



Neighborhood Christian School

955 E A Street Dixon, CA 95620 -707.678.9336-

## **Neighborhood Christian School's Plan for In-Person Instruction**

August 06, 2021

### **1. Cleaning and Disinfecting**

Neighborhood Christian School (NCS) will follow the guidelines for cleaning and disinfecting as set forth by the California Department of Public Health (CDPH). Approved cleaning and disinfectant products will be used. Regular ongoing instructions and training on promoting healthy hygiene practices among both the staff, families and students will be done. Staff will be trained in these enhanced sanitation practices and proper protective equipment used as needed. Staff will wipe down frequently-touched surfaces throughout the school day, and at the day's end when students are not present. A thorough deep cleaning and disinfection shall occur with proper ventilation maintained during this cleaning. "High touch" surfaces will include, but are not limited to: desks, door handles, light switches, sink handles, bathroom surfaces, student desks, chairs and tables.

NCS has combined grades together due to small class sizes and these classes will be considered as a single cohort. Items shared shall be minimized within each class/cohort. Students turning in papers to teachers and putting items away in their individual student cubbies, desks or storage areas will be staggered to avoid grouping. Parents will be instructed to label all important items for their student, including jackets and backpacks, with the first and last name of the student.

Within each class/cohort student desks will be arranged to maximize spacing and maintain physical distancing separation (minimum of three feet). Students will have their own individual supplies to the maximum extent possible. Students may only touch or handle their own learning curriculum and learning materials (textbooks, pens, pencils, etc.) All drinking fountains have been turned off and covered and their use has been suspended. Students will bring their own individual water bottles or containers, and there will not be any sharing of water bottles among the students. All the classes will have hand sanitizers, disinfectant sprays, and wipes/paper towels. Classroom doors will be kept open as much as possible to allow ventilation and airflow.

### **2. Distancing inside and outside NCS's Classrooms / Entrance, Egress and Movement within NCS**

There are designated routes for entry and exit to Neighborhood Christian School, using as many of our entrances as feasible. Upon entering Neighborhood's campus by carpool drop off, students will proceed to their wellness checkpoint to be completed by their teacher. Once completed the students will proceed to the classroom while maintaining a physical distancing line. When the school day ends, the students will be taken outside by their teachers to their carpool pick-up line. Students will be assembled with physical distancing between the classes/cohorts. When the names of the students are called, the teacher or staff member brings them to their cars and places them inside their vehicle. Parents will pick up students by lining up in their cars in two parallel lines, and they will remain in their cars until their student(s) is/are brought to them.

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Preschool NCS parents are not driving, and must walk up to collect their students. They will be directed to sign out their children outside the classroom in a specific area and staff will collect their corresponding student(s). If a student walks or rides their bike, a staff member will be stationed near the gate to direct any in-coming/out-going traffic to mitigate congestion and maintain physical distancing of incoming/outgoing persons. Also all students leaving campus by their own means will need to wear essential protective gear. Spacing of students and desks will be maximized. Teacher desks will be at least six feet away from student desks as much as practicable. Student desks will also be arranged in a way that minimizes face-to-face contact.

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### **5. Health Screening for Students and Staff**

Neighborhood Christian School will maintain only healthy students, parents and staff on campus. Thus, staff, parents and students will frequently be reminded about not attending school if they have any symptoms in accordance from CDPH standards (fever, cough, shortness of breath or difficulty breathing, chest discomfort, chills or repeated shaking with chills, fatigue, muscle pain or body aches, headache, congestion or runny nose, sore throat, nausea or vomiting, diarrhea, and new loss of taste or smell). Thus our campus will have only healthy students and staff by adhering to all the safety regulations. However, for any serious injury or illness 9-1-1 will be called without delay and medical attention sought. In addition to a daily visual wellness check for each student, along with questions asked about their wellness, every Neighborhood Christian School student will have their temperature taken daily through a touch-less, digital thermometer by our teachers/staff before entering their classrooms. Any student showing a temperature of 100.4 degrees or greater will be in our isolation Room 6 (not used) and re-checked. If the elevated temperature remains, the student will be kept



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isolated in the empty classroom, Room 6, and sent home. During the school day, any student or staff exhibiting COVID-19 symptoms will also be isolated in our Room 6 and sent home. Staff screening will be self-applied. Any student or staff testing positive for COVID-19 or having COVID-19 like symptoms will be isolated and excluded from school as indicated in Section 6 below.

## **6. Identification and Tracing Contacts**

For any positive case of COVID-19, that individual will be required to isolate for at least 14 days from the positive test or symptom's onset. There must also be at least 3 days that have passed with no fever (without taking fever reducing medications) and all other symptoms must have improved before the student or staff may return to school. We will identify potential contacts, quarantine and exclude close contacts, recommend testing of contacts, and disinfect and clean the classroom, along with other areas of the school where significant time was spent by the positive case. Per CDPH, it will be presumed that each member of a class/cohort is defined as a close contact individual. Decisions about closing a class/cohort for a positive case are addressed below in Section 8 'Triggers for Shifting to Distance Learning' as adhered to by the SCDPH protocols for COVID-19 in the school classroom setting. Contact tracing will be conducted by Neighborhood Christian School Principal and COVID Designated Lead, Eden Callison with assistance from his administrative staff, Bryan Walls and Janet McNeill. Principal Eden Callison will be the contact for Solano County Health Department regarding COVID-19. If a student or staff member reports a confirmed case to NCS, that information will be conveyed to the Solano County Public Health Department [Communicable Disease Main Line at (707) 784-8001] by Neighborhood Christian School and their directives will be followed.

Neighborhood Christian School will communicate both through email and/or by phone to our entire staff and parents. Our school will create and provide to the health department a list of any person(s) in close contact with a confirmed case. Documentation will be done on tracking incidents of exposure and notification to local health officials and affected staff and families. Parents in the affected cohort will receive prompt communication by the school. We will follow all the quarantine and isolation protocols of CDC and SCPHD. (See Section 8 below.) Any staff or student testing positive for COVID-19 will be isolated and excluded from school. Any individual who recently had close contact with a person with COVID-19 is required to notify the school and stay home for the quarantine period. Any student that is isolated and sent home for the quarantine period will be treated as sick (not penalized) and provided distance education. Staff will be provided with unlimited leave to quarantine or isolate. All means will be made to identify individuals who have been in close contact with an infected person and steps will be taken to isolate COVID-19 positive person(s) and close contacts. To summarize COVID-19 illness return-to-school plans, students/staff who have tested positive for COVID-19 will only be allowed to return to campus when released by their doctor to do so.



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## **7. Testing of Students and Staff**

Should the situation arise with a student, teacher or staff member having COVID-19 symptoms, Neighborhood Christian School recommends that the student, staff or teacher obtain a COVID-19 test with their medical providers, and have all necessary documentation needed to expedite a COVID-19 test. Also Neighborhood Christian will recommend regular testing for staff in accordance with CDC and SCPHD testing requirements in order to detect asymptomatic cases through the teacher/staff's health care provider. If testing is not available through the Primary Care Provider (PCP), individuals may access the Solano County testing resources. Note: Asymptomatic persons may be scheduled out more than 10 days, and results may also take 10 days or more. Priority may be given by severity of symptoms, profession, etc. Testing is by appointment only. Online applications for appointments can be scheduled at [lhi.care/covidtesting](https://lhi.care/covidtesting) or individuals without internet access can call 888.634.1123.

NCS will consult with Solano County Public Health regarding any possible need for widespread COVID-19 testing for teachers and staff. When widespread testing is deemed appropriate, schools can look to the COVID-19 Testing Task Force Lab List to find regional labs that may be contracted with for testing.

## **8. Reopening and Partial or Total Closures -**

If any student or staff member in a class or cohort tests positive or is diagnosed with COVID 19, the school will alert the students and staff that were within 6 feet for more than 15 minutes. Students and staff should consult with their pediatrician and appropriate medical team to determine the appropriate next steps which could include testing and quarantining protocols.

If more than 5% of a class is diagnosed with COVID-19, public health will be notified of such occurrence and they will be consulted regarding the school's shut-down and related procedures. Full cooperation will be made with any public health investigation. (See Section 6 for further details.) Neighborhood Christian School will not release the names or any personal identifiable information about positive cases, except to public health officials or where otherwise required by law. In the 14-day period of quarantine, NCS will thoroughly clean and disinfect the classroom. After the required period of quarantine is complete the school will make an evaluation regarding the status of the students and staff to determine whether to continue the period of closure beyond the 14 days. If other members of the class/cohort have tested positive or are demonstrating symptoms, NCS will evaluate how to continue educating and may determine online options. Implementation of all the necessary processes and protocols, should Neighborhood Christian have an outbreak of COVID-19, will be in complete accordance with SCPHD guidelines along with school operation without government interference. Should a COVID-19 outbreak occur, NCS will investigate to determine if any work-related factors could have contributed to the risk of infection. The school plan will be improved upon and updated as needed to



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prevent further cases. All of these will be implemented with reference to the CDC Framework for K 12 Schools and FAQ's for Solano County Schools.

## **9. Healthy Hygiene Practices**

Each teacher/staff will provide instruction and train students in proper hand washing, avoiding contact with one's eyes, nose, and mouth, handling face coverings (covering both mouth and nose), and also covering coughs and sneezes with tissue or the elbow. There will be tables with hand sanitizers outside each classroom, school entrance and bathrooms. The students will receive regular reminders about washing hands thoroughly after bathroom use and avoiding congregating in and outside of bathrooms to every extent possible. Hands will be washed with each cohort/class at staggered intervals. NCS will also maintain adequate supplies to support healthy hygiene, including but not limited to: soap, hand sanitizers, cleaning supplies and face coverings when directed by parents.

## **11. Staff and School Training and Family Education**

A copy of this plan will be published on our school website: [neighborhoodchristian.org](http://neighborhoodchristian.org). All staff will also be provided a copy of this plan in a staff meeting (social distancing and masking required) to explain the plan as well as provide training in the safe implementation and enforcement of this established plan. Topics will include, but not be limited to, training in proper mask/shield use, hand washing techniques, and the importance of not touching one's face and other hygiene/health habits for keeping safe from COVID-19. NCS staff will be trained on illness prevention practices and protocols along with educational materials provided to families regarding enhanced sanitation practices, physical distancing guidelines and their importance, screening practices (see Section 5 above), COVID-19 symptoms and transmission (Section 5), and how to prevent COVID 19 spread (Sections 5, 9 & 10).

Also, in accordance with CDC and SCPHD's strong recommendations, Neighborhood Christian School will also encourage and recommend that all staff and students be immunized each autumn against influenza unless contraindicated by personal medical conditions. This will help protect the NCS school community, reduce demands on health care facilities, and decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.

## **12. Visitors and Guests**

There will be a very limited number of nonessential visitors and school families allowed on the campus. Hand sanitizers will be available for any school visitors. NCS parents and families will be encouraged, as much as possible, to do electronic business with the Neighborhood's office. Visitors, including volunteers, will not be permitted in the classrooms, as practicable as possible.