

WSOC COVID-19 Health and Safety Plan

February 1, 2021

WSOC cannot prevent COVID 19 from entering our campus. We are employing a multi-pronged, layered approach to mitigate the risk of spread and make in-person school as physically, socially, and emotionally healthy and safe as possible for students, faculty, and families.

WSOC has been open for on-campus learning since September 4, 2020 under an approved waiver from Orange County Health Care Agency. We maintain the option for distance learning for students who are required to quarantine per CDPH travel advisory guidance, positive testing or close contact, or in cases where the family chooses this learning option.

Specifics regarding health and safety approaches are continued in this document. The following list is a brief overview of what WSOC is implementing:

- Cohorting in stable, trackable, smaller pods.
- Monitoring symptoms, potential exposures, and cases on campus and at home, through daily health screening for students, faculty and staff on our communication platform ParentSquare, and through our designated point person for health and safety protocols and compliance.
- Limiting time and exposure through personal hygiene, class cohorts, face coverings, increased cleaning, physical spacing, outdoor time, and ventilation.
- Space between seating, desks, and all workstations will be maximized.
- Students will bring their own meals, will practice physical distancing when eating, and will not share food items or eating utensils.
- Students and faculty will use personal reusable bottles at refillable stations.
- Shared items will be sanitized between uses.
- We clean and disinfect frequently touched surfaces (door handles, light switches, sink handles, bathrooms, etc.), in addition to daily and weekly cleaning schedule
- Drop off and arrival:
 - Staggered drop-off and pick up times
 - Separate entrances

Safety Action Plan for WSOC

The following action plan developed by our Health and Safety Committee is followed throughout campus during on-campus learning.

Promote Healthy Hygiene Practices

- Proper hand hygiene will be promoted by education and modeling. .
- Students and staff are to wash their hands before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.
- Adequate cleaning supplies are maintained.
- Staff and students are instructed to remain home if ill or in close contact (per CDC definition) with a person diagnosed with COVID-19.
- Staff maintains a strict hygiene, cleaning regimen, and monitoring of traffic patterns, recessed, and student restroom use.

Face Coverings

Regarding facial coverings (cloth or plastic shields): Current public health guidance requires the use of facial coverings as an important mitigation strategy:

- WSOC's return to school strategy regarding facial coverings follows California Department of Public Health (CDPH) guidance issued January 14, 2021.
- Pre-Kindergarten students are strongly encouraged to wear cloth face coverings if they can be worn properly. A face shield is an acceptable alternative for the students who cannot wear cloth face coverings properly.
- **Students in all grade levels K-12 are required to wear face coverings at all times, while at school, except:**
 - **Students with a facial covering exemption**
 - A cloth face covering or face shield should be removed for meals, snacks, naptime, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean, safe area
 - Students in K-8 are allowed to remove their face coverings when physically distanced at their desk or work space
 - High school students may remove facial coverings when appropriately distanced while seated at outdoor work spaces
 - Students participating in campus activities (ie. recess, games class) should wear face coverings when participating in the activity, as tolerated, both indoors and outdoors.
- All faculty and staff must wear facial coverings (i.e., face covering or shield), unless exempted.

- All on-campus visitors (vendors, parents, visitors, etc.) must use facial coverings.
- We have disposable masks available for students, faculty/staff, and visitors.
- Facial covering exemptions for faculty, staff and students are accepted per the CDPH *Guidance For The Use of Face Coverings* (revised November 16, 2020) publication. A Physician's note of restriction (not condition) is required for a medical condition, mental health condition, or a disability exemption not to wear a face covering or shield.
- Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits is.
- In limited situations where a facial covering cannot be used for pedagogical or developmental reasons, faculty and staff use a face shield as long as the wearer maintains physical distance from others, to the extent practicable. Faculty and staff must return to wearing a face covering or face shield outside of the classroom.

Checking for Signs and Symptoms

- All students and faculty/staff check their temperatures and screen for symptoms each morning at home prior to coming on campus utilizing the ParentSquare platform to complete the Health Screening Questionnaire.
- Our health and safety compliance staff member monitors the ParentSquare reports to ensure completion of daily screenings.
- If screening is not completed, the staff will have symptom checklists and no-touch thermometers to complete the screening, as necessary.
- Faculty and Staff are encouraged to conduct visual wellness checks throughout the day.
- A child or staff member who is ill remains at home.
- We utilize the OCHCA Student and Staff Symptom Decision Trees to evaluate student and staff health conditions at home and on campus. If a faculty or staff member has any symptoms they stay home or are sent home. If a student becomes ill during the day on campus, he/she is isolated, monitored by a faculty/staff member who is wearing appropriate personal protective equipment, and the family is contacted to pick up their student .
- The isolation area is a specifically-designated and well-marked space that effectively creates a physically distanced zone.

Considerations for COVID-19 Exposure

When a student or staff member tests positive for COVID-19:

- The school administrator will be informed immediately and within 24 hours sends a Case Investigation Report and Contact List to the Orange County Health Care Agency (OCHCA). OCHCA advises us on next steps.
- The need for cleaning, partial closure, or complete closure of the school will be examined, per CDPH guidelines, and OCHCA guidance.
- The student or staff member who tested positive along with any identified close contacts are instructed to remain at home. The school and the individuals at home follow the quarantine, symptom monitoring, testing and return to campus guidance put forth by the CDPH and OCHCA.
- “Close Contact” is defined as being within 6 feet for a total of 15 minutes or more within a 24 hour period, beginning 2 days prior to illness onset regardless of whether the contact was wearing a mask. When a student or faculty member is reported to be COVID +, the class/cohort and teacher(s)/staff member(s) with close contact with the student will be asked to quarantine for a period of 10 days from the last day of exposure. Exposed students and teachers/staff members can leave quarantine and return to school after 10 days if they remain asymptomatic.
- The School Administrator communicates with the school community regarding exposure of the campus via ParentSquare, our communication platform, while maintaining HIPAA and FERPA compliance.
- A decision for full school closure and full transition to remote learning, following COVID-19 campus exposure, will be in consultation and advisement with our healthcare partner, the OCHCA

All health and safety protocols, recommended by the Health and Safety Committee, will be implemented and strictly upheld under these scenarios. We will remain in direct contact with the Orange County Health Care Agency (OCHCA). We will continue to take steps to create a low risk environment with layers of safety: physical distancing, facial coverings, limiting sharing, outdoor activities, and hygiene practices.

Training

- All details of the health and safety plan were reviewed with faculty, parents and students prior to the start of on-campus learning in September 2020. We will continue to update faculty, staff and families regarding updates and/or changes to the health and safety plans. Prior to the start of the academic year, faculty and staff attended a mandatory training session based on the health and safety guidelines, such as: instruction on how to properly put on and remove personal protective equipment, recognizing signs and symptoms of communicable disease, isolation of a sick child, and enhanced sanitation and disinfection protocols.

- Protocols are communicated with parents and families proactively and upon request, and school leadership is available to further discuss and review any questions or concerns.
- We highlight the following basic on-campus protocols and measures that public health agencies promote to help prevent the spread of COVID-19:
 - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
 - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water when your hands are visibly dirty.
 - Avoid close contact with people who are sick.
 - Avoid touching your eyes, nose, and mouth. Covering coughs and sneezes.
 - Stay home when you are sick. We ask you to strictly adhere to this policy.
 - Cough or sneeze into your elbow or a tissue, then throw the tissue in the trash and wash hands.
 - Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Staff and our professional janitorial crew clean classrooms and buildings regularly. In the advent of any positive cases, additional disinfecting is immediately performed in those areas. We work together with our janitorial staff and cleaning contractors to ensure proper deep cleaning, along with routine cleaning schedules. Throughout the school day, faculty and staff adhere to diligent cleaning protocols, including the frequent wiping down of high touch surfaces. Bathroom surfaces will be wiped down with disinfectant throughout the day as well. Appropriate cleaning supplies and products will be readily available in all bathrooms, classrooms and other shared facility areas. Staff maintains a strict hygiene and cleaning regimen.

All students and faculty have proper access to hand sanitizer and handwashing areas and soap. As well, all faculty and staff have adequate access to preferred facial coverings.

Ventilation

Classes are held in a combination of outdoors and indoor spaces with adequate ventilation (i.e., HVAC systems, windows, sliding doors).

Learning Spaces

We focus on spending a good part of the school day outside to maximize safety and physical distancing for students in the same class cohort. Using our beautiful outside space as much as possible is safe and can be optimized for rich and deep learning experiences. These opportunities for outdoor learning affords students a broader more eco-conscious, sustainable and curative education. We believe that this opportunity allows us to revolutionize education on a fundamental level. Skills students obtain in these experiences are critical thinking, collaboration and mindful thinking, all while gaining a deeper understanding and appreciation for nature.

A schedule is managed to accommodate classes to learn outside as well as to avoid cross contamination of cohorts.

Countless hours were dedicated to research, gathering of information, and problem solving. As part of this effort we:

- Evaluated and reconfigured all learning spaces, offices, and shared workspaces to accommodate social distancing.
- Assessed the use of non-classroom space for instruction, which can support physical distancing with cleaning between uses.
- Created and designed outdoor learning spaces .School activities such as band, choir and flute playing will be permitted outdoors only, provided that precautions such as physical distancing and the use of face coverings are implemented to the maximum extent.

Bathroom Protocols

- Small groups of students (maximum of 3) are allowed into the restroom at any given time, and groups of students are maintained in their class cohorts.
- Handwashing stations are strategically placed throughout the campus to support proper handwashing as well as prevent congested areas. Soap and hand sanitizer dispensers are checked daily to ensure adequate supply and access. Paper towels will continue to be used to dry hands at all sinks throughout the grades campus.

Stable Groups

- All class cohorts remain isolated during on-campus activities in stable groups inside and outside of the classrooms. Students use their own materials and desks/chairs regardless of learning environment. Groups do not intermix with other groups during the school day and there are no cross-class gatherings, assemblies, festivals, field trips, or performances. Within stable groups, students and teachers practice physical distancing and use essential protective equipment) as appropriate. Subject teachers can teach the cohort while practicing social distancing and handwashing, and using facial coverings.

- Each stable group is assigned their own outdoor space for recesses, games and physical activities.
- In addition, students maintain larger stable groups in separate areas of our campus (i.e., Early Childhood, Grades 1-8, and High School are in separate campus areas).

Daily Operations

The following daily school operations are in place, during our time one campus, with community health and safety as our highest guiding principle.

- Daily health screenings for all students and employees and to track attendance and campus visits.
- Extensive safety protocols are in place including daily disinfecting, smaller student cohorts, wearing of face coverings, and maintaining a physical distance among all individuals on campus throughout the school day.
- Students have individual desks.
- Separate entrances assigned by grade to minimize large groups entering at same time.
- Staggered drop off and pick up times. No crossover between Early Childhood, Grades and High School.
- Additional adults on campus, aside from faculty/staff and necessary maintenance workers are not permitted.

Family Agreements

One of the most important aspects of our campus plan is for each WSOC family to maintain as much as possible a high level of vigilance regarding health and safety in their own households. The effort that we put into maintaining social distancing and cohort groups on campus will be even more effective if students and their families exercise a similar level of caution in the evenings and on the weekends. WSOC will adhere to a strict sick policy for all students and faculty during the 2020-2021 school year. The more that we can safeguard the individual health of each member of our community, the greater chance we have for maintaining an “in-person” school experience throughout the entire school year.

Testing

Per the CDPH health and safety recommendations and our original waiver campus reopening approval, we offer COVID PCR tests each Tuesday morning for faculty and staff. We have averaged 10 tests each time of a cross-section of faculty and staff.