



**Life Source  
International  
Charter School**

**2021-2022  
School Reopening  
& Safety Plan  
FOR SEAT BASED LEARNING**

Board Approved on:

**Director/CEO/Founder**  
Dr. Deberae Culpepper-Ofori

**Principal**  
Nicole Hackett

**Assistant Principal**  
Adriana Lopez

# KINDERGARTEN REOPENING

## MARCH 29, 2021

### INTRODUCTION

Life Source International Charter School is committed to implementing a safe transition from virtual learning to seat based learning for all scholars, staff, and administrators.

In response to changes in guidance from local and state levels, the School Reopening Plan is comprehensive and fluid, focused on three priorities:

1. Keep students, staff, and the community safe through strong health and safety protocols grounded in California Department of Public Health's guidance;
2. Be responsive to the needs of parents who desire high-quality learning experience for their children, preparing students for success in an ever-evolving future; and
3. Provide trainings, support, and expectations to staff to enhance their ability to be responsive to the needs of students and to further enhance their pedagogical practices to continue the District's mission of preparing students for success in a dynamic future meaningfully.

The decision to send children to school in person is deeply personal, and families may need to consult with their physician, especially for vulnerable children. If your child has any underlying health issues, please schedule an appointment with your pediatrician to talk about risk factors for vulnerable children.

### Health and Safety Protocols

The health and safety of our students, and families is the top priority when making the decision to physically reopen our school for seat based learning. As we prepare to open in person for on March 29, 2021 for Kindergarten, we will implement health and safety protocols in alignment with the California Department of Public Health's (CDPH) Guidance for Schools. The CDPH document is included here: <https://files.covid19.ca.gov/pdf/guidance-schools.pdf>.

In compliance with local and state requirements, Life Source has completed a series of documents, highlighting health and safety protocols.

- Site Specific Plan, for students
- Site Specific Plan, for staff

### Procedural Operations

- Points of entry
- Temp Check: Arrival
- Breakfast/Lunch
- Recess/PE

- Restroom Drinking Fountains
- Classroom Layout
- Office Protocols
- Visitors
- School Meetings and Events Online
- Field Trips and Buses (if any)

As students return to campus, school will look different.

## FACE COVERINGS

All students, staff, and visitors are required to wear face coverings, and will not be permitted on campus without a face covering. Face coverings and face shields are available as needed.

A procedure has been defined for families of students with 504's or IEP's who request accommodations.



- Note: Current CDPH guidance requires the use of face coverings for students Grades 3 and up. Life Source administration and board members has provided direction that this requirement be extended to all grades on an average school year however students in Kindergarten will be issued face shields and will only be required to wear face masks upon entry to school. Once in the classroom their teacher will hand out a face shield to each student.
- Cloth reusable face coverings are available to staff. Students will have use of disposable face coverings if one is not brought to school. Staff will receive reusable face coverings and a face shield. We also have a supply of

personal protective equipment on campus.

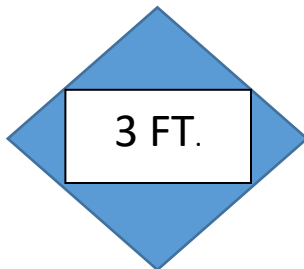
- Face shields may be used by teachers and other staff for specific lessons, or services, as per CDPH guidelines for pedagogical reasons. The use of face shields alone does not replace the use of a face covering, unless the face shield serves as an accommodation or is used for pedagogical reasons.
- Per CDPH, a cloth face covering may be removed for meals, snacks, or when it needs to be replaced.
- Accommodations for facial coverings for students will be determined through the Individualized Education Plan (IEP) or 504 process. Parents or guardians should work with the site principal to begin the IEP process to discuss accommodations. A doctor's note will be required. All students are required to wear face coverings at school. When a face covering is not possible due to an accommodation, a face shield may suffice.
- A student discipline/intervention plan has been developed for students who do not wear face coverings.
- Per CDPH, in order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school.

## HANDWASHING/SANITIZING



- Students will be instructed in proper handwashing & sanitizing techniques.
- Students may bring a personal hand sanitizing bottle for their personal use.
- Handwashing/sanitizing will be required throughout the day: upon arrival to school, before and after recess, lunch, PE, and when returning to class from any shared area and in class as needed.
- Sanitizing stations have been installed in all classrooms and shared school spaces. Additionally, portable sinks have been provided to encourage handwashing.
- Frequently touched surfaces will be cleaned regularly.
- Frequently touched surfaces in the school include, but are not limited to: door handles, light switches, sink handles, bathroom surfaces, tables.
- The night custodian hours have been adjusted to increase coverage during the day.
- All employees are encouraged to keep their work spaces clean, and teachers will teach the habit of cleanliness to students.

## PHYSICAL DISTANCING



- As required by CPDH, all teacher desks must be 6 feet away from another adult desk within a room or a student desk.
- Student desks will be spaced out 3 ft. apart.
- Staff will implement instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.

## A TYPICAL DAY

Following a description of school operational procedures enhanced with consideration to health and safety protocols. Life Source has created a ***Site Specific Plan for Students.***

## PRE-ARRIVAL

Prior to arrival each day, we are asking all families to take their children's temperature and screen them for symptoms of COVID-19 before sending them to school. Anyone with a fever of 100.4 degrees Fahrenheit or higher or with symptoms associated with COVID-19 should not go to school.

The following are symptoms associated with COVID-19, per CDC guidelines. Having these symptoms is not, in and of itself a diagnosis of COVID-19. Families are encouraged to seek a medical opinion if their children exhibit these symptoms: fever, 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. In addition, if someone is showing any of these signs, CDC advises you to seek emergency medical care immediately: trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face. This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19:

<https://www.cdc.gov/coronavirus/2019-ncov/symptomstesting/symptoms.html>

Furthermore, anyone who has had recent contact with someone that tested positive for COVID-19, anyone who has had recent contact with someone that tested positive for COVID-19 should not go to school.

## ARRIVAL



- Because Kindergarten is so small there will be one point of entry and that will be the entrance on Cedar Ave. The entry will be identified with cones for a drive thru drop-off and floor markers for those walking to school.
- Staff will be at the entry ready to take temperatures of all students arriving to school.
- All students are required to wear a face mask to enter school. One will be provided to those that need one.
- For students who get dropped off in a vehicle: Parents/Guardians are to wait in their cars or at the curb for their child's temperature check. Parents are not to enter campus or congregate on campus or at the entry point.
- Students may not be dropped off across the street. Everyone must pass through the cones.
- Students exiting their parent's cars should in the designated spot which is 6 feet in distance from other students arriving on campus. Once a temperature check is complete, the student will walk immediately to their line and follow the entry protocols.
- Students with a temperature of 100.4 degrees Fahrenheit or higher will receive another temperature check using an alternative thermometer. If the temperature is confirmed, students will be sent home with parents/guardians. If the cannot be located, the student will wait in the school's Isolation Room for pick up.

## BREAKFAST AT SCHOOL

Students that eat breakfast at school may arrive as early at 7:45 a.m. Please do NOT send students to school earlier than the breakfast time.

Students who eat breakfast at home should plan to arrive to school at the designated time to minimize crowding at the entrance areas.

## DISMISSAL

Dismissal will be at 3:00 p.m. Students will be escorted to the dismissal line by their teacher and will stay in line until their parents/guardians arrive. During dismissal, students will be escorted by staff in a line that adheres to social distancing guidelines to their designated gate. Students will enter their parent's cars from these lines.

## CLASSROOM LAYOUT



- In-person class sizes will be reduced with student desk spaced out and facing the same direction, as practicable.
- Physical distancing will be implemented as feasible throughout the day.
- Students will be provided with face shields and will be available as needed.
- Students will stay with their cohorts to the extent possible as recommended by CDC and CA Department of Public Health.
- A.C. Filters have been upgraded.

## STUDENT MATERIALS IN THE CLASSROOM

- Basic materials and supplies will be provided and not be shared to the extent possible. Students may bring approved supplies to school if they choose to, however they must leave them at home.
- Sharing of materials will be limited. If materials are shared, they will be sanitized between uses.
- Each child's belongings will be separated by others and in individually labeled containers, cubbies, or areas.

- If bringing their own lunch, students may bring their lunch bags to school.

## STRUCTURES PLAY AND P.E.

- Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces.
- Sharing of materials and equipment will be limited to the extent possible, and if shared, items will be sanitized between uses.
- Each class will have their own crate of recess and P.E. which will be sanitized by the custodian at the end of each day.
- The use of playground equipment (swings, slides) will be on a rotational basis and will be limited to a cohort each day.
- Physical activities that will be permitted will include, but not limited to:
  - ✓ Jump roping
  - ✓ Four square
  - ✓ Tetherball
  - ✓ Handball
  - ✓ Scoop ball
  - ✓ Shooting baskets
  - ✓ Kicking soccer balls
- Recess and P.E. areas will be identified and designated as areas to play in by pods/classes on a rotating schedule to assure that students stay with their cohorts as much as possible.
- Students will wash or sanitize their hands before and after recess/P.E.
- When recess ends, students will line up to limit large crowds.

## MEALS & SNACKS

- Breakfast and lunch will be served in the cafeteria, and extra space will be provided for physical distancing during meals and snack times.
- Students will stay with their cohorts to the extent possible as recommended by CDC and CA Department of Public Health.
- Food offered at school will be prepackaged or wrapped items and students will not share food and drinks.
- Students may remove their masks/face shields while eating or drinking.
- Seating will be marked to help students maintain social distancing while utilizing designated meal areas.
- Additional tables have been procured to provide extra spacing during meals.
- A “Grab and Go” meal service is available for students participating in online learning or paper packets.

## STUDENT RESTROOMS

- A limited number of students will be allowed to use the restroom at a single time.

- Restrooms will be sanitized throughout the day (i.e.; after each recess and lunch break), and physical guides and posters will be provided.
- Students will wash or sanitize their hands before and after going to the bathroom, and wear masks following CDPH's guidance.

## DRINKING FOUNTAINS

- The school will provide small bottles of water for each student and will be available when needed.

## PARENT MEETINGS, ASSEMBLIES, SCHOOL

- Parents will be permitted in the front office but only two at a time. Visitors must not enter if they are sick or feel sick.
- Signage has been posted in the main office regarding the use of face covering, physical distancing, and asking visitors to return another day if they are sick.
- Plexiglass barriers have been installed in our main office and administrations desks.



# Feeling Sick?

Stay home when you are sick.

**DO NOT ENTER IF YOU HAVE:**



**FEVER  
OR CHILLS**



**COUGH**  
Not due to  
asthma or allergies



**SHORTNESS  
OF BREATH**



**HAD CONTACT**  
with someone with  
COVID-19 recently

**OR OTHER COVID-19 SYMPTOMS: FATIGUE, MUSCLE OR BODY ACHES, HEADACHE, NEW LOSS OF SMELL OR TASTE, SORE THROAT, CONGESTION, RUNNY NOSE, NAUSEA OR VOMITING, DIARRHEA**

ALL VISITORS MUST WEAR A MASK



## TRAININGS

Staff, students, and families will receive trainings and/or educational materials on the following safety actions including:

- Enhanced sanitations practices
- Physical distancing guidelines and their importance
- Use of face coverings
- Screening practices
- COVID-19 signs and symptoms

Training and educational materials will be shared with parents and stakeholders in the following ways:

- Parents Meetings hosted by principals
- Informational documents posted on our school's website

Students will receive trainings.

## SAFETY DRILLS

All safety drills will be updated to reflect the CDPH guidelines. Staff and students will receive training and practice utilizing these new guidelines.

## SICK STUDENTS

- If your child is experiencing COVID-19 symptoms, please keep them home and contact your health care provider. Please contact your child's principal or teacher for schoolwork while your child is not able to attend in person.
- Our school has designated a SICK/ISOLATION room in the auditorium building.

**If a student becomes sick during the school day, the following steps will be taken:**

- ✓ Student will be taken to the Sick/Isolation Room where temperature and symptoms will be evaluated; student will be required to wear a face covering and remain in the isolation area until they are picked up by their parents or guardians.
- ✓ The school will work with the family to follow the Center for Disease Control Home Isolation Guidelines, as recommended by the California Department of Public Health.
- If a positive COVID-19 case occurs at a school site, the designee will coordinate a response to OCHA. With the guidance of OSHA, the school will notify students, staff, and families who have been potentially exposed to COVID-19 and provide health recommendations and guidance from the health agency.

# Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

## Low-risk: general symptoms



Fever ( $\geq 100.4^{\circ}\text{F}$ )



Sore throat



Congestion/runny nose



Headache



Nausea/vomiting/diarrhea



Fatigue/muscle or body aches

## High-risk: red flag symptoms



Cough



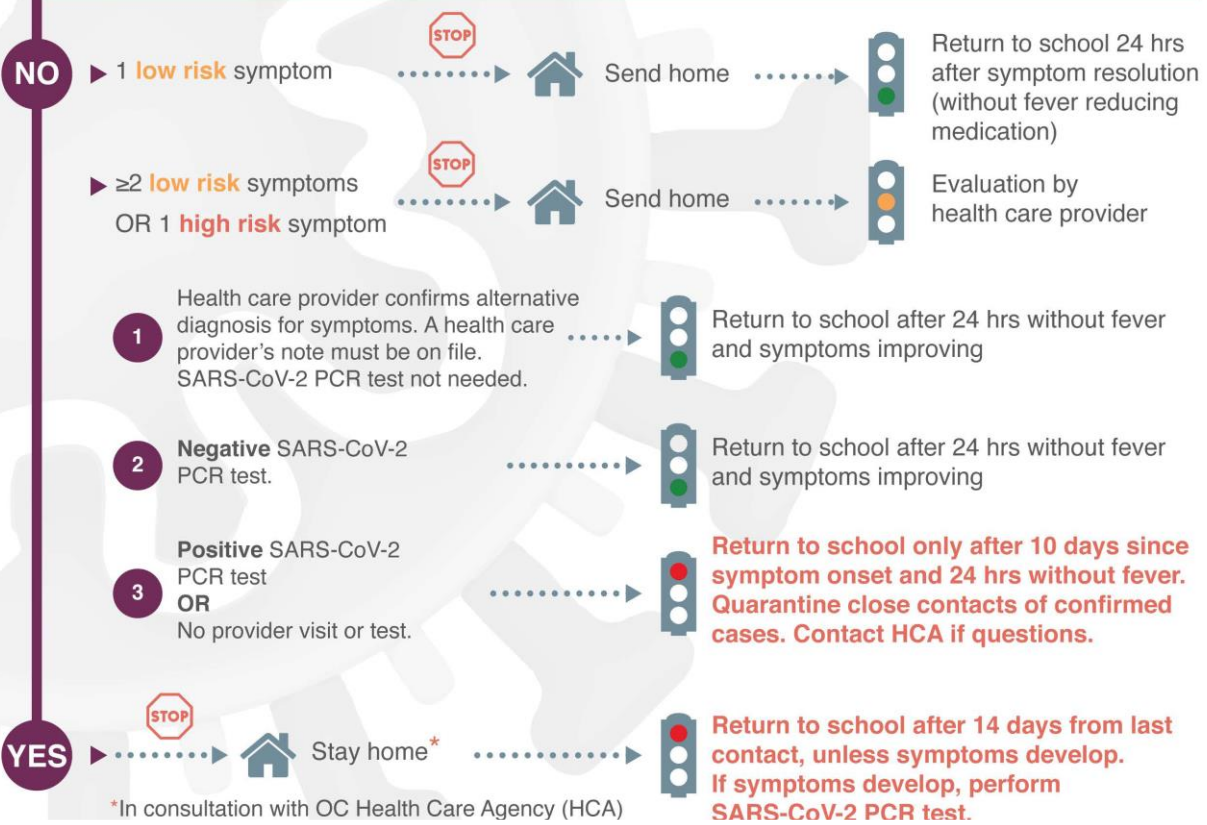
Difficulty breathing



Loss of taste/smell

### Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer



\*In consultation with OC Health Care Agency (HCA)

## WHEN A STUDENT, TEACHER OR STAFF MEMBER HAS SYMPTOMS, IS A CONTACT OF SOMEONE INFECTED, OR IS DIAGNOSED WITH COVID-19

The California Department of Public Health's COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California provides guidance on the measures that should be taken when a student, teacher, or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19. Here is a charter to describe the actions needed by district.

	Student or Staff	Action Needed	Communication
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per <a href="#">CA School Sector Specific Guidelines</a>	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Recommend testing (If positive, see #3, if negative, see #4)</li> <li>• School/classroom remain open</li> </ul>	No action needed
2.	Close contact (†) with a confirmed COVID19 case	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Quarantine for 14 days from last exposure <i>per guidance from health care agency or health care provider</i> <ul style="list-style-type: none"> <li>• Recommend testing (but will not shorten 14-day quarantine)</li> <li>• School/classroom remain open</li> </ul> </li> </ul>	Consider school community notification of a known contact
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>• Notify the local public health department</li> <li>• Isolate case and exclude from school for 10 days from symptom onset or test date <i>per guidance from health care agency or health care provider</i></li> <li>• Identify contacts (†), quarantine &amp; exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious <i>per guidance from health care agency or health care provider</i></li> </ul>	School community notification of a known case.

		<ul style="list-style-type: none"> <li>• Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14- day quarantine)</li> <li>• Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>• School remains open</li> </ul>	
4.	Tests negative after symptoms	May return to school 2 days after symptoms resolve School/classroom remain open	Consider school community notification if prior awareness of testing

## **INTERVENTIONS FOR STUDENTS NOT WEARING A MASK**

### First Offense:

- Offer a disposable mask if the student does not have one.
- Counsel the student of the importance of wearing a mask. Set expectations for future incidents.
- If the student still refuses to wear a mask, contact the parent and discuss concerns. Inform parents that if the student does not wear a mask the student will be removed from the class. If the student continues to be non-compliant, send the student home.

### Second Offense:

- Offer a disposable mask if the student does not have one.
- Review the importance of using a mask.
- Teachers/Staff should notify the front office. The office will document log entries with NM (NO MASK).
- Contact the parent and schedule a parent conference to resolve the problem. Identify barriers.
- If the student still refuses to wear a mask, contact the parent and send the student home.

### Third Offense:

- Offer a disposable mask if the student does not have one.
- Review the importance of using a mask.
- Teachers/Staff notify the office. The office will document code NM (NO MASK) in log entries.
- Contact the parent and advise them that another incident will result in removal from In-Person learning and the student will transition to 100% distance learning.
- If the student still refuses to wear a mask, contact the parent and send the student home.

### Fourth Offense:

- Notify the parent to pick up the student.
- The student is removed from In-Person learning and transition to 100% distance learning for the remainder of trimester.

