

2020-2021 CCHS

SCHOOL

OPENING

& SAFETY

PLAN

Crossroads values many things, but when it comes to education at our school, three things have guided our planning for the start of school: Our Learners' health and well-being, delivering excellent holistic education, and ensuring our school's long-term stability.

School Year 2020-2021 reopening plan is based on the most current guidance from state agencies and public health officials and will be updated as we receive new guidance.

"Trust in the Lord with all your heart, and lean not on your own understanding; In all your ways submit to him, and he will make your paths straight." - Proverbs 3:5-6

SCHOOL INFORMATION:

Crossroads Christian Schools
2380 Fullerton Avenue
Corona Ca. 92881
Main Number: 951-278-3199

STUDENT ENROLLMENT AND CLASSROOM RATIOS BY GRADE LEVEL 9TH-12TH:

Grade Level Facilitator: Learner Ratio/Classroom

- 9th Grade: 1:25 per classroom
- 10th Grade: 1:25 per classroom
- 11th Grade: 1:25 per classroom
- 12th Grade: 1:25 per classroom

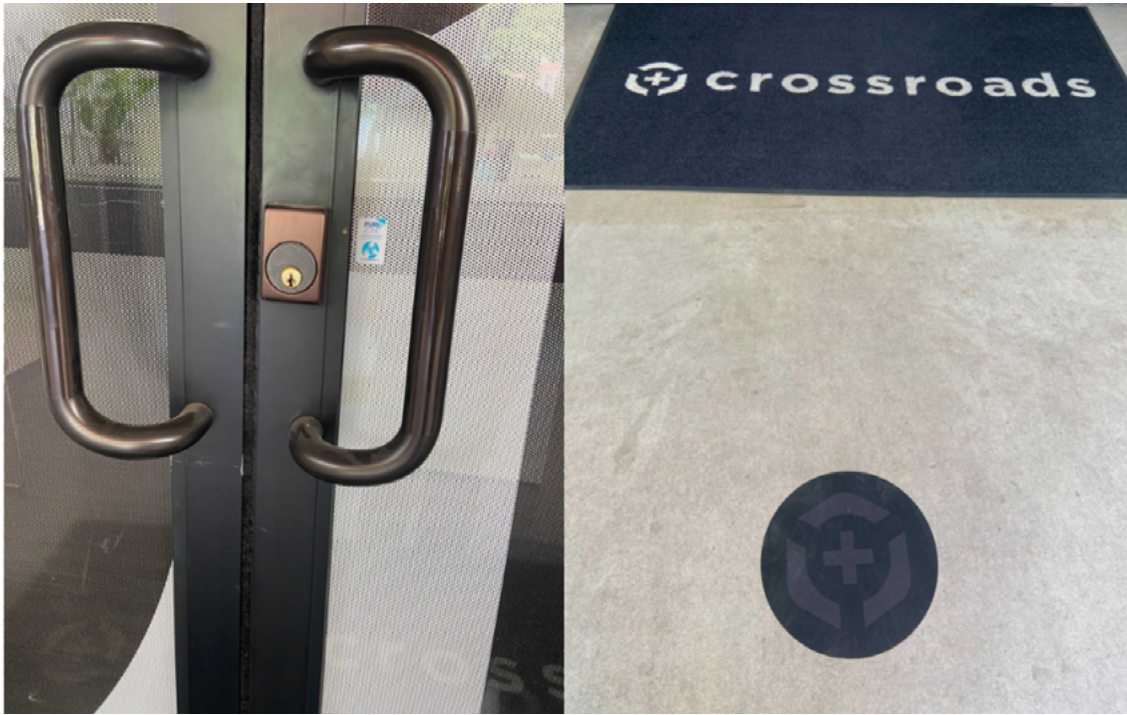
DATE OF INSTRUCTION FOR 2020-2021 SCHOOL YEAR:

- September 2, 2020 -May 27, 2021
- *September 2, 2020 -Start of Distance Learning
 - 1st Semester September 2, 2020 to December 18th, 2020
 - 2nd Semester January 6, 2021, to May 27th, 2021

Section A: Cleaning and Disinfecting

- Cleaning, disinfection, and ventilation of school campuses will follow guidelines developed by the CDPH.
- Campus is cleaned and disinfected daily.
- Restrooms are cleaned and disinfected frequently throughout the day.
- Common touch surfaces will be cleaned regularly (e.g. counter tops, door handles, restrooms, student desks, student chairs, etc.). Anti-microbial film has been installed on every high traffic door handle and countertop.
- Physical barriers have been installed in front office areas where face-to-face interaction with the public occurs. Physical barriers will be cleaned frequently throughout the day.





Section B: Cohorting:

What is a cohort? A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

Reference: <https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

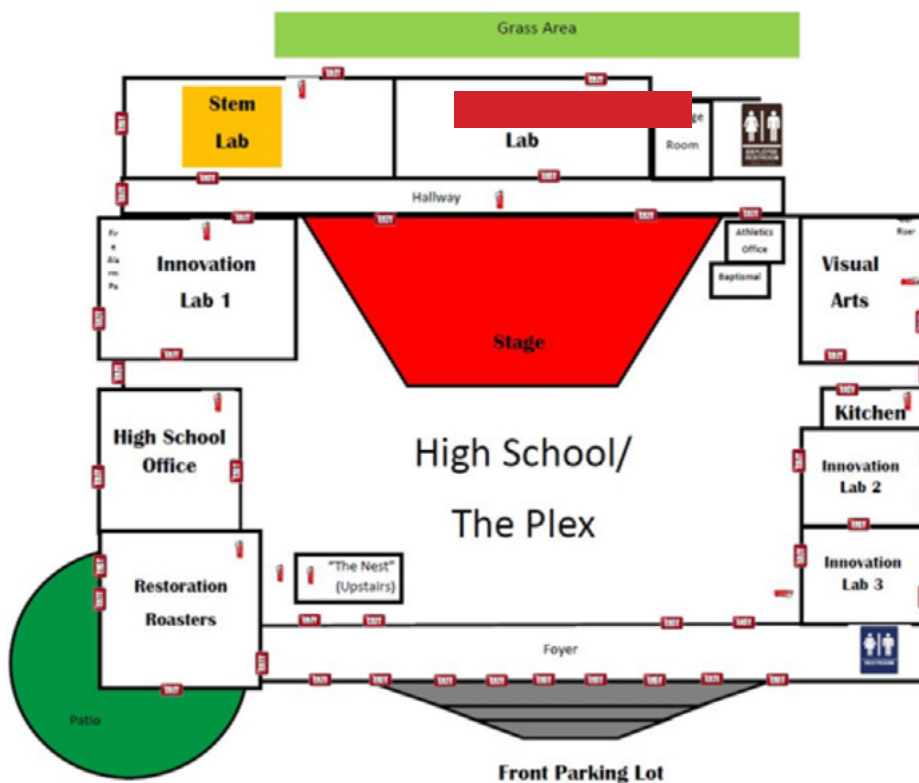
To reduce possibilities for infection, students must remain in the same space and in cohorts as small and consistent as practicable, including for recess and lunch. Keep the same students and teacher or staff with each group, to the greatest extent practicable.

CCS is committed to limit the number of interactions among students and staff together with continued smaller class sizes as well as facilitate an effective and efficient rapid-response contact tracing protocol. In grades 9th through 12th, cohorts will be preserved by block schedule strategies to limit the number of interactions.

Staff lounge areas and common areas will be arranged to help maintain social distancing. Staff will be encouraged to remain in their grade level pods to limit interactions.

Section C: Entrance, Exits and Movement Within the School

Our goal is to minimize congregate movement through entrances, exits and hallways as much as practicable. Therefore, specific entrances and exits have been designated as well as locations for drop off and pick up in order to ensure limited physical and/or direct contact with others.



****Parents & visitors will have limited access to the school campus.**



MOVEMENT:

- CCS will limit communal activities where practicable. Alternatively, stagger use, properly space occupants and disinfect in between uses.
- CCS may consider the use of non-classroom space for instruction, including regular use of outdoor space, weather permitting.
- CCS will limit the amount of interactions between cohort groups.
- CCS will operate as a “closed campus” by restricting access of non-essential visitors, volunteers and group activities during regular hours of operation.
- CCS will limit the number of individuals in the front office, ensuring proper physical distancing is maintained.
- To further minimize hallway movement, CCS does not have student lockers.

STAGGERED START TIME AND OTHER SCHEDULES:

Staggered start times and break schedules have been established for different grade levels to aid in limiting physical and/or direct contact with others. Snack and lunch times will be limited to grade level cohorts.

Parents & visitors will have limited access to the school campus. Upon entering everyone will have their temperature checked using a no-contact thermometer.

PHYSICAL BARRIERS:

Physical barriers have been installed in front office areas where face-to-face interaction with the public occurs.



Section D: Face Coverings and Other Essential Protective Gear:

FACE COVERING:

In accordance with the [California Department of Public Health's \(CDPH\) Guidance for Face Coverings](#)

- All Staff, learners and other adults (volunteers, visitors, etc.) arriving on campus must wear a face covering unless they meet face covering exemptions.

STUDENTS

AGE	FACE COVERING REQUIRED
Under 2 years old	No
2 years old - 2nd Grade	Strongly encouraged**
3rd Grade - High School	Yes, unless exempt

- Learners exempt from wearing a face covering will not be required to use a face covering. Parents should be familiar with the face covering exemptions as they will be responsible for determining the exempt status of their child. Learners with no face covering exemption must bring a face covering with them to be used if physical distancing is not feasible.

Information regarding face coverings and exemptions:

Visit the California Department of Public Health's website at: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Guidance-for-Face-Coverings_06-18-2020.pdf.

Learners must use face coverings:

- While in the classroom
- While waiting to enter campus
- While on school grounds (except when eating or drinking and during outdoor activities)
- While leaving school

Staff members must use face coverings when:

- Interacting in-person with any member of the public.
- Working in any space visited by members of the public, regardless of whether anyone from the public is present at the time.
- Working in any space where food is prepared or packaged for sale or distribution to others.
- Working in or walking through common areas, such as hallways, stairways, elevators, in a vehicle traveling with others, and parking facilities.
- In any room or enclosed area where other people are present when unable to physically distance.
- Face coverings and gloves must be used by staff who work with students who require more hands-on services.
- Facilitators/Staff can use face shields when modeling of oral tasks is required to complete to allow learners to view their Facilitators/Staff.
- Staff will be provided reusable cloth face masks and face coverings, and are expected to wear them daily.
- Personal face coverings will be allowed in compliance with CCS dress code policy.
- PPE will be available to staff and learners.
- CCS has different types of face covering and staff will be given a choice as to type of face covering, they would like to use and/or most conducive to their student's needs.
- Face coverings and gloves must be used by staff who work with students who require more hands-on services.

***Gloves are not recommended for use by learners or staff, with the exception of those conducting cleaning, first aid, or food service*



The following individuals are exempt from wearing a face covering:

- Persons age two years or under. These very young children must not wear a face covering because of the risk of suffocation.
- Persons with a verified medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance.
- Persons who are hearing impaired or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

For more information regarding face coverings and exemptions, please visit the California Department of Public Health's website at: https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Guidance-for-Face-Coverings_06-18-2020.pdf

Section E: Health Screening for Students and Staff

SYMPTOMS OF COVID-19:

We are required to share information regarding Covid-19 symptoms.

Remember, anyone can have mild to severe symptoms. Older adults and people who have severe underlying medical conditions like heart or lung disease or diabetes seem to be at higher risk for developing more serious complications from COVID-19 illness.

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Fever (100.4 degrees or higher)

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

SELF-CHECK AT HOME:

All CCS Staff, learners and other adults (families, guests and volunteers, etc.) must conduct symptoms self-check and temperature check prior to arriving on our campus.

- If you are experiencing any symptoms and/or have a fever of 100.4 degrees or higher you need to stay home until you are no longer experiencing any symptoms to ensure your safety as well as the safety of those around you. If you need information on what symptoms to look for, please go to the CDC link: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

***Quarantine, personal illness and Covid-19 illness or symptoms related absence will be excused.*



SCREENING ON CAMPUS PRIOR TO ENTRY:

1. All Learners/Staff/Visitors must complete a self-check prior to arriving on campus.
2. A health screening including a no-contact temperature check will be done before entering the main campus.
3. All Students/Staff/Visitors must be symptom free prior to starting school, work or entry to the campus.
 - a. Staff who are symptomatic for COVID-19 must stay at home and contact Human Resources.
 - b. Learners who are symptomatic for Covid-19 must stay home and notify the school of the absence.
 - c. Visitors who are symptomatic will not be allowed on campus

*** Parents & visitors will have limited access to the school campus. Upon entering everyone will have their temperature checked using a no-contact thermometer.*

Any students or staff exhibiting symptoms should immediately be required to wear a face covering and be required to wait in an isolation area until they can be transported home or to a healthcare facility, as soon as practicable

Staff that present symptoms while at school/work will immediately isolate themselves from others and go home.

Learners that present symptoms while at school will immediately go to a designated isolation area until they can be picked up by a parent or guardian.

***Note: Parents must be prepared to pick up their learner(s) immediately in the instance they develop COVID-19 symptoms while at school. Please be sure to have updated emergency contacts in Facts.*

Section F: Healthy Hygiene Practices

HAND WASHING AND HAND SANITIZERS:

- Staff and learners are expected to wash/sanitize their hands regularly.
- Staff and Learners are required to wash/sanitize their hands upon entering the classroom throughout the day.
- Hand sanitizers will be available in every classroom and workstation.
- There are hand sanitizer stations in all front offices, in classrooms and high traffic areas.
- Most Elementary and Middle School classrooms have in-classroom sinks.
- There is a sink available in the High School Lab and convenient bathroom access is available.

SHARING OF SUPPLIES AND TRASH CANS

- Sharing of supplies will be limited and avoided between learners and staff to the extent possible.
- Learners must take home personal items for cleaning daily.

WATER BOTTLE AND DRINKING FOUNTAIN

- Students must bring a refillable water bottle or have an option to use a disposable cup.



Section G: Physical Distancing

Physical distancing helps limit the spread of the virus.

PHYSICAL DISTANCING STRATEGIES INCLUDE:

1. CCS will operate as a “closed campus” by restricting access of non-essential visitors, volunteers and group activities during regular hours of operation.
2. Classroom and other learner spaces will be arranged to allow maximum space for learners and staff to maintain physical distancing.



3. Classroom set up includes learners' desks to face the same direction (not facing each other), spaced with appropriate physical distance (6ft) between desks as well as spaced six feet from facilitators.
4. Entrance, exit and traffic flow paths have been planned for breaks, lunch, and other transition times.
5. Staff will practice physical distancing, including but not limited to, the following:
 - a. Working indoors or outdoor areas
 - b. Before and after the work shift
 - c. Coming and going from vehicles
 - d. Entering, working, and exiting physical buildings or other structures during breaks and lunch periods

USE AND SPORTS

Sports: The purpose of reopening guidelines for our athletic departments in the CCS is to ensure the safest environment and best possible care is being provided for our students who choose to return and participate in these activities.

The California Interscholastic Federation (CIF) Sports Medicine Advisory Committee has developed a comprehensive document to help school districts prepare for their student-athletes to return to athletic activities.

Reference: https://cifstate.org/covid-19/Resources/RTP_Combined.pdf

FOOD SERVICES

When available, Food Services will provide boxed or individually plated meals and will eat lunch in designated lunch areas in or outside of the classroom.



Section H: Staff Training and Family Education

STAFF TRAINING

Staff members will complete mandated COVID-19 training which includes information on Hand Washing, Coronavirus Awareness, Center for Disease Control (CDC), Guidelines for Using Face Coverings, and Coping with Covid-19 and managing Covid-19 anxiety.

FAMILY EDUCATION

CCS has compiled resources and websites for parents and learners, including our reopening plan details, to help with the impact of the novel coronavirus (COVID-19). These resources will be available and distributed from our school website or classroom connection.

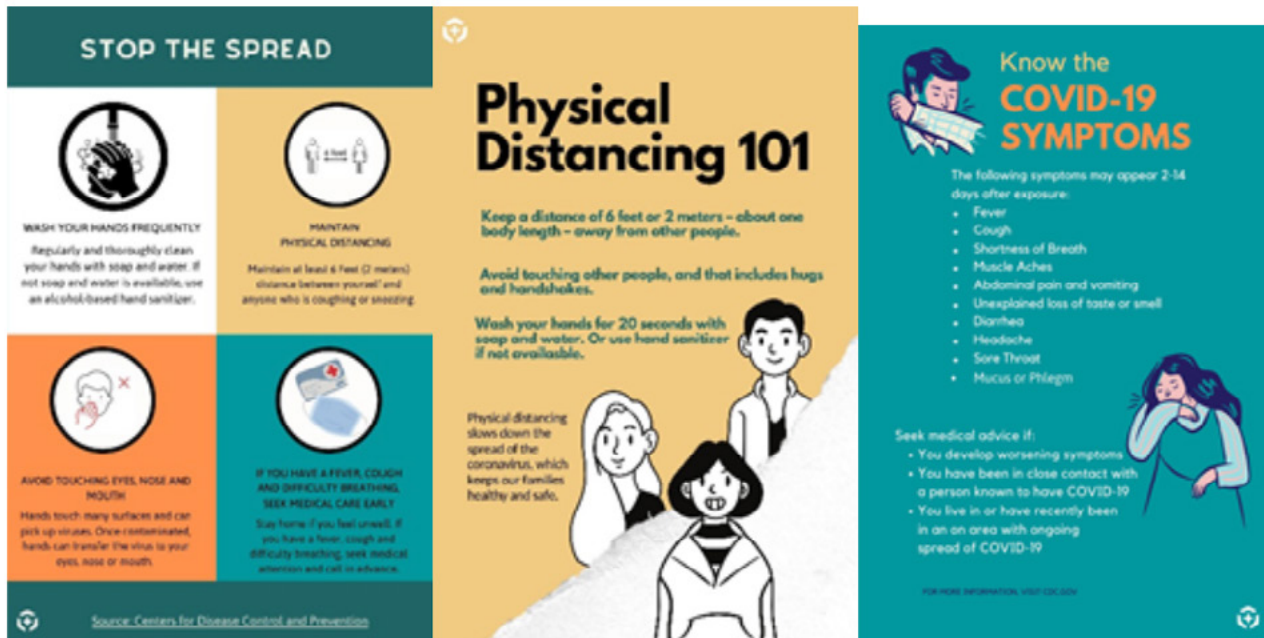
Learners will be trained in hand washing, covid19 symptoms, and social distancing.

Parents are encouraged to recognize the symptoms of Covid 19 and learn how to help their learner manage and cope with the new procedures.

CAMPUS SIGNAGE AND FLOOR DECALS

We have taken reasonable measures, including posting signage and floor decals in strategic and highly visible locations, to remind staff/learners/visitors of the use of face coverings, practice of physical distancing, hand washing and cleaning and sanitation.

CCS has posted various signage around campus to help educate our school community about Covid 19.





Section I: Identification, Tracing and Communication

COVID-19 PROTOCOL & NOTIFICATION

Should a positive COVID-19 case occur at school, the following protocols will be followed:

- In accordance with state and local laws and regulations, school administrators will notify local health officials, staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA).
- Privacy of Employee Medical Information
- CCS is entitled under California's Confidentiality of Medical Information Act to establish appropriate procedures in regard to received medical information of employees to ensure the confidentiality and protection of unauthorized uses of that information.
- CCS will not disclose the name(s) of infected employees unless such disclosure is to public health authorities or required by law. Crossroads Christian Church will keep information regarding employee illness as confidential medical information, in compliance with ADA requirements.
- Students information and records will follow FERPA and HIPAA guidelines
 - Reference: https://studentprivacy.ed.gov/sites/default/files/resource_document/file/FERPA%20and%20Coronavirus%20Frequently%20Asked%20Questions.pdf
- Determine and inform those who have had close contact with a person diagnosed with COVID-19 to self- monitor for symptoms and follow state and local guidance if symptoms develop. **CCS will be using an electronic visitor management system (Raptor Technologies) to monitor visitors on campus. Student Attendance will be tracked by Canvas. Staff attendance is tracked by Paylocity and Secure Access Entry Fobs.
- Learner, Staff, and families who have been potentially exposed to a positive COVID- 19 case will be notified. These notifications will be completed by CCS Administrator or designee (for Learners), by phone with follow-up written correspondence which will include:
 - If known, date of potential exposure
 - Information on incubation period and safety protocols that help to limit exposure (hand washing, face coverings, physical distancing)
 - Phone numbers to schedule an appointment at a local testing site

In addition, positive COVID-19 cases may lead to the closure of a classroom, multiple classrooms, or even a school. This will be determined by CCS Administration with direction from Riverside County Public Health. (Refer to Exhibit A for School Decision Tree)

RECORDKEEPING

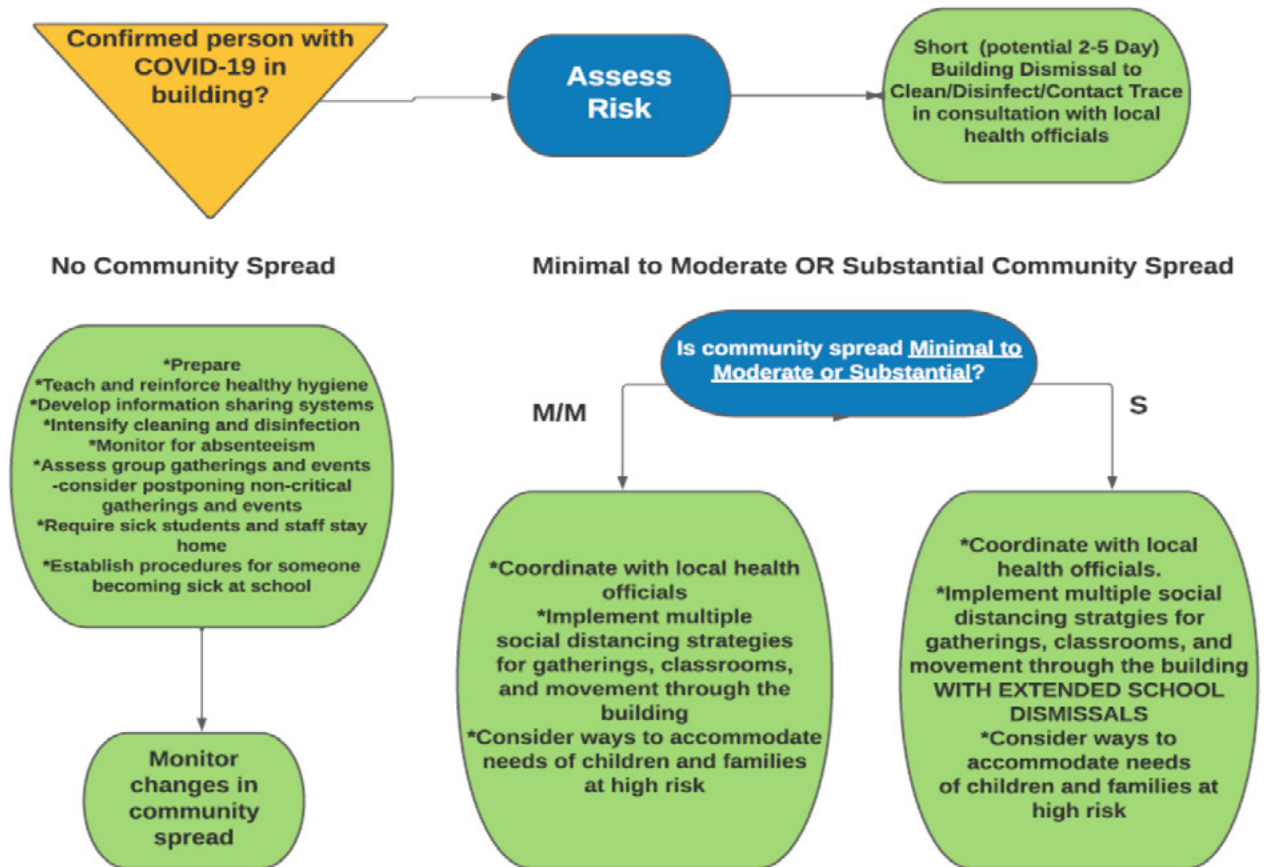
CCS will keep logs of:

- Classes (Using Canvas & Facts Management)
- Seating charts (Using Canvas)
- Playground usage & snack/lunch times (Using Canvas)
- Daily visitors who are approved to enter the school (using Raptor Technologies)
- Staff on campus (using Key fobs & Paylocity)
- Parents on campus (using Raptor Technologies)
- CCS will maintain these records and the records will be readily available for public health for contact tracing purposes.



SCHOOL DECISION TREE

All Schools Regardless of Community Spread



LEARNERS THAT PRESENT SYMPTOMS WHILE AT SCHOOL:

Should a positive COVID-19 case occur at school, the following protocols will be followed:

1. Learners will go to a designated isolation area until they can be picked up by a parent or guardian.
2. CCS will coordinate with Riverside County Department of Public Health (RCDPH) regarding suspected and confirmed cases.
3. RCDPH will be responsible for working directly with the individual and families for notification and contact tracing.
4. RCDPH will assist CCS to determine a course of action should a student or staff member test positive for COVID-19 on a case-by-case basis. This may include dismissal of students and most staff for a short period of 1-3 days.

***Note: Parents must be prepared to pick up their learner(s) immediately in the instance they develop COVID-19 symptoms while at school. Please be sure to have updated emergency contacts in Facts.*



LEARNERS RETURNING TO SCHOOL AFTER A DIAGNOSIS OF COVID-19

RCDPH is responsible for clearance of individuals infected with COVID-19, including Learners.

1. After a positive diagnosis is made, students should expect to be in isolation for at least 10 days after the test, and potentially longer if they continue to remain symptomatic.
2. Learners should not return to school until they have been cleared by Public Health; administration will work directly with families when they are cleared by the Public Health and ready to return to school.
3. CCS will make arrangements with the student and families to be able to continue with school while at home to ensure that the student's learning is not impacted.

COMMUNICATION PLAN:

CCS is committed to ensuring open and timely communication with families. Should there be a confirmed case or a known exposure to COVID-19 on campus a school community notification will be sent out. Furthermore, CCS will maintain contact with the Riverside County Health Office and CPDH

CCS has procedures in place for investigating communicable disease cases & Covid 19. CCS Administration will conduct contact tracing using classroom rosters and information obtained from school personnel through data and interviews.

CDC guidelines for determining when a person who was recently in close contact with a person with COVID-19 or a person with COVID-19 can return to work or school. Our communication plan determines our protocol if exposed to Covid 19.

Measures to be taken when a Learner, facilitator or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19

Reference: <https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

EXPOSURE FOLLOW-UP

	Learners or Staff with:	Action	Communication
1	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific Guidelines	<ul style="list-style-type: none"> • Send home • Recommend testing (If positive, see #3, if negative, see #4) • School/classroom remain open 	<ul style="list-style-type: none"> • No Action needed
2	Close contact with a confirmed (+) COVID-19 Case	<ul style="list-style-type: none"> • Send home • Quarantine for 14 days from last exposure • Recommend testing (but will not shorten 14- day quarantine) • School/classroom remain open 	<ul style="list-style-type: none"> • Consider school community notification of a known contact

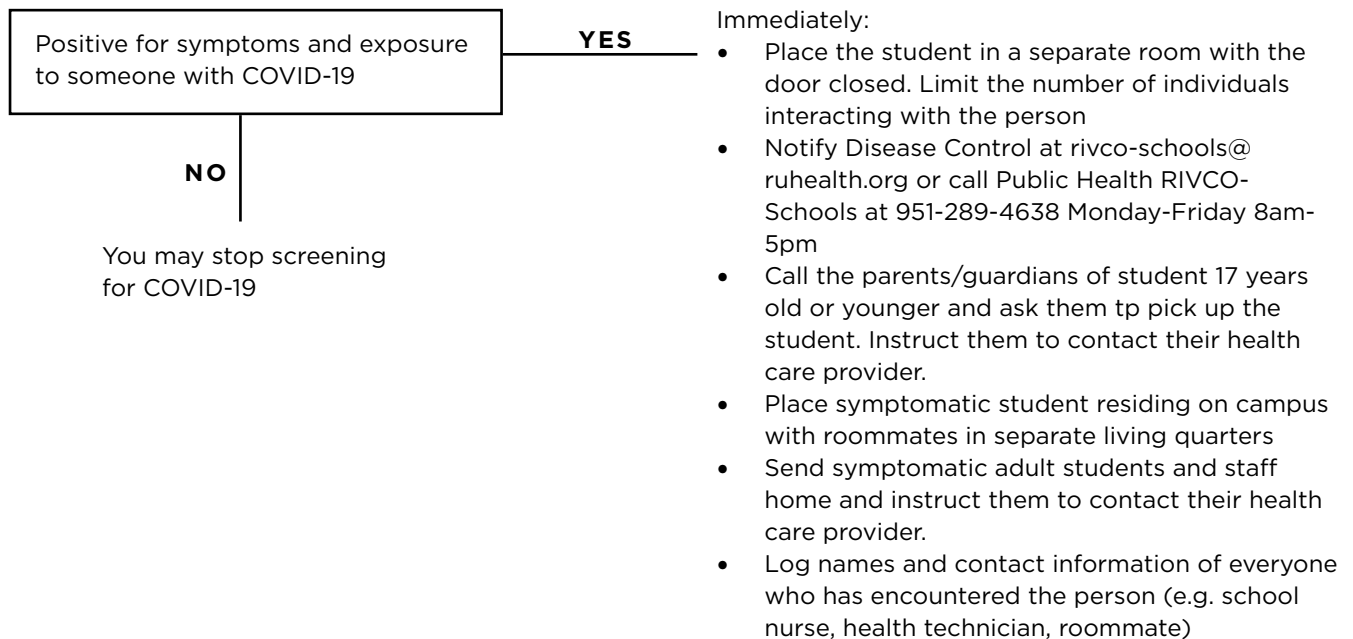


3	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify the local public health department • Isolate case and exclude from school for 10 days from symptom onset or test date • Identify contacts (+), quarantine & exclude exposed contacts (likely entire cohort (++) for 14 days after the last date the case was present at school while infectious • Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14- day quarantine) • Disinfection and cleaning of classroom and primary spaces where case spent significant time • School remains open 	<ul style="list-style-type: none"> • School community notification of a known case
4	Tests negative after symptoms	<ul style="list-style-type: none"> • May return to school 3 days after symptoms resolve • School/classroom remain open 	<ul style="list-style-type: none"> • Consider school community notification if prior awareness of testing

RIVERSIDE UNIVERSITY HEALTH SYSTEM - PUBLIC HEALTH NOVEL CORONAVIRUS (COVID-19) TRIAGE FLOW CHART FOR EDUCATIONAL SETTING

Signs & Symptoms and Epidemiological Risk Factors

- Fever > 38°C or 100.4°F and any of the following (*=higher risk:)
- Cough*
- Difficulty breathing*
- Sore throat
- Gastrointestinal problems
- Loss of taste or smell
- Conjunctivitis
- Close contact with a person with or suspected to have COVID-19 in the past 14 days



Section J: Testing of Students and Staff:

All staff will be tested over 2 months, where 50% of staff are tested every month to rotate testing of all staff over time. Staff testing frequency may increase if increased testing has been directed by local health agency and/or if there is an increase in community transmission.

Covid-19 Test providers:

- Testing provider: Rapid Covid Labs, LLC: testing site located in Crossroads Church (next to the school)
- Staff Medical Plan: Anthem

Students may be provided with CCS testing provider information should testing be recommended.

STAFF EXPOSURE AND/OR CONFIRMED CASE SCENARIOS:

***All the below scenarios should be reported to Human Resources*

1. Staff exposed to Covid-19 and is asymptomatic:
 - Self-monitor for symptoms (respiratory problems, temperature) for 14 days can continue to work wearing a mask
 - If any symptoms arise during the 14-day period, employee must not report to work and is referred for testing
 - If test results are negative, may return and must continue to self-monitor for 14 days
 2. Staff exposed to Covid-19 and has symptoms:
 - Employee must stay home and not report to work
 - In-home isolation
 - Human Resources (HR) will refer for testing:
 - While test is pending continue home isolation
 - If test is negative and employee is no longer symptomatic, and if source employee tests negative, discontinue isolation and clear employee for work (HR)
 - If source employee tests positive, complete 14-day quarantine and may work if asymptomatic for 72 hours prior
- **Source employee is employee who tested positive and other employees were exposed to*
3. Employees with suspected or confirmed positive COVID-19 Test
 - Remains on home isolation until:
 - 72 hours has passed since recovery
 - **Recovery is defined as: (must meet a and b)
 - Resolution of fever without the employee using fever-reducing medication and improvement in respiratory symptoms AND
 - At least 10 days have passed since their last positive test
 4. Asymptomatic employee with laboratory confirmed Positive COVID-19 Test
 - Remains on home isolation until:
 - At least 10 days have passed since their first positive COVID-19 test, assuming they have not developed any symptoms since their positive test
 - If symptoms develop, follow protocol for symptomatic individuals

HIGH RISK EMPLOYEES

Employees who are in the high-risk group and are concerned about coming to work should contact Human Resources.

Based on what we know now, those at high-risk for severe illness from COVID-19 are:

- People 65 years and older
- People who live in a nursing home or long-term care facility

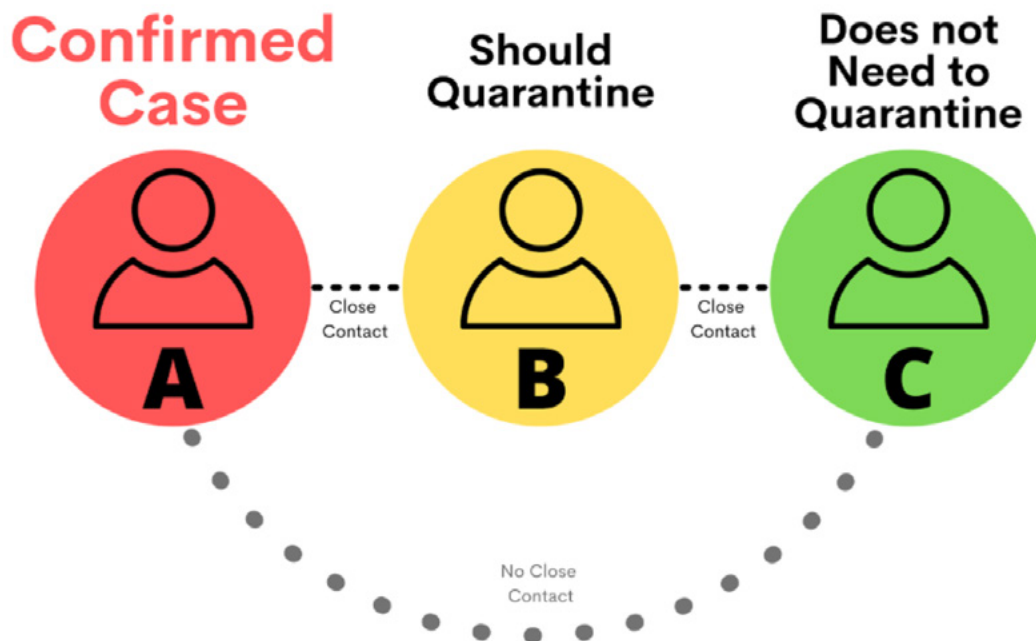


- People of all ages with underlying medical conditions, particularly if not well controlled, including:
- People with chronic lung disease or moderate to severe asthma People who have serious heart conditions
- People who are immunocompromised
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher) People with diabetes
- People with chronic kidney disease undergoing dialysis People with liver disease
- Pregnant people might be at an increased risk for severe illness from COVID-19 compared to non-pregnant people

The best ways to protect yourself and to help reduce the spread of COVID-19 are to:

- Limit your interactions with other people as much as possible
- Take precautions to prevent getting COVID-19 when you do interact with others
- If you start feeling sick and think you may have COVID-19, call your healthcare provider within 24 hours

General Quarantine Protocol



Section K: Triggers for switching to distance learning:

CCS will follow the recommendation from CDPH listed below:

WHAT ARE THE CRITERIA FOR CLOSING A SCHOOL?

Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school. The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data. If a school is closed for in-person learning, when may it reopen? Schools may typically reopen after 14 days and the following have occurred: • Cleaning and disinfection • Public health investigation • Consultation with the local public health department

Reference: <https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

Section L: Communiation Plans

See Section !

ADDITIONAL RESOURCES & REFERENCES

[COVID-19 and Reopening In-Person Learning \(July 17, 2020\)](#)

[Center for Disease Control \(CDC\) Activities and Initiatives Supporting the COVID-19 Response](#)

[The President's Plan for Opening America Up Again](#)

[California Department of Public Health Industry Guidance: Schools and School Based Programs](#)

[California Department of Education \(CDE\) Stronger Together: A Guidebook for the reopening of California's Public Schools](#)

[Riverside County Office of Education \(RCOE\) Moving Forward Together: Reopening Guide](#)

[CIF Return to Physical Activity/Training Guidelines](#)

[American Academy of Pediatrics COVID-19 Planning Considerations: Guidance for School Re-entry](#)

