

Community Roots Academy

Reopening Plan and Illness Protocols



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Introduction

Community Roots Academy prioritizes the health of all school stakeholders in its reopening plan. California schools have been closed for in-person instruction since mid-March, 2020, as a result of the Covid-19 pandemic. School closures to in-person instruction were part of a broader set of recommendations intended to reduce transmission of SARS-CoV-3, the virus that causes Covid-19. As a result of the state of Covid-19 cases in Orange County, CRA began school in the fall of 2020 with a Distance Learning Model. Reopening is contingent on Orange County's local health jurisdiction placement on the California Department of Public Health Coronavirus watchlist. This document serves as both a safe reopening plan and as an illness policy for Community Roots Academy.

CRA is advised by the safe reopening guidelines of the following organizations:

- California Department of Education
- California Department of Public Health
- Orange County Department of Health
- Occupational Health and Safety Administration

CRA Learning Community Commitments:

Community Roots Academy is following industry guidance for reopening and is committed to:

- Proactive and effective health and safety measures for all CRA community members including students and staff
- Regular communications regarding student and staff welfare through emails and Town Hall meetings and surveys
- Highly effective, rigorous, and engaging distance learning opportunities that provide reliable, consistent educational instruction for students online
- Academic, social, and emotional support by CRA instructors and support staff for all students online and in-person
- Options for families upon reopening that include both in-person and digital online platforms for learning

CRA Health and Safety Measures

In order to reopen safely, CRA will utilize the following safety protocols to mitigate and limit the risk and spread of Covid-19 and other infectious diseases, explained in more detail in this document:

- Student and staff healthy hygiene practices
- Handwashing
- Face coverings by all persons on campus
- Temperature checking and additional Covid-19 screening
- Campus cleaning and disinfection
- Ventilation
- Physical distancing
- Limited sharing of materials
- Covid-19 training
- Planning for sickness
- Re-closure considerations

Additionally, CRA educational faculty will:

- Reduce class size
- Distance classroom desks and learning spaces
- Teach students to social distance
- Utilize outdoor space
- Windows and doors open in classrooms whenever possible
- Incorporate regular hand washing and safe bathroom breaks into the school day
- Limit social mixing beyond grade level
- Provide campus signage to encourage distancing
- Stagger drop off and pickup to limit gatherings and line-ups

CRA's strategies will be revised or adapted as appropriate to respond to the level of viral transmission in the school and the recommendations of state and local public health authorities and medical experts.

Learning Program Options:

CRA families will have two learning program options when school reopens:

- 100% in-person learning (7:50am-3:00pm daily)
- 100% online learning (7:50am - 3:00pm daily)
- While there may be opportunities for families to reevaluate their initial choice, we are asking all CRA families to choose the best learning option for their students at this time.
- CRA students may apply for a program switch at specific times in the school year.

Responding to Illness and Coronavirus

All of CRA's school policies are guided by the health and welfare of staff, students, families, and our school community, as well as to create a safe working environment for educators and school staff. School personnel have been trained in Covid-19 protocols. Students are required to maintain a regular immunization schedule, and Flu shots are encouraged for all students and staff according to the American Academy of Pediatrics (AAP) guidelines. In all situations, CRA will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures. The school's communications will maintain confidentiality, as required by the Family Educational Rights and Privacy Act (FERPA) and state law related to the privacy of educational records (California Department of Public Health (CDPH)). Please note, Senate Assembly Bill 86 was signed into law on March 4, 2021. Amongst other components, the new law contains a 24 hour reporting requirement for all public and private schools upon learning that a school employee or pupil has tested positive for COVID-19 and was present on campus while infectious. School administration must contact the Orange County Health Care Agency and report the following;

- Identifying information of the individual who tested positive, including full name, address, telephone number, and date of birth.
- The date of the positive test, the school at which the individual was present onsite, and the date the individual was last onsite at the applicable school.
- The name, address, and telephone number of the person making the report.

**Please note that the law considers this disclosure a FERPA exception.*

Families will be encouraged to screen for Covid-19 symptoms as outlined by the Centers for Disease Control (CDC).

- CRA's Illness policy is that all children and staff will undergo a daily health assessment at home prior to coming to school to identify any infectious illness symptoms. Parents/caregivers will be asked to check students' temperatures daily before coming to school using the Kinsa thermometer and application provided by the school. The app will be reviewed by CRA staff in the car line at the morning drop off. Any persons exhibiting signs of communicable illness will not be allowed to participate in onsite academic programs until they have been symptom-free for 72 hours or otherwise specified in our illness policy's inclusion/exclusion criteria. Exclusion is mandatory for any students or staff who have been exposed to a person with a confirmed or suspected case of Covid-19 (until 7 days after the exposure) or who have a confirmed or suspected case of Covid-19 (until 10 days after the test date in accordance with local health department guidelines). Employees, students, and visitors should stay home if:
 - They are exhibiting signs of Covid-19 symptoms.

- They have had close contact with a person who has a suspected or confirmed case of Covid-19.
- They have tested positive for Covid-19.

Children should stay at home if their temperature is over 99.6 F, if they are sick, have been in contact with someone who has tested positive for Coronavirus, or if someone in the household has symptoms (cough, fever, shortness of breath). Staff will discuss with the parent/caregiver and refer to the child's health history form and/or emergency card to identify if the child has a history of allergies, which would not be a reason to exclude.

The following are symptoms or conditions in which EXCLUSION from school is MANDATORY:

COVID-19 Related Symptoms:

- Fever of 99.6 F. or higher or within the last 72 hours
- Breathing difficulties such as coughing, wheezing, or shortness of breath/breathing difficulty.
- Muscle pains or body ache
- Chills or shaking
- Headache
- Congestion or runny nose
- Vomiting
- Diarrhea
- Sore throat
- Fatigue
- New loss of taste or smell
- Exposure to a person with a confirmed or suspected case of COVID-19

Other Symptoms of Communicable Disease in which EXCLUSION IS MANDATORY:

For some conditions, the exclusion is mandatory in order to significantly reduce the risk of spreading infection or allow children time to recover to the point where CRA staff can safely care for them.

- COVID-19 related symptoms (as listed above)
- Behavior changes such as lethargy or continuous crying
- Diarrhea (runny, watery or bloody stools, causing accidents, or if more than typical for the child in a day)
- Head lice or nits (until 24 hours after 1st treatment)
- Strep throat (until 24 hours after 1st treatment)
- Impetigo (until 24 hours after 1st treatment)
- Mouth sores with drooling (if not yet evaluated by a health care provider)

- Red or swollen eyes, or a confirmed case of pink eye (until 24 hours after 1st treatment)
- Scabies (until 24 hours after treatment is applied)
- Vomiting (more than two times in the past 24-hour period)
- Any person determined by the local health department contributes to the transmission of illness during an outbreak. (follow local health department guidelines)

CRA staff will discuss any of the following observable symptoms with the guardian. CRA Staff will make a determination for exclusion based on the criteria listed under the “reasons for excluding a child from the program” section. Observable symptoms:

- Earache
- Excessive itching of the head
- Severe abdominal pain
- Behavior change
- muscle pain
- rash
- sore throat
- Unusual tiredness

If a student is excluded from attending school for any of the above health reasons, but is well enough to participate in learning, he/she will have the option to engage in distance learning.

Symptoms or Conditions in which EXCLUSION IS NOT typically necessary:

Unless recommended by the child’s health care provider or if additional symptoms occur. An overall determination for exclusion should be made based on the criteria listed in the “reasons for excluding a child from the program” section.

- CMV or HIV infection or hepatitis B and C virus carrier state
- Rash without temperature, behavior changes, or other symptoms
- Watery eyes with clear, watery discharge and without fever, eye pain, or eyelid redness.
- Non-contagious conditions such as chronic medical conditions or disabilities
- Runny nose without other symptoms or behavior changes, and the child can participate in activities.

If the CRA staff has concerns about how a particular child looks or feels, they will discuss the concerns with the guardian. CRA Staff will make a determination as to whether a child must be excluded from the program based on the following criteria:

- The illness prevents the child from comfortably participating in daily activities.
- The illness requires more care than the child care staff are able to provide without compromising the health and safety of the other children.

- The symptoms or illnesses are any of those specified on the Mandatory Exclusion Guidelines.

In the case of a positive case of Coronavirus on campus or in our school community, CRA will:

- Notify local health officials, staff, and families immediately of any case of COVID-19 while maintaining confidentiality under the Americans with Disabilities Act (ADA) and FERPA.
- Follow the guidance of local health authorities.
- Remove/isolate individual and family members from campus for a period of 10 days followed by proof of a negative COVID-19 test (test to be taken after the 10 days) or a doctor's release to return to school.
- Recommend testing for COVID-19 by all potentially exposed parties.
- Identify and remove/isolate exposed contacts on campus for a period of 7 days.
- A classroom/cohort shutdown *may* occur if there is 1 confirmed positive case.
- The classroom/cohort *may* reopen after a 10 day quarantine period.
- Close, disinfect and clean all campus areas where exposed cases were (cleaning after a 24 hour waiting period as recommended by the CDC).
- CRA will implement the necessary processes and protocols in the case of an outbreak, per CDPH guidelines.
- CRA will follow all CDC criteria to maintain healthy operations.

In the case of multiple positive cases of Coronavirus, the school will:

- The school will send an email notification if there are any confirmed cases of COVID-19 on campus.
- The school will send an email notification if any student in your grade level has been to campus and has elected to quarantine related to COVID-19.
- Full school shutdown *may* occur if there are more than 3 confirmed positive cases in the school within a 14 day period.
- The school may reopen after a 14 day quarantine period.

Please note: Under conditions of increased severity, the CDC may recommend additional measures to help protect students and staff if global and national assessments indicate that COVID-19 is causing more severe disease. In addition, local health and education officials may elect to implement some of these additional measures, including school site closure, and move all students to distance learning.

In-Person Physical Distancing Protocols:

CRA will physically distance students and staff on campus in the following ways:

- Reduce morning walk-ups and require drive-through student to drop off with staggered arrival and departure times
- Reduce class size to no more than 24 students per class group and creating cohorts that move together for all classes
- Ensure desks and individual student spaces are at least 6 feet apart.
- Reduce the amount of student cohort interaction (such as keeping all students within their grade-level cohort, no mixed-grade classes)
- Provide signage on common walkways to promote one-way foot traffic and physical distancing
- Temporarily restrict parent volunteers and visitors to campus. Prohibit adult/parent gatherings.
- Provide “one-way” routes between classes to reduce outdoor hallway contact, also using designated entry and exit classroom and office routes
- Provide individual classroom supplies and curricular materials
- Provide individual storage bins and cubbies to students to separate their materials and reduce gathering outside of the classroom
- Provide lunch mats and lunch tables with clearly marked seating options, etc. for physical distancing and “picnic” style lunch. Students will be instructed to wash hands prior to eating and no food will be shared.
- Utilize outdoor spaces, including new outdoor all-weather tents to enable physical distancing and fresh air
- Plan avoidance of close physical proximity in cases of increased exhalation such as PE class
- Academic block scheduling to limit daily student transitions
- Restructure elective offerings in middle school to prevent cohort mixing
- Rotate support staff and teachers to the students whenever possible, instead of moving students
- Conduct all staff meetings, professional development training and education and other faculty activities to online platforms for small groups in outdoor venues where social distancing can be ensured
- Continue social gatherings online only (such as student clubs)
- Reconsider all 2020-21 school field trips outside of the local community

In-Person Health and Safety Protocols:

CRA faculty and staff will support healthy routines and practices for students to prevent the spread of disease in the following ways:

- Adopt an app-based Kinsa temperature check and health screening program and provide a free thermometer to all CRA families and employees. If the temperature needs to be taken, use a contactless thermometer to assess if the child/adult has a fever.
- Check student and staff temperature daily via Kinsa app at the point of drop off/arrival.
- Promote healthy hygiene practices that include utilizing new hand sanitizing stations with adult supervision (2 per classroom at the door). Note: Adults will monitor students while using sanitizer to prevent misuse and ingestion.
- Stagger routine hand-washing and cleaning practices throughout the day. Hand-washing will also be encouraged for parents and students before dropping off and after returning home from school.
- Provide new handwashing stations placed outside around the school site to facilitate hand washing routines before student lunchtime.
- Isolate and send home any students or staff with signs of Covid-19 (such as temperature)
- Increase ventilation for classrooms with windows and doors open throughout the day
- Plan bathroom breaks for safe use, handwashing breaks throughout the day
- Hire additional cleaning staff for more regular daily cleaning and disinfecting of facilities including classroom and shared spaces. All cleaning supplies will be kept secure and out of the reach of young children.
- Use Environmental Protection Agency (EPA) approved disinfectants for regular cleaning of high-touch surfaces.
- Require the use of face masks for all students and staff, and provide adequate supplies as needed and according to CDPH guidelines. CRA staff members will instruct students and encourage proper use of face masks. CRA retains the right to transfer students to the distance learning platform if they are unable to uphold the safety protocols for any reason. In certain cases of ADA compliance, students may apply for a waiver to the mask rule in consultation with CRA's attorney and medical experts.
- Provide PPE (Personal Protective Equipment) for all faculty, staff and students
- Disable drinking fountains (CRA will be providing each student with a personal water bottle) Parents will be encouraged to send their child to school each day with a filled, reusable water bottle.
- Encourage contactless digital work submission rather than collecting physical paperwork to minimize contact.
- Limit use of shared objects and equipment, such as school supplies (CRA will provide individual school supplies for students), and keep backpacks and personal belongings outside of the classroom



Distance Learning Student Support

CRA students will be offered the following academic and family supports during Distance Learning:

- Chromebooks or tablet will be provided for any families who need them (sign-up/agreement required)
- Wifi services can be recommended
- Daily accountable participation in class with a working visual camera and audio microphone is required (unless otherwise arranged with the school administration or teacher).
- Reliable nutrition to provide food security as recommended by the American Academy of Pediatrics (AAP) Guidelines: Daily school lunches can be provided through our partnership with CUSD food services (sign-up and fees may be required)
- Academic support through teacher office hours, Special Education services, Social-emotional curriculum in Morning Meeting and Advisory classes
- Daily check-ins by school faculty and weekly personal check-ins to ensure academic success, emotional/mental health, and to address any racial or social inequalities/disparities as required by the California LCAP.
- Live instruction for a minimum of 90 minutes/day, and up to 5 hours based on the age and grade level of students
- Regular “Live” online PE to encourage student physical movement and health.
- Continued use of California Common Core adopted curriculum.
- Flexible pacing and instructional practices to accommodate lost instructional time due to illness
- Continued improvement of remote learning practices

Employee Vaccination Policy:

Consistent with its duty to provide and maintain a workplace that is free of recognized hazards, Community Roots Academy (“Company”) has adopted this policy to safeguard the health and well-being of employees and their families, our customers and visitors, others who spend time in our facilities, and the community from infectious conditions that may be mitigated through an effective vaccination program. This policy is intended to comply with all state and local laws. It is based upon guidance provided by the Centers for Disease Control and Prevention (CDC) and public health and licensing authorities, as applicable.

This policy applies to all employees. It does not apply to customers and visitors. The policy applies to vaccinations identified by the Company's Human Resources Department. For a copy of the Vaccine Policy, please contact Mariela Rosas or [Click Here](#).

Phased Reopening Plan (as of 9/15/2020):

Barring the receipt of any contradictory information or counter directive from the Governor's office, CRA plans to reopen campus on a staged return basis for in-person learning beginning on Thursday, October 1, with an option for families wishing to continue distance learning.

Students will return in three phases:

- October 1: Elementary Grades K-2 will return to campus
- October 5: Elementary Grades 3-5 will also return to campus
- October 8: Middle School (Grades 6-8) will also return to campus

Community Roots Academy retains the right to modify these reopening plans based on new developments locally.

Additional Resources:

- California Department of Public Health [Covid-19 Industry Guidance: Schools and School-Based Programs](#)
- California Department of Public Health [Covid-19 Reopening In-Person Learning Framework for K-12 Schools In California](#)
- Orange County Watchlist [Covid-19 Dashboard](#)
- California ["Blueprint for a Safer Economy" Framework](#)
- [Orange County Health Care Agency](#)
- Center for Disease Control [Website](#)
- American Academy of Pediatrics Reopening [Guidelines for Schools](#)