



## **2021 - 2022 School Safety Plan**



## Christ Cathedral Academy

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Dear Christ Cathedral Academy Families,

The following document is a layout of how Christ Cathedral Academy will move forward with the 2020 - 2021 school year. The Christ Cathedral Academy safety plan was created using the CDC (Center for Disease Control) and Diocesan guidelines as a framework. The following protocols are designed to keep a Christ-centered, student-driven environment CCA is known for creating while keeping the safety of our staff, students, and families as a top priority. While the protocols are comprehensive, there may be adjustments made to maintain compliance with CDC and Diocesan guidelines. Our safety plan has been divided into two sections: traditional school and distance learning. We are only providing those two options for the 2020 - 2021 school year (no hybrid model will be available). Please note these attached guidelines are subjects to change based on potential changing directives made by the CDC, state, and local agencies. Please take the time to carefully review all of the procedures and familiarize yourself with them. In order for these safety protocols to be effective, all members of the community must be active participants. These guidelines were written to be shared amongst the adults in your family. It is important to remember that whatever anxiety you may feel, the children will feel it more. You have the power to set the stage for your child(ren) to be excited to return to school. Please always speak positively about school with your child(ren) and celebrate their return. We would like to thank you for your continued partnership and for entrusting us with the care of your children.

This Reopening Plan has been updated to reflect the State of California's COVID-19 Reopening In-Person Instruction Framework and Public Health Guidance for K-12 Schools in California, 2020-2021 School Year issued on January 14, 2021.

[https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated\\_Schools\\_Guidance.pdf](https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf)

Blessings,

Julianna Tapia  
Principal



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# **Traditional School**

Full Day, Five Days a Week



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## Students Arriving at School:

- Christ Cathedral Academy will be taking temperatures of students and staff upon arrival
  - Prior to arriving at school, parents/guardians are asked to go through a passive check of their children
- Students will arrive between 7:30 am - 8:00 am
- We will have a valet style carline (as per Diocesan guidelines)
  - Parents/Guardians will enter the campus through Lewis and exit via Chapman Ave.
  - **Parents/Guardians will remain in their vehicle in the morning drop off line - NO EXCEPTIONS**
  - Students will exit the vehicle (when asked) and have their temperature checked
  - K-8 Students are required to wear a mask (provided by parent/guardian) upon entry and exit of the school
- Students are required to have extra masks in their backpacks
- If a student wears a shield, there must be a cloth attachment to the bottom that tucks into their polo shirt or button-up shirt
- Temperature checked (contactless thermometer used)
  - Any student with a fever (100.4 or more) or exhibiting signs of Covid-19 will not be allowed to enter the school building
    - Symptoms include: 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, and diarrhea
- Students will walk up to the school (as directed by a staff member)



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## At School Procedures:

- Students will be required to use hand sanitizer upon entering school
- Students go to their sanitized classroom to await the start of the day.
- **Students in all grade levels K-8 are required to wear face coverings at all times, while at school, unless exempted.**
- Students exhibiting signs of sickness will be sent to the nurse's office for a temperature check
- Students with a fever will be placed in the isolation room and parent/guardians will be contacted for immediate pick-up
  - Students with fever will need to remain at home for 72 hours from the first day without fever
- Upon entering the classroom (each time), students will be asked to wash their hands or use hand sanitizer
- Teacher and other staff desks 6 feet away from student and other staff desks
- Student chairs at least 6 feet away from one another, except where 6 feet of distance is not possible after a good-faith effort has been made
- If 6 feet of distance is not possible, optimize ventilation, use desk partitions, or arrange desks to minimize face-to-face contact
  - Partitions are provided for each student's desk (K-8)
- All students will have their own books and supplies clearly labeled and separate from other students' items
  - Students are required to bring personal school supplies (the supply list is on the school website)
  - Sharing of classroom supplies will not be allowed
  - All students will have a school-provided iPad that will go home with the student each evening
    - It is the responsibility of the student to charge and disinfect the iPad each evening
  - Classrooms will not have libraries, stuffed animals, and other communal items to limit sharing/contact between students



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## **At School Procedures:**

- Homeroom classes have been relocated to different classrooms in order to ensure safe distancing
- Snack and lunch schedules will be staggered in order to ensure safe distancing and the ability to go outside
  - Spaces such as the gym, outdoor play yard, Mezzanine, and music/multi-purpose room will be utilized
- Lunch tables will be cleaned and sanitized between use and marked with designated seating spots in order to ensure safe distancing
- Students will remain in their classrooms for the duration of the school day (exception is snack, lunch, outdoor classroom, and when otherwise unavoidable) and teachers will rotate to different classrooms for instructional purposes

## **Face Coverings:**

- Students in all grade levels, K-12 (K is inclusive of TK), are required to mask indoors
- Preschool students ages 2 and up are required to mask indoors
- Adults in K-12 school settings are required to mask when sharing indoor spaces with students
- Masks are optional outdoors for all in K-12 school settings
- If a student is in need of a mask, one will be provided by the school
- A student is not allowed to attend class if he/she is not wearing a mask



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## Pick Up Procedures:

- Students will be picked up between 2:45 pm and 3:15 pm
- **All parents/guardians will pick up students via a valet style carline as per Diocesan guidelines (the same lane used for morning drop off) - NO EXCEPTIONS**
- Parents/guardians will be given placard with last name and student grade numbers for carline
- **Parents/guardians will be asked to remain in their vehicle and pull up to have students called**
- Students will remain in their classroom until their name is called
- Staff member will escort students safely to carline

## Only When Necessary:

- In-person pick up (ONLY WHEN A NECESSITY, i.e. Doctor's appointment, emergency, etc.)
  - Parents/guardians who wish to pick up their students in person will need to inform the **front office** earlier that day and receive confirmation from the front office
- Parents/guardians who wish to pick up their student in person will remain outside of the building
- Parent/guardian will come to the front office only
- Students will remain in their classroom until their name is called



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## Extended Care Procedures:

### Before School Procedures:

- Students can arrive between 6:30 am to 8:00 am
  - Temperatures will be checked (contactless thermometer used)
  - Any student with a fever (100.4 or more) or exhibiting signs of Covid-19 will not be allowed to enter the school building
- Students will be required to use hand sanitizer upon entering school

### After School Procedures:

- Students will go to the lunch tables or gym
- Extended care staff will ensure and remind students of social distancing
- Students will be picked up between 3:15 pm - 6:00 pm
- Students will remain in the designated area for extended care
- Parents/guardians will proceed to the front office to have students called from the extended care classrooms





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## Quarantining:

- Advise staff members and students with symptoms of COVID-19 infection not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:
  - At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
  - Other symptoms have improved; and
  - They have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset
- Quarantine recommendations for: unvaccinated students for exposures when both parties were wearing a mask, as required in K-12 indoor settings. These are adapted from the CDC K-12 guidance and CDC definition of a close contact.
  - When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:
    - Are asymptomatic;
    - Continue to appropriately mask, as required;
    - Undergo at least twice weekly testing during the 10-day quarantine; and
    - Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting
- Quarantine recommendations for: unvaccinated close contacts who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students as described above.
  - For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions: 
    - Quarantine can end after Day 10 from the date of last exposure without testing; OR
    - Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative



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## Required COVID-19 Reporting

- The school will notify the local health officer of any known case of COVID-19 among any student or employee who was present on a school campus.
- The school will utilize the Orange County Health Care Agency's "*Investigation and Contact Tracing Processes and Guidance for OC Schools*" (December 2020) to report all positive cases and close contacts.
- This information shall be reported to the local health officer by telephone within **twenty-four hours** from the time an individual within the local educational agency or private school is first made aware of a new case.
- The school liaison to the LHD is: Julianna Tapia

## Cluster or Outbreak at School

When either a school or LHD is aware that an outbreak may be underway, the LHD should investigate, in collaboration with the school, to determine whether these cases had a common exposure at school (e.g., a common class or staff member, bus ride, or other common exposures outside of school). CDPH defines a school outbreak as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically linked in the school, are from different households, and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting).

During the investigation, the school will:

1. Notify parents/guardians and school staff of a cluster/outbreak investigation related to the school and encourage them to follow public health recommendations.
2. Identify, as part of the CSP, one or more school staff members who can liaise with the LHD regarding the cluster/outbreak investigation by confirming which classes and stable groups included confirmed cases or symptomatic students and staff members and if recent events or gatherings involved any cases or symptomatic persons.



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3. Identify absenteeism among those in affected classes or stable groups, and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the case's infectious period.
4. Coordinate with the LHD to share a line list of cases and contacts with dates present at or absent from school.
5. Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
6. Coordinate with the LHD on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions.
7. Coordinate with the LHD on whether and when the school should be closed and reopened.
8. Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures (see sample notification #3 in Appendix 2).
9. Implement online/distance teaching and learning during school closure.
10. Arrange for cleaning and disinfection of the entire school before reopening in the case of closure.

### **School Closure Determinations**

Individual school closure, in which all students and staff are not on campus, is recommended based on the number of cases and stable groups impacted, which suggests that active in-school transmission is occurring. The closure should be done in consultation with the LHO. Situations that may indicate the need for school closure:

- Within a 14-day period, an outbreak has occurred in 25% or more stable groups in the school.
- Within a 14-day period, at least three outbreaks have occurred in the school AND more than 5% of the school population is infected.



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- The LHO may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Length of closure: 14 days, or according to a decision made in consultation with the LHO.



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# **Distance Learning**

Virtual Learning Not on CCA Campus



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## Virtual Learning Procedures:

If the quarantining of an entire class or the school is shut down, Distance Learning will be put into place. Otherwise, live streaming will NOT be available.

- Students and parents/guardians will adhere to norms set forth by CCA for distance learning
  - Students will use their school-provided iPad
    - It is the responsibility of the student to charge the iPad each evening
  - Students will be in uniform
  - The Zoom camera MUST be on and the child's face must be in full view
    - Students will be sent to the Waiting Room if they fail to show their face on the Zoom screen
    - Students who fail to follow this rule are at risk of losing participation points
    - Exception: Students must mute their screen for school Masses
  - Students will refrain from eating during live-streamed classes
  - Students will log on on time for classes
  - Students will submit assignments during the timeframe put forth by the teacher of record
- Teachers will live-stream ELA, Math, and Religion each day
  - The live-stream will provide real-time access to teaching in the classroom for the subjects listed above
  - If a student is unable to attend a lesson, a recording will not be provided
    - Teachers may provide links to videos to supplement lessons missed
- Teachers will provide curriculum for other subjects via Seesaw or Google Classroom
- Office hours will be made available weekly for student/teacher communication
- Schedules will remain the same each week
  - Exceptions may occur, families will be informed prior to the change in time