

Date: 01/19/2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

University Preparation Charter School at CSU

Number of schools:

1

Enrollment:

717

Superintendent (or equivalent) Name:

Charmon Evans

Address:

1099 Bedford Drive

Phone Number:

805-482-4608

City

Camarillo

Email:

cevans@pleasantvalleysd.org

Date of proposed reopening:

October 28, 2020

County:

Ventura

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Charter School

Grade Level (check all that apply)

<input type="checkbox"/> TK	<input checked="" type="checkbox"/> 2 nd	<input checked="" type="checkbox"/> 5 th	<input checked="" type="checkbox"/> 8 th	<input type="checkbox"/> 11 th
<input checked="" type="checkbox"/> K	<input checked="" type="checkbox"/> 3 rd	<input checked="" type="checkbox"/> 6 th	<input type="checkbox"/> 9 th	<input type="checkbox"/> 12 th
<input checked="" type="checkbox"/> 1 st	<input checked="" type="checkbox"/> 4 th	<input checked="" type="checkbox"/> 7 th	<input type="checkbox"/> 10 ^t	

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

- X I, Charmon Evans, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Please reference our COVID-19 Mitigation and Reopening Plan for more details.

- X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Students stay with the same group of students throughout the day including snack, lunch, and recess. Campus supervisors have been assigned to each group to provide supervision and ensure that students remain socially distanced, masked, and do not cross cohorts. Students have assigned areas on the grass where they can stay separate from other groups during snack and lunch. The only exception to the stable group is at the middle school level in the afternoons where students with an IEP must meet for designated studies with the resource teacher for one or two periods.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

We have measured each of our learning environments to determine how many students we can accommodate with 6 foot physical distancing. Our rooms capacity ranges from 12 to 16 students with 1 teacher. Students will stay in these groups for recess, snack, and lunch. The only exception to the fixed group is in the afternoons at the middle school, grades 6-8, for students in special education. Some students, as a requirement of their IEP, are assigned to attend a Directed Studies class. These students may come from various cohorts across the campus.

If you have departmentalized classes, how will you organize staff and students in stable groups?

In the middle school program our core teachers teach two subjects. We partnered a language arts/social studies teacher with a math/science teacher and the students stay in stable groups. Those two teachers also teach afternoon electives to the same two groups of students.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

The students are taught their two electives by the same two teachers they have for core instruction. The only exception is for students in the middle school grades that have an IEP. These students must go to a separate classroom for either 1 or both of their electives to receive directed studies.

- Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.
- Face Coverings and Other Essential Protective Gear:** How CDPH’s face covering requirements will be and enforced for staff and students.satisfied
- Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.
- Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: feet

Minimum feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

Testing of Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

At a minimum 25% of the staff is tested every two weeks.

Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:

Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Consultation: (For schools not previously open) Please confirm consultation with the following groups

N/A we reopened in October. Please reference our COVID-19 Mitigation and Reopening Plan for more details

Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name:

Date:

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name:

Date:

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Ventura. County has certified and approved the CRP on this date: . If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

This section is N/A because we reopened in October with an approved plan

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)