



# **EL SOL SCIENCE AND ARTS ACADEMY**

## **SCHOOL OPENING AND SAFETY PLAN**

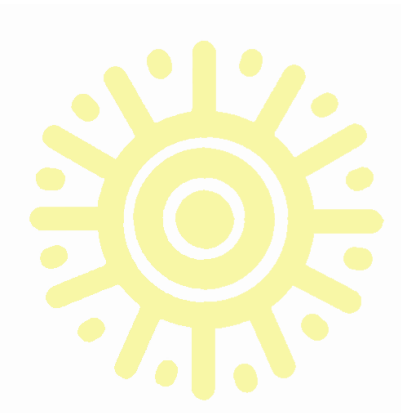
**2020 – 2021**

*Updated: February 22, 2021*

*This document is subject to change in accordance with state guidelines.*

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# INTRODUCTION

The El Sol Covid-19 plan's objective is to significantly reduce opportunities for the transmission of the virus among the entire El Sol family-teachers, staff, parents, and students as well as the contiguous community.

## **Educational and Health Commitments: Evolution and Content of Plan**

El Sol's educational commitments for the 2020-2021 school year are to provide each of its students with a quality educational program and set of learning experiences and, to do so, while attentive and committed to the health and wellbeing of its diverse students and their families. Indeed, as it has from its early beginnings, the school acknowledges that a healthy El Sol family is essential to the educational progress of the family's children.

As a consequence of frequently changing guidelines from relevant federal, state, county, local health, and educational agencies, as well as national medical professional groups, resulting from increasing knowledge about the COVID-19, questions and issues exist that El Sol is attentive to and trying to resolve concerning the best COVID 19 assessment, screening, and mitigation strategies. Similarly, questions remain among El Sol's leaders, staff, and teachers as to the best hybrid educational approach and the related staging of curriculum modules and classes.

El Sol knows that it is not alone in asking questions or facing issues. El Sol is fortunate to be part of a UCI research program concerning the efficacy of testing and mitigation strategies. Knowledge sharing related to COVID-19 experiences and a continuous willingness to evaluate its response as well as refine and amend its plan during this next educational year, will provide El Sol a ladder to continued educational success and a healthy campus.



# ORGANIZATION

## Advisory Committee

El Sol will set up a small Advisory Committee. It will include at least: two physicians and one nurse with experience relevant to the COVID-19 virus; one recognized OC leader with a background in working with health and education-related public agencies, a teacher, and a parent from El Sol. It will meet once a month on zoom and, if conditions permit, once every other month on site. Its role will be to monitor and discuss El Sol's progress in meeting COVID-19 Plan commitments, provide advice to strengthen El Sol's essential linkages with relevant federal, state, county and local government agencies concerning diverse strategic mitigation strategies and review and provide advice to assure an effective and efficient match between El Sol's continuous COVID-19 mitigation commitments and available resources. Special meetings will be called if there are unanticipated COVID-19 emergencies. Individual members of the Committee will advise as to questions that might arise over phone or on email and zoom, depending on their schedule based on their specific backgrounds.



## Coordination

El Sol's executive director will identify and select three senior staff individuals to provide coordination of the school's educational and health safety initiatives during 2020 and 2021, they will report directly to the executive director. They will assume responsibility for the successful implementation of and compliance with the plan. They will be the "go to" individuals concerning resolution of education, as well as related COVID-19 health and wellbeing problems. They will work with staff and teachers in a collaborative manner. They will be the point of contact for student and family questions about COVID-19. The executive director shall be the primary point of contact with involved agencies, foundations, UCI Task force and media.

NAME	RESPONSIBILITIES	CONTACT
Jenny Zavala	Instructional Program	Email: <a href="mailto:jzavala@elsolacademy.org">jzavala@elsolacademy.org</a> Phone: (714) 397-5380
Sara Flores	Health and Safety	Email: <a href="mailto:sflores@elsolacademy.org">sflores@elsolacademy.org</a> Phone: (714) 975-0544
Tristan Gude	Operations	Email: <a href="mailto:tgude@elsolacademy.org">tgude@elsolacademy.org</a> Phone: (714) 767-6078

# HEALTH AND SAFETY PROTOCOLS

## Masks and Spatial Distance

With limited exceptions approved by El Sol, teachers, staff, and student, always, will wear washable cloth masks in the classroom, in offices and all other internal or external spaces in the campus. Similarly, with limited exceptions approved by El Sol, teachers, staff, and students, always, shall remain six feet apart (social distance).

El Sol will supply masks to families who may not have them. Plexiglas clear desk shields will be placed on each desk **if** there is a sustainable spike in COVID-19 and if they are recommended by the Advisory Board.



Students required to and refusing to wear masks will be excluded from campus.

AGE / GRADE	FACE COVERING REQUIRED
Under 2 years old	No
Age 2 – 2 <sup>nd</sup> Grade	Yes, Required
3 <sup>rd</sup> Grade – 8 <sup>th</sup> Grade	Yes, Required

[CDPH Guidelines](#)

## Exceptions



Students, teachers, and staff with written medical exemptions will be excused from wearing masks. The School will make best efforts to secure and sustain mask wearing and spatial distancing by young pre-school, and kindergarten students (e.g., discussion with parent and students, use of stories, games, songs, and classroom incentives, etc.), including special education students. Teachers and staff who need to temporarily avoid wearing masks to provide personalized close quarter assistance to young students and special education students will wear a Plexiglas Shield.

In limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape (per CDPH guidelines) can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a face covering outside of the classroom.

## Separation of Students by Class Cluster

Classroom locations in buildings will reflect separation of students by preschool and kindergarten, elementary and middle school. The preschool and kindergarten as well as grade one through two will occupy first floor classrooms.



## Numbers of Students and Assigned Classrooms and Seating

No more than 16 students will occupy classrooms at any point of time. Students, on site, will receive instruction each day in the same classroom. The classroom will include assigned student seating. Desks will be placed six feet apart. All desks will face the front of classroom. Students, staff, and teachers will remain at least six feet apart.

The classroom assigned each student will become their learning home. Different teachers for different classes, specialties, grade levels or components of classes will come to each student's classroom to teach.

## Staggered Classes

El Sol's hybrid plan includes mandatory staggering of onsite classes. This requirement will help avoid queuing by students, teachers and staff entering or exiting the site and facilitate spatial distancing at drop offs and pickups. Staggering will also limit student interaction during onsite breakfast/ lunch/recess times and facilitate spatial distancing if, and when either breakfast or lunch is scheduled outdoors.



## Equipment

To the extent reasonable considering educational and cost objectives, control of technical equipment in the classroom will rest with teachers from their positions in front of class. Students in kindergarten to grade eight will have laptops, with age graded apps, and connected to internet and, if resources permit, access to virtual reality devices to extend their sensitivity and understanding of their environment, the world, the community and its people-now limited by pandemic. Interactive white Boards will be in front of the room.



## Outdoor and Recreation Space

El Sol will maximize use of designated recreation and outdoor spaces for scheduled outdoor classrooms, breakfasts, lunches, recess, and physical education. At all times when outdoors, students, teachers, and staff will wear masks and follow spatial distancing rules.



## PE and Exercise

El Sol will grant priority to development of teacher led Physical Education (PE) sessions. They will not involve physical contact or use of equipment. The school's PE initiative will include focused indoor and outdoor age graded options. Participants during exercises will stay at least six feet apart. All participants taking part in PE will wear masks and wash or sanitize hands before and after taking part in the program. The initiative will be advised by UCI Physical Education Specialists who have worked with El Sol successfully in the past. The program will use trained teachers to lead live classes and easily accessible videos/apps to supplement such classes.





## Restricted Activities

El Sol will ban all assemblies, large indoor meetings of over 14 individuals, clubs, contact sports or recreation activities involving likely personal contact and virus spreading because of respiratory transmission.

## Directional

El Sol will develop and use an effective and efficient directional system. It will include simple to understand painted or taped signs and or symbols on walls, floors, and sidewalks to indicate location of classrooms, offices, bathrooms as well as the need to wear masks and always stay six feet apart. Six feet intervals will be painted or taped on sidewalks, and in corridors. Signage will be placed on outside fences indicating ground rules concerning masks, social distance, and locations as well as walking pathways to offices, classroom buildings and restrooms.



## Food Support and Providing Breakfast and Lunch

Food service to onsite students will be staggered to meet efficiency objectives re delivery and to assure fresh food, avoid delays in service and provide healthy environments for eating. On-site students will eat either in their classrooms or with approval outside in designated spaces, including current outdoor lunch spaces. Outdoor lunches will be monitored by teachers and or staff. El Sol staff will deliver packaged wrapped food to students on clean carts. Students will eat with their classroom cohorts.



Parents whose students are attending distance learning classes and who qualify for free and reduced lunch, will pick up breakfast and lunches at designated areas and adult's may drive and pick-up food at curbside. The Mercado, located contiguous to, but separate from El Sol's classroom campus, will continue to provide food to the community, including supplemental food to El Sol families. Families eligible for food will not enter the actual classroom campus.





# SCREENING AND MITIGATION

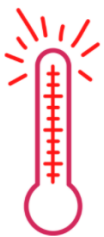
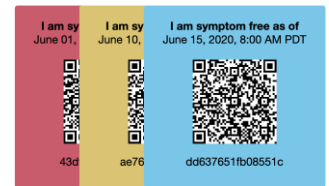
## Entering Campus

El Sol has begun and will continue to use a combination of technology and trained staff to screen persons-teachers, staff, students, and visitors before they enter the school site. The School's use of the UCLA developed easy to use technology for symptom screening will avoid long lines for screening when students arrive for school in the morning. Despite continuous debate by respected medical professionals as to its value, random students will quickly receive temperature checks using "no touch" electronic thermometers before entering the campus.



El Sol has trained and will train parents, to record their child's or children's possible symptoms of COVID-19 on-line each night regarding risk assessment. Relevant data concerning possible symptoms will be recorded on an app provided by UCLA.

Students who are free of symptoms according to the UCLA screening app and procedures will receive a symptom free certificate. Upon showing it to an El Sol staff person at the entrance to the school, and (randomly) securing an instant "normal" temperature check (below 100.4), students will be able enter the school site for classes. The process will be continuous, that is, repeated by parents every evening.



A similar approach for screening will be initiated for teachers and staff. Temperatures of teachers and staff, like students, must not exceed 100.4 degrees.

If El Sol students, teachers and staff reflect symptoms, the School will initiate mitigation procedures correlated generally with risk assessment procedures on the Decision Tree Chart on page 26-27.

All El Sol approved vendors, contractors and visitors will be asked to use the UCLA screening device and the Decision Tree the evening before their appointment to secure an entry certificate. Assuming they receive one, immediately prior to their appointment they will undergo a temperature check at the entrance gate. Individuals with temperatures under 100.4 will be allowed to go to their onsite appointment. El Sol will develop specific protocols for these groups and provide it to them simultaneous with reviewing their request for appointments on site. Their campus appointments will be premised on their acceptance of the protocols.

El Sol's use of the UCLA system, process, and app as well as the Screening and Mitigation Decision Tree on page 26-27 will help reduce Covid-19 incidences and impact. In this context, El Sol, subsequent to initiating the hybrid model, will make best efforts to communicate and, if possible, to work with UCLA, and UCI Task Force to harmonize the now different algorithms and symptoms used by UCI and Symptom Screen and Mitigation Decision Tree to increase consistency concerning risk assessment

criteria and facilitate record keeping as well as evaluation of students, teachers, staff, and visitors entering the campus.

## Testing of Staff/Testing of Students

Staff members and students with symptoms of COVID-19 infection will not return for in-person instruction until they have met CDPH criteria to discontinue home isolation for those with symptoms:

- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications;
- and other symptoms have improved;
- and they have a negative test for SARS-CoV-2
- OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma)
- OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus),
- OR at least 10 days have passed since symptom onset
- School will recommend isolation for confirmed case and temporary assignment to distance learning for student/staff members who may be close contacts pending full investigation.

## Decisions Concerning Further Student Screen, Testing, and Contact Tracing

Students who reflect symptoms **while on site** will be screened further by trained El Sol staff using the



Decision Tree Chart page 26-27. The process, as illustrated above, will identify low and high-risk symptoms and lead to identified school actions concerning school attendance and relevant mitigation strategies. All students and staff with high-

risk symptoms will be reported to the Orange County Health Care Agency (OCHCA) for further assessment, testing, and contract tracing within 24 hours. El Sol staff will work with OCHCA to facilitate testing, contact tracing, and proper quarantining as well as treatment in and out of home. El Sol's designated Point of Contact is Sara Flores.

## Assessment Room and Functions

El Sol will provide a safe, clean, staff supervised isolated waiting and Assessment Room. All students with symptoms of COVID-19 will be asked to immediately go to the Assessment Room by teachers or staff. While in the room, students and staff will be required to wear masks. Staff personnel will have access to and use masks or Plexiglas shields. The room will require social distancing.



No one will be allowed in or out of room without approval of the in-room trained staff persons. The room will have a built in or portable sink and closed cupboards for minimal medical supplies. It will be linked to the front office by El Sol's internal communication system and to the visiting El Sol nurse, teachers, staff, parents, family physician and OCHCA by phone and email or zoom. Staff working in the Assessment Room will have the ability to secure medical advisement (e.g., visiting nurses, family physician, etc.). The Assessment Room will have laptops available with desks and chairs for staff persons and chairs for students. Finally, murals, pictures, and or posters, will be used to make the room welcoming to students.

Students, teachers, and staff who require self-quarantine for specified amounts of time based on risk assessment by staff in the Assessment Room shall exit the campus. Students will be accompanied by a staff person. Parents, or caregivers, or persons pre- designated in writing by parents or caregivers as drivers, will pick up the students and bring them home for self-quarantine. Affected students will be able return to El Sol, when criteria outlined on the Decision Tree Chart on page 26-27 are met and appropriate documentation is provided to El Sol.

## **Parents and COVID-19**

Parents will not be allowed to enter the El Sol Campus. Staff will bring students in emergencies to the entrance gate allowing parents to pick up their children. Parent teacher meetings will be initiated on zoom.

Should COVID-19 symptoms, based on self-observations, occur in individuals residing in the students' home, the individuals will be advised to make best efforts to immediately see their personal physician. If they have no personal physician or ready access to a Santa Ana clinic because of income constraints, El Sol will facilitate an appointment at the SOS/El Sol Wellness Center (FQHC) located on the El Sol campus. Mitigation measures defined by assessment criteria, like those on the Decision Tree Chart, will be adhered to by everyone including the need for self-quarantine.



# FACILITY CLEANING AND SANITATION



El Sol is committed to providing on-site teachers, staff, and students with a clean and safe environment; one that reduces significantly, the possibility as well as the probability of exposure to, contamination, transmission and spreading of COVID-19. To achieve success, El Sol will grant attention to different kinds of cleaning objectives and strategies including but not limited to the use of diverse cleaning schedules and approaches, special equipment, disinfectants/sanitizers. All El Sol cleaning strategies will be consistent with CDC, EPA, State of California and OCHCA guidelines.

## Built in Sinks and Portable Sinks

All El Sol classrooms will have access to a sink for washing hands/proper hygiene. Each classroom will also have EPA approved hand sanitizers (60% ethyl alcohol based) easily accessible to room occupants. Similarly, the campus, external to classrooms, will reflect EPA approved hand sanitizers in visible accessible locations. All campus water fountains will be closed or converted into water flow stations able to fill reusable student, staff, and teacher water bottles. Each group will be encouraged to use their own personal water bottles.

## Washing Hands

Teachers, staff, and students will wash their hands or use El Sol's sanitizers for at least 20 seconds several times a day including when they arrive on site.

To avoid duplicative hand washing requirements, if there are no changes in classrooms and no breaks between classes or changes in staffing patterns, students, teachers, and staff will wash or sanitize their hands before their first class each day. Washing hands will be required

subsequently after PE activity, after recess, after bathroom use, before and after onsite breakfast and after lunch and before they leave school. If there are discontinuities in staffing patterns, each new class will require before and after hand washing or hand sanitizing. Sneezing and coughs will require instant handwashing or hand sanitizing. El Sol shall provide single use paper towels and separate externally identified receptacles for each. Trash and recyclables will be conveyed to pick up conveyers by custodians at the end of each day.



## Cleaning Surfaces

Most surfaces in classrooms which are not used frequently and or if used by the same person will be cleaned at the end of every day; other surfaces that secure more intense use or are frequently touched will be cleaned at least two times day.



**At end of every day:** Chairs, desks, phones, headsets, computers including keyboards, handrails, light switches, public connection spaces (e.g., reception), classroom door handles, fax machines, kitchens and preparation spaces, door handles etc.

**At least two times a day:** Elevators, restrooms, doorknobs, toilets, and sinks, and water dispensers used to refill water bottles, classroom surfaces etc.

Tables used for lunch or breakfast shall be cleaned after scheduled lunch and breakfast periods. El Sol teachers and staff will continuously observe use of surfaces and modify, and where necessary based on use, amend the surfaces subject to and the timing associated with cleaning and disinfecting.

## Sharing of Materials

Sharing of electronic devices, toys, books, games by students will be discouraged by El Sol. Games which, in pre-pandemic times, were shared with students and between student's teachers and staff such as soft toys, will be stored and not be used in classrooms or outdoors. Storage of non-pervious instructional equipment and materials that in normal times were subject to student sharing, or repetitive and multiple use by students will be cleaned after use by each staff and placed in a safe space with access to and distribution of by teachers. Books and computers not on students' desks permanently may either be stored or displayed, if approved by teachers. They will be cleaned and sanitized by staff after each use by different students.

## Restroom Use

Student will use restrooms that are easily accessible and located either contiguous to hallways in each classroom building or located in clusters external to and near such buildings.

All students in preschool through grades two will require a staff person to accompany them to the nearest vacant bathroom and after student use of bathroom back to the classroom. All students in grades three to grades eight, will use nearest accessible restrooms on their own. Student behavior concerning restroom use, particularly time away from classes, will be generally monitored by staff in the classroom. Excessive time away from classroom, if repetitive, will be discussed with students to determine if a medical problem or behavioral problem exists. Either one, upon confirmation, will be responded to by El Sol staff within defined protocols.



## Restroom Cleaning

All students, staff, teachers must wash their hands after use of restrooms. Restrooms will be cleaned by



El Sol custodians at least two times a day - once in morning before school starts, and once at lunch. More cleaning time will be added, if staff accompanying young children observes such cleaning is essential to sustain COVID-19 free environment. Deep cleaning will be used to clean restrooms at least once a week. El Sol will maintain a computerized log and record of cleaning activities.

## Cleaning Materials

El Sol will use OCHCA, CDC and EPA approved disinfectants, including sprays, concentrates and wipes, as appropriate, to the area or surface being cleaned. Frequently used surfaces in classrooms and outside of classrooms will be cleaned before first classes begin and subsequently at end of day. All unnecessary furniture will be removed from classes and stored by El Sol.



Playground equipment will not be used by students. El Sol will substitute PE activities requiring only student motion and personal exercise activities.

El Sol's STEAM classes will move from group to individual projects if COVID-19 transmission is a significant threat to students, teachers, and staff. Use by students of reusable materials or maker/technical equipment (e.g., 3d printers, drones) will require cleaning and disinfection by classroom staff after each use by students

## Deep Cleaning

Rooms where the COVID-19 virus has been transmitted will be closed for 24 hours and subsequently subject to deep and intensive cleaning before being used by students, teachers, staff, and approved visitors again. El Sol will use sanitizers and disinfectants as well as protective equipment approved by



OCHCA, CDC and EPA. The School, depending on costs, will consider use of electrostatic sprayers, foggers, and misters to reach difficult to get places. It will follow expert advice to disinfect from clean areas to dirty areas, from high areas or surfaces to low area or surfaces. It will also remove any visible soil with detergent based cleaners before applying disinfectant. Custodial personnel undertaking deep cleaning will receive training and wear appropriate PPE protection such as gloves, protective glass, or face shields, cloth masks or respirators, etc.

El Sol has acquired disinfectant wipes, mask, gloves, and other supplies to meet short term cleaning and disinfection needs and personal protection requirements. The School, based on a frequently updated analysis of inventory of the same and its usage, will sustain an ample supply of cleaning, sanitizing, disinfecting materials on site in a safe place and under lock and key.



## Ventilator and Air Flow

All but two classrooms are in new buildings at El Sol meaning that for all but two classrooms, HVAC systems are new. El Sol will inspect all ventilators before school opens to make sure that all ventilators meet OCHCA and EPA standards related to COVID-19. El Sol will put in place filters that will permit HVAC to meet air quality standards. Generally, HVACs will be started one hour before classes begin.



El Sol will track and record maintenance activities to insure consistency with relevant OCHCA and EPA's air quality criteria.

El Sol will change filters consistent with maker's recommendations. El Sol will test air filtration to assure filtration meets relevant federal and county COVID-19 guidelines, including use of MERV 13 filters. The School will inspect dampers and ducts periodically to assure quality air flow.

El Sol will evaluate air flow and quality in each classroom at minimum bi-monthly to assure air quality criteria are met throughout the campus.





# INSTRUCTIONAL PROGRAMS

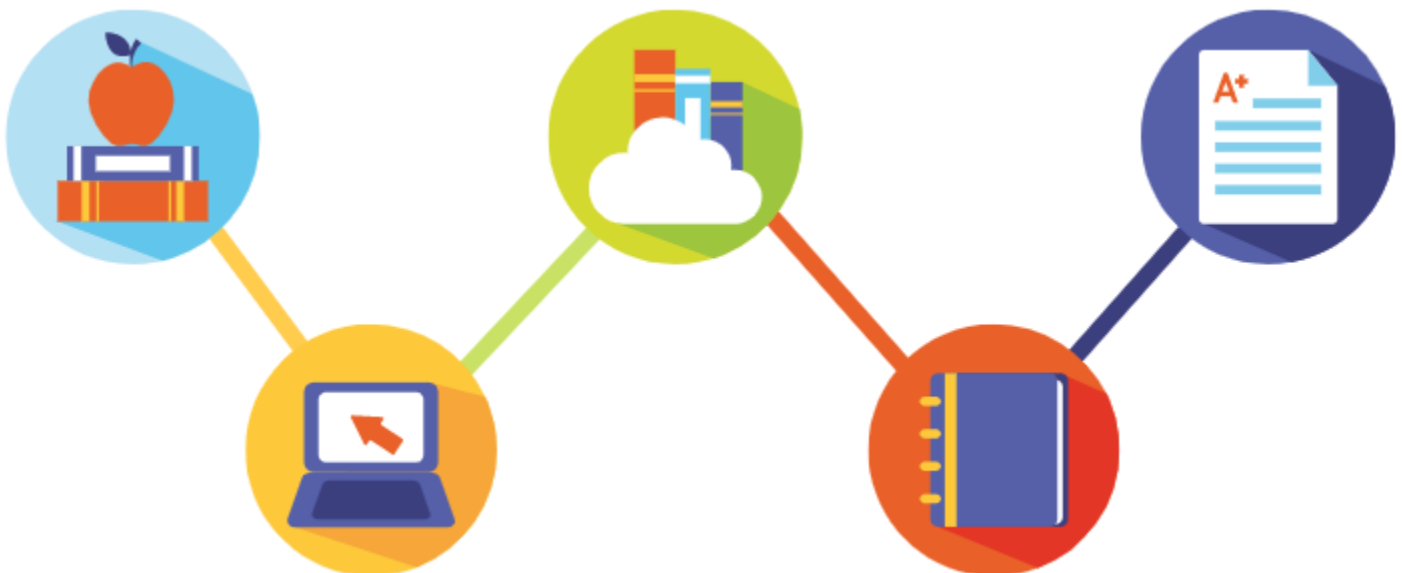
## Background

El Sol Science and Arts Academy, consistent with COVID-19 federal, state and county re-opening guidelines will initiate a hybrid education plan as soon as it is safe to do so, hopefully, in early January. It will involve integrating distance and on campus learning for most students, including special education students. It will also provide 100% distance learning to students from households whose parents or caregivers do not want their children to participate in on campus classes or events at the present time. Recognizing that the spread of the virus as well as the flu virus is subject to much uncertainty, El Sol's guidelines governing implementation of its hybrid plan provide for flexibility to move toward full on-site education or, at the other end of the continuum, distant learning in as seamless a manner as possible.

In developing the plan and guidelines, El Sol has reviewed:

1. A hybrid reflecting a relatively equal time of online remote learning and in-person learning,
2. A hybrid reflecting different percentages of synchronous and asynchronous classes for remote learning and on-site learning, and
3. A separate program for students whose parents does not want them to participate in onsite learning (about 25 % of parents) that relies on an increased percentage of asynchronous classes.

Each of these models or approaches illustrates different benefits and costs concerning education results, pedagogy, and resource allocation. El Sol has matched synchronous and asynchronous options with guidelines concerning the health, safety, and wellbeing of its diverse student base.



# IN-PERSON + DISTANCE LEARNING MODEL

## OPTION 1

Students participating in this Hybrid Model will attend in-person **four times** a week. To guarantee small class sizes, student will be assigned to **AM Group** or **PM Group**. The schedules will vary by grade level.

*Please note students will be randomly assigned to AM or PM Groups. Siblings will be placed in similar groups.*



**INDEPENDENT WORK**



**IN-PERSON LEARNING**



**DISTANCE LEARNING**

## ELEMENTARY SCHEDULE











	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<b>AM GROUP</b>	AM  PM 	AM  PM 		AM  PM 	AM  PM 
<b>PM GROUP</b>	AM  PM 	AM  PM 		AM  PM 	AM  PM 

\* Grab and Go lunch distribution vary by grade level











\* AM/PM instructional minutes vary by grade level

# MIDDLE SCHOOL SCHEDULE

## AM GROUP

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM Group class starts @ 8:00 am – 11:00 am		30 min Live Check-in   <b>TEACHER PROFESSIONAL WORKDAY</b>  	AM Group class starts @ 8:00 am – 11:00 am	
AM  On campus Periods 1-4	AM  On campus Periods 5-8		AM  On campus Periods 1-4	AM  On campus Periods 5-8
Grab and Go Lunch Distance Learning class starts @ 12:00 pm – 3:15 pm			Grab and Go Lunch Distance Learning class starts @ 12:00 pm – 3:15 pm	
PM  Independent Work Periods 1-4	PM  Independent Work Periods 5-8		PM  Independent Work Periods 1-4	PM  Independent Work Periods 5-8
Dismissal @ 3:15 pm			Dismissal @ 3:15 pm	

## PM GROUP

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM Group class starts @ 8:00 am – 11:00 am		30 min Live Check-in   <b>TEACHER PROFESSIONAL WORKDAY</b>  	AM Group class starts @ 8:00 am – 11:00 am	
AM  Independent Work Periods 1-4	AM  Independent Work Periods 5-8		AM  Independent Work Periods 1-4	AM  Independent Work Periods 5-8
Grab and Go Lunch PM Group class starts @ 12:00 pm – 3:00 pm			Grab and Go Lunch PM Group class starts @ 12:00 pm – 3:00 pm	
PM  On campus Periods 1-4	PM  On campus Periods 5-8		PM  On campus Periods 1-4	PM  On campus Periods 5-8
Dismissal @ 3:00 pm			Dismissal @ 3:00 pm	

# STUDENT INSTRUCTIONAL SCHEDULES

Students Grades Tk-8<sup>th</sup> attend in-person four times a week: Monday, Tuesday, Thursday, and Friday

## IN-PERSON AM/PM DAYS

TK/Kindergarten		Virtual Wednesdays	First to Third Grade	
OPTION	Half Day in Person		OPTION	AM/PM Model Half Day in Person
AM GROUP	Instruction 8:00 am – 10:45 am		AM GROUP	Instruction 8:00 am – 11:00 am
PM GROUP	Instruction 11:30 am – 2:15 pm		PM GROUP	Instruction 11:45 am – 2:45 pm

Morning check in for Grade TK-5 whole group, followed by independent assignments.

Teacher Planning Day

Fourth and Fifth Grade		Virtual Wednesdays	Middle School	
OPTION	Half Day in Person		OPTION	Half Day in Person
AM GROUP	Instruction 8:15 am – 11:15 am		AM GROUP	Instruction 8:00 am – 11:00 am
PM GROUP	Instruction 12:00 pm – 3:00 pm		PM GROUP	Instruction 12:00 pm – 3:00 pm

Morning check in for Grade TK-5 whole group, followed by independent assignments.

Teacher Planning Day

# 100% DISTANCE LEARNING STUDENTS

## OPTION 2

Students participating in 100% Distance Learning (no in-person learning) will attend virtual classes at their home. Distance Learning students will **NOT** be guaranteed their Homeroom teacher until the final count of program choices. Teacher will continue to upload and provide learning materials via the learning platform (e.g., Schoology and Seesaw). All assigned work must be submitted via their learning platform. Students will be **required** to connect to their classes virtually during their assigned group (AM or PM). *See above schedules.*

Distance learning

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
AM					
PM					



# OTHER CONSIDERATIONS

## Special Education Students

As it begins Hybrid instruction, El Sol will grant special attention and priority to the health, safety, and educational needs of special education students, their teachers and classroom staff. It will strategically balance classroom integration with special tailored learning experiences for special needs students. Similarly, to the extent possible, it will relate education and health priorities of special education students to choices concerning asynchronous and synchronous learning. The School will provide relevant PPE and respond to the identified health needs of special needs students, including medically fragile or immune compromised students, concerning classroom location and scheduling, teaching/staffing patterns, health assessment, food service, and PE.



## Hybrid Model Training

The School will periodically fine-tune its plan and guidelines because of increased understanding of the virus impact and related amended government guidelines. El Sol will communicate and discuss the plan and guidelines with parents, teachers, staff, and students. Further, El Sol will administer strategic intense short-term teacher and staff training initiatives on a monthly basis. The programs, apart from covering the plan details, will encompass recognizing and assessing participants COVID-19 symptoms. Additionally, the training will include proper screening techniques, modeling necessary hand washing, use of sinks, sanitizers and cleaners, the need to maintain social distance guidelines and continuously wear face masks, knowledge of testing requirements, means of identifying parents, teachers, staff, and students who have had or are now having close contact with a person with symptoms, etc. The school will maintain a record of the trainings, along with rosters.

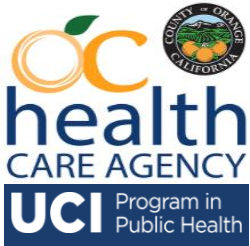




# REDUCING THE EQUITY GAP

## Expand Testing

El Sol will collaborate with UCI to assure successful completion of its proposed research program. The School will work with UCI and OCHCA to convert testing and contact tracing requirements to reality.



However, once the hybrid is initiated successfully, El Sol, conduct a weekly testing program for El Sol's students and staff. El Sol will collaborate with OCHCA and the Valencia Labs to procure and process tests. The School will work closely with OCHCA to assure testing occurs and that record keeping is sustained concerning numbers and names of individuals tested, type of test, contact testing and test results.

## Response to Flu

Experts project the possibility of increased numbers of flu illness during fall and winter. Parents as well as teachers, staff and students will be required to report flu or flu like symptoms to El Sol. All parents, students, staff, and teachers will be asked to take flu shots - except those individuals with medical exemptions.

The El Sol nurse working with trained El Sol staff will determine and track flu incidence at El Sol. Family physician reimbursed by publicly supported insurance will provide exam and treatment to uninsured El Sol families and their students. The on-site SOS office will continue to triage medical and wellness services to El Sol families and students when private physicians are not readily available because of scheduling overload or insurance is not accessible. SOS, as part of its collaborative and contractual relationship with El Sol, will provide flu shots. Should the incidence of flu and or a spike in COVID-19 result in long waiting times for El Sol parents or children, El Sol will make best efforts to secure additional shots from other partners.





## Quarantine Space at Home

Some El Sol students may have limited space to quarantine. The recent announcement that the city of Santa Ana will provide hotel space for individuals who cannot self-quarantine effectively at home will provide help to adults and perhaps “older” young people, but for the most part, the welcome project will not solve the self-quarantine issue for El Sol students. El Sol will work with OCHCA to determine and secure alternatives for its students. Further, El Sol will secure the service of volunteer architects and designers with experience in minimal or no cost home retrofitting. Considerable low or no cost options exist for exploration with parents (with the only requirement, a simple floor plan of their homes). Among them: creation of temporary self-quarantine space by hanging blankets, plastic sheeting, cloth sheets, plywood, and possible modification of air flow.



## Mental Health

Self-Quarantine by families and students, economic concerns, as well as uncertainty concerning student education alternatives and fear of virus have increased the incidence of personal and family anxiety, tension, visible stress, even depression. Continued emotional issues will likely result from the hybrid approach related to scheduling and the difficulties some students will face adjusting to the mix of online and on-site learning. In a similar vein, hybrid approaches may increase anxieties concerning wage earner job opportunities. Which parent will take care of kids? Will there be adequate quality day care for children including children of single parents or children in caregiver households? El Sol has and will continue to retain onsite and on-line therapeutic services provided by Western Youth Services. Possible case overload will be responded to by seeking additional partner resources.



## Communication

El Sol is committed to build on its excellent collaborative relationships with its teachers, staff, parents or caregivers, and students and to strengthen its strategic COVID-19 collaborative relationships with the OC Health and Education Departments, the OC Department of Social Services as well as the SAUSD and other relevant local, state, and federal agencies. Transparency and integrity have and will continue to govern communications. The School has also made a commitment to initiate communication concerning status of COVID-19 and mitigation strategies with its contiguous community.

El Sol will balance its desire and legal responsibilities to be transparent concerning the virus with its desire and legal responsibilities to protect privacy.

### **El Sol initiatives will include:**

- Make use of the Orange County Health Care Agency, CHOC, UCI consultative phone service to secure a response to issues and questions related to health and safety guidelines and procedures.
- Reaffirm and strengthen the links with OCHCA, particularly related to screening, testing, and contact tracing.
- Encourage parent, teachers, staff, and students to attend strategic zoom sessions to assure understanding of plan and key mitigation measures (social distancing, masks, washing hands etc.) as well as the value of the UCI Pilot Research Program (e.g., objectives, testing, contact tracing etc.) and fears concerning virus transmission resulting from onsite classes and events. El Sol will respond quickly through varied means including webinars, zoom conferencing, phone calls, and email exchanges to parents, teacher, student issues and questions.
- Initiate calls to parents to foster discussion concerning their observations of El Sol's hybrid approach. Teachers and staff will attend on site and zoom discussions led by El Sol's leadership concerning perceptions of the good and not so good and areas of opportunity to improve the hybrid model.

Brief surveys will be used every six months to secure the views of parents or caregivers concerning their child or children's El Sol education and learning experiences. Survey results will be communicated to parents as to aggregate or summary.

### **Privacy**

El Sol will use the above approaches to, generally, inform the El Sol community of the incidence of asymptomatic and symptomatic COVID-19 affecting El Sol parents, students, teachers, and staff. Data and analyses will only be provided in the aggregate and, except as required by law, will not identify specific affected parents, students, teachers, and staff. El Sol will make reasonable efforts to respond to media requests regarding COVID-19's impact on the school and the results of mitigation initiatives.

### **Protocols**

Most of El Sol's guidelines as stated above provide specifics as to behavior of teachers, students, and staff, but some such as deep cleaning will require a specific protocol. Similarly, the procedures for screening, testing, contact tracing and self-quarantine involving multiple groups and individuals will be subject to a protocol prepared by El Sol to assure success.

# APPENDIX I

## COVID-19 FAQ

### Questions and Answers

#### What determines whether schools are conducting in-person learning or distance learning?

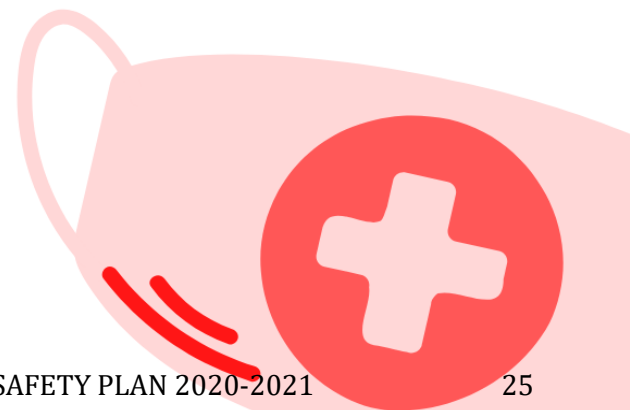
Using health data, schools can reopen for in-person instruction once their county has been in the Substantial (red) tier for at least two weeks. Schools must follow the Blueprint for a Safer Economy to reopen or if they must close again.

#### What are the health and safety requirements for schools doing in-person learning?

- Everyone entering the school must do daily health checks.
- If someone experiences symptoms while at school, they will be sent home.
- Masks are required for all staff and students. Younger students should be encouraged to wear masks.
- Staff members must maintain 6 feet distance from each other and students. Students should maintain 6 feet distance as practicable.

#### What happens if someone gets COVID-19 at my child's school?

- A classroom goes home when there is a confirmed case.
- A school should switch to distance learning when there are multiple positive cases in multiple classroom cohorts.
- A district should switch to distance learning if 25% of schools in the district are closed within a 14-day period
- <https://covid19.ca.gov/education/>



# APPENDIX II - COVID-19 STUDENT SCENARIO CHART

## Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

### Low-risk: general symptoms



Fever (≥100.4°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: Within 6 ft for > 15 minutes cumulative (regardless of mask)

**NO**

▶ 1 **low risk** symptom



Send home



Return to school 24 hrs after symptom resolution (without fever reducing medication)

▶ ≥2 **low risk** symptoms  
OR 1 **high risk** symptom



Send home



Evaluation by health care provider

**1**

Health care provider confirms alternative diagnosis for symptoms. A health care provider's note must be on file. SARS-CoV-2 PCR test not needed.



Return to school after 24 hrs without fever and symptoms improving

**2**

Negative SARS-CoV-2 PCR test.



Return to school after 24 hrs without fever and symptoms improving

**3**

Positive SARS-CoV-2 PCR test  
OR  
No provider visit or test.



Return to school only after 10 days since symptom onset and 24 hrs without fever. Quarantine close contacts of confirmed cases. Contact HCA if questions.

**YES**



Stay home\*



Return to school after 10 days from last exposure, unless symptoms develop. Continue symptom monitoring through 14 days after last exposure. If symptoms develop obtain a PCR test.

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



This care pathway was designed to assist school personnel and is not intended to replace the clinician's judgment or establish a protocol for all patients with a particular condition. Diagnosis and treatment should be under the close supervision of a qualified health care provider. Guidance might change 12-10-20



# APPENDIX III - COVID-19 STAFF SCENARIO CHART

## Staff Symptom Decision Tree

### High-risk: red flag symptoms

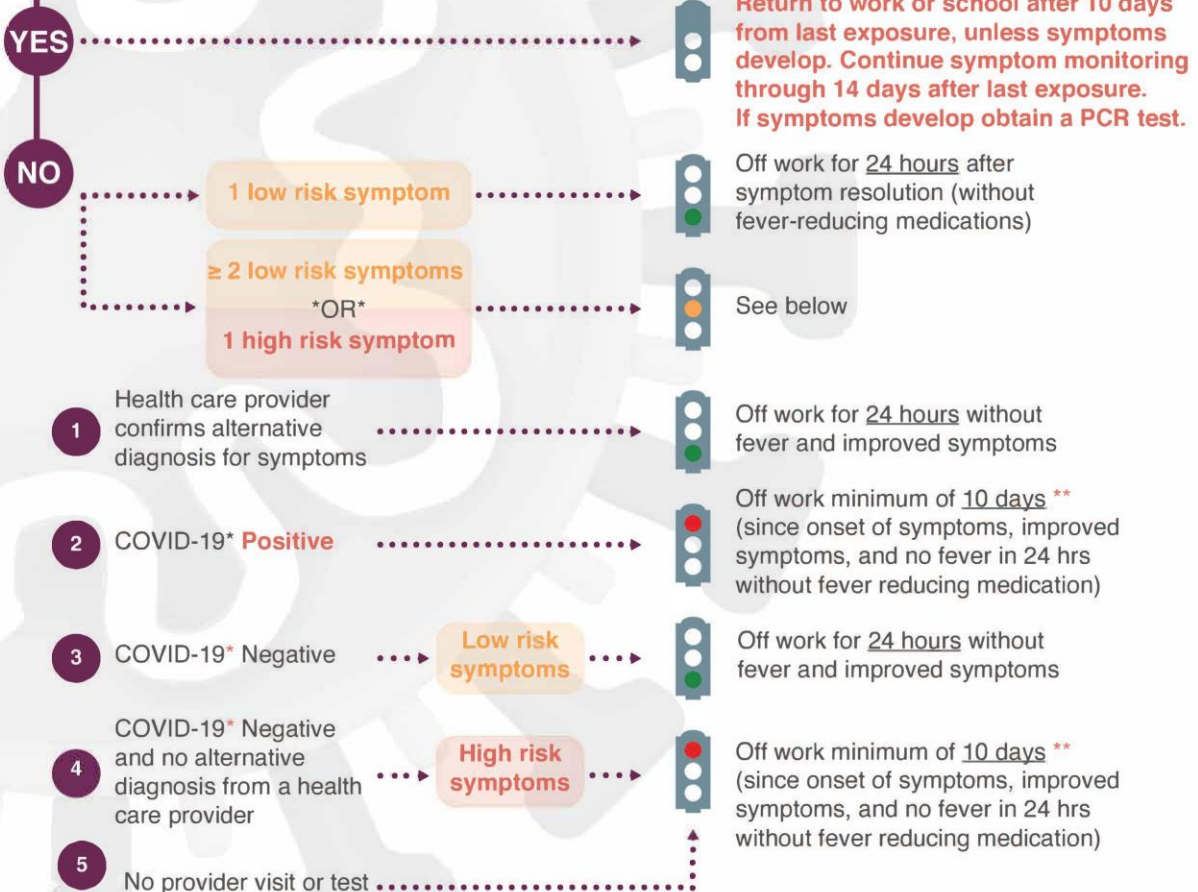
- Fever ( $\geq 100.4^{\circ}\text{F}$ )
- Difficulty breathing
- Loss of taste/smell
- New onset cough
- Fatigue/muscle or body aches

### Low-risk: general symptoms

- Congestion/runny nose
- Nausea/vomiting/diarrhea
- Sore throat
- Headache
- Risk levels vary for children**  
See Student Symptom Decision Tree

### Close contact to COVID-19 positive person?

Close contact: Within 6 ft for > 15 minutes cumulative (regardless of mask)



\*PCR or Rapid Antigen, not antibody

\*\*May need staff to be off for up to 20 days.

Updated 12-10-20

**Recommendations similar for students**  
See Student Symptom Decision Tree



# APPENDIX IV

## CLASSROOM LAYOUT

