



Olivet Academy Reopening Plan

Olivet Academy is a Christian educational institution that seeks to glorify God by guiding students to the knowledge of the Gospel of Jesus Christ by presenting a Christ-centered worldview through proper biblical integration. The school seeks to promote spiritual growth, pursue academic excellence, and encourage Christlike character development in order to raise global Christian leaders. Olivet Academy faculty believes that the best way to support their students and families, to build students up is to offer face-to-face instruction to ensure each student meets the academic standards at Olivet Academy.

It is our desire at Olivet Academy to keep school schedule and routine as normal as possible for our students while also protecting the health and safety of our students and their families' health. We believe a consistent school schedule and routine is important for educational, spiritual, physical, and social health. The well-being of our students, staff and faculty is our number one priority.

The following plan has been developed based on the guidelines from the CDC and CDPH (California Department of Public Health) guidance to schools for reopening. As new guidelines become available, parents will be notified through Olivet Academy website:

<https://riverside.olivetacademy.org/resources.html#reopenplan>

All of these guidelines are subject to change as new information is released or as restrictions are eased.

Intensify Cleaning, Disinfection and Ventilation

- Clean and disinfect frequently touched surfaces including door handles, light switches, sink handles, drinking fountains, grab bars, hand railings, bathroom stalls, dining hall tables throughout the day.
- Plan cleaning only when occupants are not present; fully air out the space before people return. If the surface or object is visibly soiled, start with soap and water or an all-purpose, asthma-safer cleaning product certified by the U.S. Environmental Protection Agency (EPA) Safer Choice Program.
- Students, faculty, and staff are encouraged to keep their personal items (e.g., cell phones, other electronics) and personal work and living spaces clean. Use disinfectant wipes to wipe down shared desks and other shared objects and surfaces before use.
- Open windows, use room air conditioners or blowers in offices and classrooms where possible, optimally with two or more openings on opposite sides of the room to induce good natural ventilation.
- Clean and disinfect classrooms and common areas thoroughly every afternoon and bathrooms every morning.

Cohorting/ Physical Distancing

- Each classroom of students is considered a cohort and each cohort remains together in the classroom, at lunch, and at recess. Students continue to maintain 6-foot social distancing in class, during lunch, and while outside.
- Classroom cohorts meet the 6-foot social distancing requirements and the number of students per class has been limited to the most up-to-date Community Care Licensing requirements.

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|-----------|-----------------------------|----|
| Cohort #1 | Kindergarten - Second Grade | 10 |
| Cohort #2 | Fourth Grade - Fifth Grade | 10 |
| Cohort #3 | Sixth Grade | 4 |

- Any and all volunteers will be required to check into the school office upon arrival on the school property. Volunteers will be limited and will be required to be screened and have temperature taken before entering any classroom.
- Procedures for movement within the school to ensure cohorting will be taught and practiced. One direction routes on campus will be established, taught, and practiced. Students will remain in the same classroom all day. Teachers will stay in their designated classrooms to eliminate movement of students and teachers around the campus.



- As a cohort, they will not interact with other cohorts during the course of the day. During academic instruction, the cohort will remain in their designated classroom. For recess and lunch times, each cohort will be assigned a specific outdoor eating space that is distanced 6 feet apart from all other cohorts. Students will be required to sit 6 feet apart from one another in their specific outdoor eating space as they eat.

Entrance, Egress, and Movement Within the School

- All faculty and staff are required to have their temperatures taken upon entering the building and said temperatures are documented in our Faculty & Staff Daily Temperature Check Binder.
- Parents drop their children in the front of school building around 6:30-6:40. Parents are asked to stay in their vehicles. Students will go directly to their classroom to be screened and have their temperature taken by their teacher. Students will remain in their classroom/cohort until school begins.
- All parents and individuals that come onto school property must have a face mask on and use sanitizer. If they are entering for an extended amount of time other than to sign-in/out children, temperatures are also taken. Outside visitation at the school is limited to necessity at this time.

School Activities

- Class sizes will be limited to smaller numbers to allow for social distancing.
- Teachers will inform and teach students about proper hygiene and how to protect themselves from germs including how to cough or sneeze properly, how to use a tissue, and how to refrain from touching their faces.
- Teachers will refrain from sharing of any supplies in the classroom. Each student will have his/her own supplies.
- Playground equipment such as balls, jump ropes, etc... will not be shared among classes. Each class will have their own set of playground toys and they will be sanitized after each use. CCS HVAC systems are regularly maintained and equipped with appropriate filters to maintain clean air in the buildings. Teachers will open windows when possible to allow for more air flow throughout the school day.
- Field trips will be temporarily suspended in the fall until further notice. Any and all fall field trips are required to be virtual.



Face Coverings and Other Essential Protective Care

- In accordance with the California Department of Public Health (CDPH) and our local health department, all students and staff, vendors, and visitors will be required to wear a face mask upon entering school grounds and walking through common areas.

- ◎ Face coverings are not personal protective equipment (PPE).
- ◎ Face coverings can help prevent exposure of people near the wearer and the wearer, but do not replace the need for physical distancing and frequent handwashing.
- ◎ Face coverings must cover the nose and mouth.
- ◎ Hands should be washed or sanitized before and after using or adjusting face coverings.
- ◎ Avoid touching eyes, nose, and mouth.

- Face coverings must not be shared and should be washed or discarded after each use.

- Face coverings may be removed temporarily for purposes of eating meals and snacks.

- Face covering may be removed temporarily for outdoor recreation only if students and staff are able to maintain a physically distanced space of 6 feet or more between one another.

- Persons with a 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.

Health Screenings for Students and Staff

- Screening will be an extremely important part of our return to school plan. There will be two stages of screening performed for each school day. The first, and most vital, will take place at home, as the parents should check their child's temperature every morning before leaving for school. If the child has a temperature of at or above 100.4 degrees F the student should remain home for the day. Parents should also screen their children for any of the symptoms of COVID-19 that are listed on the health screening document. The second stage of screening will take place once the students arrive at school. Each student will have their temperature taken and will answer the questions on the health screening document. Each driver is asked to remain on campus until the screening is completed. After passing through the screening, the student will immediately go to the restroom and wash hands with soap and water, then proceed directly into the school building for the day. Any student who does not pass the health screening at the beginning of the day will leave the campus for the day. If they are not able to leave immediately, they will be quarantined in



the office area until they are able to leave the campus. Health and wellness checks will be performed by volunteers or parents. These volunteers will wear masks and gloves, and will use contactless thermometers for performing the wellness checks. Signage will be prominently posted in the classrooms and in other spaces indicating the proper method to protect others when coughing or sneezing. In addition, signage will be posted in the bathrooms indicating the proper way to wash your hands. Teachers will place a high emphasis on educating the students about stopping the spread of disease through proper hygiene. Our disinfecting procedure for the facilities will involve thoroughly cleaning and disinfecting any surfaces the students may have touched at the end of each school day. Students will also clean and disinfect their individual supplies at the end of each day using CDC-recommended materials provided by the school.

- Administration, staff, students, or teachers with any form of sickness, whether fever is present or not, are required to stay home. Should illness occur during the day while at school, administration, staff, and teachers are asked to leave until sickness is gone per designated requirements. Students that become ill are isolated away from their cohorts and the parents are called to pick the child up immediately.
- Each day parents are responsible for observing their child(ren) for signs of illness prior to coming to school. If the child is exhibiting symptoms of illness, such as those noted below, your child will need to remain home until they have been symptom-free without medication for at least 24 hours: fever, headache, sore throat, diarrhea, fatigue, cough, nausea or vomiting, congestion or runny nose, change in sense of smell or taste, difficulty breathing. Parents must keep their child home for 14-days (including weekends) if the student has had recent contact with someone who has tested positive for COVID-19.

Promote Healthy Hygiene Practices

Proper hand hygiene is one of the most effective strategies to prevent the spread of most respiratory viruses including COVID-19, particularly during the pre-symptomatic phase of illness.

- Students, faculty, and staff are recommended to frequently wash their hands for 20 seconds with soap, rubbing thoroughly after application. Using “antimicrobial” soap is not necessary or recommended.
- Students, faculty, and staff are recommended to cover coughs and sneezes with a tissue or use the inside of the elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.
- Students and staff should use hand sanitizer when hand washing is not practicable. Sanitizer must be rubbed into hands until completely dry. Hand sanitizer is provided in each office, classrooms and public places.



- Post signs in highly visible locations (e.g., building entrances, restrooms, dining areas) that promote everyday protective measures and describe how to stop the spread of germs (such as by properly washing hands, physical distancing, and properly wearing a cloth face covering).

Identification and Tracing of Contacts

Confidentiality is our highest priority in these situations. In accordance with the California Department of Public Health (CDPH) guidelines, the following steps will be taken should an administrator, staff member, teacher, or student develop symptoms or come into contact with someone that has tested positive for COVID-19:

- If an administrator, staff member, teacher, or student has COVID-19 symptoms:

- Ⓞ The individual will be isolated away from their cohort and sent home immediately.
- Ⓞ Additional sanitizing will be performed in locations visited by the individual.
- Ⓞ Testing will be strongly encouraged.
- Ⓞ The school and classroom will remain open.

- If an administrator, staff member, teacher, or student has close contact with a confirmed COVID-19 case (contact is someone who is less than 6-feet away for more than 15-minutes):

- Ⓞ The individual will be isolated and sent home immediately.
- Ⓞ Additional sanitizing will be performed in locations visited by the individual.
- Ⓞ The individual will need to quarantine for 14-days from last exposure.
- Ⓞ Testing will be strongly encouraged; however, this will not shorten the 14-day quarantine timeframe.
- Ⓞ The school and classroom will remain open.

- If an administrator, staff member, teacher, or student has a confirmed COVID-19 case:

- Ⓞ The individual will be isolated and sent home immediately.
- Ⓞ Disinfection and cleaning of primary spaces used will be completed. Use of said areas will not be permitted until disinfection has occurred and ample time has passed.
- Ⓞ The individual will remain home for 10-days from the onset of symptoms or test date.
- Ⓞ Close contacts will be identified for possible quarantine at home for 14-day Testing will be strongly encouraged for contacts.
- Ⓞ The school community will be notified of known cases without sharing confidential information.
- Ⓞ The Health Department will be notified.
- Ⓞ The individual may return to school after 24-hours without fever and without the use of fever-treating medications and at least 24-hours of substantial



improvement in symptoms without the use of medication, any time after a 10-day isolation period.

Staff Training and Family Education

- Virtual and on-site training (socially distanced) for teachers and staff; specific to enhanced sanitation practices, distancing guidelines and requirements, use of face coverings, screening practices and COVID-19 specific symptom identification.
- Text and email reminders to parents concerning specific COVID-19 and school procedures.
- Regular updates to parents and staff regarding COVID education.

Testing of Students and Staff

- Our faculty and staff who have regular contact with students at CLA are required to be tested once every two weeks in order to ensure that we can continue to have in-person education. Local testing sites have made it convenient for our faculty and staff to regularly get tested. This is to ensure your child's safety and health.
- In the event that there is a confirmed case of COVID-19 at CLA, CLA will ensure its faculty and staff receive extra testing and work with parents to ensure that students and families have access to testing as well.