

International School of Orange County LILA OC Elementary - Reopening Plan

- Our school is committed to following guidelines developed by the California Department of Public Health for cleaning, disinfection and ventilation of the school.
- Please note that the following measures are intended to reinforce and re-emphasize the LILA's back to school policy and protocols document which must be followed.

STAFF TRAINING AND FAMILY EDUCATION

- All employees were **trained on COVID-19 protocols and procedures** during In-Service Day before back to school and will continue to be throughout the year.
- Reopening plan and protocol are communicated to families. Protocols and guidelines include a **COVID-19 health and Safety training and information**.

PROTECTION & SAFETY



Automatic hand sanitizer dispenser

- Students, staff and faculty **must wear masks**.
- Reinforced hand washing/sanitizing before/after bathroom use, recess, lunch, and prior to all transition periods at minimum.
- **Automatic hand sanitizer dispensers** have been installed in each class.
- Extra hand washing sinks have been installed next to the lunch tables.
- Class sanitization and ventilation reinforced.
- A/C air filters changed to MERV13-FPR10 recommended by the health department.
- Staircases are specifically assigned for up or down routes to avoid crossing of students.

BEFORE COMING TO SCHOOL

- Home symptoms and temperature checks:
 - Screening questionnaire to be completed at home on a Google form **before 8:30am**.
 - Temperature must be **lower than 100.4** to come on campus.
 - No respiratory symptoms such as **cough** or **shortness of breath** and other known **COVID-19 symptoms**.

HEALTH SCREENING - DROP OFF - PICK UP

- Home screening check & **touch free temperature check** will be conducted prior to entrance.
- **Health screening** will be conducted at teachers and staff's arrival.
- **Staggered drive-through** (no parking) drop off **in the pedestrian zone**.
- Student will **stay in the car** with the window open on the right side of the car for **touch free temperature check** conducted before the student can exit the car.
 - **8:10 – 8:25:** 6th (Tuesday – Friday)
 - **8:30-8:45:** 3rd – 5th
 - **8:45-9:00:** Kinder - 2nd
 - **9:00:** 6th (Mondays)
- Students **must wear a mask** and **sanitize hands** at the entrance.

- **Drive-through pick-up in the pedestrian zone**
 - 3:10 - 3:20: Kinder – 2nd
 - 3:20 – 3:30: 3rd – 5th
 - 4:30 - 4:40: 6th
 - 4:40 – 4:50: Study hall (if applicable, still under review)

STUDY HALL & EXTENDED DAYCARE

- Study hall (if applicable, still under review) will be from 3:40pm – 4:40pm in student’s own classes and maintaining cohorts.
- No daycare will be available while self-distancing and cohorts have to be maintained.

CLASS TIME

- **Kinder - 6th grade:** - Students will remain with the **same group of students** (cohort) and **safely distanced**.
 - Cohort number depends on classroom size
 - Desks will be distanced at least **6 feet apart**.
- Non-essential furniture is removed from classes to maximize space.
- Sharing of supplies between students will be limited.
- Shared equipment transferred between students and/or staff will be regularly cleaned and sanitized.



5th grade class - 696 square feet



1st/2nd grade class - 936 square feet

RECESS AND LUNCH

- **Recess will be staggered and zoned:**
 - 6th: 10:10 – 10:30 and 2:55 – 3:10
 - Elementary in rotating **zones**:
 - **Kinder – 1st – 2nd**: 10:30 – 10:45

	Week 1	Week 2	Week 3
Zone 1: ½ of field	Kinder classes	1 st / 2 nd grade	1 st grade
Zone 2: black top	1 st grade	Kinder classes	1 st / 2 nd grade
Zone 3: 2 nd ½ of field	1 st / 2 nd grade	1 st grade	Kinder classes

- **3rd – 4th – 5th**: 10:45 - 11:05

	Week 1	Week 2	Week 3
Zone 1: ½ of field	3 rd grade	5 th grade	4 th grade
Zone 2: black top	4 th grade	3 rd grade	5 th grade
Zone 3: 2 nd ½ of field	5 th grade	4 th grade	3 rd grade

- **Lunch times will be staggered:**

- Students will eat **cold lunch** in designated areas during staggered times to allow distancing.
- Eating time on lunch tables:
 - 12:40 – 1:00: Kinder & 6th
 - 1:00 – 1:20: 1st & 2nd & 4th
 - 1:20 – 1:40: 3rd & 5th
- Playing time in zones:
 - 12:40 – 1:00: 1st & 2nd & 4th
 - 1:00 – 1:20: 3rd & 5th
 - 1:20 – 1:40: Kinder
- Bathroom/hand washing + Relaxing time in classrooms
 - 1:00 – 1:20: Kinder
 - 1:20 – 1:40: 1st – 5th grades

- Students will bring **refillable water** bottles. No drinking fountain will be used.
- Tables will be wiped and disinfected between use by each group.

IN CASE OF SICKNESS DURING CLASS HOURS



- Students will be placed in the **isolation room** with supervision.
- Parents will be called for **immediate pick up**. If symptoms are acute 911 will also be called.
- If a student / teacher tests positive for COVID 19, they will stay at home, and their class will be required to quarantine for 14 days and switch to e-Learning. If the affected class has siblings in other classes those classes will quarantine and switch to e-Learning as well.
- Case management regulations and reporting to county public health requirements will be followed.

COMMUNICATION PLANS

The Director and School Administration will notify all families of any developments with COVID-19 through emails, mass text, and voicemail.

As we want to ensure a **safe environment** for our students, we need the support of our entire community and we want to remind our families that they should **be mindful to keep their distance and wear masks** outside of school hours and grounds. It is everyone's responsibility to minimize any interaction at all times so we can **all stay safe and healthy**.

ADDITIONAL INFORMATION

- Non-essential visitors and activities will be restricted.
- Events & Field Trips Status:
 - There will be no single-day field trips for the 2020 calendar year (this may well extend into 2021)
 - There will be no overnight trips for the 2020-2021 school year.
- Community Events:
 - PA Meetings will be held virtually
 - Social events are put on hold for 2020 (this may well extend into 2021)

REMOTE PARALLEL OPTION

For families who do not want to send their children to school or cannot do so, **remote parallel learning** will be available: while some students will be in class with the teacher, others will be able to watch an interactive streaming

of the class from home, as in a TED Talk. This option will ensure remote continuity of learning for all students from Kindergarten – 8th grade for the entire school year.