



# Orange County Learning Center (OCLC)

## Spring 2021 Reopening Plan *as of January 31, 2021*

### Welcome Back, Compass Families!

We are so excited to have our scholars return to In Person instruction at our OCLC, once we are able through county and state guidelines.

Please read this guide to carefully ensure a smooth transition for all of us. Hopefully, it will answer all of your questions! If you have any questions on this guide, please reach out to our OCLC Co- Coordinators, Heather Hardy ([hhardy@compasscharters.org](mailto:hhardy@compasscharters.org)) and Linda Larson ([llarson@compasscharters.org](mailto:llarson@compasscharters.org)).

#### **In this guide, we talk about:**

- Reopening Plan at a Glance
- Hybrid Model Schedule
- Health check before you leave home
- Drop off and Dismissal times and procedures
- Visitors on Campus
- What your child needs to bring from home
- Parking lot procedure
- Procedures for the classroom, lunch & recess, and bathroom
- Cleaning and Disinfecting Procedure
- COVID-19 Decision Tree
- Consideration for Reopening and Partial or Total Closure

# HYBRID MODEL:

Families will be placed into either a Tuesday or a Thursday Cohort

**Blue Group -Tuesday** Scholars attend in-person on campus on Tuesdays, and work on provided asynchronous History/Science lessons on Thursday. Scholars will continue to work independently on assignments at home on Mondays, Wednesdays and Fridays.

**Orange Group -Thursday** Scholars attend in-person on campus on Thursday, and work on provided asynchronous History/Science lessons on Tuesday. Scholars will continue to work independently on assignments at home on Monday, Wednesday and Friday.

**Purple Group- Virtual T/TH-** Scholars work asynchronous on both History and Science both Tuesday and Thursday will have a live virtual session with their teacher.

Tuesday- History 3:00-3:30 pm

Thursday, Science 3:00-3:30 pm

Time	TK-2	3-5	6-8
8:45 - 9:00	Drop off	Drop off	Drop off
9:00	School Starts	School Starts	School Starts
9:00-10:30	History in-person instruction	History/Science in-person instruction	History/Science in-person instruction
10:30-10:45	Snack in classrooms	Recess on playground scholars stay in cohorts	
10:45-11am	Recess on playground scholars stay in cohorts	Snack in classrooms	Snack in classrooms
11:00-11:45	Science in-person instruction	History/Science in-person instruction	History/Science in-person instruction
12:00-12:25	Recess on playground scholars stay in cohorts		
12:25-12:45	Lunch in classroom	Lunch in classroom	Recess on playground scholars stay in cohorts
12:45-1:15	Story time	Recess on playground scholars stay in cohorts	Lunch in classroom

1:15-2:30	Enrichment	Enrichment	Enrichment
2:30-2:45	Dismissal	Dismissal	Dismissal
3-3:30	Tk-2 History virtual review (Tues)	History Virtual Review (Tues)	History Virtual Review(Tues)
	Tk-2nd Science Virtual review (Thurs)	Science Virtual Review (Thurs)	Science Virtual Review (Thurs)

## **Before You Leave Your Home:**

Please check your child for symptoms and complete the COVID-19 Health Screening Form within ParentSquare by 8:30am each school day. Mrs. Larson will be checking that these forms are completed before your scholar(s) may enter the campus.

- Fever > 100, runny nose, cough, and headache.
- If your child exhibits any symptoms, please keep your scholar at home.

## **Dismissal Times:**

In order to ensure that our scholars are socially distanced at drop-off and pick-up, we have created new guidelines and schedules.

## **Drop-off**

- Drop-off will start at 8:45am. All scholars must wear face masks once they exit the car. (Please see parking lot procedures below.)
- Parents will not be allowed to walk their child to the classroom unless there is a special circumstance. Please contact Linda Larson (805) 405-0945 if a special circumstance is warranted.
- Scholars will walk directly to their classroom.
- School starts at 9:00am.

## **Dismissal**

- Dismissal will begin at 2:30pm. Each scholar will be assigned a location on the field, grouped by family and carpool.
- Parents will pull into the parking lot area and each carpool group will be escorted to your car.

## **Visitors on Campus**

Until further notice, there are no visitors or volunteers permitted on campus without proper screening. Prohibiting adults, other than school or district employees, on campus during the pandemic ensures that we limit peripheral contact and cross contamination, which helps to protect the health and well-being of our scholars and staff.

## **Parking Lot Procedure**

Our priority is safety. This plan is designed to keep all of our scholars safe during the drop-off and pick-up time.

### **DROP-OFF:**

- Please pull all the way forward to the STOP sign.
- Follow the directions of the staff on duty. They are looking out for everyone's safety .
- Make sure your child has his or her backpack and other belongings ready to go so the car can be exited quickly .

### **PICK-UP:**

- Please pull forward to the STOP sign
- Follow the directions of the staff on duty. They are looking out for everyone's safety.
- Display your child's name in the window so staff members can see it.
- Staff will help get your child/carpool to your car - please don't leave your car.
- If you wait in the line to pick-up your scholar, you must remain in your vehicle.

## **What to bring each day**

- Backpack
- Water bottle labeled with your scholar's name
- Lunch
- At least one extra face covering.
- Any other supplies, books, or work that your teacher requests.

## **Scholar Entrance to Classrooms**

- Scholars will sanitize their hands before entering the classroom.

- If a scholar has a temperature or any symptoms of COVID, they will be sent to the office, and you will be called to pick up your child.

## **Lunch and Recess**

- Scholars will be eating in their class with their classmates within their cohort.
- Scholars will have regularly scheduled recess breaks and lunch.
- Each class (cohort) will be kept together and have an assigned area on the field, blacktop, or playground to play. scholars will be spread out to the greatest extent possible. Classes will rotate to different areas on a weekly basis. Each class will have their own set of sanitized playground equipment, such as jump ropes, hula hoops, and balls and will be sanitized after each use.
- Scholar supervisors will be trained in a variety of games that maintain social distancing.
- Scholars will be able to remove facial coverings to eat and when outside and social distancing measures are in place.

## **Bathrooms**

All scholars are assigned to the bathroom closest to their classrooms. Three (3) scholars are allowed in the bathroom at once. Additional scholars wanting to use the bathroom will wait in line marked by the mark on the ground.

## **Classrooms**

- Scholars and scholar desks are spread out to the greatest extent possible. Scholars will be required to wear a facial covering in the classroom. Scholars will wash and/or sanitize their hands throughout the day.
- Materials will not be shared.
- High point touch areas will be sanitized daily and classrooms will be cleaned in-between each cohort.

## **Face Covering Requirements**

Face masks continue to generate many questions. Wearing a mask is mandatory for all scholars, If a child arrives at school without an appropriate face mask, the school will provide one for them.

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.

## **Promoting Healthy Hygiene Habits**

The teachers and staff at the OCLC teach and reinforce washing hands, avoiding contact with one's eyes, nose and mouth, and covering coughs and sneezes among scholars and staff. Specifically, the following procedures will be followed:

- Teach scholars and remind staff to use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Scholars and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; and after using the restroom.
- Scholars and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application.
- Scholars and staff should use hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry.
- Hand sanitizer stations have been installed inside all classrooms.

## **Intensified Cleaning and Disinfection Procedures**

We have suspended the use of drinking fountains and are encouraging scholars to bring water bottles to school. Water will be provided to scholars who do not bring water bottles. When we are able to resume use of water systems we will ensure they are safe to use after prolonged shutdown to minimize any risks. Sharing of supplies, objects and equipment will be limited. Play equipment will be distributed by class/cohort and will be sanitized after each use.

Trained custodial staff have intensified their cleaning and sanitizing procedures in accordance with CDC recommendations. Frequently touched surfaces will also be cleaned and disinfected daily using products approved for use against COVID-19.

## **Plan for When a Staff Member, Scholar, or Visitor Becomes Sick**

Compass Charter Schools will have a Rest and Recovery Area at the OCLC where staff and scholars who are exhibiting symptoms can be isolated until they are able to return home or a healthcare facility if needed.

Compass Charter Schools will advise sick staff members and scholars 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. Compass Charter Schools will ensure that scholars, including scholars with disabilities, have access to instruction when out of class, as required by federal and state law.

Compass Charter School will notify local health officials immediately of any positive case of COVID-19, and any exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws.

## **Considerations for Reopening and Partial or Total Closures**

Compass Charter Schools staff will check state and local orders and health department notices about transmission in the area or closures and adjust operations accordingly.

When a scholar, teacher, or staff member tests positive for COVID-19 and had exposed others at the

school, Compass Charter Schools will refer to the CDPH Framework for K-12 Schools, and implement the following steps:

- In consultation with the local public health department, the Superintendent will decide whether center 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.
- Close off the classroom or office where the patient was based and do not use these areas until after cleaning and disinfection.
- Additional areas of the center visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
- Implement communication plans for exposure at school and potential school closures to include outreach to scholars, parents, teachers, staff, and the community.
- 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.
- Maintain regular communications with the local public health department.

# Appendix A



# Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

## Low-risk: general symptoms

-  Fever ( $\geq 100.4^{\circ}\text{F}$ )
-  Sore throat
-  Congestion/runny nose
-  Headache
-  Nausea/vomiting/diarrhea
-  Fatigue/muscle or body aches

## High-risk: red flag symptoms

-  Cough
-  Difficulty breathing
-  Loss of taste/smell

### Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer



This care pathway was designed to assist school personnel and is not intended to replace the clinician's judgment or establish a protocol for all patients with a particular condition.

Diagnosis and treatment should be under the close supervision of a qualified health care provider.

Guidance might change 09-12-20