

Vacaville Adventist School

4740 Allendale Rd. Vacaville, CA, 95688 707-448-2842

<https://vacavilleca.adventistschoolconnect.org>

2020-21 Waiver/ Reopening Proposal

Overview

We are a small private school located on 10 acres in a country setting between Vacaville and Winters just off HWY 505. We offer grades 1-8 and typically have between 10-15 students, many of them siblings. We have one full time teacher and an aide hired hourly. We draw students from Winters, Vacaville, Dixon, Fairfield and Suisun City. We have two large classrooms, both of which can cross ventilate without the use of air conditioning. Windows will be kept open for fresh air and good ventilation.

We hope to open school on Monday, August 31 running 5 days a week with a 12:00 p.m. dismissal on Friday. These guidelines are designed to keep every student, teacher and parent as safe as possible from COVID-19. We have already taught remotely from March 17, 2020 to the end of last school year and would do that again if recommended by the CA Department of Public Health and by the Solano County Health Department.

A. General Measures and Information:

~Nancy Matthews, Principal, is responsible for implementing this plan.

~We have two classrooms for the use of our enrollment of 10-15 students. The density of our classrooms will be very low—less than 10. Each classroom has cross ventilation from both windows and doors. In addition, we plan to hold classes outside on our covered walkway as weather permits.

~Our compliance and documentation to correct for deficiencies will be as follows:

- Consult with our local education agencies, including: the Solano County Office of Education, the CDC and the State of California to make any necessary changes to our operating plan.
- Will inspect and document any necessary changes to this plan.

~The two classrooms and bathrooms at our facility are for the exclusive use of our school. Community uses such as: voting precinct and local bike riders as a water/rest stop, use other rooms, other restrooms and/or porta potties.

~Our facility and playground is handicap friendly. We do not currently have students with access and functional needs, but will address if this changes.

B. Healthy Hygiene Practices:

- ~ Educate both students and staff regarding the importance of: hand washing; keeping hands away from eyes, nose and mouth; using tissue to cover sneezes and coughs or using their inner elbow.
- ~ Students will sanitize their hands as; they enter and exit the building, before and after eating, before and after using the bathroom, before and after being outside, and after coughing and sneezing. **Note:** Hand washing for 20 seconds is the best method to use but not always practical, so hand sanitizer will be used for some of these hand-washings.
- ~ Every student will be supplied with hand sanitizer and tissues at their desks.
- ~ A sink is available for use in the classroom, and will be regularly sanitized during the day.
- ~ Each student will have their own water container and the drinking fountains will be turned off.
- ~ Each student will use their own laptop, pencils, and books.
- ~ All personal items will be taken home daily to be sanitized before returning.
- ~ Staff has adequate protective equipment on hand for the school year.
- ~ No-touch trash cans will be in the classroom and as needed.

C. Face coverings and Other Essential Protective Gear:

- ~ Each student and staff will use face masks in accordance with CDPH guidelines for schools.
- ~ Students with medical issues that prevent wearing of face coverings will need a physician's statement.
- ~ Eye protection is on hand and will be used when necessary to comply with CDPH.
- ~ Students will be educated not to touch their face coverings.
- ~ Students, staff and parents will be educated on the proper use, removal, storage and washing of face masks.
- ~ Containers will be provided for storing face masks when not in use and will be labeled with students' name.
- ~ The school has on hand and will maintain a supply of face masks that can be provided in the case a mask was left at home.
- ~ Alternative educational opportunities will be provided for students who may be excluded from campus.
- ~ We do not have a hot lunch program. When food is provided, the staff will prepare it at school with the use of gloves, in addition to face coverings and handwashing.

D. Entrance, Egress, and Movement Within the School:

- ~ We have planned more and shorter breaks for movement.

- ~ Only one person will be allowed to use the bathrooms at a time, to lower the contact rate among students.
- ~ Students will eat their lunches at their desks.
- ~ We have a 'stay in your seat' rule while in the classroom.
- ~ Directional signage will be used as necessary.
- ~ The same door for entrance and exit will be used with proper distancing. To assist in decreasing contact, students will remain in their seats until their parent arrives, then will exit wearing a mask.

. E. Cleaning and Disinfecting:

- ~ Our scheduled shared surfaces cleaning will be done twice daily, before and after school.
- ~ All disinfectants used will be labeled for use with viral pathogens. Directions for use will be followed.
- ~ All cleaning/disinfecting products are kept in a locked janitorial closet.
- ~ Proper protective equipment such as: gloves, eye protection, and respiratory protection, will be provided and used as designated by the product.
- ~ Asthma-safe products will be used. Products containing peroxyacetic (peracetic) acid, and sodium hypochlorite or quaternary ammonium compounds will not be used.
- ~ Regular cleaning of the containers used for disinfecting will be done while students are not present.
- ~ Good ventilation will be used when cleaning.
- ~ Clean/disinfect shared objects, between student or staff use.
- ~ Each student will have their own books, pencils, and learning tools whenever possible.
- ~ Our two I pads will be disinfected between student uses.
- ~ We do not have or use busses.

F. Students and Staff Safety:

- ~ Every student and staff temperature will be taken with a no-touch thermometer and recorded each morning on arrival.
- ~ Each student and staff will be asked if they or anyone in their home has had any COVID-19 symptoms within the last 24 hours.
- ~ If student or staff exhibit symptoms of COVID-19, we will immediately communicate with parents or caregiver. The student will then be held in an isolated area until a parent or caregiver is able to come for them. Symptoms include but are not limited to:
 - Fever
 - Cough,
 - Shortness of breath or difficulty breathing
 - Chills

- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

~ We will require parents to keep students home if they are sick or have come in contact with a person with COVID-19.

~ We will be alert throughout the day for signs of illness in staff or students.

~ Staff meetings during the school day will be done using social distancing and using face masks. Otherwise, meetings will be virtual.

G. Cohorting:

~ Our school is small and is a single group that does not interact with other classrooms or groups or schools.

~ Our student/teacher ratio is such that each “group” is very small (10 or less)

~ We do not have a cafeteria or dining room for socializing. Students will be eating at their own desks.

H. Physical Distancing

~ When students arrive in the morning, they will wear masks, will be health checked and will stay at their desks until formal instruction begins.

~ Doors will be open as much as possible to keep touching of handles to a minimum and to promote air circulation.

~ All desks will be 6 feet apart facing forward.

~ We will use outdoor space for instruction when possible keeping the 6 foot distancing.

~ Hand sanitizer will be used before and after recess and P.E. Activities will be done with safe distancing in mind. Contact between players will be minimized. All equipment used will be sanitized after use. We do not have a contact sports program.

~ Teachers will maintain a 6 foot distance from students as much as is practical.

~ Six foot distancing will be implemented while eating.

~ No lunch sharing will be allowed.

~ We are eliminating the singing or choral part of our music program.

~ There will be no rallies.

~ On field trips students will be limited to their own family vehicles. Social distancing and face masks will be enforced.

I. Staff Training and Family Education:

~ We will provide education to staff and families regarding the following safety actions:

- Proper use, removal, and washing of cloth face coverings
- Physical distancing guidelines and their importance

- Health screening
 - Enhanced sanitation practices
 - COVID-19 specific symptom identification
- ~ We will conduct training either virtually or using proper distancing.
- ~ We will provide guidance to students, staff members, and families regarding the importance of physical distancing and avoidance of social gatherings, even when not physically in school.

J. Testing of Students and Staff

- ~ Visual screening along with temperature screening will be done as part of symptom screening each morning for each staff and student.
- ~ Students or staff members who exhibit COVID-19 symptoms will immediately be moved to the isolation room which has been set up as part of our facility, until they can be picked up by a parent or guardian.
- ~ Staff and students are required to self-monitor temperature and all other physical signs prior to arriving back at school.
- ~ Students and/or staff will be required to stay home if there are any positive symptoms discovered until test results are received.

K. Triggers for Switching to Distance Learning:

- ~ If a student or staff member tests positive for COVID-19 and has exposed others at school, we will refer to the [CDPH Framework for K-12 Schools](#)
- We will consult the local public health department to determine if it is necessary to close the school.
 - We will implement whatever procedures are necessary and include outreach to students, parents, staff members, and families.
 - In order to maintain continuity of education, we will implement one of the three instruction strategies:
 - 1. Conventional Instruction** - If it is determined that school closure is not warranted, we will have “in-person” instruction at school.
 - 2. Adaptive Instruction** - If it is determined that some students need to isolate at home because they either have COVID-19 or have been exposed to the virus, while others attend school, teachers will provide distance instruction and strategies to make instruction available to students who are not able to attend school.
 - 3. Distance Instruction** – If it is determined that the entire school needs to close due to COVID-19, teachers will use distance instruction and strategies to instruct students while at home.
- ~ We will provide distance learning opportunities to students while they are away from school due to COVID-19.

L. Plan for When a Staff Member, Student, or Visitor becomes Sick—Identification of contacts

~ We have a designated person to be responsible for responding to COVID-19 concerns. They will coordinate the documentation and tracking of possible exposure and immediately notify:

- local health department
- Families in a prompt and responsible manner.

~If a student, staff or visitor self- reports a COVID-19 case we will immediately notify local health officials. The school will report positive COVID-19 cases to the Solano County Communicable Disease Main Line (707) 784-8001.

Confidentiality will be maintained as required by state and federal laws.

~ If we discover that any infected individual has been in our facility, we will close it until it has been appropriately disinfected.

~We have a designated room that will be used to isolate any student or staff that shows symptoms.

~Areas that were occupied by that person will be closed until they have been cleaned and disinfected. We will wait 24 hours to clean and disinfect to lower the risk of additional infection.

~Sick staff or students will be advised not to return to school until they have met Solano Public Health criteria.

~If there is an outbreak, we will follow the processes and protocols in accordance with the current Solano Public Health guidelines.

~In our case, if a student or staff tests positive for COVID-19, it is our understanding that the school will likely be required to close. Every staff and student will be in quarantine.

M. Testing of Students and Staff

~Staff will be required to meet the Solano County requirements for periodic testing which is at least every other month.

~COVID-19 tests can be obtained, at _____ they will be referred to their Primary Care Providers for COVID-19 for testing. If testing is not available through the PCP, they can access the Solano County testing resources.

Asymptomatic persons may be scheduled out more than 10 days, and results may also take 10 days or more. Testing is by appointment only. Online applications for appointments can be scheduled at lhi.care/covidtesting or individuals without internet access can call 888-634-1123.

N. Communication Plans:

~ We will maintain communication with our student families reminding them to self-report symptoms and receive prompt notification regarding exposure and closures.

~Each family will receive an illness prevention sheet, along with contact information for the Solano County COVID-19 testing.

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