desire and need to resume on-campus learning as soon as possible, taking into account state and local health and safety guideline and precautions, as well as the OVCA Safe Reopening Plan.

1. Published on Webpage

ovcapatriots.com

1.A) Webpage Section/Page

p. 2 section number 1 #1

1.B) Webpage Language

1. The school's worksite-specific COVID-19 prevention plan based on a comprehensive risk assessment of all work areas and work tasks is located at: ovcapatriots.com

2. Distance Learning

YES

2.A) Distance Learning Section/Page

p. 18 section number 10 #53 and #54 and p. 19 section number 11 #58f

2.B) Distance Learning Language

10. Plan for When a Staff Member, Child or Visitor Becomes Sick
53. Ensure that students, including students with disabilities, have access to instruction when out of class, as required by federal and state law. Students affected by COVID-19 will be able to continue instruction with OVCA at-home learning. At home learning will consist of Google Classroom and Google Meet where teachers will record daily lessons and have live sessions.

54. Schools should offer distance learning based on the unique circumstances of each student who would be put at-risk by an in-person instructional model. For example, students with a health condition, students with family members with a health condition, students who cohabit or regularly interact with high-risk individuals, or are otherwise identified as "at-risk" by the parents or guardian, are students whose circumstances merit offering distances learning. Students affected by COVID-19 will be able to continue instruction with OVCA at-home learning. At home learning will consist of Google Classroom and Google Meet where teachers will record daily lessons and have live sessions.

11. Maintain Healthy Operations

f. Support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as virtual learning or independent study. All students affected by COVID-19 will have the opportunity to continue schooling through OVCA at home-learning.

3. Physical Distancing

YES

3. A) Physical Distance Section/Page

p. 10-11 section number 6 #28

3. B) Physical Distancing Language

6. Implementing Distancing Inside and Outside the Classroom

27. In-classroom spaces:

- a. To reduce possibilities for infection, students must remain in the same space and in cohorts as small and consistent as practicable, including for recess and lunch. Keep the same students and teacher or staff with each group, to the greatest extent practicable. All students will be in same cohort as much as possible throughout the school day. Additional sub-groups will be created and maintained for elective classes and where cohort areas need to be smaller for proper distancing.
- b. Prioritize the use and maximization of outdoor space for activities where practicable. Some classes including electives and PE will be held outdoors. Recess will have different times throughout the day where each cohort will be designated their own playing area.
- c. Minimize movement of students and teachers or staff as much as practicable. For example, consider ways to keep teachers with one group of students for the whole day. In secondary schools or in situations where students have individualized schedules, plan for ways to reduce mixing among cohorts and to minimize contact. Students will be assigned to a cohort according to grade level as much as possible.
- d. Maximize space between seating and desks. Distance teacher and other staff desks at least 6 feet away from student desks. Consider ways to establish separation of students through other means if practicable, such as, 6 feet between desks, where practicable, partitions between desks, markings on classroom floors to promote distancing, or arranging desks in a way that minimizes face-to-face contact.
 - K-2: Plexi glass partitions will be placed between each student at their designated tables.
 - 3-12: Student desks will be separated maximizing as much space possible.
 - Teacher desk will be spaced as far as six feet distance.
 - Face shields will be highly encouraged to wear during class time.
 - Some music classes will take place outside. No singing or wind instruments will be allowed at this time.
 - PE classes will take place outside and will focus on health and fitness training instead of any organized sports. Students will be arranged six feet apart.
 - Computer class will have students separated having an empty space in between each student and computer.
 - Some art classes will take place outside.
 - Some library classes will take place outside.
 - Class procedures for turning in assignments will be created to minimize contact.
 - Sharing of student belongings will be not allowed.
- e. Consider redesigning activities for smaller groups and rearranging furniture and play spaces to maintain separation.
 - Students will be in cohorts when doing all activities including recess and electives.
 - Furniture will be arranged for proper social distancing.
- f. Staff should develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate. Teachers will develop proper routines to teach students safe health procedures for social distancing inside and outside classroom that follow CDC guidelines.
- g. Activities where there is increased likelihood for transmission

from contaminated exhaled droplets, such as band and choir practice and performances, are not permitted. None of these types of activities and performances will be permitted at this time.

- h. Activities that involve singing must only take place outdoors.
- i. Implement procedures for turning in assignments to minimize contact. Teachers will establish routines and procedures that minimize as much contact when students turn in assignments.
- j. Consider using privacy boards or clear screens to increase and enforce separation between staff and students. Plexi glass and or clear screen dividers will be placed in classrooms where needed.

4. Stable Cohorts

YES

4. A) Stable Section/Page

p. 9-13 section number 6 #s27-30

4. B) Stable Cohorts Language

6. Implementing Distancing Inside and Outside the Classroom
The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

27. During arrival and departure:

- a. Maximize space between students and between students and the driver on school buses and open windows to the greatest extent practicable. OVCA does operate daily school buses.
- b. Minimize contact at school between students, staff, families, and the community at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.
 - Students will be kept in their cohort.
 - Staff will be encouraged not to mingle with one another.
 - Parents and Families will need to remain in car while student receives temperature check and is screened for COVID symptoms.
 - Community visitors will be scheduled during school hours when students are in class.

c. Stagger arrival and drop off-times and locations as consistently as practicable as to minimize scheduling challenges for families. While students are entering campus and waiting for their first class to begin:

- Student drop off time will begin at 7:30 at designated areas.
- Temperature checks and COVID-19 symptom screening will take place before student gets out of vehicle by two staff members.
- K-6 students will enter and exit at the designated westside parking lot of campus (back of pier).
- Secondary students will enter and exit at the designated southside parking lot of campus (front of worship center/courtyard).
- Preschool students will exit and enter at the designated eastside parking lot of campus (back lot).
- Student drivers must park in front southside parking lots and be screened before coming onto campus in the front courtyard.
- Patriot Care students will be located in designated area until 7:40.
- Kindergarten parents may be permitted to accompany their student to classroom. Parents will be expected to wear proper face covering,

receive a temperature check, and screened for COVID-19 symptoms upon arrival by an OVCA staff member.

- Students will be assigned a designated area where social distancing markers will be visible to help students keep their physical distance and remain in their cohort.
- Face covering must be worn while entering campus and waiting for school to begin.
- Hand sanitizing will be given before students enter classroom.

When school is over, students will exit the campus:

- Student dismissal begins at 2:35 for K-6 and 2:45 for 7-12.
- Kindergarten: Students will be picked up in classroom. Parents must wear a face covering when picking up child.
- K-6 students will be picked up at the designated westside parking lot of campus (back of pier). (back of pier). Parents are to remain in vehicle.
- Secondary students will be picked up at the designated southside parking lot of campus (front of worship center/courtyard).
- Preschool students will be picked up at the designated eastside parking lot of campus (back lot).
- Waiting to be picked up: Students will be assigned a designated area where social distancing markers will be visible to help students keep their physical distance.
- Face covering must be worn while exiting and waiting on campus to leave.

d. Designate routes for entry and exit, using as many entrances as feasible. Put in place other protocols to limit direct contact with others as much as practicable.

- Multiple ways to enter and exit a campus have been set in place.
- Staggered passing times when necessary for all grade levels.
- Movement in hallways will be guided by one-way signs on floor.
- Physical distancing signs will be posted along hallways.
- OVCA staff will be monitoring students as they enter and exit buildings.

e. Implement health screenings of students and staff upon arrival at school.

- All will be required to have temperature taken.
 - All will be screened for COVID-19 symptoms.
- *Please see attached plan for further language used.

5. Face Coverings

YES

5.A)Face Covering Section/Page

p.5-6 section number 3 all

5.B) Face Covering Language

3. Face Coverings

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

14. Face coverings must be used in accordance with CDPH guidelines unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease

transmission.

- a. Teach and reinforce use of face coverings, or in limited instances, face shields.
- b. Students and staff should be frequently reminded not to touch the face covering and to wash their hands frequently.
- c. Information should be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings.
- d. Training should also include policies on how people who are exempted from wearing a face covering will be addressed.

OVCA will abide and follow all guidelines in accordance with the CDPH and CDC. A face covering will be mandatory for all staff, parents, and students in grades 3rd and up unless medically exempt.

15. The school's plans regarding students' use of face coverings includes the following elements:

Age Face Covering Requirement

Under 2 years old No

2 years old – 2nd grade Strongly encouraged**

3rd grade – high school Yes, unless exempt

**Face coverings are strongly encouraged for young children between 2 years old and second grade, if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly.

- a. Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- b. A cloth face covering, or face shield should be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.
- c. In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. Schools should develop protocols to provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. Schools should offer alternative educational opportunities for students who are excluded from campus.

OVCA will abide and follow all guidelines in accordance with the CDPH and CDC. A face covering will be mandatory for all staff, parents, and students in grades 3rd and up unless medically exempt.

16. The school's plans regarding staff use of face covers includes the following elements:

- a. All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.
- b. In limited situations where face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom.
- c. Workers or other persons handling or serving food must use gloves in addition to face coverings. Employers should consider where disposable glove use may be helpful to supplement frequent

hand washing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.

OVCA will abide and follow all guidelines in accordance with the CDPH and CDC. A face covering will be mandatory for all staff, parents, and students in grades 3rd and up unless medically exempt.

6. Cleaning and Disinfection

YES

6. A) Cleaning and Disinfecting Section/Page

p. 7-9 section number 5 #'s 7-9

6. B) Cleaning and Disinfecting Language

5. Intensify Cleaning, Disinfection, and Ventilation

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

18. Consider suspending or modifying use of site resources that necessitate sharing or touching items. For example, consider suspending use of drinking fountains and instead encourage the use of reusable water bottles. All drinking fountains have been disabled. Only reusable water bottles will be allowed. Water dispensers will be provided.

19. Staff should clean and disinfect frequently touched surfaces at school and on school buses at least daily and, as practicable, these surfaces should be cleaned and disinfected frequently throughout the day by trained custodial staff. Frequently touched surfaces in the school include, but are not limited to:

- a. Door handles
- b. Light switches
- c. Sink handles
- d. Bathroom surfaces
- e. Tables
- f. Student desks
- g. Chairs

- Elementary: All student desks, chairs, door handles, and light switches will be cleaned and sanitized throughout the day by classroom teacher.
- Secondary: All student desks, chairs, door handles, and light switches will be cleaned and sanitized between classes by teacher.
- Common areas including the cafeteria will be cleaned and sanitized throughout the day after each cohort usage by school staff and/or facilities team.
- Facilities team will clean and disinfect all classrooms and common rooms nightly.
- All cleaners and disinfectants will be products approved for use against COVID-19 on the Environmental Protection Agency (EPA) approved list "N"

20. Buses should be thoroughly cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers should be provided disinfectant wipes and

disposable gloves to support disinfection of frequently touched surfaces during the day.

OVCA's school vehicle plan:

- Frequently touched surfaces on school vehicles will be cleaned and disinfected when in use, and as practicable frequently throughout the use by staff member/coach.
- School vehicles will be thoroughly cleaned after transporting any individual who is exhibiting symptoms of COVID-19.
- School drivers will be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.
- Hand sanitizer will be provided and used by each adult and student prior to boarding.

21. Limit use and sharing of objects and equipment, such as toys, games, art supplies and playground equipment to the extent practicable. When shared use is allowed, clean and disinfect between uses.

- a. K-6: Students will have their belongings under their desk.
- b. Secondary students will be responsible to keep all their belongings with them in their backpack to carry from class to class.
- c. All shared materials will be cleaned and disinfected between classes and/or groups after each use.

22. When choosing disinfecting products, use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list "N" and follow product instructions.

- a. To reduce the risk of asthma and other health effects related to disinfecting, programs should select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program. Ocean View Christian Academy allows only those products on list N with asthma safer ingredients to be used.
- b. Avoid products that contain peroxyacetic (paracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma. Ocean View Christian Academy does not permit the use of products with these ingredients.
- c. Follow label directions for appropriate dilution rates and contact times.

*Please see attached plan for further language used.

7. Entrance, Egress and Movement

YES

7. A) Entrance/Movement Section/Page

p. 9-10 section number 6 #27

7. B) Entrance/Movement Language

6. Implementing Distancing Inside and Outside the Classroom
The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

27. During arrival and departure:

- a. Maximize space between students and between students and the driver on school buses and open windows to the greatest extent

practicable. OVCA does operate daily school buses.

b. Minimize contact at school between students, staff, families, and the community at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.

- Students will be kept in their cohort.
- Staff will be encouraged not to mingle with one another.
- Parents and Families will need to remain in car while student receives temperature check and is screened for COVID symptoms.
- Community visitors will be scheduled during school hours when students are in class.

c. Stagger arrival and drop off-times and locations as consistently as practicable as to minimize scheduling challenges for families.

While students are entering campus and waiting for their first class to begin:

- Student drop off time will begin at 7:30 at designated areas.
- Temperature checks and COVID-19 symptom screening will take place before student gets out of vehicle by two staff members.
- K-6 students will enter and exit at the designated westside parking lot of campus (back of pier).
- Secondary students will enter and exit at the designated southside parking lot of campus (front of worship center/courtyard).
- Preschool students will exit and enter at the designated eastside parking lot of campus (back lot).
- Student drivers must park in front southside parking lots and be screened before coming onto campus in the front courtyard.
- Patriot Care students will be located in designated area until 7:40.
- Kindergarten parents may be permitted to accompany their student to classroom. Parents will be expected to wear proper face covering, receive a temperature check, and screened for COVID-19 symptoms upon arrival by an OVCA staff member.
- Students will be assigned a designated area where social distancing markers will be visible to help students keep their physical distance and remain in their cohort.
- Face covering must be worn while entering campus and waiting for school to begin.

• Hand sanitizing will be given before students enter classroom.

When school is over, students will exit the campus:

- Student dismissal begins at 2:35 for K-6 and 2:45 for 7-12.
- Kindergarten: Students will be picked up in classroom. Parents must wear a face covering when picking up child.
- K-6 students will be picked up at the designated westside parking lot of campus (back of pier). (back of pier). Parents are to remain in vehicle.
- Secondary students will be picked up at the designated southside parking lot of campus (front of worship center/courtyard).
- Preschool students will be picked up at the designated eastside parking lot of campus (back lot).
- Waiting to be picked up: Students will be assigned a designated area where social distancing markers will be visible to help students keep their physical distance.
- Face covering must be worn while exiting and waiting on campus to leave.

d. Designate routes for entry and exit, using as many entrances as feasible. Put in place other protocols to limit direct contact with others as much as practicable.

- Multiple ways to enter and exit a campus have been set in place.
- Staggered passing times when necessary for all grade levels.
- Movement in hallways will be guided by one-way signs on floor.

- Physical distancing signs will be posted along hallways.
- OVCA staff will be monitoring students as they enter and exit buildings.
- e. Implement health screenings of students and staff upon arrival at school.
 - All will be required to have temperature taken.
 - All will be screened for COVID-19 symptoms.
 - Parents and staff are also encouraged to screen their student for any...

8. Health Screenings

YES

8. A) Health Screening Section/Page

p. 14-15 section number 8 #s 34-35

8. B) Health Screening Language

8. Train All Staff and Educate Families

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

34. Train all staff and provide educational materials to families in the following safety actions:

a. Enhanced sanitation practices

- Staff, students, and families will be trained on proper hand hygiene including cleaning their hands throughout the day, by washing with soap and water, or using hand sanitizer.
- Hand sanitizer will be available in each classroom and at the entrance of each building.
- Visuals will be posted in each classroom and throughout school campus.

b. Physical distancing guidelines and their importance

- Staff will be trained to maintain their six feet distance from student as much as possible.
- Teacher desk will be distanced at least six feet from student desk as much as possible.
- Some instruction will take place outside.

c. Proper use, removal, and washing of face coverings

- Staff, students, and families will be trained to safely practice wearing a face covering that is required by current public health guidelines: strongly encouraged for students 2 years old to 2nd grade and required (unless exempt) for students 3rd grade and older.
- Staff, students, and families will be trained to wear their face covering correctly.
- Visuals will be posted in each classroom and throughout school campus.

d. Screening practices

- Weekly updates and all other forms of school social media will remind all families. It will list all symptoms and remind families that students may not attend school if any of these symptoms are present in their child.
- Staff and students will be screened each day on arrival to school (COVID-symptom check and temperature).
- All staff and students are required to self-check before coming

onto campus.

- All staff and students are to follow proper wearing of face coverings and practice safe social distancing.
- All work areas including classrooms and school offices will be cleaned and sanitized daily.
- All staff will have the proper materials needed to safely work throughout the day.
- All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.
- All staff should be in communication with supervisor about options to work from home if that is applicable.

8. C) Language for Symptomatic Students or Staff

e. COVID-19 specific symptom identification

f. Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19. All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.

g. For workers, COVID-19 specific symptom identification and when to seek medical attention.

- All staff are required to self-check before coming onto campus.
- All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.

h. The employer's plan and procedures to follow when children or adults become sick at school.

- Individual will be COVID-19 screened and temperature taken.
- Individual will be held in the isolated sick room.
- Temperature will be taken 30 minutes later.
- If temperature is above 100.4, individual will need to be sent home.
- If individual presents any possible COVID-19 symptoms, their doctor should be contacted for further instructions.
- An individual can come back to school, if they tested negative for COVID-19 or if there is no fever without the use of fever-reducing medicines; and they have felt well for 24 hours and have a doctor's note.

i. The employer's plan and procedures to protect workers from COVID-19 illness.

- All staff are required to self-evaluate before coming onto campus.
- All staff are to follow proper wearing of face coverings and practice safe social distancing.
- All work areas including classrooms and school offices will be cleaned and sanitized daily.
- All staff will have the proper materials needed to safely work throughout the day.
- All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.
- All staff should be in communication with supervisor about options to work from home, if that is applicable.

9. Healthy Hygiene Practices

YES

9. A) Healthy Hygiene Section/Page

p. 3-5 section number 2 #'s 6-13

9. B) Healthy Hygiene Language

2. Promote Healthy Hygiene Practices

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

6. The school has developed plans to teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff. The plans describe how the school will teach students and remind to:

- a. Use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow
- b. Wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
- c. Wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
- d. Use fragrance-free hand sanitizer when hand washing is not practicable.
- i. Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic when ingested or absorbed in skin.
- ii. Do not use hand sanitizers that may contain methanol, which can be hazardous when ingested or absorbed.
- iii. Children under age 9 should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.

OVCA'S plan to teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff is described below according to CDC health guidelines:

- Washing hands
- Avoiding Contact with one's eyes, nose, and mouth
- Covering coughs and sneezes

7. Consider portable hand washing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent practicable.

- a. OVCA will provide regular and frequent access to handwashing facilities, including to the extent practicable, handwashing stations near classrooms - All classrooms will be equipped with hand sanitizer.
- b. OVCA will prevent congregations in bathrooms - Only three to four students will be allowed in the bathrooms at a time monitored by teacher.
- c. OVCA will develop routines enabling students and staff to regularly wash their hands at staggered intervals:
All classes will have assigned restroom break times giving all students and staff opportunities to wash hands.
- d. OVCA will develop routines enabling students and staff to use

hand sanitizer when necessary: All classrooms will be equipped with hand sanitizer and all building entrances and exits will have hand sanitizing stations enabling students and staff to use before entering and exiting any classroom and building and when necessary.

8. Develop routines enabling students and staff to regularly wash their hands at staggered intervals.

a. Provide regular and frequent access to handwashing facilities, including to the extent practicable, handwashing stations near classrooms - All classrooms will be equipped with hand sanitizer.

b. Prevent congregations in bathrooms - Only three to four students will be allowed in the bathrooms at a time monitored by teacher.

c. Develop routines enabling students and staff to regularly wash their hands at staggered intervals – All classes will have assigned restroom break times giving all students and staff opportunities to wash hands.

d. Develop routines enabling students and staff to use hand sanitizer when necessary – All classrooms will be equipped with hand sanitizer and all building entrances and exits will have hand sanitizing stations enabling students and staff to use before entering and exiting any classroom and building and when necessary.

*Please see attached plan for further language used.

10. Identification and Tracing of Contacts

YES

10. A) Identification and Tracing Section/Page

p. 17-19 section number 10 #57

10. B) Identification and Tracing Language

10. Plan for When a Staff Member, Child or Visitor Becomes Sick
The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

57. Update protocols as needed to prevent further cases. See the CDPH guidelines, Responding to COVID-19 in the Workplace, which are incorporated into this guidance and contain detailed recommendations for establishing a plan to identify cases, communicating with workers and other exposed persons, and conducting and assisting with contact tracing.

- If there is a positive COVID-19 cases and or outbreak, OVCA will update any needed protocols if needed to prevent any further cases.
- OVCA will continue to update any new safety guidelines given by the CDC and/or county public health officer.
- A plan is set in how OVCA will identify cases as mentioned throughout this reopening plan.
- All individuals who are exposed will be communicated fully and asked to quarantine for 14 days.
- Exposed individuals include: any person that has been in contact with an infected person (i.e., in contact for more than 15 minutes and/or less than 6 feet away from the infected person).
- Testing will be recommended for those quarantined individuals due

to contact tracing after seven days of quarantine.

- Contact Tracing

11. Staff Training and Family Education

YES

11. A) Staff Training and Family Edu. Section/Page

p. 14-15 section number 8 #'s 34-35

11. B) Staff Training and Family Edu. Language

8. Train All Staff and Educate Families

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs"

follows each of those described below.

29. Train all staff and provide educational materials to families in the following safety actions:

a. Enhanced sanitation practices

- Staff, students, and families will be trained on proper hand hygiene including cleaning their hands throughout the day, by washing with soap and water, or using hand sanitizer.
- Hand sanitizer will be available in each classroom and at the entrance of each building.
- Visuals will be posted in each classroom and throughout school campus.

b. Physical distancing guidelines and their importance

- Staff will be trained to maintain their six feet distance from student as much as possible.
- Teacher desk will be distanced at least six feet from student desk as much as possible.
- Some instruction will take place outside.

c. Proper use, removal, and washing of face coverings

- Staff, students, and families will be trained to safely practice wearing a face covering that is required by current public health guidelines: strongly encouraged for students 2 years old to 2nd grade and required (unless exempt) for students 3rd grade and older.
- Staff, students, and families will be trained to wear their face covering correctly.
- Visuals will be posted in each classroom and throughout school campus.

d. Screening practices

- Weekly updates and all other forms of school social media will remind all families. It will list all symptoms and remind families that students may not attend school if any of these symptoms are present in their child.
- Staff and students will be screened each day on arrival to school (COVID-symptom check and temperature).
- All staff and students are required to self-check before coming onto campus.
- All staff and students are to follow proper wearing of face coverings and practice safe social distancing.
- All work areas including classrooms and school offices will be cleaned and sanitized daily.
- All staff will have the proper materials needed to safely work throughout the day.

- All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.
 - All staff should be in communication with supervisor about options to work from home if that is applicable.
- e. COVID-19 specific symptom identification
- f. Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19. All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.
- g. For workers, COVID-19 specific symptom identification and when to seek medical attention.
- All staff are required to self-check before coming onto campus.
 - All staff must notify their supervisor before arriving to campus if they are concerned about symptoms and need to contact their doctor asap for instructions.
- h. The employer's plan and procedures to follow when children or adults become sick at school.
- Individual will be COVID-19 screened and temperature taken.
 - Individual will be held in the isolated sick room.
 - Temperature will be taken 30 minutes later.
 - If temperature is above 100.4, individual will need to be sent home.
 - If individual presents any possible COVID-19 symptoms, their doctor should be contacted for further instructions.
 - An individual can come back to school, if they tested negative for COVID-19 or if there is no fever without the use of fever-reducing medicines; and they have felt well for 24 hours and have a doctor's note.
- i. The employer's plan and procedures to protect workers from COVID-19 illness.
- * *Please see attached plan for further language usage.

12. Testing of Students and Staff

YES

12. A) Testing Section/Page

p. 17-19 section number 10 #'s 50-57 and p. 19 section number 11 #58

12. B) Testing Language

10. Plan for When a Staff Member, Child or Visitor Becomes Sick
The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

40. Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits symptoms of COVID-19. OVCA will have a designated isolation room located in school office for those students who have any COVID-19 symptoms and are waiting to be sent home.

41. Any students or staff exhibiting symptoms should immediately be required to wear a face covering and be required to wait in an isolation area until they can be transported home or to a healthcare

facility, as soon as practicable. Staff will be sent home immediately. Students will be required to wear a face covering and wait in the designated isolation room until parent picks them up.

42. Establish procedures to arrange for safe transport home or to a healthcare facility, as appropriate, when an individual is exhibiting COVID-19 symptoms:

Office staff will complete a COVID-19 assessment and notify parents/staff to be sent home for the following:

a. Fever - Temperature will be taken twice in 30-minute increments. If temperature is over 100.4, student or staff member will be sent home and asked to seek medical advice.

b. Cough

c. Shortness of breath or difficulty breathing

d. Chills

e. Repeated shaking with chills

f. Fatigue

g. Muscle pain

h. Headache

i. Sore throat

j. Congestion or runny nose

k. Nausea or vomiting

l. Diarrhea

m. New loss of taste or smell

43. For serious injury or illness, call 9-1-1 without delay. Seek medical attention if COVID-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.

If a staff member or students are experiencing any of the above symptoms or injury, 9-1-1 will be notified for further instruction.

44. Notify local health officials immediately of any positive case of COVID-19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws. Additional guidance can be found here.

The school liaison or designee will immediately notify health officials, staff members, and families of any positive cases of COVID-19 that is relevant while maintaining confidentiality of the student or staff member.

If a student/staff tests positive for COVID-19:

- Principal Johnson and health officials will be notified.
 - School community is notified of the anonymous positive case.
 - Staff or student will be isolated and excluded from school for 10 days from symptom onset or test date.
 - Any individual with close contact of affected person will be contacted, quarantined, and excluded for 14 days after last date the case was present at school while infectious.
 - Testing will be recommended for all close contacts.
 - Classroom and primary spaces will be disinfected and cleaned where individual spent significant time.
 - School remains open.
 - Staff or student can return to campus if they are able to answer "YES" to the following questions:
 - Has it been at least 10 days since the individual first had symptoms?
 - Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)?
 - Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath?
45. Close off areas used by any individual suspected of being

infected with the virus that causes COVID-19 and do not use before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable.

* *Please see attached plan for further language usage.

12. C) Staff Tested Periodically Language

. Maintain Healthy Operations

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

58. The school has plans that describe how it will:

- a. Monitor staff absenteeism and have a roster of trained back-up staff where available. School administration will track staff absenteeism. All substitutes and back-off staff will be trained on all updated protocols and procedures due to COVID-19.
- b. Monitor the types of illnesses and symptoms among your students and staff to help isolate them promptly as needed. Office staff will monitor and log all illnesses and symptoms into FACTS (Family Portal). Proper isolation will take place as needed.
- c. Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. Workers should know who they are and how to contact them. The liaison should be trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner. OVCA COVID-19 team: Stephen Johnson – School Principal (school liaison), Erika Collins – School Administrator, Heather Corey – Preschool Director, and Matt Horton – Finance Director
- d. Maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records. Additional guidance can be found here.
 - Staff will report to supervisor.
 - Families will be in communication with school office and school administration.
 - OVCA will communicate any school outbreaks by email and through FACTS (Family Portal).
 - All cases will remain confidential as required by FERPA and state law.
- e. Consult with local health departments if routine testing is being considered by a local educational agency. The role of providing routine systematic testing of staff or students for COVID-19 (e.g., PCR swab testing for acute infection, or presence of antibodies in serum after infection) is currently unclear. All testing will be consulted with local and state health departments.
- f. Support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as virtual learning or independent study. All students affected by COVID-19 will have the opportunity to continue schooling through OVCA at home-learning.

13. Triggers for Switching to Distance Learning

YES

13. A) Triggers to Dist. Learning Section/Page

p. 17-18 section number 10 #'s 51-56

13.B) Triggers to Dist. Learning Language

Plan for When a Staff Member, Child or Visitor Becomes Sick
The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

40. Close off areas used by any individual suspected of being infected with the virus that causes COVID-19 and do not use before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Keep disinfectant products away from students. All areas due to exposure will be closed off. OVCA facilities team will clean and disinfect all areas as soon as possible.

41. Advise sick staff members and students not to return until they have met CDC criteria to discontinue home isolation, including at least three days with no fever, symptoms have improved and at least 10 days since symptoms first appeared. A student or staff member can return to school once they have met CDC criteria, after three days with no fever, and symptoms have improved, and at least ten days since symptoms first appeared.

42. Ensure that students, including students with disabilities, have access to instruction when out of class, as required by federal and state law. Students affected by COVID-19 will be able to continue instruction with OVCA at-home learning. At home learning will consist of Google Classroom and Google Meet where teachers will record daily lessons and have live sessions.

43. Schools should offer distance learning based on the unique circumstances of each student who would be put at-risk by an in-person instructional model. For example, students with a health condition, students with family members with a health condition, students who cohabitate or regularly interact with high-risk individuals, or are otherwise identified as "at-risk" by the parents or guardian, are students whose circumstances merit offering distances learning. Students affected by COVID-19 will be able to continue instruction with OVCA at-home learning. At home learning will consist of Google Classroom and Google Meet where teachers will record daily lessons and have live sessions.

44. Implement the necessary processes and protocols when a school has an outbreak, in accordance with CDPH guidelines.

If OVCA has an outbreak, the following will take place:

a. Multiple positive COVID-19 cases in multiple cohorts that affect at least 5% of the students/teachers/staff within a 14-day period may require the school to close temporarily in consultation with the county's public health officer.

b. The school may reopen after 14 days and the following have occurred:

- Cleaning and disinfecting
- Public health investigation & consultation

45. Investigate the COVID-19 illness and exposures and determine if any work-related factors could have contributed to risk of infection. Update protocols as needed to prevent further cases. OVCA will fully investigate all positive COVID-19 cases and outbreaks and

determine if there were any work-related factors that could have contributed to any risk of infection. At this time, OVCA will review and update any protocols to prevent any further cases.

14. Communication Plans

YES

14. A) Communication Plans Section/Page

p. 19-20 section number 12 #59-60

14. B) Communication Plans Language

Considerations for Reopening and Partial or Total Closures

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" follows each of those described below.

40. Check state and local orders and health department notices daily about transmission in the area or closures and adjust operations accordingly. OVCA is checking daily all health orders and will continue to adjust operations accordingly.

41. 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:

- 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. Mr. Johnson or other OVCA COVID-19 team member will be in close contact with the local public health department if this occurs.

b. 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. OVCA facilities team will clean and disinfect as soon as possible.

c. Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection. OVCA facilities team will clean and disinfect as soon as possible.

d. Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff, and the community. All will be notified through email and FACTS (Family Portal).

e. Include information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools. See additional information on government programs supporting sick leave and worker's compensation for COVID-19, including worker's sick leave rights under the Families First Coronavirus Response Act and employee's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor's Executive Order N-62-20, while that Order is in effect. Mr. Horton will be in contact with any staff member falling under these guidelines.

f. 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. All staff, students, and families are highly encouraged to follow all CDC guidelines in helping stop the spread of COVID-19.

g. Develop a plan for continuity of education. Consider in that plan how to also continue nutrition and other services provided in the regular school setting to establish alternate mechanisms for these services to continue. All OVCA services will continue under all safety and health guidelines and timelines including food services, athletics, health/PE, and chapel services.

h. Maintain regular communications with the local public health department. School liaison and designee will be in weekly communication with local health department and will be in constant contact if need be.

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