



## **Ipakanni Early College Charter School COVID-19 Reopening Plan**

The effects of Covid-19 have impacted every school and community. Each local educational agency (LEA) must make a decision on how they are reopening based on the CDC guidance, CDE guidance, BCOE guidance, and Public Health Guidance. It is important to know that guidance is not mandatory and it is up to each LEA to come up with a plan that best fits their school. IECCS has reviewed the guidance set forth by the various departments. Ipakanni Early College Charter School (IECCS) has surveyed all stakeholders to get input on possible reopening plans. IECCS has determined, based on the guidance, on how to keep the students as safe as possible and allow students to be on campus on a daily basis to make sure students are achieving at a high level. IECCS also put a plan in place to meet the social and emotional needs of all IECCS students. IECCS plans to meet the needs of all students including and not limited to special education, foster youth, homeless, and students with underlying health conditions. It is important during this crisis that our students continue to be educated and their social-emotional needs are met.

### **LEA Checklist for Reopening Campuses for Students**

- ☐ IECCS will reopen on August 5th for in-person classes unless there is a mandatory Stay-Home Order issued by the following agencies: State, County, or Local Public Health Department.
- ☐ IECCS will have sufficient protective equipment available for those who are mandated to use it.
- ☐ IECCS will have an ongoing supply of the protective equipment needed to keep students and staff safe.
- ☐ IECCS will have equipment such as thermometers for symptom screening and conduct prescreening of all staff and students as well as ongoing screenings throughout the day.
- ☐ IECCS will have enough cleaning supplies to continuously disinfect the school site and high-touch surface areas.
- ☐ IECCS will train staff, students and inform parents of protocol and procedures that will take place in order to keep our school community and those communities we live in safe as possible.

### **Plan to Address COVID-19 Surges in the Community**

- ☐ IECCS will close in-person classes and go to a distance learning platform in compliance with any mandatory Stay-Home Order issued by the following agencies: State, County, or Local Public Health Department.
- ☐ IECCS will take the following steps in accordance with CDPH guidance when a student, teacher or staff member or a member of their household tests positive for COVID-19 and has exposed others at the school
  1. Staff, parents and guardians will be notified of the exposure risks.
  2. In consultation with the local public health officials, the school may consider if school closure is warranted and length of time based on the risk level within the

specific cohort directly exposed as determined and directed by the local public health officer.

3. In accordance with standard guidance for isolation at home after close contact, the classroom or office where the COVID-19 positive individual was based will typically need to close temporarily as students or staff isolate.
4. Those students on self-isolation will continue an educational program through a distance learning platform.

- ☐ IIPP has been updated to address unique circumstances during the COVID-19 crisis and has been made available to employees and parents through 2020/21 handbooks.

### **Campus Access**

- ☐ All persons will be screened prior to entering campus by checking temperatures to ensure they are below 100.4 degrees Fahrenheit and observe for symptoms outlined by public health officials.
- ☐ All persons will use portable handwashing stations or sanitizing to disinfect hands thoroughly before entering campus.
- ☐ Active screening of students will continue throughout the day for signs of illness.
- ☐ Staff will self-monitor for signs of illness notifying the administration should they show signs.
- ☐ An Isolation area will be established for students that show symptoms until they can be picked up by their parents or guardian.
- ☐ All students and staff will wash or sanitize hands prior to leaving or entering classrooms or common areas.
- ☐ Outside Visitors will be limited to essential visitations only.
- ☐ IECCS will provide supervised, sufficient points of access to avoid larger gatherings upon entering and exiting the school building.
- ☐ Signage will be posted, barriers and indicators to direct traffic around campus will be used to provide safe access to and from campus

### **Distance Arrival and Departure**

- ☐ Two locations will be designated for drop off and arrival. Students will be checked at the car for body temperature. If temperature is 100.4 degree Fahrenheit and above, students will not be admitted on campus. Students must provide doctor notice of release prior to returning to school.
- ☐ Students will be walked to the alley for pickup locations again maintaining the 6 feet social distancing recommendations.
- ☐ Students cannot be dropped off prior to the 7:30 arrival time without prior notification.

### **Cleaning Disinfection and Ventilation**

- ☐ Janitorial staff will do nightly cleaning meeting a high cleanliness standard
- ☐ IECCS staff will wipe down the classroom and common areas throughout the day including but not limited to switching of classes and break times. These areas will include high-touch surfaces such as door handles, handrails, bathroom area, toys, games, classroom supplies, playground equipment.
- ☐ Toys and shared school supplies will receive additional cleaning throughout the day.
- ☐ Wipes will be provided for each classroom and front office administration will be notified when supplies are low.
- ☐ HEPA purifiers will be purchased for all classrooms.

- ☐ Training will be done with staff and students on proper handwashing techniques and PPE/EPG use, including training to wipe nose and cough and sneeze inside the tissue or elbow and not touch the face or face covering if applicable.
- ☐ HVAC companies will do scheduled inspections to ensure ventilation systems and fans operate properly.
- ☐ Primary student's belongings will be kept separated and in an individually labeled storage container, cubby or area.
- ☐ Middle and high school students will be asked to carry supplies in a backpack or similar type bag to each classroom limiting the sharing of supplies that could be contaminated by symptomatic persons.

### **Protective Equipment**

- ☐ Face coverings will be required to be worn by all staff and students. Face coverings will only be allowed to be removed when directed by a staff member during such times as outside breaks while keeping social distancing, break time while consuming snacks and lunch.
- ☐ Training and information will be provided to staff, parents and students on proper use, removal, and washing of cloth face coverings prior to the start of school according to CDC guidance.
- ☐ Staff conducting screenings will wear masks, face shields, and disposable gloves.

### **Physical Distancing**

- ☐ Will limit the number of people on campus by doing a hybrid learning environment to ensure all students receive daily in-person instruction while providing smaller cohorts to decrease exposure of COVID-19 virus.
- ☐ IECCS will offer a distance learning platform as an option during the COVID-19 pandemic and for students that are self-isolating to continue with higher level learning.
- ☐ To the extent possible, students and staff will adhere to the 6 feet of distancing from the CDC in passing and during instruction when possible.
- ☐ Playgrounds and outside spaces will be minimized and all equipment will be wiped down after usage.
- ☐ Classrooms will be organized to meet 6-foot physical distancing objectives by placing desks at a 6 feet distance and minimize face-to-face contact.
- ☐ Food Service will be provided for students and will be served in the classrooms or outside areas providing social distancing protocol.
- ☐ Signage will be posted, barriers, and indicators to direct traffic to adhere to the 6 feet social distancing at most times.

### **Communication with Students, Parents, Employees, Public Health Officials, and the Community**

- ☐ Director will communicate with all stakeholders including families, staff, and school community to formulate and implement a safe learning environment throughout the COVID-19 pandemic. Communications will include:
  1. School Checklist
  2. Proper use of PPE/EPG
  3. Transmission prevention
  4. Guidelines for families about when to keep students home from school including a list of symptoms outlined by the CDC.
  5. Criteria and plan to close schools again for in-person instruction

6. How they will be notified of any possible cases or exposures of COVID-19.
  7. How to report illness or symptoms related to COVID-19 to school administration.
  8. Other CDC criteria and guidance in regards to COVID-19.
- ☐ All parents and guardians are recommended to be signed up to receive Remind App notifications for immediate notification of any important updates and information that needs to be communicated.
  - ☐ Communication will be made by letter via US postal services, Ipakanni website at [www.ipakanni.com](http://www.ipakanni.com), Remind App and student email.
  - ☐ IECCS will require students and parents to attend a scheduled orientation to provide information and training of new policies and procedures including but not limited to the following:
    1. Physical distancing of staff and students.
    2. Use of protective equipment including face coverings
    3. Symptom screening of their student and reporting illness to school.
    4. Also include training on removal and washing of cloth face coverings.
    5. Cough and sneeze etiquette.
    6. Keeping one's hands away from one's face.
    7. Frequent hand washing and proper technique.
  - ☐ IECCS will provide distance learning training for parents including usernames/email address and passwords ahead of time for smooth transition if a mandated school shutdown or exposure to the COVID-19 virus occurs.

## **Employee Guidelines and Training**

- ☐ Provide staff training for the following:
  8. Disinfecting frequency and tools and chemicals used in accordance with the Healthy Schools, CDPR guidance, and Cal/OSHA regulations.
  9. Physical distancing of staff and students.
  10. Symptom screening, including temperature checks.
  11. Documenting, reporting and tracking as needed and outlined by public health officials.
  12. Updated to the Injury and Illness Prevention Program (IIPP)
  13. State and local health standards and recommendations, including, but not limited to, the following:
    - a. Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer . Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. Also include training on removal and washing of cloth face coverings.
    - b. Cough and sneeze etiquette.
    - c. Keeping one's hands away from one's face.
    - d. Frequent hand washing and proper technique.
    - e. Confidentiality around health recording and reporting.
- ☐ Walter Gramps will be staff liaison responsible for responding to COVID-19 concerns.

## **Instructional Planning including Social-Emotional Learning**

- ☐ IECCS will be doing on Monday through Thursday Early/Late staggered schedule to provide all students with in-person daily instruction while keeping social distancing a priority in that environment.
- ☐ IECCS will have a distance learning option for any student not wanting to attend in person classes during the COVID-19 pandemic.
- ☐ Optional accommodations will be made available for parents that struggle with after school care due to work with prior notice.
- ☐ Social-Emotional learning will be incorporated into our school themes to ensure students feel safe and protected.

## **Special Education**

- ☐ In person special education will be provided as outlined in the student's individualized plan.
- ☐ IECCS will work with and comply with all special educational protocols established by the Oroville City Elementary School District during the course of the COVID-19 pandemic in order to keep staff and students safe.

## **Distancing Classroom Setting**

- ☐ All desks will be placed at a 6 foot distance unless the seat is occupied by family members or acquaintances that spend time together outside of school. A letter from both parents will be kept on file in the front office.
- ☐ Students and staff will use hand sanitizer upon entering and leaving the classroom.
- ☐ Face masks and coverings will be required by both staff and students with exceptions during break, playtime and lunch. Social distancing will occur when students and staff are without face covering.

## **Distancing Non-Classroom Areas**

- ☐ Directional signage and markings throughout the campus to keep 6 feet social distancing at all times.
- ☐ Face masks and coverings will be required by both staff and students with exceptions during break, playtime and lunch. Social distancing will occur when students and staff are without face covering.

## **Consideration for Partial or Total Closure**

- ☐ If school is notified of potential exposure, a notice will be issued to all parents. IECCS will seek guidance from Butte County Public Health officials on risk and necessary steps in order to minimize additional exposure(s).

## **Distance Learning Platform if IECCS must shut down**

Teachers will be assigned the following student cohorts to ensure notifications and communication is being made during distant learning.

Stacey Gramps TK-3

Theresa Horton 4-6

Cedric Lee 7-8

Steve Ruble 9-10

Coco Elliott 11-12

Teachers will place weekly assignments on their designated teacher website page as well as correspond with each student via their school email. Zoom meetings will take place once school transfers to a distance learning platform. If students do not have access to the internet, parents and guardians will be instructed of an alternate method to complete assignments and engage in meetings with teachers.

Assessments and grading will be done as deemed appropriate dependent on the time period distancing learning is in session. This will be communicated via letter to parents and guardians, Remind App notification and student email.

*IECCS is in continuous communications with state, county and local public health departments, and uses guidance from federal, state and local officials in order to keep our students and staff as safe as possible during the COVID-19 pandemic. We will comply with any mandates given and adjust the above checklist as necessary to ensure we are providing the best learning environment possible for our students. We are strong, resilient and are in this together. Please communicate any questions, concerns or comments should they come up prior to the start of school or during the school year.*