

LA PURISIMA CATHOLIC SCHOOL RE-OPENING PLAN



La Purisima Catholic School administration reserves the right to make specific changes as needed to ensure safety of students, staff and visitors.

This Reopening Plan has been updated to reflect the State of California's *COVID-19 Reopening In-Person Instruction Framework and Public Health Guidance for K-12 Schools in California, 2020-2021 School Year* issued on January 14, 2021. https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf

As required, the school has posted a COVID-19 Safety Plan (CSP) on the homepage of the school's website. The CSP includes the school's Cal/OSHA COVID-19 Prevention Program (CPP) and the COVID-19 School Guidance Checklist. The detailed plans describing how our school meets the requirements outlined in the CSP elements are found in this Reopening Plan.

LA PURISIMA CATHOLIC SCHOOL
REOPENING PLAN
2020

The teachers, staff, and parents of La Purísima Catholic School are dedicated to provide for the formation of the whole child; spiritually, morally, physically, emotionally, and academically. We strive to help our children become disciples of our Church and confident, responsible and creative leaders of our community. Teachers and staff partner with the parents, as the primary educators of their children, to instruct our students in an atmosphere of cooperation that respects individual differences and cultural traditions. Through a Christ-centered program, we endeavor to provide opportunities for our students to acquire the skills needed to meet the demands of the present, while preparing them for the challenges of tomorrow.

La Purisima is committed to providing a physically and emotionally safe environment for students, faculty, parents and guests. Due to the current situation, it is essential that La Purisima Catholic School creates a reopening plan to return all students and staff to campus safely. The following plan is a “plan” and can be adjusted or amended at any time as recommended and/or mandated by the Center for Disease Control, California Department of Education, California Department of Health, Orange County Health Care Agency and Diocese of Orange.

La Purisima administration is cautiously optimistic students and staff will return to a full-time class schedule with safety measures in place. With parents as primary educators, we partner to provide a safe environment for all and understand each has a role to play. It is through the collaboration that we will provide a learning environment with no or low exposure to diseases/illnesses. Please see *Helpful Tips for Parents*.

Families and Staff must read this plan in its entirety and address any concerns to the principal. La Purisima Catholic School is ready to shift from in-person to online learning as recommended/mandated by government and/or Diocesan officials.

Students should stay home from school if showing any of the following:

- Fever
- Vomiting or nausea
- Persistent cough
- Shortness of breath or chest pains
- Chills
- Repeated shaking with chills
- Fatigue
- Muscle pain
- Headache
- Sore throat
- Congestion or runny nose
- Diarrhea
- New loss of taste or smell

Students MUST be without a fever for twenty-four hours without medication before returning (La Purisima Catholic School Home and School Parent Handbook, p. 31). For 2020-2021 school year, 24 hours is being extended to 72 hours.

General Cleanliness of school

- Evening religious education classes have been cancelled or will take place virtually until further notice.
 - School premises will be cleaned and disinfected every evening by Golden Eye Corporate Services (light switches, door handles, desks, floors, etc.).
 - Classrooms will be equipped with disinfecting wipes and spray to clean throughout the day by school staff.
 - Restrooms will be cleaned and disinfected daily.
 - Classroom use will be limited to school students/staff only.
 - Volunteers will not be permitted in the classrooms unless authorized by school administration.
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School Arrival

- Students
 - Students should wash their hands with antibacterial soap BEFORE they leave for school.
 - Students will be dropped off at the playground gate. Parents will enter through the North entrance on Hewes St. The parking spaces adjacent to the playground will not be used for parking. Prior to getting out of the car, students will be visually screened and have their temperature taken by school personnel using a touchless thermometer.
 - Students above 100.4° F and their siblings will be sent home. NO EXCEPTIONS
 - Students will maintain social distancing and wear masks while waiting on the blacktop for school to begin.

 - Faculty/Staff
 - Passive Screening-staff will self-screen before leaving for work: check temperature to ensure it is below 100.4° F and check for symptoms outlined by public health officials. Staff will stay home if they have symptoms consistent with COVID-19 or have had close contact with anyone diagnosed with COVID-19.
 - Active Screening-Visual wellness check, temperature taken upon arrival, to ensure below 100.4° F. If above 100.4°, they will be sent home and advised to seek medical attention.
 - Staff must be fever free for 72 hours prior to returning to school.
 - Staff will wash/sanitize hands upon arrival and throughout the day.
 - Teachers should have substitute teacher plans that can be implemented on a moment's notice.

 - Outside Visitors/Volunteers
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- Parents and other visitors will be strongly encouraged to handle all matter via phone call or email.
- On site office visits will only be done if absolutely necessary.
- Volunteers must wear face masks and other PPE while on campus.
- If a child needs to be picked up early, parents will inform the office at least 15 minutes before they are to be picked up. Upon arriving to the parking lot, the parent will call the office from their car and their student will meet them at the gate with school personnel to sign them out.
- Volunteers will be met at the gate to have their temperature taken with a touchless thermometer before entering campus.
- All volunteers must follow school protocol as stated in the Home and School Handbook.
- Volunteer work will be limited to outside activities where social distancing can be enforced.
- Volunteers will not come in direct contact with students/teachers.
- Volunteers will not be allowed in the classroom.

In the classroom

- Students will maintain 6 ft. social distancing whenever possible.
- Students will remain in classrooms and teachers will rotate as needed to teach each cohort whenever possible.
- Students will wear masks all day as indicated by CDPH guidelines.
- Teacher will set scheduled handwashing/sanitizing time.
- Students will sanitize hands every time they enter the classroom.
- Classroom supplies (pencils, crayons, etc.) will not be shared among students.
- Items that are necessary to share will be sanitized between each use.
- The school hall, learning lab, patio, quads, and blacktop will provide additional spacing to ensure 6 ft. social distancing are available daily.

Face Coverings

Students in all grade levels K-12 are required to wear face coverings at all times, while at school, unless exempted.

All staff will use face coverings in accordance with CDPH guidelines

- CDPH recommends disposable 3-ply surgical masks, which are more effective than cloth face coverings
- For staff, bandanas, gaiters and similar face coverings are not acceptable.
- In limited situations where a face covering cannot be used for pedagogical or developmental reasons, a face shield with a drape can be used as long as the wearer maintains physical distance from others

During the day

- Should a student/staff member show signs of illness including but not limited to fever, vomiting, persistent cough, shortness of breath or chest pains, they will go to the office, switch their mask to a school provided disposable mask and have their temperature taken. If necessary, student will be quarantined in the office and parents will be called immediately to pick their child up. Parents/authorized adult should be available at all times to pick up sick child within 1 hour. If necessary, staff member will be sent home to seek medical attention.
- Drinking fountains are converted to handwashing stations.
- Students are strongly encouraged to bring their own water bottles from home. Refill stations are available in classrooms and in the front office.
- Hallways will be one-way walkways as indicated by arrows.
- Students and staff will wear face masks/shields at all times as indicated by CDC guidelines.
- Recess/lunch time
 - Students will eat in their classes classrooms.
 - Students will have class designated play areas.
 - Playground equipment will not be shared.
 - Students may not bring sports equipment from home.
 - Students are encouraged to play games and activities that encourage non-contact distancing practices.
- Whole school gatherings (assemblies, announcements, etc.) will be watched in individual classrooms through CavTV (LPCS YouTube Channel).
- All field trips will be conducted virtually.
- Faculty room and other common areas will be limited to 3 teachers at a time.

End of Day

- Parents will enter through the North entrance on Hewes and drive through the gray gates, around the playground and black top to the first gate closest to the school.
- Parents will print a sign with family last name and student grades to display in the driver's front window.
- School staff will use walkie talkies to communicate with office staff to call student names over PA.
- Students will wait in classroom until they hear their name called over the loudspeaker.
- Students will walk to the pick up lane in front of the school to be escorted to their car.

Extended Care (Cavalier Care)

- Students will follow all In the Classroom procedures.
- Parents will use the Cavalier Care Text Remind App to contact Cavalier Care staff upon their arrival to school.
- Parents will enter the walk-in gate on the blacktop and walk alongside the outside of the building to the Cavalier Care playground (formerly the preschool playground)
- Staff will meet parent/guardian at the playground gate with their student.

Identification and Tracing of Contacts

- The Principal and Office Manager will be responsible for
 - Notification of health agencies
 - Notification of parents of students possibly exposed to the virus
 - Notification of staff is possibly exposed to the virus
 - FERPA and HIPAA privacy requirements will be followed.
- Required COVID-19 Reporting
 - The school will notify the local health officer of any known case of COVID-19 among any student or employee who was present on a school campus.
 - The school will utilize the Orange County Health Care Agency's *Investigation and Contact Tracing Processes and Guidance for OC Schools*" (December 2020) to report all positive cases and close contacts.
 - This information shall be reported to the local health officer by telephone within **twenty-four hours** from the time an individual within the local educational agency or private school is first made aware of a new case.
 - The school liaison to the LHD is: Rosa Ramirez
- If a student or staff member is confirmed to have COVID-19, local health officials will be immediately notified. These officials will help administrators determine a course of action including but not limited to compiling and submitting lists of exposed students and staff. The school will likely dismiss the exposed students and staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school and for custodial staff to clean and disinfect the affected facilities. The school will work with the local health officials to determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further the spread of COVID-19.
- Infected individuals will go home and be excluded from school for at least 10 days from symptom onset date or, if asymptomatic, 10 days from the date the specimen was collected for the positive test.
- An infected employee should consult with their health care provider immediately and follow the directives provided to them by their health care provider. The infected employee should follow CDC recommended steps, and not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments. Currently, the CDC's criteria for discontinuing home isolation require that the employee experience all of the following: (1) 3 days with no fever, (2) respiratory systems have improved (e.g. cough, shortness of breath), and (3) 10 days have passed since his/her symptoms first appeared.
- The school will review symptoms with employees and parents of students. Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and be sent home as soon as possible. Students who have symptoms should be kept home. Anyone who experiences these symptoms at school will be separated from well students and staff until the sick person can be sent home.
- Employees and students with an underlying medical condition, and who are concerned, should consult their health care provider.

Cluster or Outbreak at School

When either the school or LHD is aware that an outbreak may be underway, the LHD should investigate, in collaboration with the school, to determine whether these cases had a common exposure at school (e.g., a common class or staff member, bus ride, or other common exposures outside of school). CDPH defines a school outbreak as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically linked in the school, are from different households and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting).

During the investigation, the school will:

- Notify parents/guardians and school staff of a cluster/outbreak investigation related to the school and encourage them to follow public health recommendations.
- Identify, as part of the CSP, one or more school staff member who can liaise with the LHD regarding the cluster/outbreak investigation by confirming which classes and stable groups included confirmed cases or symptomatic students and staff members, and if recent events or gatherings involved any cases or symptomatic persons.
- Identify absenteeism among those in affected classes or stable groups, and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the cases infectious period.
- Coordinate with the LHD to share a line list of cases and contacts with dates present at or absent from school.
- Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
- Coordinate with the LHD on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions.
- Coordinate with the LHD on whether and when the school should be closed and reopened.
- Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures (see sample notification #3 in Appendix 2).
- Implement online/distance teaching and learning during school closure.
- Arrange for cleaning and disinfection of entire school before reopening in the case of closure.

Testing of Students and Staff

- To ensure the safety of students and staff, the school will recommend staff to be tested periodically, as testing capacity permits and as practicable. When a student or staff exhibits COVID-19 symptoms, the student or staff member will be sent home and testing will be recommended. School employees and students who need testing should either go to their health care provider or a state-operated or other community testing site. The Department of Managed Health Care has filed an emergency regulation to

require health plans to pay for COVID-19 testing for all essential workers, including school staff. In addition, tests are available at community testing sites throughout the state.

In the event of closure

Individual school closure, in which all students and staff are not on campus, is recommended based on the number of cases and stable groups impacted, which suggest that active in-school transmission is occurring. Closure should be done in consultation with the LHO. Situations that may indicate the need for school closure:

Within a 14-day period, an outbreak has occurred in 25% or more stable groups in the school.

Within a 14-day period, at least three outbreaks have occurred in the school AND more than 5% of the school population is infected.

The LHO may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Length of closure: 14 days, or according to a decision made in consultation with the LHO.

- If multiple classrooms have positive cases or if 5% of all teachers and students test positive, the school campus will be closed and instruction will transfer to Distance Learning.
- Cavalier Distance Learning
 - “Classes” will be in session 8:00 AM – 3:00 PM.
 - Teachers will provide live and video instruction.
 - Teachers will meet with students daily via Google Meets.
 - Materials needed for learning will be sent home with students.
 - Students will be present and attentive during class time

Travel Requirements

The State of California has updated its travel policy with the following provisions:

- Non-essential travel (for recreational purposes) should be limited to 120 miles from the person’s home.
- Californians who travel outside the state or the country must quarantine for 10 days upon their return to California.
- Visitors to California from other states and countries must also quarantine for 10 days upon their entry into California.

With this in mind, please limit recreational travel to no more than 120 miles from your home. If you must travel outside of California or outside of the United States, you will need to quarantine for 10 days upon your return to California.

Reopening Task Force

- Lupe Cuevas-Fische, Parent, Nurse Practitioner
- Dolores Daly, Parent, C.O.O. YMCA of Orange County
- Adam Helterbran, Parent
- Brenda Livernois, Parent
- Dr. Carlos Martinez, Parent
- Dr. Grainne Mulholland, Parent
- Joann Stoff, Family Therapist, Parish Volunteer
- Gina Gidden, Teacher
- Kathy Valdez, Teacher
- Beth Yakel, Teacher
- Sandra Ramirez, Office Manager
- Rosa Ramirez, Principal
- Father Martin Nguyen, Pastor

APPENDIX

The following documents were used in developing the La Purisima Catholic School Re-Opening Plan.

CDC Considerations for Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schoolschildcare/schools.html>

CDC FAQs for Schools: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools-faq.html>

Center for Disease Control “Schools Decision-Making Tree”
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

California Department of Education – “Stronger Together: A Guidebook for the Safe Reopening of California’s Public Schools”
<https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>

California Department of Health – “COVID 19 Industry Guidance: Schools and School-Based Programs” <https://covid19.ca.gov/pdf/guidance-schools.pdf>

CDC “Cleaning and Disinfecting Your Facility”
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Department of Catholic Schools “The Light of Christ Guides Us OC Catholic Schools: Our Journey Back” https://occatholicschools.org/wp-content/uploads/2020/07/OC-Catholic-Schools_Our-Journey-Back.pdf