

A SAFE RETURN TO CAMPUS

Based on Guidance from the Archdiocese of Los Angeles (ADLA) Los Angeles County Department of Public Health (LACDPH) and California Department of Public Health (CDPH)

This document is subject to updates as new information is received.

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INTRODUCTION

In following the guidance from the Archdiocese of Los Angeles, California Department of Education, and public health officials, St. Anthony of Padua School seeks to lower the risk of viral contagion from COVID-19 while promoting the development of our students academically, emotionally, socially, and, most importantly, spiritually. We recognize that we cannot eliminate the risk, but we can make every effort to pursue prudent measures on campus to minimize the spread of COVID-19 and other diseases. We are eager to partner with our families in order to ensure that we can safely pursue on-campus instruction.

We acknowledge that the physical presence of a person in the community has a sacramental quality that cannot be replaced. We believe that students learn best in person and that distance-learning, while an adequate temporary measure, is not equivalent to the academic, social, and spiritual benefits of in-school instruction. At the same time, we want to be respectful and compassionate to those students and families with varying difficulties, concerns, and fears. By making small sacrifices, we believe we can form a safer environment for our students, our staff, and for their families.

PURPOSE

The purpose of this document is to provide guidance for in-person instruction during the 2020-2021 school year, when allowed. It provides the most salient information that you need to know about getting students safely on campus and keeping them safe.

The plan proposes the following goals:

- 1. Minimize the impact of all disruptions to the delivery of instruction and related services.
- 2. Mitigate the spread of COVID-19 and other infectious diseases with similar symptoms in the community and on campus.
- 3. Contribute fully and appropriately as a partner in the community's response to COVID-19.
- 4. Communicate with all stakeholders on issues that could impact school operations.

PLANNING FOR MULTIPLE SCENARIOS

With the above goals in mind, when our school reopens its campus for in-person instruction, we will have plans to address the following scenarios:

- The potential of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19 or cases within the community significantly increase.
- Individuals who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing an option for distance learning.

Options for Instruction

St. Anthony of Padua School will safely provide two options for instruction upon government approval to return to campus:

- (1) Option A: Hybrid/Hyflex Model Partialon-campus and partial remote instruction
- (2) Option B: Remote Model Full, off-campus instruction (i.e., distance-learning)

Option A: Hybrid/Hyflex Instruction

Students participating in Option A will move between in-person learning and distance-learning either in the form of synchronous or asynchronous instruction. Classes with more than 14 students will be divided into cohorts of fourteen pupils or less. Cohorts will not cross-populate and will attend on campus instruction 1-2 days per week and remote learning 3 days per week and no students will be on campus Fridays, as all instruction that day will take place online. SEE SECTION D.

Option B: Full-time Distance Learning

Students participating in Option B will continue with distance-learning and will live-stream classes through Zoom and/or through pre-recorded instruction 5 days per week. Students choosing this option will have access to live lessons on Zoom with their teachers, and then work asynchronously on assignments to limit all-day screen time.

In the Event of School Closure

All students will move to distance learning in the event the entire school shuts down because of COVID-19 (this would happen if there are 3 confirmed cases within 14 days and will result in the campus being shut down for 14 days). Live-streaming of instruction will occur and a daily schedule will be followed. These options are based on guidelines from LACDPH and are subject to change at any given time. Our primary goal continues to be the safety of our entire school community.

A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEES AND STUDENTS

COVID-19 Containment, Response and Control Team

The SAP School COVID-19 Containment, Response and Control Team is responsible for establishing and enforcing all COVID-19 safety protocols while ensuring that staff and students receive education about COVID-19.

The St. Anthony of Padua School Compliance Team members are the following: Angela Grey (Principal)
Alicia Navia (VP)

Sean Perry (Jr. High Teacher) Carlos Aguilar (Business Manager) Maria Grimaldo (Office Secretary) Jamison Mahar (5th Grade Teacher) Sarah Ray (Administrative Assistant)

Protocol for Employee Positive Cases or Exposures

Employees will be required to remain home if they are ill or have been exposed to COVID-19. Employees who exhibit signs of COVID-19 are required to get tested and produce evidence of a negative result prior to returning to campus. SEE CHART A for protocol for employees who test positive for COVID-19. The St. Anthony School COVID-19 Containment, Response and Control Team will provide information regarding leave benefits per the <u>Archdiocese of Los Angeles Handbook, Section 5.8.4 Leaves of Absence</u> as well as employees' right to paid sick leave as guaranteed by the <u>Families First Coronavirus Response Act</u>.

In the event school officials are notified that a SAP School community member tests positive for, or has symptoms consistent with COVID-19, the following steps will be taken:

- 1) The affected individual or individuals will be immediately separated from the school community.
 - a) Students will be temporarily stationed in our on-site quarantine or isolation room until they are picked up by parents or legal guardians under adult supervision. Upon arrival to campus parents or guardians will call the school office so that the isolation room attendant may escort the student safely to the vehicle. Parents and guardians will be highly encouraged to submit their child to COVID-19 testing. Please see COVID-19 Protocol CHART A below for requirements for students to return to campus.
 - b) Employee or adult community members will immediately leave school grounds for self-isolation. Employees will be required to submit to a COVID-19 test. Please see CHART A below for requirements for employees to return to campus.
- 2) Those testing positive or having symptoms consistent with COVID-19 will be given the following information sheet on COVID-19 <u>CDC Covid-19 Fact Sheet</u> and other information material covering regulations governing self-isolation.

School Exposure Management Plan Aligned with DPH Guidelines

CHART A

COVID-19 PROTOCOLS

The following procedures are to be followed if a student or employee is identified as COVID-19 positive or suspected positive, based on symptoms or close contact with a medical diagnosis of COVID-19.

	Student or staff with: Action:		Communication:
1	1 COVID-19 Symptoms (such as the following: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea)	Send home	No action needed.
		Recommend testing	
		(if positive, see #3; if negative, see #4)	
		School/classroom remain open	
2 Close contact* with COVID-19 case	Close contact* with a confirmed COVID-19 case	Send home	Consider school community notification of known contact.
		Quarantine for 14 days from last exposure	Confidentiality will be maintained in this correspondence.
		Recommend testing (but will not shorten 14-day quarantine)	
		School/Classroom to remain open	
3	Confirmed COVID-19 case infection	Notify the local public health department at COVID-19 Case and Contact Line List for the Educational Sector. (See below for 3 or more cases.)	School community notification of known case.
		Isolate case and exclude from school for 10 days from symptom onset or test date and have no fever for at least 24 hours (w/o the use of medicine that reduces fever) and symptoms have improved.	Confidentiality will be maintained in this correspondence.
		Identify contacts, quarantine & exclude exposed contacts from school (likely entire cohort**) for 14 days after the last date the case was present at school while infectious	
		Recommend testing of contacts, prioritize symptomatic contacts (but not shorten 14-day quarantine)	

		cl	isinfection and cleaning of assroom and primary spaces where ase spent significant time	
			fust provide doctor's note stating ok return BEFORE returning to school	
		Sc	chool remains open	
4	Tests negative after symptoms		May return to school 3 days after /mptoms resolve	Consider school community notification if prior awareness of testing.
			lust provide doctor's note stating ok return BEFORE returning to school	Confidentiality will be maintained in this correspondence.
		Sc	chool/classroom remain open	

^{*}A contact is defined as a person who is <6 feet from a case for >15 minutes or more over a 24 hour period. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors. Also included is any person who had unprotected contact with the infected person's body fluids and/or secretions.

Access to COVID-19 Testing for All Exposed Individuals

Any SAP school community member exposed to COVID-19 will have access to immediate COVID-19 testing through one of the following locations in close proximity to the school:

- Rite Aid Gardena (1208 West Redondo Beach Blvd., Gardena, CA 90247)
- Angeles Community Health Center Gardena (1030 W. Gardena Blvd., Gardena, CA 90247)
 (424) 255-0084
- Hawthorne Memorial Center Betty Ainsworth Sports Center (3851 W El Segundo Blvd, Hawthorne, CA 90250)
- CVS Hawthorne (4775 W Rosecrans Ave., Hawthorne, CA 90250)
- For those with Kaiser insurance, patients can visit kp.org to get an order for a test. Drive-through testing is on Main St. in Carson (23701 S Main St. Carson 90745
- Starting 2/1, Pacific Toxicology will be on campus for testing at the school for staff and families (need to fill out a link 2 days beforehand). The mobile testing will be done every 2 months. Next on campus testing is scheduled for 4/1. Staff can get tested on their own at any time, as frequently

^{**}A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

as they would like at their own expense. If testing is done during school hours, employees will be compensated for their time.

Reporting COVID-19 Exposures and Positive Cases

- 1. SAP School will report all COVID-19 exposures to the Department of Public Health by completing the COVID-19 Cases and Contract Line List for the Educational Sector
- 2. A cluster of 3 or more COVID-19 cases will be reported immediately (within 14 days) to the Department of Public Health via email at <u>ACDC-Education@ph.lacounty.gov</u> or by calling (888) 397-3993 or (213) 240-7821.
- 3. Upon reporting COVID-19 cases, should the Department of Public Health determine that a public health outbreak response is necessary, the school, with the recommendation by the DPH, will pivot to either a full or partial closure of in-person school operations. Please refer to the COVID-19 and Reopening Framework from K-12 Schools in California or the LA County Reopening Protocols for K-12 Schools document for additional details.

School Staff Surveillance Testing

St. Anthony of Padua School will require surveillance testing of all of its employees. Frequency to include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time. Surveillance testing will be reported to the Department of Public Health.

Accommodations for Employees at High Risk

Employees categorized as high risk if infected will be assigned work that can be done remotely from home if/when possible or if there is meaningful work for them to do from home. The school will make adjustments to accommodate such employees to the extent that academic requirements and student needs are not jeopardized. Finally, high-risk employees will be encouraged to discuss COVID-19 risk issues with their healthcare provider about returning to work.

Maximize Physical Distancing - Employee Return to Campus

In order to maximize physical distance, our 19 faculty and staff members are staying with their cohorts in their own classrooms or office spaces to minimize contact with others.

Use of School for Non-School Purposes

Use of the school property for non-school purposes is prohibited until further instruction and clearance is given by the Department of Public Health. The weekly drive-in Masses and any supervised and approved Student Government activities or after-school sports conditioning are the only approved on-campus activities at this time. We currently do not offer childcare after school hours at this time.

Employee Screening

All employees and anyone entering the school campus or building will be required to submit to the following protocol:

- Prior to entering the school building, employees, students and visitors are required to respond to
 an online questionnaire (on our SAP School app or printed on signs at the front gate) to screen for
 COVID-19 symptoms and/or exposure to someone in the past 14 days who is infected.
 Symptoms include fever or chills, cough, shortness of breath or difficulty breathing, fatigue,
 muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose,
 nausea or vomiting and/or diarrhea.
 - a. The surveys will be monitored by teachers for their own students and parents, and the
 health screening questionnaire for staff is monitored by the SAP Compliance Team.
 Visitors and guests are answering these questions before they are cleared to enter campus.
 If they answer yes to any question, they will not be able to enter.
- 2. Temperatures will be scanned upon beginning the work day at home before they arrive on campus each day by the staff members themselves. Once at school, all staff should have access to a working infrared battery-operated thermometer (See Student Screening for assessing students for COVID-19 prior to school entry.) With the introduction of Arc Sensors, parents and students will be able to check their temperatures on their own before coming to school and teachers can see a record of these temperatures daily. We are currently running a pilot program on this and will be made available to families after our reopening on March 8, 2021.

Face Masks

Cloth face coverings are mandatory for anyone entering the school property.

- 1. Face coverings are not required when employees are alone in a private office or cubicle with a solid partition that exceeds the height of the employee when standing. This also goes for students behind partitions.
- 2. Medical grade masks are available for any employee who cares for sick children and/or who has close contact with any child with a medical condition that precludes the child's use of a cloth face covering. These are in the office.
- 3. Employees and students are instructed to wash or replace their face coverings daily.

Donning and Doffing Facial Mask Video

Mask Test - Is your Mask Effective?

Employee Social Distancing

- 1. Employees' workstations will be separated by 6 feet or more within a classroom. (There are at most 2 employees in each classroom. Only teachers in K-2 have an instructional aide.) Furthermore, classroom furniture is arranged so that a minimum of four feet exists between each student's desk and that of the teacher. Employees will maintain a distance of at least 6 ft. outside the classroom as well between themselves and others, even with face coverings.
- 2. Employees' breaks are to be staggered by grade-level. Employees will eat in their classrooms at their desks and not in the faculty room until further notice.
- 3. Signage has been posted at all entrances and adult restrooms in the school building to inform employees, on-site contractors, vendors and delivery personnel about maintaining physical distance and the required use of face coverings when around others.

Cleaning and Disinfecting Throughout the School

Prior to reopening campus, the School will have been completely cleaned and disinfected and will maintain safety by continuously cleaning and disinfecting per the chart below. These cleaning steps are to protect students and staff and reduce the risk of the spread of infection. All cleaning supplies will be in compliance with the approved disinfectants.

Cleaning and disinfecting common areas - break rooms, restrooms, classrooms used or visited by employees are disinfected frequently per the following schedule:

CHART B

Campus Maintenance Procedures, Administrator Reference Guide		
Category	Frequency	
Workspace (i.e., classrooms, office)	At the end of each use and day	
Appliances (i.e., refrigerators, microwaves)	Daily	
Electronic Equipment (i.e., copy machines, shared computers/devices,printers, telephones)	End of each use and day	
General Used Objects (i.e., handles, light switches)	At least 4 times per day	
Student and Teacher Restrooms	Twice a day	
Faucets	Twice a day	
Common Areas (i.e., Lunch Room, Library, Conference Rooms)	At the end of each use and day	

Disinfectant supplies and related supplies are available to employees at the following locations: main office, lunch room, faculty workroom and custodian closet. All teachers have disinfectant spray and rags in their rooms for this daily sanitation.

Hand Sanitizer Stations

Hand sanitizer effective against COVID-19 is available to all employees in or near the following locations: Main office restroom and the faculty lunchroom/restroom and stored at these locations: main office, lunch room, and resource room closet.

Soap and water are available to all employees at the following locations: Main office restroom, faculty lunchroom/restroom and stored at these locations: Resource Room and custodian closet. There are three additional hand-sanitizing stations located upstairs since there is no restroom on the 2nd floor. Two hand

sanitizing stations are in the breezeway on the first floor for students and staff to use during recess and lunch breaks.

B. MEASURES TO ENSURE PHYSICAL DISTANCING BY STAFF, STUDENTS AND VISITORS

Physical Distancing of Employees, Students and Visitors

The School will permit the maximum of 19 employees in the school building to ensure physical distancing of at least 6 feet or with appropriate barriers where 6 feet is not possible, such as desk shields, face masks and face shields.

For those in the high needs cohort, classroom sizes will be limited to 14 students and 1 to 2 teachers per class per day. For grades K-6, starting on March 8, for the official reopening, desks in every classroom will be situated at least 4 feet apart, and 6 feet apart where 6 feet of distancing is possible or the use of physical barriers, such as desk shields and face masks will be employed. Families will be grouped together to attend school twice a week either in Group A (Mondays and Wednesdays) or Group B (Tuesdays and Thursdays).

Floor decals and arrows have been situated in the hallways, classrooms, lobby area, staff kitchen, day care and outside spaces to ensure 6 foot social distancing and one-way flow of foot traffic.

Limit Sharing of Supplies and Materials

The School will do the following to limit sharing:

- Keep each child's belongings separated and in individually labeled storage containers, desks, cubbies or designated areas. Ensure belongings are taken home each day to be cleaned or kept at school and disinfected daily.
- Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the extent practicable or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses or require students to bring their own materials to prevent sharing or cross-contamination
- Avoid sharing electronic devices, clothing, toys, books and other games or learning aids as much as practicable. All K-8 students should have their own device (iPad or Chromebook/laptop) as part of the school supply list moving forward. Some school-owned devices are available, but they must be returned after use, and disinfected afterward.
- Whenever possible, go "paperless" and submit assignments and work digitally to reduce contact exposure. Platform used for grades K-2 is Seesaw, and for Grades 3-8 Google Classroom.
- School bulletins will be sent by email and can be accessed on our school website. This will no longer go home as hard copies in family envelopes.

School Bus Safety

The School does not plan to use buses this year. However, in the event that a school bus is absolutely necessary, the school will allow only one child per seat (two per full row, both sides of the bus) and will

be seated alternately in the rows from the front to the back of the bus. Windows on the bus will be opened for ventilation and airflow and everyone will be required to wear a mask.

Staggered Start Time, Breaks, Lunch and Dismissal Schedule

SAP will provide the following staggered start times, breaks, lunches and dismissal times for students and employees.

SECTION C: Start time, dismissal and break times

<u>Gr 1-5 Drop-off Protocol</u>: Drop off at the Breezeway area. One teacher will screen downstairs, thier class will wait on the benches. The other two teachers will be upstairs waiting for their students. Screening Questions are to be answered prior to drop off using the online screening questions.

Kindergarten Drop off:

If the Kinders arrive with their siblings, they would go through the carline to drop off their older sibling(s). **THEN** the parents go to 163rd to drop off their Kinder.

Signage or a blue X will need to be placed on the 163rd sidewalk to keep a 6' distance while checking the Kindergarten students in.

<u>Jr High Drop-off:</u> All 3 teachers stay downstairs with classes and do questions and take temperature .Students will be spaced 6 feet apart and wait downstairs until 7:50 when all students go upstairs to their classes.

KinderPick up: 2:45pm for Kindergarten students on 163rd St. All other cars will come into the parking lot from the Berendo gate, from 3:00-3:10pm. All students grades 1-8 will be dismissed to their cars (in families). Just like after the drive-in Mass, all cars will leave in an orderly fashion through the gate on 161st St. Those with Kindergarten students will pick up their Kinder child first at 2:45 and pick up the older kids at 3pm in the big parking lot.

<u>Grades 1-8 Pick-Up:</u> Cars will drive-up to their classroom's designated pick up area. Grades 1-2 will be in front of their classrooms. Grades 3, 4 and 5 will move farther down the Breezeway to make more space for pick up and social distancing. Younger siblings will be picked up first and each older sibling will be picked up consecutively from their grade level teacher. All Berendo gates will be open. K-5 will use the gate closest to Berendo to enter for pickup, and Grades 6-8 will use the Convent gate to enter for pickup. Every car will exit using the 161st St. gate

Recess Break times:

Kindergarten Recess break will be from 9:45-10:15 a.m.

Grade 1 will have recess from 10-10:30 a.m.

Grades 2-8 will have recess from 10-10:15a.m.

Each class will be in their individual sections near the brown benches and playground or blue benches (for

junior high) with no mingling between cohorts. Aides or subs can supervise multiple grades outside while teachers have their breaks. All benches must be cleaned after each use. Everyone will wear masks and maintain 6 ft of social distancing outside. Students may bring their own jump ropes but students are not allowed to make physical contact with each other.

Gr 1-5 Lunch break times: 12:00-12:50 (at 12:50 - start wash their hands)

<u>Kindergarten Lunch break times:</u> Kinder will have lunch on the brown benches from 11:45am-12:45am and 1st and 2nd grade will have lunch from 12:00pm-1:00pm

<u>Jr High Lunch break times:</u> 12:00-1pm on the blue benches near the library.

Cohorts & Cohort Schedule

When students are transitioning from one location to the next, only one cohort (14 students and 1 to 2 teachers) will move at a time. Teachers will escort the cohorts to and from their destinations.

In-person class size for the high needs cohort only has been limited to a maximum of 14 students per classroom/grade. At no time will cohorts cross-populate. Some classes in grades K-6 may have 2 separate groups coming on campus 2 times a week, and as long as desks are 4-6 feet apart, they may have up to 14 students if all fit in their classroom safely at any given time.

SECTION D

K-6: a daily schedule of 7:50 am- 3pm. Monday/Wednesday (group A) and Tuesday/Thursday (group B). 7th -8th daily schedule of 7:50 am- 3pm. Monday/Wednesday (group A) and Tuesday/Thursday (group B) with the exception that they will only have 25% of the 7th and 8th grade total population for high needs cohort. Friday would be remote for all grades K-8 when the staff would have a weekly faculty meeting in the morning, and Music and PE would be taught to all grades remotely. On Fridays, school is dismissed at 1:30pm. Title I ELA and Title IV Math students can still work with Catapult teachers online through 3pm.

Mass days are on Monday (group A) and Thursdays (group B) in the church at 8am. Once a month, Friday All-School Masses are also held at 8am in the church. Families will sit together in the same pew.

Jr High Groups will be A and B from 7:50 am-3pm.

- MONDAY (Group A) 8th (Navia) / 6th-7th (Perry-Dyogi)
- TUESDAY (Group B) 8th (Perry) / 6th-7th (Dyogi-Navia)
- WEDNESDAY (Group A) 8th (Dyogi) / 6th-7th (Navia-Perry)
- THURSDAY (Group B) 8th (Navia) / 6th-7th (Dyogi-Perry)

MON:

^{*8}th grade has only one teacher per day in the classroom

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1st Block - Perry (6th) / Dyogi (7th - teaching 8th)
2nd Block - Dyogi (7th) / Perry (6th - teaching 8th)
3rd Block - Dyogi (6th) / Perry (7th)
*Navia (8th - teaching all grades from classroom)
TUES:
1st Block - Dyogi (6th - teaching 8th) / Navia (7th)
2nd Block - Dyogi (7th) / Navia (6th)
3rd Block - Dyogi (6th) / Navia (7th - teaching 8th)
*Perry (8th - teaching all grades from classroom)
WED:
1st Block - Perry (6th) / Navia (7th)
2nd Block - Perry (7th - teaching 8th) / Navia (6th)
3rd Block - Perry (7th) / Navia (6th - teaching 8th)
*Dyogi (8th - teaching all grades from classroom)
THUR:
1st Block - Perry (6th) / Dyogi (7th - teaching 8th)
2nd Block - Dyogi (7th) / Perry (6th - teaching 8th)
3rd Block - Dyogi (6th) / Perry (7th)
*Navia (8th - teaching all grades from classroom)
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Music on Friday: K-2: 9-10, grades 3-5:11:15-12:15, grades 6-8: 10:15-11:15

PE Schedule on Friday: Grades 3-5: 9:00-9:45, Grades K-2 10:15-11:00, Grades 6-8: 11:15-12:00 All PE classes will take place virtually on Fridays for the 3rd trimester. If classes were to resume on campus, they would be outside using no-contact activities. The school does not have locker rooms as students wear their PE clothes for the duration of the school day.

Physical Education & Extra-curricular Activities

To the extent possible, extra-curricular activities are encouraged to take place remotely or in the same cluster of students that are established during the school day. In-person meetings must be limited to groups of 5-14 students and must be a part of the same grade-level cohort.

Classes will resume in hybrid fashion. Cohorts will consist of 5-14 students with a maximum of 2 supervising adults per cohort. All those in a cohort will stay together for instruction, meals and recreation activities and will not cross populate with other cohorts throughout the school day.

SAP school will also offer the option for a full DISTANCE LEARNING model. Parents will be given a choice via survey sent by teachers that they must commit to for hybrid or remote learning. The default choice will be remote learning if we don't hear back from them confirming their choice. School surveys will be sent out to garner this information.

Classroom Furniture

Classroom furniture has been pared-down to the minimum so that students and teacher desks may be separated by four to six feet. All desks will have a desk barrier and students and teachers will be required to wear masks and/or face coverings/shields. Cohorts will minimize movement to and from other spaces in the classroom and generally throughout the building during the day. The teacher will teach from the front of the classroom away from student desks. Group work will be modified so that it occurs using technology such as Seesaw, Google Classroom, Google Meets or Zoom where students may engage with each other (including students who are working virtually from home), with everyone at a safe distance.

Students' belongings Storage

K-5 students may store their belongings in their individual cubby or desk. Individual belongings are not accessed by other students. Students will take personal belongings home each day or stored in their desks/cubbies if no one else is using their desks and taken home where they will be encouraged to wash and disinfect. Junior high students will not have a storing place and will have to take all their belongings home on a daily basis. Parish Religious Education classes after school will continue to be given remotely for the rest of the school year.

Lunch Meals - Food Service

Students will bring their own lunch and snacks to school. If applicable, students will order lunch from a school-approved vendor for delivery of sealed lunch sacks. Students will eat lunch either in classrooms (rainy-day schedule) or outside in a designated lunch space area for their cohort. Lunch hours will be staggered to maximize social distancing. Younger students will be dismissed first and then older students can go outside to play or do physical activities in their cohorts. If classes eat in the hall or outside on the benches, only 2 students may be seated at one 6' x 4' table diagonally across from each other. All students are expected to come to school with their own lunch every day. To minimize contact, parents are discouraged from coming to campus to drop off lunches for their children. If lunches must be dropped off, they should be placed on the silver tray near the office at the front back gate."

Parents are encouraged to drop off lunches at the black gate in front of the school and are discouraged from coming on campus for this reason. Lunches may be dropped off on the silver tray near the office. The office staff must be notified so that the teacher will be aware that lunch is being brought to school for a student so no child goes hungry.

Administration Area

The front office and classrooms in use contain the following:

- Wall signage alerting visitors to maintain a 6-foot distance from school office personnel.
- Plexiglass barriers around the reception counter for office staff members.

- Workstations arranged so that they are a 6-foot distance from each other and from those entering the space.
- Only 5 people maximum are allowed in the office at any given time. Others will wait outside to be called.

Ideally, families and guests will come to the office by appointment only. Office hours are 7:30-4pm M-F, except holidays. Because of LA County being a hotspot for COVID-19 cases, the school is taking more precautions and putting in place protocols for school office visits, to mitigate the spread of the virus.

We ask all families that are making payments to please call the office with a credit card number and the invoice amount. Once the payment is received, then the school will email families their paid receipt.

If families would like to order Scrip that is in-house or pick-up orders, we ask them to please call us and place the order and make a payment so that we will have it ready for pick-up once they arrive.

As much as possible, we ask families to please call the office for payment and then come to the school and buzz at the front gate to pick up or drop items. This will prevent us from having to ask the health screening questions and taking their temperature to be cleared to be allowed on campus.

C. MEASURES THAT ENSURE INFECTION CONTROL

Screening of Students, Staff and Visitors

Screening for COVID-19 symptoms by students, staff and visitors is required before entering the school building. All students, staff and visitors will be screened by a staff employee in the following manner:

• On the morning of arrival parents submit an online survey questionnaire to rule out symptoms consistent with COVID-19 (e.g. fever, cough, loss of taste, smell, difficulty breathing) and to determine whether the individual has been in contact with someone who is COVID-19 positive or has symptoms consistent with COVID-19. Prior to exiting the carpool or at the main entrance to the building, submit to a thermal scan with a no-touch thermometer for body temperature. When we begin using Arc Sensors with the school population, these procedures will change slightly but be more streamlined.

Health Screening (at home)

Parents are strongly advised to monitor for symptoms at home and must be reminded to keep children who are sick at home until they are fever and vomit free (without medication) for 24 hours. Daily health checks will be performed daily with on-site temperature checks and health screening questions and students will be monitored for signs of illness throughout the day. Arc Sensors can help with this screening before daily entry into the school. Students with allergies are encouraged to get clearance from their doctors to return safely to school. If a child has allergic symptoms, teachers and staff should be made aware of these symptoms to ensure that they are due to allergies and not COVID-19. The school will take all precautions to ensure everyone's safety during this precarious time when everyone is on high alert.

Health Checks (at school)

During morning drop-off and before entering a classroom, all parents must show proof that they have

completed the health screening for their child(ren) at home via an on-line app. The documentation can be shown either by phone or printed email confirmation. If an affirmative is given to any of the screening questions, he/she must not enter the school building. The screening questions are:

- Have you had any symptoms of: Y/N
- Sore throat
- Vomiting
- New or worsening cough
- Diarrhea
- A loss of smell or taste
- Fever/High temperature
- Difficulty breathing
- O NO SYMPTOMS PRESENT
- Have you ever tested positive for Covid? Y/N In the last 14 days? Y/N
- Have you been around anyone that has tested positive for COVID in the last 2 weeks? Y/N Have you travelled out of state in the last 14 days? Y/N? *If Yes please quarantine for 2 weeks unless already vaccinated

NOTE: Temperatures above 99.9 degrees Fahrenheit will follow the protocol as listed in CHART A above and in the following Health Office Order of July 1, 2020 http://publichealth.lacounty.gov/media/Coronavirus/docs/HOO/HOO Coronavirus Blanket Isolation.pdf

Reducing Non-Staff & Student on Campus

The school will extensively limit non-staff and student persons on campus in the following manner:

- 1. Visitors, school parents and non-school siblings will not be permitted on campus with the exception of emergencies.
 - a. In emergency situations visitors or those essential to school operations may be allowed to visit limited areas on campus, which include the following: front office lobby, conference room and principal's office.
 - i. Visitors and school parents will conduct meetings with school personnel via video conference or phone call.
 - ii. Visitors must make an appointment and sign in on the visitor log upon arrival, which will include the individual's name, phone number and email address.
 - iii. Visitors must avoid touch contact with school surfaces to the extent possible.
 - iv. Visitors must wear face coverings at all times unless they have proof of exemption for wearing a mask by a medical provider.

Promoting Proper Ventilation in the School

We ensure proper ventilation in the school building with the following:

Doors and windows will be kept open during the school day if outdoor conditions permit.

Hand Sanitizing - Students

For frequent hand washing, staff and students have access to 4 bathrooms on campus (4 designated for students and 4 for adults). Students will have ample opportunities to wash during the school day. Staggered use of bathrooms as well as designated bathrooms for cohorts will be in effect.

Each classroom has bottles of hand sanitizer available.

Ensuring Proper Hygiene

Students and staff will be given frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application and using paper towels to dry hands thoroughly. Hand dryers will not be used. Frequently scheduled mandatory handwashing breaks (especially for younger students) will occur at minimum:

- Before and after eating
- After using the restroom
- After outdoor play
- Before and after any group activity.

Staff will model and monitor frequent and proper handwashing, especially in lower grades where hygiene breaks are an opportunity to reinforce healthy habits.

Wear Face Coverings (Masks & Shields)

LACDPH guidance on face coverings for students states that it is mandatory for students two years and older to wear a cloth face mask while on campus, unless drinking or eating. Students who are unable to wear a face mask due to health reasons (like asthma) must provide a doctor's note to the school office and wear a face shield rather than a face mask.

It is the parents responsibility to provide a mask for their child(ren) to wear to school every day. Cloth face masks must be appropriate for school and have no vulgar language or violent and inappropriate designs. If it is a cloth mask, it is the parents responsibility to wash the mask daily. Additionally, an extra mask must be kept in the child's backpack to replace a face covering that becomes soiled during the school day. Teachers and staff have extra masks and shields if a child needs one during the day.

The general expectation is to teach and communicate that students should wear masks and keep them on especially while indoors. Teachers will reinforce this practice and teach proper mask wearing and removal. The following videos are useful tools for parents and students to review prior to starting school:

Donning and Doffing Facial Mask Video

ask Test - Is your Mask Effective?

School Cafeteria

The school Hall is not currently in use for lunch. Students will bring their own lunch to school daily. Students will eat outside on the benches in designated areas per grade level, according to safety

guidelines. Parents can drop off lunches to students on the lunch tray left at the front gate. They do not have to come onto campus for this. Once we have a secured food vendor, the school will notify families of this option.

D. COMMUNICATION REGARDING COVID-19 SCHOOL POLICIES AND THE RETURN TO CAMPUS

St. Anthony of Padua families, students, teachers, staff and other community members have been notified of the COVID-19 information listed below via signage at entrances to the school building and in the faculty workroom, lunchroom and each classroom. In addition, this information as well as other COVID-19 resources have been posted on the school website at:

http://www.stanthonygardena.org/covid-19-info/ and has also been directly emailed to staff and school families:

- Isolation and quarantine policies
- Location options for COVID-19 testing
- The protocol for those who test positive or have symptoms consistent with COVID-19
- The protocol for health screening prior to entering the school building
- Face coverings
- Physical distancing policies
- Infection control policies
- Changes to the academic and extracurricular schedules
- Visitor policies

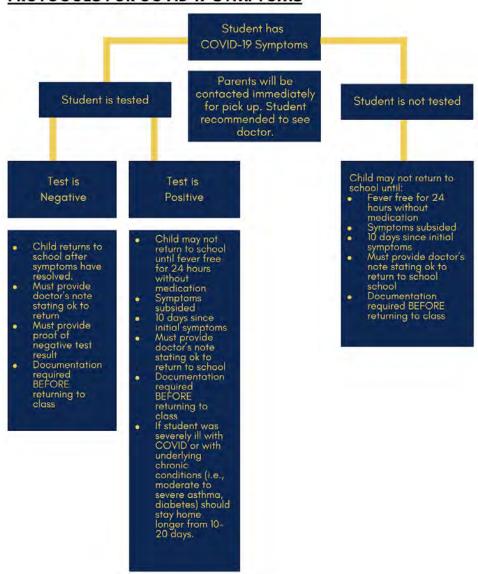
E. EQUITABLE ACCESS TO CRITICAL SERVICES

The School will continue to serve students in our <u>Support Team Education Plan (STEP)</u> program and/or those with Individualized Education Plans (IEPs) and 504 Plans. Students on academic contracts will also be served as outlined in the agreements.

- Parents meet with our STEP Coordinator, the teacher, and principal at the beginning of each year
 to formalize a plan for academic, social and emotional support and to review personal safety
 during COVID-19.
- Students in the STEP program will receive minor adjustments and support, which may include continued remote learning, a hybrid model, as well as various minor adjustments in the classroom.
- St. Anthony reopened for a high needs cohort on 11/16/20. This was to accommodate students with failing grades or low diagnostic standardizedscores on the STAR tests. It was also offered to families who had extenuating circumstances. The school could welcome up to 25% of the total student population: about 55 students at any given time. This high needs cohort continued through March 5, 2021. The whole school is set to reopen on March 8, 2021 to grades K-6 and to the 25% of the new high needs population of 7th and 8th grade students, which is about 8 students a day so all students can return to school for 1-2 days a week, depending on their schedules. Families have the option to have their child continue with remote learning this year.

- Title I ELA and Title IV Math Services are made available to students who qualify for these services.
- The school is looking to partner with outside organizations to provide Counseling services for students to help with their Social-Emotional well-being.

PROTOCOLS FOR COVID-19 SYMPTOMS

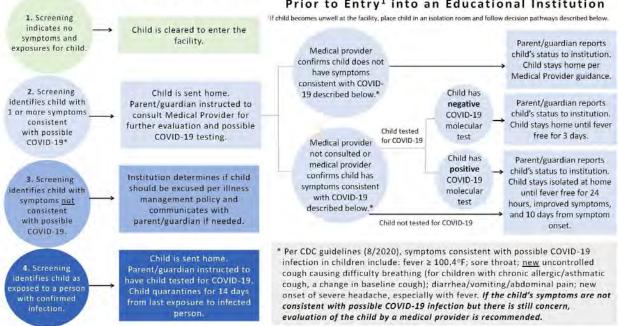


Decision Pathways for 1) Symptomatic Children, (2) Contacts of a Potentially Infected Child, (3) Children and Employees with Laboratory Confirmed COVID-19, and (4) Contacts of Persons with Laboratory Confirmed COVID-19 at Educational Institutions

Los Angeles County Department of Public Health Updated: 9/20/2020

Decision Pathways for
Symptomatic Children and Contacts of a Potentially Infected Child
at an Educational Institution

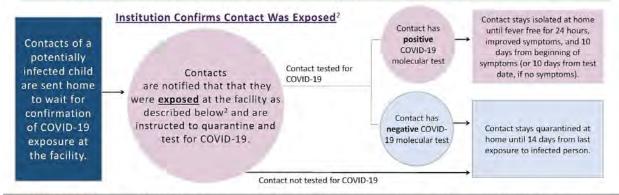
Decision Pathways for Children Screened for Symptoms and Exposures Prior to Entry¹ into an Educational Institution



Decision Pathways for Contacts of a Potentially Infected Child¹ at an Educational Institution (1)

¹A potentially infected child is defined as a child at the facility with 1 or more symptoms consistent with possible COVID-19. Symptoms include fever ≥ 100.4°F; sore throat; new uncontrolled cough that is different from baseline and causing difficulty breathing; diarrhea/vomiting/abdominal pain; new onset of severe headache, especially with fever.

A contact of a potentially infected child is defined as a child or employee at the facility who was within 6 feet of the potentially infected child for >15 minutes or had direct contact with bodily fluids/secretions from a potentially infected child.



²A contact of a potentially infected child is confirmed as <u>exposed</u> if the Institution receives confirmation that: (1) the contact was exposed to a child with 1 or more symptoms consistent with COVID-19 based on Medical provider consultation <u>OR</u> 2) the contact was exposed to laboratory-confirmed COVID-19 based on a positive molecular test result of a potentially infected child.

Decision Pathways for Contacts of a Potentially Infected Child¹ at an Educational Institution (2)

¹A **potentially infected child** is defined as a child at the facility with 1 or more symptoms consistent with possible COVID-19. Symptoms include fever ≥ 100.4°F; sore throat; new uncontrolled cough that is different from baseline and causing difficulty breathing; diarrhea/vomiting/abdominal pain; new onset of severe headache, especially with fever.

A contact of a potentially infected child is defined as a child or employee at the facility who was within 6 feet of a potentially infected child for >15 minutes or had direct contact with bodily fluids/secretions from a potentially infected child.

Institution Confirms Contact Was Not Exposed²

Contacts of a potentially infected child are sent home to wait for confirmation of COVID-19 exposure at the facility.

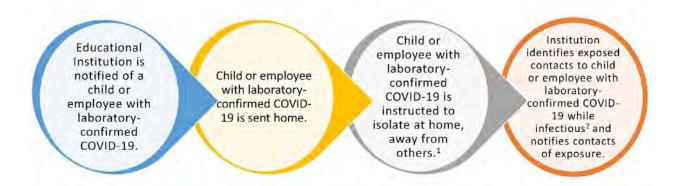
Contacts
are notified that they were
not exposed at the facility as
described below² and are
instructed to return to the
Educational Institution.

²A **contact of a potentially infected child** is confirmed as **not exposed** if the Institution receives confirmation that: 1) the contact did not have an exposure to a child with 1 or more symptoms consistent with COVID-19 based on Medical provider consultation; OR 2) the contact was not exposed to laboratory-confirmed COVID-19 based on a negative molecular test result of a potentially infected child.

Decision Pathways for

Children or Employees with Laboratory-Confirmed COVID-19 and Contacts of Persons with Laboratory-Confirmed COVID-19 at an Educational Institution

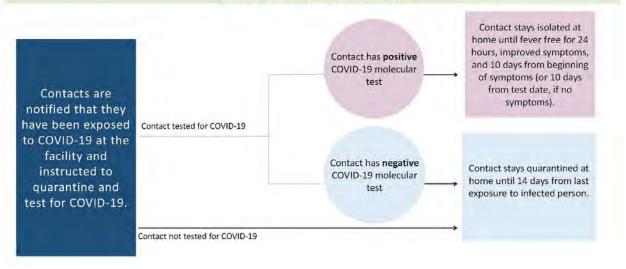
Guidance for Child or Employee with Laboratory-confirmed COVID-19 at an Educational Institution



Persons with laboratory-confirmed COVID-19 infection should isolate until fever free for 24 hours without fever reducing medication, improved symptoms, and 10 days from beginning of symptoms (or 10 days from test date, if no symptoms).
 The infectious period for an infected person is 48 hours before symptom onset (or test date for persons with no symptoms) until the infected person is no longer required to be isolated.

Decision Pathways for Contacts¹ of a Child or Employee with Laboratoryconfirmed COVID-19 at an Educational Institution.

¹A contact of a child or employee with laboratory-confirmed COVID-19 is defined as a child or employee at the facility that was within 6 feet of an individual with laboratory-confirmed COVID-19 for > 15 minutes or had unprotected direct contact with bodily fluids/secretions from the person with laboratory-confirmed COVID-19.



Exposure Management Plan

School COVID-19 Compliance Task Force

Managing Exposure to 1 COVID-19 Case at School

at school

- 5. School consults with
- of school exposure & DPH

Managing Exposure to 2

Managing Exposure to 3+ **COVID-19 Cases at School**

- 1. If cluster of ≥ 3 cases within 14 days, school notifies DPH
- 2. Follow steps 2-7 for 1 confirmed case
- 3. DPH investigates if outbreak criteria met & works with school

If symptoms of COVID-19 illness occur at school

4. School provides updates to DPH until outbreak resolved

Symptoms of COVID-19

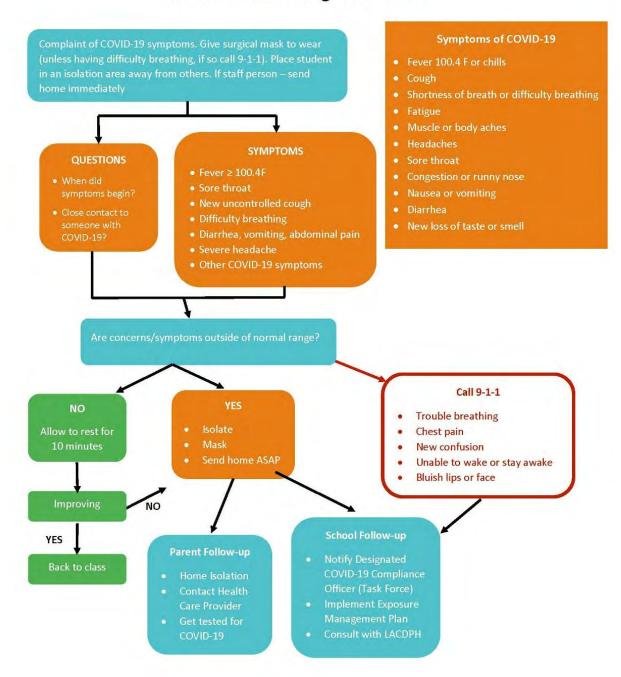
- Student will wait in isolation area with supervision
- School advise parent to contact health care

• Student given a surgical mask, if available, to wear (if tolerated)

- Arrangements made for parent to pick up student

- provider and get tested for COVID-19
- School provide information to parent on resources to get tested for COVID-19

COVID-19 Screening Flow Chart



EXPOSED TO COVID-19 "Now What" Flow Chart

I just found out...

Symptoms of COVID-19

- Fever 100.4 F or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headaches

- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrha:
- New loss of taste or smell

I'm COVID-19 positive

- Follow Home Isolation instruction
- Stay home, avoid infecting others

May return to school when:

- 24 hours with no fever (no use of fever-reducing medication)
- · Other symptoms have improved
- At least 10 days have passed since symptoms first appeared.
- For persons who never developed symptoms, isolation can be discontinued 10 days after date of testing positive

I've been exposed/had close contact with someone who is COVID-19 positive

- Follow Home
 Quarantine instruction
- Contact health care provider
- Get tested for COVID-19
- Self-monitor for COVID-19 symptoms

If test positive for COVID-19

Begin Home Isolation (see steps for COVID-19 positive)

May return to school when:

- Complete 14 days from
- Home Quarantine for 14 days from last date of exposure
- If test negative for COVID-19, must still complete all 14 days of guarantine

I have been exposed/had close contact with someone who was exposed to COVID-19

Practice steps to stay healthy:

- Physical distance 6 feet
- Wear a face covering
- Wash hands often with soap & water for 20 seconds or use hand sanitizer with 60% alcohol
- Avoid touching eyes, nose & mouth

May return to school immediately

No restrictions

Note: Considerations for Partial or Full School Closure in the instance that a school experiences multiple positive cases in a 14-day period, they made need to, in consultation with the Archdiocese and local health officials, consider a partial or full school closure. Please refer to the COVID-19 and Reopening Framework from K-12 Schools in California or the LA County Reopening Protocols for K-12 Schools document for additional details.

We will follow the procedures outlined in the documents below:

Exposure Fact Sheet (LACDPH)

Archdiocese of Los Angeles Exposure Management Plan

Exposure Management Plan (LACDPH)

Documents Informing this Plan

Archdiocese of Los Angeles Starting the School Year Smart

CDPH Guidance for Schools

County of cLos Angeles Public Health Reopening Protocols for K-12 Schools

County of Los Angeles Public Health Exposure Management Plan for K-12 Schools

CDC Considerations for Schools

This document will evolve as public health conditions change and modifications are provided by the Archdiocese of Los Angeles and the department of public health. Please anticipate updates as we work towards the fall. The attached guidelines were provided to us by the Archdiocese of Los Angeles based on the recommendations from public health officials. These guidelines need to be implemented for St. Lawrence Martyr School to open our doors safely.

COVID-19 School Guidance Checklist

January 14, 2021





Date: February 18

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or	Equivalent: St. Anthony of Padua School	
Number of schools: 1		
Enrollment: 217		
Superintendent (or equivalent) Name:		
Address: 1003 W 163rd st	Phone Number: 310-329-7170	
Garedena, CA 90247	Email: agrey@stanthonygardena.org	
Date of proposed reopening: 03/08/2021		
County: Los Angeles	Grade Level (check all that apply)	
Current Tier: Purple	☐ TK 図 2nd 図 5th 図 8th ☐ 11th	
(please indicate Purple, Red, Orange o Yellow)	r ⊠K ⊠3rd ⊠6th □9th □12th	
Type of LEA: Private	■]st ■ 4th ■ 7th □ 10th	
an LEA or equivalent has already opendine Purple Tier, materials must additional officer (LHO), local County Office of Edutem prior to reopening. The email address for submission to the in Purple Tier is: K12csp@cdph.ca.gov LEAs or equivalent in Counties with a counties.	cy (or equivalent) prior to reopening or if ed for in-person instruction. For those in ally be submitted to your local health ucation, and the State School Safety State School Safety for All Team for LEAS ase rate >=25/100,000 individuals can school until the county is below 25 cases cutive days.	
Associa Ossess	t to the website of the local educational	
agency (or equivalent) the COVID Safe the COVID-19 Prevention Program (CPP	ety Plan, which consists of two elements:	

which satisfies requirements for the safe reopening of schools per CDPH <u>Guidance on Schools</u>. For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

■ Stable group structures (where applicable): How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

12 students and 2 staff grades K-2 and 12 students 1 staff grades 3-8

If you have departmentalized classes, how will you organize staff and students in stable groups?

N/A

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

No more than two groups daily.

- Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.
- Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced for staff and students.
- Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.
- ☑ **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

☑ Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

■ **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: 6	feet	
Minimum: 4-6	feet.	If this is less than 6 feet, please explain why
it is not possible to m		inimum of at least 6 feet.
classroom sizes may	not allow for	a full 6ft

■ Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

■ **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

100% of staff every month.

■ **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier: N/A

po	Identification and Reporting of Cases: At all times, reporting of confirmed ositive and suspected cases in students, staff and employees will be onsistent with Reporting Requirements.
stu	Communication Plans: How the superintendent will communicate with udents, staff, and parents about cases and exposures at the school, onsistent with privacy requirements such as FERPA and HIPAA.
Co	Consultation: (For schools not previously open) Please confirm onsultation with the following groups Labor Organization Name of Organization(s) and Date(s) Consulted: Name: Date: Parent and Community Organizations Name of Organization(s) and Date(s) Consulted: Name: PTO Date: 10/08/2020 If no labor organization represents staff at the school, please describe the process for consultation with school staff:
	Review of plan in July of 2020, August of 2020, consultation regarding re-opening supervision in the fall of 2020, consultation regarding waiver in the winter of 2020/21. Procedures for high needs cohort.
For Lo	cal Educational Agencies (LEAs or equivalent) in <u>PURPLE:</u>
C ar br	Local Health Officer Approval: The Local Health Officer, for (state ounty) Los Angeles . County has certified approved the CRP on this date: If more than 7 usiness days have passed since the submission without input from the HO, the CRP shall be deemed approved.
Additio	onal Resources:
Guida	nce on Schools
Safe So	chools for All Hub

AppendixT1:

https://documentcloud.adobe.com/link/track?uri=urn:aaid:scds:US:a27c56c1-2828-4c18-855d-8380cd362e46