

BethanySchool

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REOPENING GUIDELINES

I. Visitor & Volunteer Guidelines

- Bethany School is a closed campus. Visitors are limited to essential workers (IEP, Speech therapist, etc.) to campus.
- Visitor must enter the campus from the main school office located off of Clark Avenue and proceed with the following;
 - *Visitors must complete symptom screening and a temperature check before being allowed to enter onto the campus*
 - *Sanitize hands*
 - *Sign in the visitor log including name, phone number and email address*
- All visitors must be free from COVID-19 symptoms and wear a mask at all time; no exceptions.
- Visitors must take their temperature at home prior to arriving at Bethany School. Upon arrival at Bethany School visitors will have their temperature checked.
- Visitors must wear face masks on campus at all times. The office will provide a face covering if needed.
- Parents picking up Distance Learning materials on Parent Packet Pick-up/Drop-off days are required to wear a mask, prepared to be screened, and practice safe distancing is there is a line.

Below are ways Bethany School will promote behaviors that reduce the spread of COVID-19.

II. Communication

Bethany will continue to communicate through four systems primarily:

- MySchoolWorx, Class Dojo, Zoom, and Email
Teachers will communicate with students through this platform; both in-person and at-home.

Parents whose children are participating in-person learning are strongly advised to monitor for COVID-19 symptoms at home and are reminded to keep sick children home until they are fever and vomit free (without medication) for three days. Daily health checks will be performed on-site, consisting of temperature checks, health screening and the teachers will monitor for signs of illness throughout the day. The parents will use a Daily Home Screening for Students Checklist and the Checklist for Planning In-person Class provided by the CDC.

III. Daily Health Checks & Screening: Parents, Teachers and Students

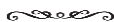
Preventative measures are important. To support Bethany's reopening parents, teachers and our community must practice daily screenings.

- Parents are to screen their children prior to arriving at Bethany School as well as teachers/staff.

Below are symptoms to look for:

-fever, chills

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- cough
- shortness of breath and/or difficulty breathing
- fatigue
- muscle pain and/or body aches
- headache
- loss of taste and/or smell
- sore throat
- nausea and/or vomiting
- Congestion or runny nose
- Diarrhea

Students with these symptoms are asked to stay home and to see a doctor.

- Parents must keep sick children at home until they are fever and vomit free (without medication) for three days.
- Parent will use a Daily Home Screening for Students Checklist
- Daily AM screenings and temperature checks will take place on site for Bethany employees and students. Temperature must be 100.4 or below.
- Pamphlets along with other documentation will be given to parents and/or caregivers on the importance of monitoring for and responding to the symptoms of COVID-19 transmission
- Addresses and phone numbers of local clinics and hospitals will be given to every parent and/or caregiver should their child or someone within their household display symptoms of COVID-19 and/or if someone within their household comes in contact with someone testing positive for the virus.

Parents are strongly advised to monitor for symptoms at home and be reminded to keep sick children at home until they are fever and vomit free (without medication) for three days. Daily health checks will be performed on-site, consisting of temperature checks and health screening, and the teachers/staff will monitor for signs of illness throughout the day. The parents will use a Daily Home Screening for Students Checklist and the Checklist for Planning In-person Class provided by the CDC. See below;

Daily Home Screening for Students

Parents: Please complete this short check each morning and report your child's information [INSERT YOUR SCHOOL REPORTING INSTRUCTIONS] in the morning before your child leaves for school.

SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
<input type="checkbox"/>	Sore throat;
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever.

SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19; OR
<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to SARS-CoV-2; OR
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the Community Mitigation Framework
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Live in areas of high community transmission (as described in the Community Mitigation Framework) while the school remains open



11/20/2020 8:00 AM

cdc.gov/coronavirus

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A) Staff

- All staff are required to be tested for COVID-19 in rotation.
- Prior to arriving at school, staff will screen for COVID-19 in their home
- A second screening for staff will take place daily upon entering main office and will have to sign-in signifying they are not showing symptoms of COVID-19
- Staff will stay home if they have symptoms
- If an employee develops symptoms of COVID-19 while at work, he/she will be asked to immediately seek medical care and/or go home.

B) Students

- Prior to arriving at school, students will self-check for COVID-19 in the home
- Students will be screened daily upon entering school campus. This will be their second screening
- Students will stay home if they have symptoms (please see below)
- If a student develops signs of illness during the day at work, they will be isolated, parents will be contacted and they will be asked to immediately seek medical care.

IV. Personal Protection Equipment, PPE

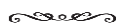
Multiple COVID-19 equipment will be readily available daily.

- Sufficient PPE for teachers/staff and students as needed
- Gloves
- Disposable face coverings and cloth face coverings
- Infrared thermometers for daily testing

V. Sufficient Sanitation and Cleaning

- Sanitation stations in designated areas of the campus will be readily available for use
- Bathrooms sanitized throughout the day
- Classroom sinks are equipped with running water, soap and touchless paper towel dispensers
- Outside play equipment and play structures are sanitized after every use
- Hand sanitizers dispensers
- Disinfectant wipes
- Disinfectant spray
- Ventilation in every classroom
- Clean and disinfect high touch areas throughout the day by staff, to include the following:
door handles, student desk and chairs, light switches, cabinet handles, locker handles w/ combination dials, keyboards and other computing hardware, and all frequently used areas
- All classrooms, restrooms, offices and lunch areas will be equipped with hand sanitizer

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- Bethany School will continually instruct students and staff on proper hand washing protocols
- Staff and students will wash or sanitize their hands;
 - upon arrival to school
 - before and after playing outside
 - after using a shared surface
 - before and after usage of the restroom
 - after blowing his/her nose, coughing or sneezing
 - before and after eating

In the event of a reported case of COVID-19 on campus

- *The room will be closed for 24 hours before cleaning*
- *All windows and doors will be opened for ventilation during the 24 hour time period*

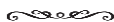
VI. Social Distancing

It is the goal of Bethany School to promote behaviors that reduce the spread of COVID-19. We will routinely communicate, educate and reinforce appropriate hygiene and social distancing practices with visible signage to remind students, daily communication on the importance of hygiene, and weekly staff meetings with updates about our community and the impact of COVID-19.

INDOOR

- Students will remain in cohorts/pods during the day for the following reasons;
 - decrease opportunities for exposure or transmission of SARS-CoV-2*
 - reoccurring contact with shared surfaces*
 - facilitating more efficient contact tracing in the event of a positive case*
 - allowing for targeted testing, quarantine, and/or isolation of a single cohort instead of school-wide measures in the event of a positive case or cluster of cases*
- Alter ingress/egress routes on campus to promote one-way traffic and minimize student contact, to every extent feasible.
- Staggered schedules throughout the day; including recess, lunch and after school care.
- Highly visible cues, signs/posters, will be placed throughout the campus as subtle reminders
- Bethany School has made alterations to classrooms, hallways, restrooms, lunch area, and other shared spaces to maintain six feet between students and teacher/staff whenever possible.
- Classrooms will keep windows and doors open to allow for fresh air circulation.
- Utilization of outdoor spaces whenever possible.
- Students remain in their grade level with the same teacher for grades K to 2nd throughout the school day to reduce infection possibilities.
- Desks are facing one direction and six feet apart. Students will use their crate to store books and supplies.

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- During recess and lunch, activities that provide for physical distancing are encouraged. However, the use of playground equipment will be limited. Aides will assist during recess and lunch with their specific co-hort as much as feasibly possible.
- Teachers will wipe down their classrooms throughout the day.
- Students will remain at their desk as much as possible.
- Playground activities will be modified to promote physical distancing in staggered schedules
- Students will eat lunch physically-distanced outside with their cohort. Grade levels will be assigned to different areas of campus for lunch
- Large gatherings such as chapel, assemblies, etc. will be held outside and/or divided into smaller groups to promote physical distancing.

VII. Maintain A Healthy Campus Environment

Bethany School has a facility maintenance department on campus during hours of operation. We are working closely with Mr. Steele, campus Facility Maintenance Manager, to ensure scheduled hours of cleaning and disinfecting during the day.

- *Hours of cleaning: 8:00am, 11:30am, 2:30pm, and 6:30pm*

VIII. Limited Extracurricular Activities

Bethany School will limit and/or cancel participation of activities if social distancing is not feasible. If events are held, social distancing of at least 6 feet will be promoted.

IX. Food Service

Due to COVID-19 **Choice Lunch** is no longer available for student lunches. All students must bring a lunch daily. We are looking to have **Choice Lunch** resume when available. (**Choice Lunch** is a certified food program that is in compliance with the CDC and prepares individualized prepackaged disposable lunches.)

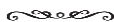
X. Student Accommodation

Bethany School campus welcomes all grade levels K-2nd. Our day will begin at 8am and end at 2:50pm. Extended Daycare is from 3:30-6pm. Additionally Bethany School offers Distance Learning off campus.

Due to co-horting restrictions, we have designed a hybrid schedule for grades K-2nd students. Students will rotate in fixed cohorts on-campus. When on-campus, the students will receive instruction face-to-face in the classroom. When at-home, the students will receive instruction remotely, primarily engaged in asynchronous work.

<u>Grade</u>	<u>Time</u>	<u>Teacher</u>	<u>Enrolled</u>
K	8:00 am to 2:50 pm	Mrs. S. Mills	12
K	8:00am to 2:50pm	Mrs. A. Holley	12
1 st	8:00am to 2:50pm	Mrs. Smoot	11
1 st	8:00am to 2:50pm	Mrs. Stewart	11
2 nd	8:00am to 2:50pm	Ms. Aldredge	11
2 nd	8:00am to 2:50pm	Mrs. Cecil	12

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IX. Daily Arrival & Departure

Monitor and check students prior to arriving to school for symptoms of illness (*fever, chills, cough, shortness of breath and/or difficulty breathing, fatigue, muscle pain and/or body aches, headache, loss of taste and/or smell, sore throat, nausea and/or vomiting, congestion or runny nose, diarrhea*).

Students showing symptoms of COVID-19 should not come to school and should complete the following;

- Seek council from your child's pediatrician
- Stay home as advised by your doctor OR
- Stay home until receiving a negative test response OR
- Stay home and isolate using the CDC guidelines:
 - 24 hours fever free
 - Respiratory systems have improved
 - 10 days since symptoms first appeared

AM K-2nd Grades 8-8:20am

- After 8am parents will drop off students using the drive through turn-about entering the campus parking lot heading South on Clark Avenue
- Students may not be dropped off, but must be accompanied by an adult to be accepted onto campus
- If a student rides the bus to school please see Mrs. Tonia Hill, Principal for instructions

AM K-2nd Grades 2:50-3:30pm

- Students being picked up between 2:50-3:30pm are asked to line up at the gate, six feet apart
- Drive onto campus parking lot using the drive through turn-about as instructed above.
- For evening pickups, remain in your car
- If your mode of transportation is walking, you must wear a mask and wait outside the gate until approached by a Bethany School staff/employee
- Upon validation of parent/student, Bethany School staff release student to parent for departure
- Parents are not allowed to exit their car at pick up
- During this most unusual time, Bethany School administration requests that you communicate with your child's teacher via phone call, email or MySchoolworx.

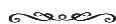
Face Coverings

COVID-19 can be spread to others even if you do not feel sick. A [mask](#) helps prevent a person who is sick from spreading the virus to others. Appropriate and consistent use [of masks](#) are most important when students, teachers, and staff are indoors and when social distancing of at least 6 feet is difficult to implement or maintain.

[Masks](#) should **not** be placed on:

- Children younger than 2 years old.
- Anyone who has trouble breathing or is unconscious.

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- *Anyone who is incapacitated or otherwise unable to remove the mask without assistance.*
- *[Appropriate and consistent use](#) of masks may be challenging for some students, teachers, and staff, including:*
- *Younger students, such as those in early elementary school.*
- *Students, teachers, and staff with severe asthma or other breathing difficulties.*
- *Students, teachers, and staff with special educational or healthcare needs, including intellectual and developmental disabilities, mental health conditions, and sensory concerns or tactile sensitivity.*

While [masks](#) are strongly encouraged to reduce the spread of COVID-19, CDC recognizes there are specific instances when wearing a mask may not be feasible. In these instances, parents, guardians, caregivers, teachers, and school administrators should consider [adaptations and alternatives](#) whenever possible. They may need to consult with healthcare providers for advice about wearing masks.

Consider the use of clear masks that cover the nose and wrap securely around the face by some teachers and staff. Clear masks should be determined not to cause any breathing difficulties or over heating for the wearer. Teachers and staff who may consider using clear masks include:

- *Those who interact with students or staff who are deaf or hard of hearing, per the [Individuals with Disabilities Education Act external icon](#)*
- *Teachers of young students learning to read*
- *Teachers of students in English as a second language classes*
- *Teachers of students with disabilities*
- *Clear masks are not face shields. CDC does **not** recommend use of face shields for normal everyday activities or as a substitute for masks because of a lack of evidence of their effectiveness for source control.*

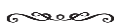
For teacher/staff, the CDPH guidelines states the following;

"All staff must use face coverings following CDPH guidelines unless Cal/OSHA standards require respiratory protection" (p.8). It also says that "In limited situations where a face covering cannot be used for pedagogical or development 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." (p.8). Thus, the staff is required to wear face coverings.

Mask Usage While On Campus:

- Usage of masks/face coverings on campus are as follows
 - Students will wear face coverings upon arrival on campus*
 - Students will wear face coverings when inside his/her classroom or moving from room to room on campus*
 - Students will not be required to wear face coverings when learning, playing, physically distanced outside, when eating or when/if napping*
 - Lanyards will be provided for every student. When a face covering is temporarily removed, it can hang from the lanyard. Only with the*

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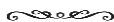
exception of physical education can the face covering be fully removed and placed in the child's backpack.

-Bethany School acknowledges some parents may want their child to wear his/her face coverings at all time (except for eating or drinking) no matter what mandates are in place. Bethany staff will encourage those students to comply.

-Students with breathing difficulties or any other health issues may be excused from face coverings requirements with written permission by the parent or care provider.

- Students and staff will follow CDC guidelines for safe wearing and sanitizing of face coverings, including washing face coverings daily.
- It is highly suggested that students K-2nd wear masks/face coverings
- School faculty and staff will wear cloth face/disposable face coverings that comply with the CDC recommendations while in the presence of students or when physical distancing from other faculty/staff members is not possible
- Students in 3rd grade and above are required to wear masks/face coverings
- Face shields will be used by staff to accommodate students when it is important for students to see their face
- It is highly suggested that students bring two clean masks/face coverings with them daily
- Bethany School will provide and make readily available disposable masks if a student or staff forgets theirs at home
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 - Students will wear face coverings when inside his/her classroom or moving from room to room on campus*
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 - Lanyards will be provided for every student. When a face covering is temporarily removed, it can hang from the lanyard. Only with the exception of physical education can the face covering be fully removed and placed in the child's backpack.*
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Hydration, Snacks and Lunches

- Students are required to bring a refillable water bottle each day.
- Students can bring snacks and lunches in a lunch container as usual.
- Students are not allowed to handle each other's lunch containers.
- Students may not share snacks or lunches
- Students are protected by dividers at the lunch benches during lunch time
- Students will remain with their cohort and grade level classmates during lunch time
- To minimize unnecessary foot traffic on campus and in the main office it is imperative that parents remember to send a lunch with their child daily.

Plan for Partial or Full Campus Closure

If the school is required by the county Health Department to close campus for some or all students, we will continue to support our students through Bethany's Distance Learning program. If Bethany School were to have a positive case of COVID-19, we will follow all county public health procedures. Bethany School is located in Los Angeles County and will follow the Los Angeles County's Exposure Management Plan. If the school is contacted by the health department or any other entity with the directive to partially or entirely close, Bethany School will comply.

Considerations for Partial and/or Full Closure

If Bethany School experiences multiple positive cases (3 or more) in 14 days, we will consult with the local health officials to consider partial or full closure.

Communication Plans

The Principal, Mrs. Tonia Hill, will inform students, staff, and parents about cases and exposures to Covid-19. The Principal will review the privacy requirements such as FERPA and HIPAA, before sending out any communication. Bethany School will follow the Long Beach Health and Human Services Covid-19 Exposure Management Plan and Protocol for K-12 Schools Appendix X2.

Distance Learning From Home

Should directives require our school to temporarily implement Distance Learning; for example 'Shelter In Place' or 'Safer At Home', we are ready for the transition. Necessary adjustments have been made to our distancing learning model from surveying parents, students and staff. Creating a digestible schedule for your child along with user friendly technology, all students will continue to thrive academically.

- For those families who have chosen to continue with distance learning for the 2020-2021 school year, your child will continue to progress with comprehensive learning. Standards for each grade level will be taught with adequate benchmark testing during the course of the school year.
- Parents choosing Bethany's Distance Learning will sign an agreement and additional documents for the current school year.

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