



Opportunities for Learning

2020-2021

Return to On-Site Learning

The following is a working document that will be updated as required in accordance with guidance from the California & Orange County Department of Public Health

Capistrano

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Introduction

In response to the COVID-19 Pandemic and in an effort to reopen our school for onsite learning, Opportunities for Learning Capistrano has taken necessary measures to evaluate the school site and implement improvements to better serve students during this unprecedented time. This document outlines the responsibility of the COVID-19 Compliance Taskforce and describes all relevant changes to the school campus or school program as well as outlines the steps the school will take in the event on a positive COVID-19 case on school grounds.

COVID-19 Compliance Taskforce

The Opportunities for Learning Capistrano has established a COVID-19 Compliance Task Force who is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring staff and students receive appropriate education about COVID-19. The COVID-19 Compliance Officer will serve as a liaison to DPH in the event of a COVID-19 cluster or outbreak on campus.

Opportunities for Learning Capistrano COVID-19 Compliance Taskforce
<p>Nancy Tiscareno <i>Principal</i></p>
<p>Angelica Lopez <i>Assistant Principal of Instructional Operations & Compliance Officer</i></p>
<p>Jessica Boucher <i>Assistant Principal</i></p>

Preparing for Reopening

Prior to reopening the school site the COVID-19 Compliance Taskforce will ensure the following measures have been implemented prior to students returning to school to minimize exposure to the COVID-19 virus.

- Students & Staff have received education regarding:
 - Face Coverings (including how to properly put on and how to wash a face covering)
 - Proper Handwashing
 - Social Distancing
 - Changes to school program due to COVID-19
- Health prescreens and temperature checks will take place for any individual entering the school
- A daily occupancy logging system has been created and implemented
- An internal digital reporting system has been created to notify all necessary stakeholders of a positive COVID-19 case onsite

- A reporting chain of command has been established and implemented
- The school has taken the appropriate measures to promote social distancing in the school site

Face Coverings at School and School Sponsored Events

All occupants are required to wear a clean face covering which properly covers the nose and mouth while on or around the School Site. Staff and students are required to wear face coverings while traveling on school sponsored transportation and at school sponsored events. Staff, students and/or visitors will be offered an appropriate face covering if they arrive at the school site without one or if their face covering becomes soiled or otherwise damaged. Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who cannot use or tolerate cloth face coverings.



Learn more about face coverings at: <https://covid19.ca.gov/masks-and-ppe/>

Proper Hand Washing & Sanitizing

The School encourages staff and students to wash their hands frequently throughout the day including after using the restroom, after touching their nose or mouth, after covering a cough or sneeze as well as before and after meals. Staff & students should wash their hands in the available restroom sink with soap and water for at least 20 seconds. Hand sanitizer is available at the front desk upon entry as well as at each teacher desk, each classroom and other supervised locations throughout the school.



Learn more about handwashing at: <https://www.cdc.gov/handwashing/pdf/handwashing-poster.pdf>

Social Distancing

All individuals are encouraged to keep an appropriate six feet or more of social distance at all times while at school. The School has posted social distancing protocols and reminders for its occupants. Floor markers to further encourage social distancing have been placed where appropriate.



Learn more about social distancing at: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>

Changes to School Program

Distance Learning

Orange County is currently in Tier 2 of the CA Blueprint with COVID-19 still at a substantial level. OFL Capistrano students are currently enrolled in a Distance Learning Model and will return to school in a phased approach. Students are currently able to connect with their Teachers on various learning platforms as well as via Zoom and Google Meets. School Counselors and Tutors are available virtually by appointment. Students are encouraged to reach out to their Teacher to schedule an appointment.

Families who prefer to remain in a Distance Learning Model may do so for the remainder of the 20/21 School Year.

Limited Occupancy

The School has limited the amount of individuals onsite to not exceed 10% of regular occupancy at any one time. New student orientations are conducted virtually by appointment only. Non-essential visits and/or activities are discouraged. Currently enrolled students may reach out to their teacher virtually to arrange for curriculum or technology pick-up when needed. Student materials can be picked up in the front lobby. Staff schedules have been staggered to limit the number of staff onsite at any one time.

Student & Teacher Seating

Teachers desks have been moved to allow for 6 feet of social distancing from student tables and/or desks where possible. Plexiglass barriers have been installed in areas where social distancing is not possible. Student seating will be limited to 2-3 students per teacher appointment block when onsite learning resumes.

Restrooms

Staff and student restrooms have been modified to accommodate one occupant at a time. Touchless soap and paper towel dispensers have been installed where possible. High touch surfaces of the restroom are cleaned by staff observing the regular cleaning schedule and are thoroughly cleaned twice weekly by the janitorial service.

Cleaning & Disinfecting

All student tables, plexiglass barriers and other high touch surfaces will be cleaned with EPA N List approved cleaners at the completion of each student block when students are on campus. Plexiglass barriers and other high touch surfaces will be cleaned no less than three times daily on days where only staff is onsite.

Specialized Services & Student Cohorts

OFL Capistrano is currently offering specialized services in small cohorts in accordance with guidance from the Orange County Department of Health. Students who are participating in student cohorts are required to follow social distancing guidelines including wearing a face covering while on or around school grounds. Student cohorts are limited to a maximum of 12 set students per cohort. Students

participating in a set cohort will work with no more than 2 teachers who will work onsite with only students within the same cohort. Student cohorts will observe block schedules to further limit the risk of potential exposure by keeping the number of individuals on school grounds to 10% of building occupancy.

Meal Program

The School offers a five day supply of Grab & Go style lunches every Monday. Students should call the school when they arrive for lunch pick up in order for a staff member to distribute the lunches. Measures have been implemented to limit contact during lunch distribution.

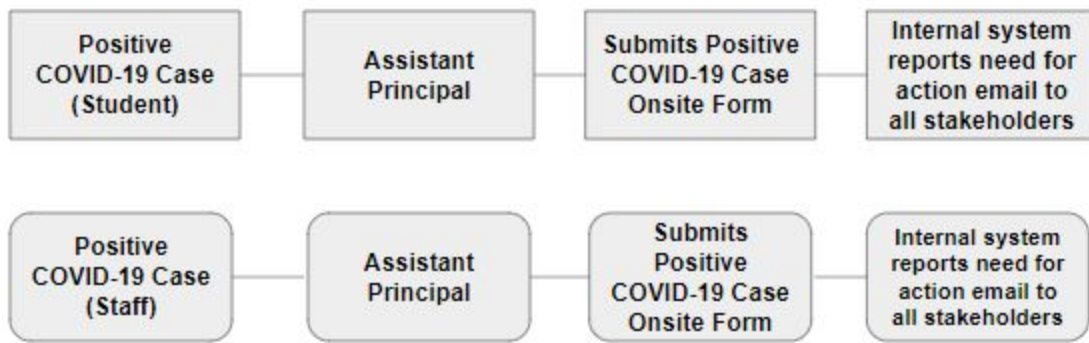
Health Prescreens & Temperature Checks

All individuals who enter the school site must access our digital health screening which is available using a QR code prior to entry. Individuals who are unable to access this form will be assisted by School staff in order to complete the health screening. Upon entry all occupants will have their temperature taken using a contactless thermometer by School Staff. Individuals who present with a temperature of 100.4 F or higher and/or answer yes to any of the health screening questions will not be permitted entry. Performing a thorough health screen will assist the School with not only limiting potential exposures but also serves as a daily digital log of all occupants on school premises.

Students who develop COVID-19 related symptoms during the day or are found to have symptoms during check-in will be given a medical grade mask to wear and will be moved to a designated isolation area while arrangements are made for the student to be picked up. Families will receive the **Symptom Decision Tree** handout when picking up their child and should follow-up with their child's Teacher the following day. Students should return home and follow the guidance based on their specific symptoms as indicated on the handout.

COVID-19 Reporting Chain of Command & Internal COVID-19 Reporting System

OFL staff may learn of a positive COVID-19 case in a variety of ways. In an effort to quickly report a positive COVID-19 case onsite and with respect to the privacy of the individual affected by COVID-19 the following reporting protocol has been established.



Staff is encouraged to reach out directly to Human Resources when reporting sensitive personal information

Students and their families are instructed to inform their Assistant Principal if their child tests positive for COVID-19. The Assistant Principal will then submit a **Positive COVID-19 Case Onsite Form**. This form is digital and will generate an email notifying all necessary parties. This form does not include identifying information of the individual who tested positive. Only the Compliance Officer or Human Resources will be informed of the identity of the positive case so that proper documentation, reporting and contact tracing efforts can be completed. The Human Resources Department (HR) will drive all staff related COVID-19 reporting and/or contact tracing efforts.

Case Reporting & Communication

The COVID-19 Compliance Officer will serve as the primary contact to the COVID-19 Schools Response Team, Communicable Disease Control Division at the Orange County Health Care Agency for all student related positive cases and will report all known positive cases in accordance with County Guidance. The COVID-19 Compliance Officer will conduct contact tracing and will initiate all necessary communications to any individuals exposed to positive case onsite.

Guidance & References

Symptom Decision Tree

<https://drive.google.com/file/d/1HlIewuyExaUaNQCXuFfhb8T6-Ary8IZr/view?usp=sharing>

Orange County Together: A Guide to Safely Reopen Schools in the COVID-19 Era

<https://newsroom.ocde.us/orange-county-together-guide-provides-recommendations-for-safely-reopening-local-schools/>

OC Health Care Agency

<https://occcovid19.ochealthinfo.com/>

COVID-19 Industry Guidance: Schools & School Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

COVID-19 CA. GOV

<https://covid19.ca.gov/>

Centers for Disease Control & Prevention

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>