



University Preparation Charter School at CSU Channel Islands

COVID Mitigation and Response Plan 2021-2022

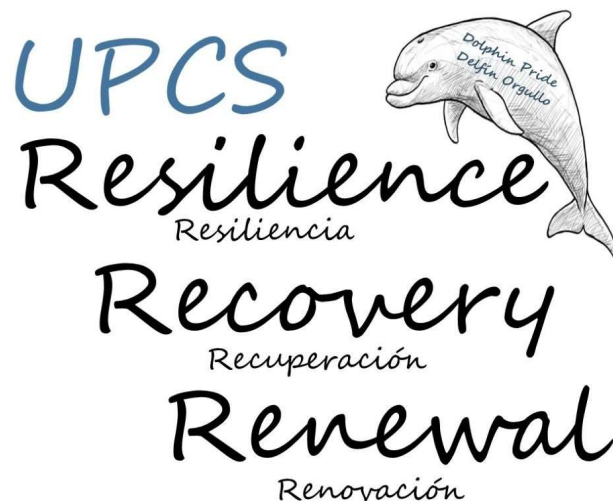


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Message from Executive Director: Charmon Evans



UPCS Community:

Welcome to the 21-22 school year. I want to begin by thanking our entire Dolphin Community for the valiant work put into making last year such a great success as we faced the most challenging time of our 19 years. Reinventing the entire educational system was no easy task, but our school community rose-up to meet the challenge head on. We were able to reopen our doors in October and end the year with over 75% of our students back in hybrid learning on campus. We accomplished all of this while keeping students safe, engaged, and connected.

Reopening to fulltime in-person learning on campus is exciting but, brings with it a great deal of responsibility. We are still in a pandemic and must remain vigilant about student and staff safety. It is our duty to strictly follow all safety protocols. Included in this handbook are safety protocols, including mask-wearing, screening, and cleaning. The COVID-19 situation continues to be fluid and these protocols can change over time. Families will be notified as these changes occur based on guidance from the CDC, CDPH, and VCPH as well as the California Department of Education and consultation with families, stakeholder groups and the Board of Directors.

We look forward to re-engaging with students here on campus. While we will continue to be limited in some of the “regular” activities, due to safety protocols, we will work to offer students many fun and engaging experiences as is practicable.

We know that UPCS is a resilient community and that we will only be stronger in our commitment to learning and to each other when this pandemic is only a distant memory. Our motto for this year is Resilience, Recovery, Renewal and I look forward to walking this journey with each and every family!

Sincerely,

Charmon Evans

Executive Director





Health and Safety Protocols

Screening at Home

- Families are required assess the health and wellness of children for symptoms before going to school.
 - Questions to consider before bringing your child to school
 - In the last 14 days, has your child or anyone in your household had close contact with someone who has or is suspected of having COVID-19?
 - In the last 48 hours, has your child experienced any of the following symptoms:
 - Fever (any temperature at or above 99.5 degrees F)
 - Congestion/runny nose
 - Headache
 - Cough
 - Sore Throat
 - Difficulty Breathing
 - Fatigue/muscle or body aches
 - Loss of taste or smell
 - Gastrointestinal symptoms (nausea, vomiting, or diarrhea)

If you answered yes to any of the above questions, please do not send your child to school and call the front office for further instructions.

- Staff members are required to complete a wellness check prior to beginning work. If staff is experiencing symptoms, they should stay home.

Screening Upon Arrival

- All students and staff will be screened upon arrival.
Screening Questions: Have you or anyone in your home experienced COVID-19 symptoms in the last 24 hours or tested positive for COVID-19.
- If any of these screening procedures yields a negative result, they will be referred to the health tech for further screening and be sent home.

Other Safety Considerations

- School sites will follow guidelines developed by the California Department of Public Health (CDPH) for cleaning, disinfection, and ventilation of school campuses.
- Common touch surfaces will be cleaned regularly (i.e., countertops, door handles, restrooms, student desks, student chairs).
- Staff and students will be expected to wash/sanitize their hands regularly.
- Mask wearing is optional, unless you are in a modified quarantine and have returned to school in less than 10 days from a COVID positive diagnosis
- More hydration stations have been installed on campus for students to refill water bottles (drinking fountains are closed)
- Please carefully review the drop off/pick up procedures.
- Students will have access to free snack and lunch provided by our food services department.

Arrival and Dismissal Procedures

Gates open at 7:45

1. If your youngest child is in grades Kindergarten or First Grade, please drop-off and pick-up all of your child(ren) off at the Dunnigan gate. A

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- drive through drop-off/pick-up zone will be set up their daily. Please do NOT get out of your car when you are in the drop-off/pick-up zone. Please train your children to get out quickly and carefully. You can also park your car and walk to the gate. To access this drop-off zone, we encourage you to use turn onto Modesto Avenue from Carmen Drive and then turn onto Dunnigan. This will take you right to the drop-off zone. After dropping off your child you can continue on Dunnigan to exit the area. Please do not turn right on Bedford as this area will be impacted by families dropping off at the front of the school.
2. If your youngest child is in grades 2 – 5 please come through the drop-off/pick-up zone at the front of the school. All of your child(ren) will enter the school at the “rainbow” gate right next to the office. Please do NOT get out of your car when you are in the drop-off/pick-up zone. Please train your children to get out quickly and carefully. You can also park your car and walk to the gate. To access this drop-off zone, we ask that you either come down Mission to Bedford from Las Posas or that you come down Dunnigan from Mobil or Arneill and then turn left onto Bedford. Please do not approach the school from Ponderosa, Brently, and Hayden. We will not allow cars to turn left into the parking lot on Bedford.
 3. If your youngest child is in grades 6-8, please come through the drop-off/pick-up zone at the front of the school. All of your child(ren) will enter the school at the gate by the multi-purpose room. Please do NOT get out of your car when you are in the drop-off/pick-up zone. Please train your children to get out quickly and carefully. You can also park your car and walk to the gate. To access this drop-off zone, we ask that you either come down Mission to Bedford from Las Posas or that you come down Dunnigan from Mobil or Arneill and then turn left onto Bedford. Please do not approach the school from Ponderosa, Brently, and Hayden. We will not allow cars to turn left into the parking lot on Bedford.

Parents, Guardians, and Visitors

Beginning March 21st families may come on campus in the morning during drop-off and wait with their child in line until the bell rings. Family members are asked to not enter the pods or classrooms. Nonessential visitors, including parents, guardians, and volunteers, will be limited. All visitors and volunteers who are permitted on campus must follow all prevention protocols. Regular classroom volunteers must follow our volunteer registration process.

1. Teacher requests the family member as a classroom volunteer
2. Family member registers in the front office:
 - a. Proof of vaccination required
 - b. Read and sign volunteer agreement
3. Volunteer must always come and sign-in at the front office prior to going to the classroom

Family members attending school events do NOT need to register as a regular volunteer.

Handwashing

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19:

- All persons will be encouraged to wash their hands or to use hand sanitizer upon arrival.
- A sink and/or hand sanitizer will be available in or near each classroom
- Students will be instructed by teachers and support staff daily and through posted signage to wash their hands.
- Staff will teach and remind students to sneeze and cough into a cloth or tissue or, if not available, into one's elbow and to wash their hands or use sanitizer immediately after.
- Students will be encouraged to wash their hands before and after playing outside and/or eating.
- Students will be reminded to wash hands before and after using the restroom.



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Restrooms

Restrooms will be open and available.

- All persons will be encouraged to wash their hands or to use hand sanitizer after use.
- Soap and water are available in all restrooms, which are stocked daily, along with paper towels. Bathrooms are considered a high-touch area and will be cleaned nightly and throughout the day as practical.

Protocols for when someone presents with symptoms of COVID-19

Any student exhibiting symptoms should immediately be given a disposable surgical mask. Classrooms will have masks available. Staff should notify the school health office of the student and determine if the student is able to walk her/ himself to office.

These symptoms are:

Fever or chills	New loss of taste or smell	Cough
Fatigue	Muscle or body aches	Headache
Sore throat	Congestion or runny nose	Diarrhea
Nausea or vomiting	New Confusion	
Persistent pain/pressure in the chest Inability to wake or stay awake		
Shortness of breath or difficulty breathing		

Multisystem Inflammatory Syndrome (MIS-C)

MIS-C is a possible complication/condition children may get. There are some children who have had COVID-19 or been exposed to someone who has had COVID-19, that develop MIS-C. If you have a student with; rash, sore neck, abdominal pain, seemingly more tired than normal, or a swollen red tongue, in an abundance of caution isolate this student and send home.

Parents need to be able to pick up their child within an hour of being notified or arrange for one of the emergency contacts listed on the student

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record to pick the student up.

School policies must be flexible to allow for alteration to standards when responding to new information. This protocol may be revised frequently.

Reporting and Contact Tracing

UPCS will actively track presumptive and confirmed cases of COVID-19. Google forms have been created to record students/staff members who present symptoms while at school and for students/staff members who report symptoms, have a positive COVID-19 test result, or exposure to someone with COVID-19. The form will then feed into a log that can be viewed by certain staff.

When there is an individual with a *confirmed COVID-19* test, UPCS will use the Group Contact Tracing approach to notify families if their child was in the proximity of someone who has tested positive. On-site testing will be offered to any student that comes into contact with a COVID positive person on campus.

Isolation/Quarantine

Students will need to quarantine when/if they have any COVID related symptoms and isolate when/if they test positive. This protocol has not changed. We will continue to offer drive-thru onsite testing for symptomatic students. The front office will help families with protocols for returning to school. If you test positive, you will need to isolate for at least 5 days. On the 6th day your child can come to school to take a rapid Anitgen test. If your child tests negative they can stay at school but will need to wear a mask at school until the 10th day from diagnosis or onset of symptoms.

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Please see below for more details:

What to do if your child or a staff member has symptoms:

- a. Follow the strategy for Staying Home when Sick and Getting Tested.
- b. Get tested for COVID-19 when symptoms are [consistent with COVID-19](#).
- c. Do not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:
 - i. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; AND
 - ii. Other symptoms are improving; AND
 - iii. 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.
 - iv. If the student or staff member tests positive for SARS-CoV-2, follow the guidance for isolation below

What to do if your child or a staff member tests positive for COVID-19:

- a. Everyone regardless of vaccination status, previous infection OR lack of symptoms.
 - i. **Stay HOME** for at least 5 days
 - ii. Isolation can end after day 5 if symptoms are not present or are resolving **and** a diagnostic specimen* collected on day 5 or later tests negative.

- iii. If unable to test or choosing not to test, and symptoms are not present or are resolving, isolation can end after day 10 days
- iv. If fever is present, isolation should be continued until fever resolves.
- v. If symptoms, other than fever, are not resolving, continue to isolate until symptoms are resolving or until after day 10.
- vi. **Students/staff returning with a negative test on day 6 will be required to wear a well-fitting mask around others for a total of 10 days, in indoor settings**

*Antigen test preferred.

School Work for Students on Isolation

Students who are quarantine/isolation should have their textbooks and materials, including any paper assignments. They should access the digital learning platform the teacher is using to see the assignments/daily schedule to know which assignments they need to complete daily and/or receive information directly from the teacher. All completed work should be turned in no more than three days after their return to school. Families will be able to apply for a short-term independent study for the period of a quarantine/isolation up to 14 days maximum for the entire school year. See Independent Study Policy for further information. If a student has exhausted the 14 days of Independent Study, absences will be considered “absent” for the day, but teachers will still provide work for the child, they just will not get attendance credit for the day.

Preparing for Closure

Administration will check state and local orders and health department notices daily about transmission or closures in the area and adjust operations accordingly. When a student, teacher or staff member tests positive for COVID-19 and exposes others at the school, UPCS will consult with the local public health department. The appropriate school official may decide whether

school closure is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.

- Communicate UPCS plan to parents the first week of school or at Back-to-School Night.
- Teachers should follow District protocol for helping families with any technology needs.
- Decide what the digital platform/classroom communication tool will be and use that from the very beginning of the year.
- Provide families their student(s) Clever/Gmail account info and get them logged in at least once in the first two weeks of school. Provide short video clips of how to access student accounts.
- Have a plan for workbook/textbook/device pick up if schools need to close suddenly.

Social and Emotional Well-Being

UPCS is committed to supporting the social emotional well-being of the students we serve. We will be offering the following to our students during the 2021-22 school year:

- Additional Counselors
- Trauma-Informed Practices
- Behavior Support and Intervention Teams
- SEL Curriculum Implemented Schoolwide
- SEL Training for all Staff



Mental Health Supports

UPCS is committed to providing ongoing mental health support to students through our school psychologist, counselor, Student Success Teams.