

## **VCS COVID-19 Reopening Plan\***

Updated: August 2, 2021

\*subject to change

VCS will rely on official guidelines and recommendations while attempting to maintain a balanced and reasonable approach to precautions needed to operate as safely as possible when operating on campus. This school reopening plan has been developed in accordance with the California Department of Public Health (CPDH) and Sacramento County Public Health (SCPH). The school Reopening Plan is in alignment with our In-Person Waiver application and has been developed in close consultation and collaboration with our employees and parents.

### **Cleaning and Disinfecting**

VCS has already started the process of deep cleaning our buildings and it will continue until the start of school. During the school year you can expect to see, at a minimum, the following:

- Installation of Merv 13 virus filtering HEPA filters in our entire HVAC system.
- Daily cleaning of the buildings, every evening, including the sanitation of high touch surfaces using EPA approved botanical disinfectant solution (number A7742-1-92595), which is a non-toxic virus killing chemical, with a commercial grade disinfectant machine (electric nebulizer and/or electric fogger and/or atomizer).
- In the case of a positive test, enhanced cleaning protocols will be implemented.
- Employees and/or students will be provided gloves for conducting duties such as cleaning, first aid, or food service.
- Regular cleaning classrooms, shared classroom supplies, and high touch surfaces multiple times throughout the school day.
- Cleaning the gym, physical education/athletic equipment, and playground equipment on a regular basis between cohorts.
- Hand sanitizer dispensers in every classroom and throughout the buildings.
- Students are asked to bring their own supplies.
- Stuffed animals and other toys that are difficult to clean and sanitize will not be permitted.

## Cohorting

### ***Elementary:***

- VCS elementary school has one class per grade level K-6. Students grades K-3 and 4-6 go to recess at the same time but are in separate areas of the outside area so that they stay with their grade level only.
- Recesses are scheduled in areas designated exclusively for the cohort. Cleaning and disinfecting will take place throughout the day.
- VCS elementary will not run extended care at this time.
- To avoid mixing, class cohorts will line up by 8:10 am on their class line for temperature checks. Teachers will escort their students to class.
- PE will meet outside or in the gym with only one cohort at a time. Areas will be disinfected between cohorts

### ***JH/HS:***

- JH and HS will be separated into two cohorts, JH and HS. Mini-cohorts of students that share similar schedules will be seated near one another.
- VCS JH/HS students will have temperature checks at the beginning of the school day. Students will be dismissed in staggered times to reduce congestion.

## Entrance, Egress, Movement

### ***Elementary:***

- The grades, each an individual cohort, will be separated during movement around campus throughout the day.
- VCS elementary has 2 small hallways. The K-2 classes will enter and exit using the hallway by the playground. This is the only way to enter these classrooms and students will be spaced by teachers. Grade 2 has their own small staircase to enter their classroom from this hall. Grade 1 has their own small hall off of this hallway. Kindergarten will walk straight into their room. They will exit rooms one grade at a time. Grade 3 will enter their room through the resource room door that enters into their own hallway and back door to the room. Grade 4 will use the hallway by the office. Grade 5 will line up outside by their classroom in a portable. Grade 6 will enter and exit from their own ramp outside of the classroom.

### ***JH/HS:***

- We will stagger times to reduce congestion in hallways.

## Face Coverings and PPE

- Students, faculty and staff will bring their own face covering to school. Anyone without a face covering will be provided with one.
- Individuals with medical issues that prevent the safe use of face coverings may qualify for an alternate accomodation with a doctor's note.
- Students will need to cover their faces in situations where distancing is not possible, such as in:
  - hallway transitions
  - restrooms
  - reading groups
  - and when close proximity between faculty and a student is required such as in one-to-one instruction situations.

## Health Screenings for Students and Staff

- Attendance requirements will be relaxed for the 2021-2022 school year.
- Parents/caregivers are expected to screen their students for symptoms prior to coming to school each day. Anyone experiencing such symptoms should not come to campus or attend school.
- Symptoms to look for include:
  - Fever (100.4 or higher) 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.
- VCS has a supply of contactless thermometers that will be used to check the temperature of each staff, faculty, and student on a daily basis upon school entrance.
- Parents are expected to take their students' temperature at home prior to school, and students must not have a fever of 100.4 or higher without the aid of fever reducing medicine.
- Any staff, faculty, or student that has 100.4 degrees or higher will be sent home. If fever and/or symptoms develop while on campus, students will be sent to the designated quarantine room to await immediate adult pick up.
- Areas where the sick student was will be immediately cleaned and sanitized. They will also have air purification with virus filters present in those rooms.
- Parents are instructed to follow the Sacramento County Public Health protocol for screening students at home. SCPH protocol document at end of reopening plan. Also located at this link:  
[https://www.saccounty.net/COVID-19/Documents/Symptom\\_Decision\\_Tree\\_SCPH\\_10-13-2020.pdf](https://www.saccounty.net/COVID-19/Documents/Symptom_Decision_Tree_SCPH_10-13-2020.pdf)
- If a student or anyone in the child's household has been directly exposed to COVID-19, the student should stay home from school for a 7-10 day period\*. The school must be notified immediately. **\*Update 1/5/21: Quarantine may be shortened from 14 days to 7-10 days if certain criteria are met. See SCPH document at end of reopening plan and linked here:**  
<https://dhs.saccounty.net/PUB/Documents/Communicable-Disease-Control/GD-COVID19HomeQuarantineGuidance.pdf>

- If someone in the child's household has been diagnosed with COVID-19, the school must be notified immediately as directed by the CDC:  
<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine..>  
 If the child is unable to quarantine from the family member with COVID-19, they should stay home from school until the family member has passed their 10-day quarantine. After that, the student should stay home from school for an additional 7-10 day\* period. **\*Update 1/5/21:** *Quarantine timeline may be altered if certain criteria are met. See SCPH document at end of reopening plan and linked here:*  
<https://dhs.saccounty.net/PUB/Documents/Communicable-Disease-Control/GD-COVID19HomeQuarantineGuidance.pdf>
- If an employee has been directly exposed to COVID-19 or is sick, he/she will not return to school until after a 7-10 day\* quarantine period. **\*Update 1/5/21:** *Quarantine may be shortened from 14 days to 7-10 days if certain criteria are met. See SCPH document at end of reopening plan and linked here:*  
<https://dhs.saccounty.net/PUB/Documents/Communicable-Disease-Control/GD-COVID19HomeQuarantineGuidance.pdf>
- If we have a confirmed case of COVID-19 in our school, parents will be contacted immediately and the whole campus will be thoroughly cleaned and disinfected, according to CDC guidelines. The affected cohort(s) will be sent home to quarantine and to do distance learning for 10 days. Parents are to monitor symptoms for 14 days. Students may return to campus after 10 days if they do not have symptoms. If symptoms develop, the school should be notified immediately and a new return date will be established.
- If a student or staff member has traveled outside the country, they might be subject to a 14 day quarantine before returning to campus. Consult with the Superintendent.

### Healthy Hygiene Practices

Faculty and staff will participate in specific training, during in-service, to minimize the spread of infectious disease including COVID-19. You can expect the following:

- Student training on proper hand washing and additional ways to protect themselves and others (e.g. keeping hands away from face, covering coughs and sneezes, etc.).
- Frequent student hand washing throughout the day and time allotted to do so. The school will supply hand sanitizer for all classrooms and offices that do not have sinks with soap so that proper hand hygiene can be maintained.

- Water fountains will not be accessible but will be replaced with new water bottle fillers throughout the building. Students must bring their own water bottles to school with their names on the bottle.
- No sharing of personal supplies. Students must have their own supplies.
- Signage throughout the building with reminders of safety practices.
- Teachers will sanitize tables, desks, and high touch surfaces etc. throughout the day.
- All individuals will sanitize their hands walking in and out of buildings and classrooms, before and after eating, after coughing or sneezing, after being outside, and before and after using the restroom. Children under age 9 should use hand sanitizer under adult supervision.

### Identification and Tracing of Contacts

- The school health officer will track via a real-time reporting system. Any positive COVID-19 tests of student or faculty-staff members will be reported to the Sacramento County Public Health Department by our designated health officer. The health officer will maintain current cohort assignments and schedules of all students to be readily available for any on-campus tracing.
- We will follow the CDPH reopening guidelines when a student or staff member has a positive COVID-19 test. A confirmed case will prompt quarantine of the students and exposed members of the appropriate cohort(s) for 10 days .
- The contact tracer and School Health Officer will be Superintendent John Huffman, and he will maintain confidentiality of family information according to HIPAA regulations.
- We will be following the School Exclusion Plan as stated in “Testing of Students and Staff”

### Physical Distancing

- The school will teach and reinforce prevention behaviors including social distancing, use of face coverings, handwashing, cough/sneeze etiquette etc. as important strategies in slowing the spread of COVID-19 and other infectious diseases.

## Staff Training and Family Education

- We are conducting staff trainings for COVID-19 Safety as follows:
  - Date - Who was there - What did we do?
  - 6/4/20 - Administration - Safety Procedures
  - 7/9/20 - Administration - Safety Procedures
  - 8/4/20 - Elementary Staff - Safety Procedures
  - 8/10/20 - All Staff and Faculty - Reopening Plan
  - 8/18/20 - Elementary Staff - Reopening Plan
  - 8/31/20 - Elementary Staff - Reopening Plan
  - 9/3/20 - Elementary Staff - Masks and Cohorting
- We are facilitating family educational meetings for COVID-19 Safety as follows:
  - Weekly emails from Principal Pam Jimison covering general health and safety guidelines and reopening plans.
  - 7/1/20 - Parent Survey on Reopening Thoughts and Procedures
  - 8/4/20 - Parent Teacher Fellowship Meeting - Reopening Procedures
  - 8/17/20 - Kindergarten Parent Meeting - 60% attendance (rest received notes) Reopening Plans and Procedures
  - 8/20/20 - 4th grade parent meeting - 90% attendance (rest received notes) discussed changes made due to COVID-19 and how the following school year will proceed.
  - 8/24/20 - 2nd Grade Parent Meeting - 67% attendance (rest received notes) Reopening Plan
  - 8/25/20 - 6th Grade Parent Meeting - 75% attendance (rest received notes) - masks, gloves, hand sanitizing, CDC regulations, reopening plan
  - 8/26/20 - 3rd Grade parent meeting - 85% attendance (rest received notes) reopening plans.
  - 8/29/20 - 5th Grade Parent Meeting - 100% attendance - Reopening plan, washing hands, field trips
- Parents have been informed of the Reopening plan through our school's website, regular communication from the superintendent, and through individual class parent meetings. Ongoing parent communications and trainings will be held in the weeks leading up to on-campus learning to prepare our families for a successful transition.



## Testing of Students and Staff

Families will be given this protocol:

- If symptoms of COVID-19, consult with your doctor, and remain home until cleared by a doctor, including a written doctor's clearance for the school.
- Parents are instructed to follow the Sacramento County Public Health protocol for screening students at home. SCPH protocol document at end of reopening plan. Also located at this link:  
[https://www.saccounty.net/COVID-19/Documents/Symptom\\_Decision\\_Tree\\_SCPH\\_10-13-2020.pdf](https://www.saccounty.net/COVID-19/Documents/Symptom_Decision_Tree_SCPH_10-13-2020.pdf)
- If staff and students are exposed to COVID-19, they will be required to self quarantine for 7-10 days\*. **\*Update 1/5/21: Quarantine may be shortened from 14 days to 7-10 days if certain criteria are met. See SCPH document at end of reopening plan and linked here:**  
<https://dhs.saccounty.net/PUB/Documents/Communicable-Disease-Control/GD-COVID19HomeQuarantineGuidance.pdf>
- Voluntary testing is available for staff as needed. Information about testing can be found through our Health Officer Superintendent John Huffman. Testing is recommended every 8 weeks to detect asymptomatic infections.
- Sacramento County Community Testing Sites:  
[https://www.saccounty.net/COVID-19/Pages/Symptom-Screening\\_MobileTestingSite.asp](https://www.saccounty.net/COVID-19/Pages/Symptom-Screening_MobileTestingSite.asp)  
[X](#)
- Local Testing Locations:
  - CVS, 8101 Greenback Lane, Fair Oaks, CA
  - CVS, 5420 Dewey Lane, Fair Oaks, CA
  - Kaiser Foundation, 2025 Morse Ave., Sacramento, CA

### School Exclusion Policy

Students or Staff with:	Actions:	Communication:
COVID-19 symptoms	<ul style="list-style-type: none"> <li>● Send home</li> <li>● Consult with Doctor</li> <li>● School/classroom remain open.</li> </ul>	No action needed
Close contact with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>● Send home</li> <li>● Quarantine for 7-10 days from last exposure (<b>update 1/5/21: Quarantine may be shortened from 14 days to 7-10 days if certain criteria are met. See SCPH document at end of reopening plan.</b>)</li> <li>● Consult with Doctor</li> <li>● School/classroom remain open</li> </ul>	School community notification of a known contact
Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>● Notify SCPH</li> <li>● Isolate case and exclude according to guidelines from CDPH</li> <li>● Identify contacts, quarantine and exclude exposed</li> </ul>	School community notification of a known case and affected cohort

	<p>contacts for 10 days after the last date the case was present at school while infectious.</p> <ul style="list-style-type: none"> <li>● Recommend consultation of doctor by contacts, prioritize symptomatic contacts</li> <li>● Disinfect and clean classrooms and primary spaces where case spent significant time</li> <li>● School remains open</li> </ul>	quarantine.
Test negative after symptoms	<ul style="list-style-type: none"> <li>● May return to school 3 days after symptoms resolve.</li> <li>● School/Classroom remain open</li> </ul>	School community notification if prior awareness of testing

**Triggers for Switching to Distance Learning**

- If we have a positive COVID case, the identifiable close contacts will be asked to switch to distance learning. This includes any of the teachers.
- Cohorts will be asked to switch to distance learning if a substitute teacher needs to be obtained and one is not available. Staff will be used if possible.
- The school will switch to distance learning if 5% of the school has confirmed COVID-19 cases.

**Communication Plan**

- The superintendent will communicate with families about any COVID-19 exposure. Triggers for these communications are found in the exclusion from school policy.
- The superintendent will communicate the transition to distance learning if necessary. Triggers for these communications are found in the exclusion from school policy.
- Weekly communication with parents via newsletter updating parents on school happenings and weekly safety measures.
- Teachers will provide regular training of students on prevention behaviors.
- Reopening plan and safety measures posted on website.
- Superintendent will send regular updates to inform families of the health and safety plan and reopening progress.
- See “Staff Training and Family Education” section for dates and details.
- All communication will be consistent with HIPAA requirements.






### Other School Related Activities:

- Weather-permitting, Recess, Lunch Play, and Physical Education classes will take place outdoors. Sports & playground equipment will be cleaned on a regular basis throughout the day.
- Playground equipment will either be closed or disinfected between cohorts. Kindergarten may play in the sand without the sand toys. Kindergarten students may ride the tricycles and they will be sanitized after use.
- If any of these activities take place indoors due to inclement weather, social distancing will be monitored and enforced.
- Teachers are encouraged to hold classes outside.

# Student Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

## Low-risk: general symptoms

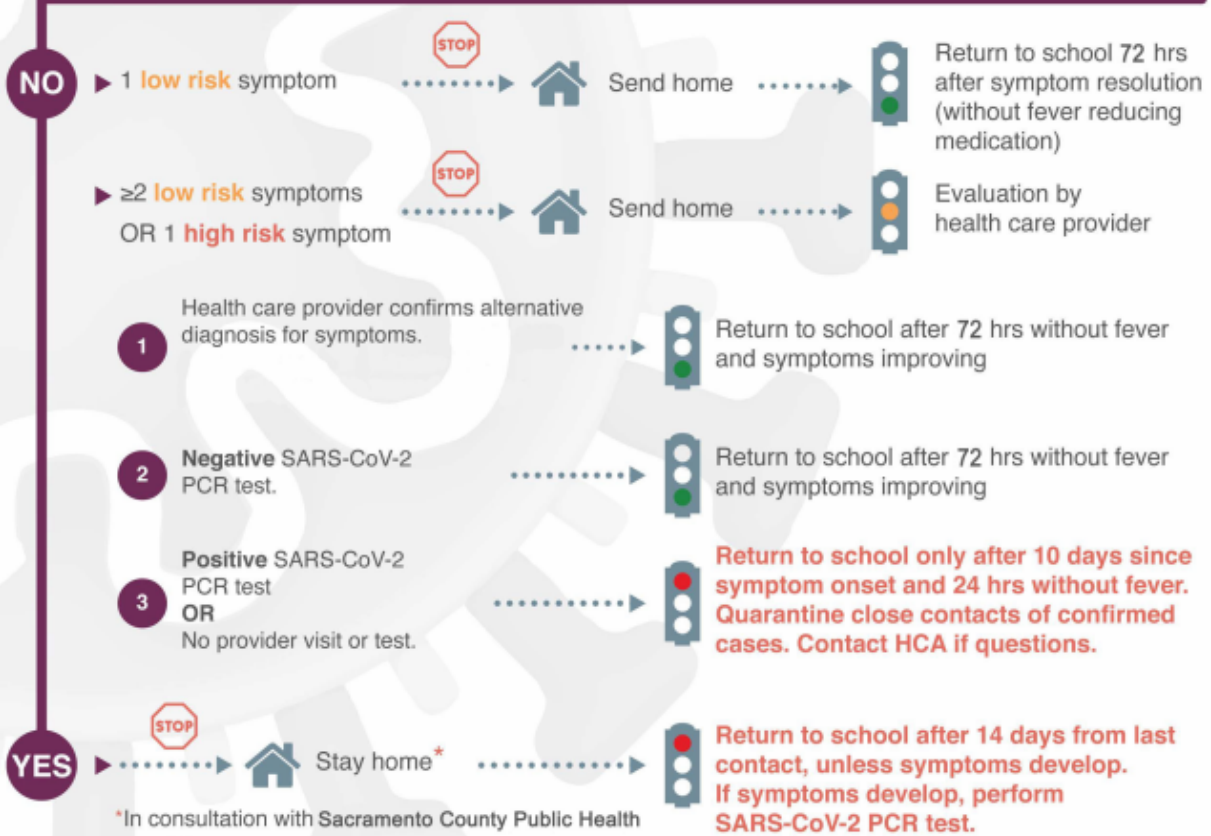
-  Fever ( $\geq 100.4^{\circ}\text{F}$ )
-  Sore throat
-  Congestion/runny nose
-  Headache
-  Nausea/vomiting/diarrhea
-  Fatigue/muscle or body aches

## High-risk: red flag symptoms

-  Cough
-  Difficulty breathing
-  Loss of taste/smell

### Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer



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

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**Addendum to original reopening plan:**

As of January 5, 2021, Victory Christian Schools will be implementing the option to *shorten the quarantine timeline* for individuals who have been in close contact with COVID-19 ***as outlined in the following document*** from the Sacramento County Public Health department.

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# Home Quarantine Guidance for Close Contacts to COVID-19

This guidance is for people who were in close contact with someone diagnosed with or likely to have COVID-19.

*If you are a health care worker or first responder, refer to guidance from your employer.*

## Why am I being asked to self-quarantine?

You have been in close contact with someone who has COVID-19 and even though you feel well now, it is possible that you are also infected. It can take 2 -14 days to show symptoms, so we may not know for up to 14 days if you are infected or not. You have been asked to self-quarantine in case you are infected so that you do not pass on the infection to anyone else.

## How long do I need to self-quarantine?

Your last day of quarantine is 14 days from when you were last in contact with the person with COVID-19. CDC continues to endorse quarantine for 14 days. However, based on local circumstances and resources, the following options to shorten quarantine are acceptable alternatives:

- Quarantine can end after Day 10 without testing AND if no symptoms have been reported during daily monitoring.
- When diagnostic testing resources are sufficient and available, and under staffing shortage at healthcare facilities, quarantine can end after Day 7 if a diagnostic specimen tests negative AND if no symptoms were reported during daily monitoring. The specimen may be collected and tested within 48 hours before the time of planned quarantine discontinuation (e.g., in anticipation of testing delays), but quarantine cannot be discontinued earlier than after Day 7. Earliest specimen collection should be no earlier than Day 5.
- However, with immunocompromised individuals, 14 days quarantine should still be practiced.

If you continue to live with and/or care for the person with COVID-19, the quarantine guidance is as follows:

- Your quarantine ends 14 days after the person(s) in the household with COVID-19 starts their home isolation according to the Home Isolation Instructions.
- If there is close contact with a person with COVID-19 (being within 6 feet for more than 15 minutes or touching body fluids or secretions without using the appropriate precautions) the 14-day quarantine period will have to restart. Body fluids or secretions include sweat, saliva, sputum, nasal mucus, vomit, urine, or diarrhea.
- If you are unable to avoid close contact, you should stay in quarantine for 14 days after the person with COVID-19 completes their home isolation according to the Home Isolation Instructions. This is likely to be at least 21 days.

## What are the restrictions?

You must restrict activities and limit all movements that may put you in contact with others during the quarantine period.

- Stay home. Do not go to work, school, or public areas.
- Separate yourself from others in your home.
  - Stay in a specific room and away from other people in your home as much as possible. It is very important to stay away from people who are at higher risk of serious illness. This includes people who are age 65 years and older, pregnant or have a health problem such as a chronic disease or a weak immune system.
  - Use a separate bathroom, if available.
  - Stay at least 6 feet away from others.
- Use a face covering or mask whenever you are in the presence of others in the household.

- Do not allow visitors and limit the number of people in your home.
- Do not handle pets or other animals.
- Do not prepare or serve food to others.
- Avoid caring for children if possible, or wear a face covering or mask if you have to provide care for your children

#### Can I leave my residence during quarantine?

- You may not leave your place of quarantine or enter another public or private place except to get necessary medical care and testing for COVID-19.
- Arrange for food and other necessities to be left at your door if you do not have anyone to help you at home.

#### Should I get tested for COVID-19?

As a close contact to someone with COVID-19, it is recommended that you get tested if you have symptoms.

- To get tested, call your health care provider or visit the Sacramento County [COVID-19 Testing Sites](#) website. Wear a face covering or mask when going to get tested.
- If your result is positive:
  - Isolate at home according to the Home Isolation Instructions.
  - Tell all of your close contacts to quarantine and provide them with these instructions.
- If you result is negative:
  - Complete your 14 day quarantine period.
  - Monitor for symptoms (see below).

#### How should I monitor my health during this period?

Monitor your health for signs and symptoms of COVID-19:

- Fever
- Cough
- Shortness of breath or trouble breathing
- Other early symptoms to watch for are chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, and runny nose

#### What if I develop symptoms?

If you develop any of the signs or symptoms above, you may have COVID-19. Follow the [Home Isolation Instructions for People with COVID-19](#). Most people with COVID-19 will have mild illness and can get better with the proper home care without the need to see a health care provider. If you have any non-urgent health concerns, consult your health care provider by phone or telemedicine and let them that you are a contact of someone with COVID-19.

#### What if I need to seek medical care?

Seek medical care if symptoms worsen. Call your health care provider in advance, or 9-1-1 in an emergency, and let them know you are a close contact to a person with confirmed COVID-19. If you do go out for medical care and are having symptoms or signs of COVID-19, you should wear a face covering or mask, if possible. Use a private vehicle if possible. If you cannot drive yourself, be sure to keep as much distance as possible between you and the driver and leave windows down. You should not use public transport.

**Will Public Health notify my workplace or school?**

Public Health will not notify or release any personal information about you to your workplace or school unless it is necessary to do so to protect your health or the health of others.

**What should I do if I have additional questions?**

Visit the [Public Health website](#) for more information about coronavirus. Please call your health care provider for any questions related to your health.