

2020-2021 ACADEMIC YEAR

# AGM School Reopening & COVID-19 Prevention Plan



Updated August 9, 2020

# WORKING TOWARD REOPENING



STAGE

1

DISTANCE  
LEARNING

STAGE

2

HYBRID LEARNING

STAGE

3

CAMPUS  
LEARNING

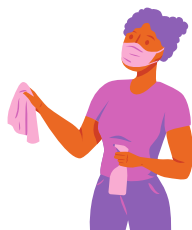


Guided by the interest of the health and safety of our students, the AGM team has created a multi-step reopening plan. This plan was created by the school administration in conjunction with the school staff, parent population, local church council, and the Board of Regents of Armenian Prelacy Schools.

The reopening plan consists of four main components and the success of each component depends on our families extending their the full cooperation and doing their part from home.



*Healthy  
Operations*



*Healthy  
Enviornments*



*Healthy  
Hygiene  
Practices*



*Preparing for  
Sickness*

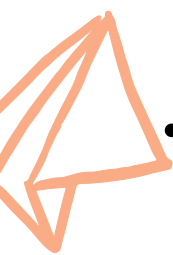
*The details of this proposal are subject to change in accordance with State, County & Board of Regents guidelines.*



# MAINTAINING HEALTHY OPERATIONS

## SPACE PLANNING

- Students in each grade level (K-6th) will remain in their own grade-level cohorts for the entire school day. Students from each grade level will remain with their group in one classroom or outdoor space without co-mingling with other grade levels. Combination classes won't take place.
- All recess, lunch and other breaks will be on separate schedules. Three separate outdoor spaces will be used to minimize contact of shared spaces. The sports field, courtyard, and Armenian center parking lot will be used as outdoor lunch and recess spaces.
- Each class will have their own outdoor play equipment, not to be shared.
- K-3rd grade students will be in self-contained classrooms. Only one teacher (plus Armenian) is exposed to students for all subjects. P.E. Art, Social Skills, will be offered by the homeroom teacher for all grades. A new block schedule will be implemented so that Armenian classes will be offered in larger blocks of time to minimize the movement of teachers. Students will never move rooms, only teachers will move on a need-be minimal basis.
- Teachers who do teach multiple grade levels will do so mostly on different days to minimize their movement from class to class. Staff will change clothing and disinfect before entering new classroom.
- Group activities in the classroom will be limited. Each student will have their own set of supplies labeled with their names. Desks will be placed facing the same direction at the greatest distance possible.
- All student work will be turned in only once a day at the end of the day, after which students and staff will wash their hands.
- Part day instruction will be held outside. 3 new outdoor seating spaces have been installed to increase outdoor classroom time.



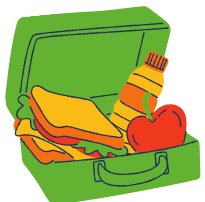
# MAINTAINING HEALTHY OPERATIONS

## SPACE PLANNING

- Due to its larger square footage, the current library is being repurposed into a classroom space to accommodate larger class sizes while respecting social distancing. The former 3rd grade will be the new library.
- Communal spaces will be temporarily closed. (Library, STEAM lab).

## FOOD SERVICE

- The food service will also undergo changes. All lunch tickets must be bought online. Lunch will be pre-packed in individual containers. Students will not be able to refill plates or customize their meal portions.
- Food brought from home must be packed in a disposable paper bag and thrown away after lunch.
- Meals will be eaten at staggered times and will be outdoors unless the weather does not permit. Each grade level cohort will eat in their own isolated location, while seated 6 feet apart.
- Disposable gloves must be used by the teacher/staff when handling food items.



# MAINTAINING HEALTHY OPERATIONS

## DROP OFF/PICK UP

- Pick up and Drop-off locations will be from different sides of the campus. Entrance and exit routes (on McFadden & Euclid) will be designated for parents with clear directions placed in our parking lot.
- Parents/guardians will not be allowed to enter the campus for drop off or pick up. Teachers will be outside to help escort children out of their vehicles.
- If a parent needs to meet with the administration or a teacher they must first set up an appointment to avoid overcrowding in the office. Email or zoom communication is preferred.
- Students from different grade levels may have staggered pick-up and drop-off times to avoid crowding.



## GATHERINGS

- Staff Meetings will be held outdoors or virtually. Staff breaks will be staggered to avoid crowding in the teacher's lounge.
- Guest speakers and visitors will be temporarily suspended.
- Student Assemblies and performances will be temporarily suspended. Morning and after-school prayers and pledges will be conducted in each individual classroom.
- Field Trips will be temporarily suspended.
- All after-school activities (chess club, KAHAM sports, etc.) will be temporarily suspended.

# MAINTAINING HEALTHY ENVIRONMENTS

- The EPA approved list of disinfectant products will be used for cleaning.
- Fragrance-free hand Sanitizers will be made available in each room (with min 60% alcohol) and can be used with adult supervision.
- Frequently touched surfaces (door handles, sink handles, light switches, tables, chairs, etc.) will be cleaned a few times a day, without overuse. A schedule for this cleaning will be prepared in collaboration with teaching staff. Most of the disinfecting during the school day will be done while children are outside. Gloves will be worn by the teacher or support staff when disinfecting frequently touched surfaces.
- A cleaning crew will be on site every day after-school for thorough cleaning & disinfection of all rooms and restrooms. Cleaning crew will be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by any cleaning product instructions. All cleaning products will be out of reach for students.
- Drinking fountains will be closed. Students can refill their bottles from refill stations. A new station is being installed upstairs.
- Water bottles brought from home should be clearly labeled. Extra water bottles will be made available in our office in case a child loses or forgets their water, however students should not rely on this supply.
- Personal Protective Equipment will be provided to our staff.
- Adequate supplies of cleaning products have been purchased and stocked in preparation for opening.
- Classroom doors and windows will be left open to allow for increased air circulation.



# HEALTHY HYGIENE PRACTICES

- Students & staff entering school will be required to wash their hands each morning before going to class.
- Students will have their temperature taken before entering school with a non-touch thermometer. Staff must conduct self-checks and sign a form indicating they do not have a temperature. Visual wellness checks will be conducted throughout the day and temperatures will be checked mid-day as well.
- Disposable gloves must be used by teacher/staff when screening students.
- Families are recommended to take temperatures daily before heading to school. Anyone with a fever of 100.4 or higher, or any other Covid-19 symptoms should not come to school. Absences due to illness or the need to quarantine will be excused.
- Hand washing will be reinforced throughout the day for each class at different times of day. Kindergarten will use downstairs restrooms and can use the outdoor washing station. 1st-6th can use upstairs restrooms and will have time to wash hands during their individual cohort breaks.
- Touchless faucets and soap dispensers are being installed in all restrooms. Students and staff will wash their hands for at least 20 seconds with soap.
- Students will be taught how to use tissues to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Staff will be required to wear face coverings. Face shields can be used to allow students to see teachers' faces for phonological instruction only when teaching from a safe distance. If teachers need to get closer than 6 feet, a mask must be used. Staff will be trained on the proper ways of handling and removing face masks, and will teach the protocols to their students.



# HEALTHY HYGIENE PRACTICES



- Students in 3rd-6th grade will also be required to wear a face mask. K-2nd grade students are strongly encouraged to wear a face mask. Disposable face masks should be changed daily.
- Students or staff with a medical exemption for face masks should wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

## PREPARING FOR ILLNESS

- Existing student health documents will be reviewed to identify students who may need additional accommodations.
- Each week parents will sign a questioner if they or any individuals in their home or close contact are exhibiting COVID-19 symptoms.
- Students or staff who show a temperature of 100.4 or other symptoms: Fever, Cough, Shortness of breath or difficulty breathing, Chills, Repeated shaking with chills, Fatigue, Muscle pain, Headache, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea, New loss of taste or smell- will be required to immediately wear a mask and wait in a pre-designated isolated room until they are picked up. A supervising adult who will not be in contact with other children or staff will wait with the student. Students must be picked up within 40 minutes.
- The classroom in which the symptomatic child or teacher was in will be evacuated. The remaining students will go outdoors or into the main hall. The classroom must be cleared for at least 24 hours and thoroughly cleaned before students return.



# PREPARING FOR ILLNESS



- A roster of trained back-up staff will be ready if teachers/staff need to stay home. Self-guided distance learning will be implemented for students who need to stay home for quarantine.
- Incidents of possible exposure will be documented by the principal and local public health officials, staff, families will be notified of any positive case, while maintaining confidentiality as required by FERPA. Communication will be via email, phone and the school-wide Bloomz communication app.
- Sick individuals should not return until meeting CDC criteria to discontinue home isolation, including 3 days with no fever, and 10 days since symptoms first appeared.
- If a student or staff member test positive for COVID, protocols for school closure will be decided in conjunction with the Orange County Health Department. The school will immediately transition to Distance Learning should closure be necessary. Distance Learning schedules and protocols are available in a separate plan.
- Routine testing will be carried out for staff and all staff will be tested prior to opening. 50% of staff will be tested every month on a rotating basis. Staff will be referred to a their primary care provider or community testing site. However, our school has also partnered with a lab to help expedite and streamline the testing process. Testing will also be made available to students exhibiting symptoms.
- The school principal will serve as the liaison to help coordinate monitoring and communications to local health officials, as well as the school community. The principal will monitor and report positive cases, and track whether the school approaches the 5% threshold during a 14-day period.

# What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19? (per the CDPH)

## Student or Staff with COVID-19 Symptoms

(e.g., fever, cough, loss of taste or smell, difficulty breathing)

- ☐ Send home
- ☐ Recommend testing
- ☐ School/classroom remain open

## Student or Staff with Close contact (†) with a confirmed COVID19 case

- ☐ Send home
- ☐ Quarantine for 14 days from last exposure
- ☐ Recommend testing (but will not shorten 14- day quarantine)
- ☐ School/classroom remain open
- ☐ Consider school community notification of a known contact

## Student or Staff Confirmed COVID-19 case infection

- ☐ 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
- ☐ School community notification of a known case

## Student or Staff Tests negative after symptoms

- ☐ May return to school 3 days after symptoms resolve
- ☐ School/classroom remain open
- ☐ School community notification if prior awareness of testing

(†) A contact is defined as a person who is <6 feet from a case for >15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, may need to be considered exposed.

(††) 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.

# CONCLUSION & RESOURCES

These guidelines have been published with the understanding that all school stakeholders will fully adhere to them. Failure to do so could result in workplace illnesses that may cause classrooms or the entire school to be temporarily closed or limited.

Staff and parents will continue to be updated regarding these measures. Staff will undergo training on the above-mentioned protocols prior to reopening in the outdoor field to ensure social distancing.

A parent live zoom meeting will take place prior to opening to ensure all families are educated on the application and enforcement of this plan. The live session will allow for direct Q&A.

The local health department for communicating information about COVID19 outbreaks among students or staff is the Orange County Healthcare Agency -(833) 426-6411.

**The school website URL where the reopening plan and waiver are posted is:**  
**[www.agminassianschool.org](http://www.agminassianschool.org)**



CA Department of Public Health Coronavirus Guidance Documents:  
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Guidance.aspx>

CDPH Covid-19 Industry Guidance; Schools & School Based Programs:  
<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

CA Department of Education Coronavirus Response and School Reopening Guidance: <https://www.cde.ca.gov/ls/he/hn/coronavirus.asp>

Orange County Health Care Agency: <https://occovid19.ochealthinfo.com/>