



FREMONT CHRISTIAN SCHOOL REOPENING PLAN 2020 - 2021

DISCLAIMER

The following information does not constitute legal advice, medical advice, or an endorsement of any product of service referenced herein. The following document is intended only as a starting point and outline in preparing to reopen Fremont Christian School.

FREMONT CHRISTIAN SCHOOL

RE-OPENING PLAN 2020-2021

PLAN SUBMITTED to ACPHD and ACOE: October 16, 2020

Grades 3-5 reopening November 9, 2020

88 students

Grades K-2 reopening November 30, 2020

110 students

Grades 6-8 reopening as approved by ACPHD, but not before January 5, 2021

104 students

Grades 9-12 reopening as approved by ACPHD, but not before January 11, 2021

174 students

Total Employees of Harbor Light church and Fremont Christian School who will be on campus when all school grade levels are open.

Full-time 102

Part-time 8

CONTACT INFORMATION

Fremont Christian School, a department of Harbor Light church, is a private, faith-based school serving early education and K-12 located on 16 acres at 4760 Thornton Avenue, Fremont, CA 94536

Head of School: Dr. Tricia Meyer, tmeyer@fremontchristian.com

COVID-19 Liaison/School Site Liaison:

Ann Dutra, Assistant to the Head of School, adutra@fremontchristian.com

Backup 1: Patti Lucero, HR Specialist, plucero@fremontchristian.com

Backup 2: Danielle Gasper, Registrar, dgasper@fremontchristian.com

INTRODUCTION

The goal of Fremont Christian School's reopening plan is to provide re-entry that fosters the overall health of children, adolescents, staff, and community that we serve. The plan is based on guidance that is currently available and will be monitored as new information or situations arise. We trust that this plan will provide a framework for safety when Fremont Christian School reopens its K-12 program, in stages. We will continue to monitor the situation and provide updates as the county makes decisions. FCS Preschool has been open since July 6, in accordance with California Department of Health (CDH), Alameda County Public Health Department (ACPHD) and Community Care Licensing (CCL) guidance.

There are many federal, state and local guidelines available when it comes to making decisions on how to best mitigate the risk and protect our school and community. Fremont Christian School relies heavily on [COVID-19 SCHOOL GUIDANCE: Alameda County School Reopening Plans compiled by the Alameda County Superintendent of Schools and the Alameda County Health Officer.](#)

It is critical that we balance the risks of COVID-19 with the harms of school closure which is impacting children's physical, spiritual, emotional, and mental health. It should be recognized that it will not be possible to remove all risk of infection and disease now that COVID-19 is well established in many communities. Mitigation of risk, while easing restrictions, will be needed for the foreseeable future.

Return to school has always been associated with increases in cases of community-associated seasonal respiratory viral infections. As a result, it is anticipated that there will likely be an increase in cases of COVID-19 upon the resumption of school and as such, the appropriate measures should be proactively put in place to mitigate the effects of such an increase. This includes the need for readily available testing and contact tracing support, which is critical to avoid outbreaks. ACPHD indicates there is such testing for symptomatic individuals. There is no funding from the county or state for asymptomatic individuals such as ongoing testing of asymptomatic teachers, staff, and students. There is no requirement by ACPHD for testing asymptomatic teachers, staff, or students.

CONSULTATION OF KEY CONSTITUENTS

Over many months of considering the unknown return date to in-person school, FCS families have expressed both concern that their children are missing out on the important social-emotional benefits of attending FCS in person and also concerns for contributing to the spreading of COVID-19. Families have preferred choice and FCS is able to offer the option for any K-12 family to attend class through synchronous Zoom sessions at any point in the school year once in-person school is opened.

As of September 15, 2020, 59.4% of our Grades K-5 families expressed a desire to **not** return to school under a waiver.

Grade	% Yes	% No	Grade	% Yes	% No
K	32	68	3	43	57
1	40	60	4	44	56
2	53	47	5	41	59

Of our 16 Grades K-5 teachers and office staff, 68.7% expressed significant apprehension or an unwillingness to return to campus under a waiver despite the added workload of teaching online. The primary reasons cited by staff and parents are the likely transmission of COVID-19 that comes with reopening; the uncertainty that every family will strictly adhere to guidelines outside of school; the concern that students in school cannot consistently wear masks and have thorough hand hygiene; underlying health concerns in a given family; uncertainty about the upcoming cold and flu season; constant change from distance education to in-person and back to distance will subject students to more harm than a consistent, distance learning schedule.

FCS did not apply for a waiver, but is now reopening under ACPHD guidance allowing all schools in the county to reopen on or after October 13, 2020.

As of September 25, 2020, parents of Grades 6-12 students expressed a desire to **not** return to school quickly.

Grade	Yes, Return to School Now	No, Stay Home
6	29%	71%
7	46%	54%
8	29%	71%
9	40%	60%
10	34%	66%
11	48%	52%
12	24%	76%

A majority of parents (64.4%) *agreed* or *somewhat agreed* that Grades 9-12 should finish Semester 1 at home. We then did a follow-up survey for just Grades 6-8 parents and found that 78% preferred to wait until January to return or said they may stay home past January.

The primary reasons cited by parents for not returning to school soon are (a) the likely transmission of COVID-19 that comes with reopening; (b) the uncertainty that every family will strictly adhere to guidelines outside of school; (c) the concern that students in school will have difficulty with social distancing; (d) the uncertainty of the upcoming cold and flu season; and (e) underlying health concerns in a given family. These concerns are very common among parents in schools and amongst our school faculty and leaders.

Additionally, we as a staff have strong concerns about the significant amount of time taken from learning once we return in person due to the social distancing requirements. We will spend a great deal of time complying with necessary health guidelines (like keeping students 6 feet apart as they enter and exit classrooms) and may find even less time for quality instruction. We also know having a portion of the class online and another in person will slow down instruction. We continue to try and come up with an innovative plan.

FCS is planning reopen our Secondary grades after the close of Semester 1, or later if required by ACPHD.

FCS Board Members have expressed a desire to adhere to federal, state, and county guidelines, while also supporting the leadership team in developing opportunity to provide teachers with all possible resources to support them while teaching online and in-person as well as provide both a high-quality distance learning situation and a safe in-person school situation for students. This has resulted in significant financial investment and rapid implementation in facilities outfitting and of technological resources.

ONGOING MONITORING OF OUR PLAN

FCS recognizes that COVID-19 is constantly changing. The FCS Lead Team will meet on a regular basis to monitor outbreaks within the school. The team is made up of the Head of School, Chief Operations Officer, Facilities Manager, Director of Admissions and Records, Director of Curriculum and Instruction, Early Education Director, Elementary Principal and Secondary Principal.

THE FAMILY'S RESPONSIBILITY

While medical experts agree that the risk to the individual child is very low and reasonable precautions are being taken, there is risk that a child could become infected while attending FCS and infect others.

No one knows the interactions of their child better than the parents. We are asking that the parents make the ultimate decision and accept the responsibility for deciding whether their child should attend on campus at FCS or join class through simultaneous Zoom meetings.

Please prayerfully consider whether or not you would like to have your child attend in-person school and that the steps that we are taking as a community are in the best interest of your family.

In order to maintain appropriate social distancing, a decision to join through simultaneous Zoom meetings cannot be changed until allowed by FCS and is dependent upon health guidance and staffing which may be severely impacted by COVID-19 related concerns (see #3, Physical Distancing and Cohorting).

FCS'S PLAN FOR REOPENING

The following summarizes our current plan for school reopening based on the available evidence as well as expert opinion, organized into the categories below:

1. Health Screening for Students and Staff
2. Face Coverings and other Essential Protective Gear
3. Physical Distancing and Cohorting
4. Entrance, Egress, and Movement within the School
5. Handling of Materials and Student Work
6. Cleaning, Disinfection, and Ventilation
7. Staff Training and Family Education
8. Testing of Staff
9. Communication Plans
10. Identification and Tracing of Contacts
11. Triggers to Return to Distance Learning

1. HEALTH SCREENING FOR STUDENTS AND STAFF

In order to prevent the spread of infection, students, teachers and other employees who have signs/ symptoms of COVID-19 (according to CDC, CDPH and ACPHD guidance) should stay home and decisions about testing and return to school should be guided by ACPHD protocols (see *Addendum 2a and 2b*). In addition, return to school decisions for those who have had a confirmed exposure to COVID-19 must be in accordance with ACPHD recommendations.

FCS hereby states and implements a strict exclusion policy for symptomatic students and employees.

All employees are required to self-screen and report their results before or upon arrival at FCS. Screening on site is available as necessary. Employee screening is managed by the Human Resources department of FCS/Harbor Light (HL).

Students must be screened at home. Teachers and administrators will monitor for signs and symptoms of COVID-19 in children so that appropriate action can be taken if children develop symptoms during the day. This may include on demand temperature checks. If a student shows any single symptom at school, they will immediately be excluded from their classes and isolated at each campus office. An emergency pick-up person will be contacted for immediate pick-up, not to exceed 15 minutes.

Please see Addendum 2b: Alameda County Public Health Department Protocols for the Onset of Symptoms, Close Contact with an Individual Testing Positive for COVID-19 in a School or Childcare Setting.

While student screening by school staff at the school may be appealing, it could result in increased lines with risk of gathering outside of cohorts and is not practical without long waits for children and/or significant loss of instructional time.

Children who are required to stay home because they show an unexplained symptom, are sick, or in isolation due to COVID-19 infection or exposure will be able to access their classroom(s) via an in classroom camera used to facilitate a synchronous Zoom meeting.

Canvas learning management system and FACTS Family Portal provides email access to teachers, grades, class resources, and assignments for both absent students and students present in the classroom or through Zoom.

Parents and caregivers are ultimately responsible for the screening of their children, daily, at home, prior to entering campus. Parents are required to complete the daily Self-Screening Questionnaire on a computer or smart phone every day BEFORE sending their child to school. Details to follow from your campus principal. Find the checklist for schools at the end of this plan and here: <https://covid-19.acgov.org/covid19-assets/docs/schools/health-screenings-tk-12-extracurriculars-2020.11.10.pdf>.

HEALTHY HYGIENE PRACTICES

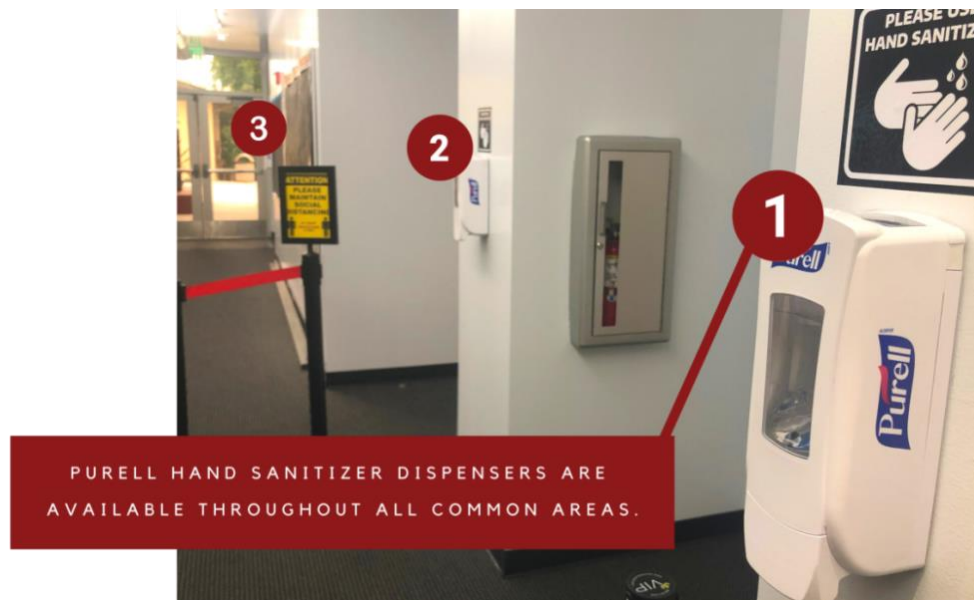
COVID-19 and other respiratory viruses are almost exclusively spread by respiratory droplet transmission. As a result, and because virus shedding may occur prior to symptom onset or in the absence of symptoms, routine, frequent and proper hand hygiene (soap and water or hand sanitizer) is critical to limit transmission. In fact, 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 will be reminded about how to clean their hands properly with age appropriate material and to try and avoid touching their face, eyes, nose and mouth as much as possible. Students who have symptoms of a respiratory tract infection should stay home and students will be reminded to sneeze or cough into their elbow/sleeve.

Age-appropriate signage is placed at Fremont Christian School to remind students to perform hand hygiene.

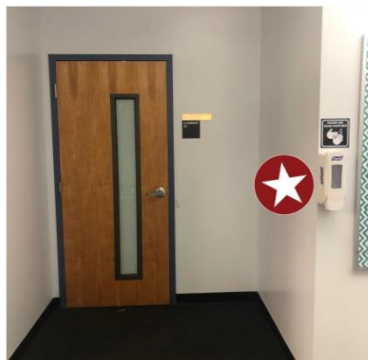
A regular schedule for routine hand hygiene, above and beyond what is usually recommended (before eating food, after using the bathroom, upon entry from outdoors, after using shared materials when sharing cannot be avoided, after touching face, nose, or mouth, etc.) will be encouraged. Five regularly scheduled and supervised hand hygiene breaks based on a pre-specified schedule will be conducted in all K-5 classrooms. For practical reasons and to avoid excess traffic in the hallways, the preferred strategy for these extra hand hygiene moments will be hand sanitizer from pump dispensers or the use of classroom sinks. For Grades 6-12, students will use hand sanitizer as they enter each classroom.

Access to hand hygiene facilities (hand sanitizer dispensers and sinks/soap) is critical. Hand sanitizer (70% USP grade alcohol) is available at the entry point for each classroom and in all work spaces. Hand soap and sinks are available throughout the facility including four outdoor stations. No-touch waste receptacles are available for disposal of materials throughout the facility. Disposable, disinfectant wipes or spray bottles of disinfectant and paper towels are available in every classroom and work space so that commonly used surfaces can be wiped down by individuals before each use (teachers, older students). The Facilities department will check and replenish all supplies daily.





ALL SANITIZER DISPENSERS ARE
LABELED AND CLEAR TO IDENTIFY.



CLASSROOM ENTRANCE



CLASSROOM EXIT

PURELL HAND SANITIZER DISPENSERS
ARE AVAILABLE AT ALL
ENTRANCE/EXIT TOUCH POINTS.



OFFICE ENTRANCE



SLOW COVID-19 SPREAD WASH HANDS PROPERLY

Follow These 5 Steps Every Time

1. WET HANDS, APPLY SOAP
2. LATHER HANDS
3. SCRUB AT LEAST 20 SECONDS
4. RINSE HANDS
5. DRY HANDS

USE HAND SANITIZER, if washing is not an option
(Must be at least 60% alcohol based)



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ALL SINKS IN BOTH STUDENT AND STAFF FACILITIES ARE
LABELED WITH PROPER HAND WASHING TECHNIQUES



OUTDOOR HAND WASHING STATIONS HAVE BEEN
INSTALLED AT THE PERIMETER OF THE
ELEMENTARY BUILDING



HANDS FREE DISPOSAL
BINS LIMIT THE
AMOUNT OF SHARED
TOUCH POINTS.

2. FACE COVERINGS AND OTHER ESSENTIAL PROTECTIVE GEAR

Effective cloth face coverings (as defined by ACPHD) are required (except when eating or drinking) for students grades K-12 and all school staff, with the exception of students unable to wear them due to special circumstances such as a particular developmental or health diagnosis. Exceptions for no face covering must be made by a doctor. Submit exceptions from the child's CA licensed medical doctor to the campus principal, for Grades K-5, Mrs. Williams at mwilliams@fremontchristian.com or, for Grades 6-12 to Dr. R. Meyer at rmeyer@fremontchristian.com.

Students who do not wear face coverings and do not have an exception will be excluded from on-campus participation and can access school via classroom cameras and synchronous Zoom meeting.



Students must wear a surgical facemask or a cloth face covering with two layers are preferred. In a study from Duke University, bandanas only block half the droplets and fleece gaiters emitted more droplets likely caused by breaking into smaller ones. Bandanas, neck gaiters, and masks with exhaust valves are not acceptable at FCS.



FCS will provide a disposable face covering for a student who intermittently forgets to bring a mask. An emergency contact may be required to pick up a student without a mask who can then participate in class via synchronous Zoom session.



A face shield for students in K to 2nd grade is an acceptable alternative for those who cannot wear face covering properly, but it must be worn with a cloth drape across bottom and secured (i.e. tucked in to shirt, tied around back of neck).

Staff will wear a face covering except when working alone in an office with door closed. Staff who are exempt for medical reasons will wear a face shield. Face shields must be worn with cloth drape across bottom and secured (i.e. tucked into shirt, tied around back of neck). In limited situations where a face covering cannot be used for pedagogical or developmental reasons, a face shield can be used instead of a cloth face covering while in the classroom as long as wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom. Face shields must be worn with cloth drape across bottom and secured (i.e. tucked into shirt, tied around back of neck).

Staff who serve Choicelunch (when service begins again, date TBD) a la carte pre-packed meals and snacks will wear face coverings and wear gloves.

DO choose masks that



Have two or more layers of washable, breathable fabric



Completely cover your nose and mouth



Fit snugly against the sides of your face and don't have gaps

DO NOT choose masks that



Are made of fabric that makes it hard to breathe, for example, vinyl



Have exhalation valves or vents, which allow virus particles to escape



Are intended for healthcare workers, including N95 respirators or surgical masks

Do NOT wear a mask



Around your neck



On your forehead



Under your nose



Only on your nose



On your chin



Dangling from one ear



On your arm

Special Situations: Children



If you are able, find a mask that is made for children



If you can't find a mask made for children, check to be sure the mask fits snugly over the nose and mouth and under the chin



Do NOT put on children younger than 2 years old

Caution: Gaiters & Face Shields



Evaluation is on-going but effectiveness is unknown at this time



Evaluation is on-going but effectiveness is unknown at this time

3. PHYSICAL DISTANCING AND COHORTING

PARENTS

FCS will not be able to allow any parents (with the exception of preschool parents as required by law) into the campus offices or on to the campus for the 2020-21 school year. Please contact the office by telephone or by email for assistance. All appointments will all be conducted via Zoom or telephone. Children being picked up for the day for appointments, etc. will be brought outside to meet you. Further details are available from your campus principal. Medicine drop-offs can be arranged by phone. Purchases of uniforms or other items will be arranged and pickup days announced. Please ensure your child has everything they need in the morning as drop-offs of lunches, supplies, etc. should be avoided. Please see the campus weekly bulletin for important email addresses. When school is open for in-person students, these numbers will be monitored:

Elementary Office: 510-744-2270

Secondary Office: 510-744-2280

ONLY ELEMENTARY SCHOOL

As practicable, desks will be placed 6 feet apart and arranged in a way that minimizes face to face contact. However, with stable cohorts in place for Grades K-5, it is permissible under ACPHD guidance to relax the 6-feet recommendation to maximize in-class instruction. This is also in accordance with American Academy of Pediatrics guidance. Face coverings and cohort stability are higher priorities if they allow for more practical utilization of physical spaces to provide in-person instruction. Stable cohorts will enable elementary teachers to work closely with students, for students to work at classroom centers, participate in small reading groups, participate in PE with shared equipment within their cohort only, and play at recess with shared equipment within their cohort only.

Most FCS classrooms have been rearranged to hold 18 students with 6 foot social distancing. However, in Kindergarten, based on current enrollment, if all students return for in-classroom instruction (we do not expect this based on surveys), there will be 21 students in each room. In first grade, there will be 19 students in each room. In 4th grade, there will be 20 students in a room. Based on the survey results of Sept. 15, 2020, it seems unlikely that any class will be more than 18 students.

All elementary classrooms will be stable cohorts. Cohorts will remain stable for a minimum of 3-4 weeks except in the case of a new enrollee. After the initial decision date, families who wish to change from distance learning to in-person learning, will need to contact the principal, Melanie Williams at mwilliams@fremontchristian.com to be on a waitlist for an assigned a start date based on ACPHD cohort guidance and staffing needs.

All elementary classroom teachers will be in cohort with their assigned class. FCS will have to move from subject-specific teachers during distance learning to a single grade-level teacher to further seal the classroom cohort. Specialist teachers will move to meet classes in their regular classroom, following all hygiene protocols.

FCS will not provide plastic dividers. However, students in Grades K-5 who wish to bring their own clear plastic divider to leave on their school desk are welcome to do so.

Kindergarten students will not take naps.

Families who choose to stay home will be able to access their classroom(s) via an in classroom camera used to facilitate a synchronous Zoom meeting. Canvas learning management system and FACTS Family Portal provides email access to teachers, grades, class resources, and assignments for both absent students and students present in the classroom or through Zoom.



ONLY SECONDARY SCHOOL

Seats will be placed 6 feet apart and arranged in a way that minimizes face to face contact. Classrooms hold 18 students. FCS Secondary has 136 classes. If all students return to in-person learning, 22 of these classes will have more than 18 students. With the exception of Band and Choir, the enrollment of these classes is 19-21. We will move classes to larger locations on campus as required by ACPHD. Stable cohorts are not possible. Teachers will practice social distancing protocols except when absolutely necessary for security or other safety reasons.

Secondary class enrollment will remain stable for a minimum of 3-4 weeks except in the case of a new enrollee. After the initial decision date, families who wish to change from distance learning to in-person learning, will need to contact the principal, Dr. Raymond Meyer at rmeyer@fremontchristian.com to be on a waitlist for an assigned a start date based on ACPHD cohort guidance and staffing needs. The initial decision date will not be announced until ACPHD officially opens school for secondary students.



GATHERINGS FOR K-12

K-5 students will be in a cohort and so can gather, when strictly necessary, for a reading group or an in-class conference with the teacher. Gathering cannot be done with a specials teacher.

Grade 6 students will be cohorted all day. However, their teachers will rotate. Gathering among students in Grade 6 cohorts can be allowed when necessary for effective learning. Gathering cannot be done with a teacher who must maintain distance.

Grade 7-12 students will not be cohorted and will not gather during class for any reason including for reading circles, group work, at the board, or for entering and leaving the classroom. When doing lab work in science classes, 6 feet social distance between students and between students and teachers will be required.

For K-12, large gatherings/assemblies will not take place for the immediate future. Chapel will be conducted in the classroom (or online as practicable) for all grade levels.

Trips such as Grade 6 Outdoor Science School, Grade 5 Overnight on the Hornet, Grade 4 Gold Country, 8th Grade Disneyland, Grad Night, music tours, all field trips, etc. are cancelled.

For 6-12, Choir and band classes may be conducted with singing or playing only when outside at physical distance.

For 6-12, all academic and college counseling will be done through Zoom or with masks and 6-feet social distancing.

For 6-12, Assemblies, club meetings, student council, etc. will all continue to meet via Zoom.

As announced in June 2020, there will be no high school J Term this year. The retreat is unlikely, but pending for Spring.

Athletics

It is highly unlikely that FCS will sponsor any athletic teams for elementary or junior high this year.

For 9-12, the Bay Area Conference (FCS is in the BCL within the conference) has had the following schedule approved by the North Coast Section (NCS):

Fall Season: B/G Volleyball, B/G Cross Country, Boys Soccer

Winter Season: B/G Basketball will not play within the NCS Spring season of sport, but can play with the other three BAC leagues and have their own playoffs (East, Central, BCL)

Spring Season: Girls Soccer, B/G T & F, G Tennis, Baseball, Softball.

However, Fall sports do not look likely as schools may not yet be open or may decline to field teams. Additionally, we are unlikely to travel outside our county. We anticipate other limiting factors when ACPHD provides direction. It is likely that FCS will need to limit the athletic teams it is able to field this year. Transportation will be a significant concern.

We anticipate surveying parents about preferences when we receive clarity from the county.

LUNCH FOR K-12

Orders from Choicelunch (when Choicelunch becomes available, date TBD) will be delivered to classrooms or to outdoor eating locations depending on grade level. Packaged food or snacks will not be available initially. They may become available later.

Lunch eating for K-5 will be held in classrooms in cohorts for 20 minutes, before students are taken to lunch recess outdoors in cohorts.

Lunch eating for Grades 6-12 will be held outdoors in assigned locations throughout campus. When weather prevents eating outdoors, students will eat in the classroom of their last period.

PHYSICAL EDUCATION FOR K-12

PE will be held outside except when prohibited by weather conditions. Teachers will endeavor to minimize shared equipment for stable cohorts and will have no shared equipment for other classes. Any equipment used will be cleaned by the teacher between each use.

TEACHER-STUDENT ONE TO ONE GUIDANCE FOR K-12

Elementary teachers do not have to follow social distancing protocols as they are within a cohort with their class. This will enable reading assessments and other necessary classroom behaviors. Specialist teachers and recess supervisors will maintain 6-feet social distancing.

Secondary teachers will need to meet one-on-one with students within social distancing guidelines or online.

RESTROOMS for K-12

Elementary R Building restrooms are designated for one class each in Grades K, 1, 2, 3, 4, and 5. The Activities Bldg. restrooms are designated for one class each in Grades 1, 2, 4, and 5. There are two classes per grade level, other than grade 3, which has only one class.

High school restrooms are located in the S building. Junior high bathrooms are located in the O building.

Staff use separate restrooms.

SUPPLIES AND LOCKERS for 6-12

All students will be required to bring their own supplies including binder/notebooks and a laptop/chromebook. If a student prefers to use a school chromebook for bringing to and from school, FCS has plenty to lend.

High school lockers will not be used as social distancing in the locker hall is not possible. Teachers will minimize the need for a textbook in class.

4. ENTRANCE, EGRESS, AND MOVEMENT WITHIN THE SCHOOL

No extended care is available for the 2020-21 school year.

ENTRANCE

All parents should complete the Self-Screening Questionnaire for their child before sending their child to school.

Once all grades are in-person, Elementary parents should not enter either school parking lot before 8:00 AM to leave time for Secondary students to be admitted to class. Students can leave the car and join their cohort in-line on the baseball field no earlier than 8:15 AM. Elementary morning lines will be socially-distanced as much as is practicable, although students will be in cohorts. Before 8:30 AM, staff will check records for receipt of the self-screening questionnaire. When self-screening has not been done, the student will be screened by school staff.

Secondary students can be dropped off at school no earlier than 7:40 AM and will enter the school through the large baseball field gates. Students must maintain 6-feet social distancing while in line. Before 7:30 AM, staff will check records for receipt of the self-screening questionnaire. When self-screening has not been done, the student will be screened by school staff. Students will go directly to their first period class.

EGRESS

All students in Grades K-5 will be brought to the carline at 3:15 PM. Note the changed end time for Kindergarten. Families picking up preschoolers at the same time should sign out their preschool child, first, as the elementary child will not be able to enter the preschool facility. Students will wait in the carline, in the Elementary parking lot, with their teacher for pickup. For safety reasons in the parking lot, classroom cohorts will not be socially distanced for pickup. Details on class locations will be provided by the campus principal.

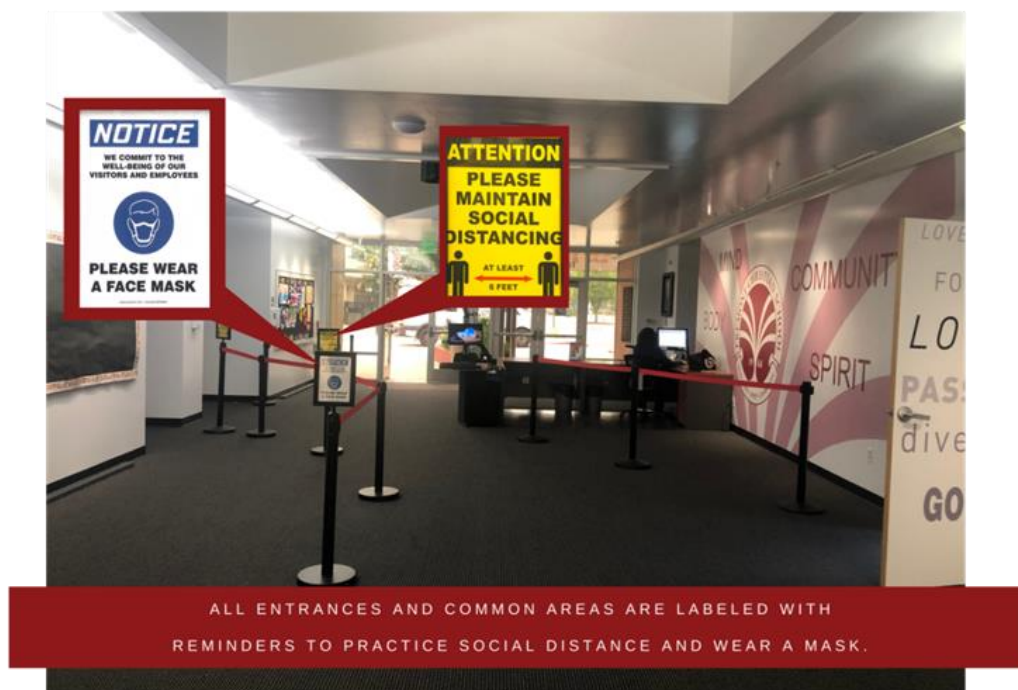
The pickup process for Grades 6-12 will be shared by the campus principal prior to the start of school.

MOVEMENT

Elementary teachers will guide the entrance and exit of students to and from classrooms or play areas.

Secondary students will be supported as they follow directions given through posted signs or markings on the ground to maintain same direction traffic. Extra time will be allowed to move from class to class as students become familiar with these new patterns.





5. HANDLING OF MATERIALS AND STUDENT WORK FOR GRADING

Students will not share common items. Please be certain your child has all of the supplies required from the supply lists provided in the resource section of FACTS Family Portal. Students will bring their own supplies. In the case where an item must be shared, it will be cleaned between each use. Students in Grades 6-12 will need to bring their own laptop/chromebook to school or borrow one from FCS.

FCS is committed to continuing technology education by continuing to use Canvas and other applications even with a return to in-class instruction. Submission of assignments may still continue on-line and without paper, especially for Grades 4-12. Further, ACPHD indicates it is sufficient for papers and other similar materials to sit for 24 hours before they are handled. A New England Journal of Medicine study found the virus could survive in viable form on cardboard for up to about 24 hours. This would also be safe to assume for paper, and probably wooden beads and puzzles. Plastics must be cleaned and disinfected between uses. Alternatively, plastics can sit for 72 hours before reuse based on information from the same study.

6. CLEANING, DISINFECTION, and VENTILATION

A regular cleaning schedule will be used throughout the school year with emphasis on high touch surfaces. Maximum efforts will be made to reduce the need to touch objects/doors (no-touch waste containers, prop doors open), and teachers and staff will regularly reinforce “no sharing” of food, water bottles or cutlery policies. To the greatest extent possible, sharing of classroom materials and equipment will be prohibited unless those items are cleaned and disinfected between each use.

Teachers will keep windows and doors open when practicable.



The Facilities Department conducts the following daytime cleaning of the school buildings:

- All Bathrooms cleaned 3 times a day
- Elevator buttons wiped 3 times a day
- Atrium windows cleaned hourly by office staff
- Atrium door handles wiped after use by office staff
- Water fountains blocked from use.
- Water bottle filling stations cleaned twice a day
- Handrails sprayed 3 times per day
- Playground equipment sprayed 3 times per day.
- Classroom doors and surfaces wiped down between use by teachers and, when age appropriate, students.
- Office staff wipe down hard surface and door handles between use.
- School toilets do not have lids.

Nighttime cleaning includes:

- A Kaivac machine is used every night in the student restrooms and 3 times per week in the staff restrooms.
 - Kaivac machines see link for explanation and video. https://kaivac.com/p_36-KaiVac-1750
- A Protexus machine is used to spray the Preschool, TK, and Kindergarten classrooms nightly. Elementary classrooms are sprayed 3 times a week. Secondary classrooms are sprayed 2 a week.
 - Protexus Backpack sprayer: See link for video and explanation. <https://evaclean.com/products/protexus-cordless-electrostatic-sprayers>.
- There are Betco cleaning product mixing stations to properly mix chemicals for use in classrooms and restrooms.
- Janitors have separate mops and buckets for restrooms and classrooms.
- Rooms with carpet are vacuumed nightly.
- Rooms with tile floor are mopped nightly.
- Doorknobs wiped down every night
- Mops are washed and sanitized nightly.
- Dispensers are checked for product nightly.
- Bathrooms cleaned nightly.



Other cleaning includes:

- HVAC services heating and air conditioning filters changed 4 times per year.

- HVAC is cleaned 3 times a year.
- The highest quality air filters are used: MR-13, comes from the Glasfloss Z-Line Series, comparable to HEPA filters, kills 99.9% of airborne germs as small as .3 microns.
- Air conditioning units pull 60% of outside air and 40% of inside air in all buildings, except for the classrooms, which pull 25% of outside air, through a different style air conditioning system.
- Campus windows are cleaned 3 times per year.
- Campus is pressure washed 2 times a year.
- Steps on Rankin Building and S Building are pressure washed 3 times per year.
- All doors will be propped open to the restrooms with the exception of the church and the Secondary Building. Doors that cannot be propped open will have special toe pulls to be opened with foot instead of hands.
- The pest control company, Orkin, comes monthly to service the facility.
- The Activities Building and Gym floors are stripped and waxed 2 times a year.
- Outdoor tables and chairs are sprayed with degreaser and pressure washed 2 times a year.

7. STAFF TRAINING AND FAMILY EDUCATION

Staff has been trained in accordance with OSHA regulations about returning to the workplace.

Parents are asked to read the information documents from the CDC at the end of this document.

8. TESTING OF STAFF

There is currently no requirement for asymptomatic testing of staff or students. FCS will not be requiring asymptomatic testing at this time. FCS staff and students will participate in symptomatic testing as recommended by their own doctor and by the ACPHD school reopening guidance. FCS will participate in asymptomatic testing when required to do so ACPHD. Please refer to the addenda for further information.

9. COMMUNICATION PLANS

Teachers will inform students about reducing the spread of COVID-19 and will practice school procedures daily.

FCS will continue to update parents using email through FACTS and through the Weekly Bulletin/Newsletter. In the event of a possible exposure or certain exposure of COVID-19 at FCS, FCS will follow the communication recommendations found in *Addendum 2a: Confirmed Positive COVID-19 Process for Schools* and *Addendum 2b: School Scenarios and Protocols for Symptoms and Positive Cases*

10. IDENTIFICATION AND TRACING OF CONTACTS

ACPHD requires staff members be designated for the identification and tracing of contacts in the event of a possible COVID-19 exposure at FCS. These staff are:

Ann Dutra, Assistant to the Head of School, adutra@fremontchristian.com

Backup 1: Patti Lucero, HR Specialist, plucero@fremontchristian.com

Backup 2: Danielle Gasper, Registrar, dgasper@fremontchristian.com

11. TRIGGERS TO SWITCH TO DISTANCE LEARNING

Please refer to Addendum 2b for protocols regarding exposure. If a student, teacher, or group of students must be quarantined at home, the use of Zoom and Canvas can and will be used for learning and instruction to continue.

According to the CDPH, a school will only close once they have reopened

- If 5% of students and teachers in a classroom test positive for the virus, the classroom would be closed, followed by 14 days of quarantine.
- If a school experienced a 5% positive testing rate of both students and teachers, the entire school would have to close, with everyone subject to 14 days of quarantine.

Once reopened, a school will not close if Alameda County returns to a purple tier on the Blueprint for a Safer Economy (<https://covid19.ca.gov/safer-economy/>). However, staff testing would need to be in place.

SUMMARY

This document provides guidance surrounding the reopening of Fremont Christian School as it relates to the measures to

mitigate risks. Finally, it is important to note that these recommendations reflect the evidence available at the present time and may evolve as new evidence emerges and as information is gathered from other jurisdictions that have opened schools already.

Please stay connected with FCS by reading all email from FCS, reading the weekly bulletin/newsletter sent from your child's campus office, and visiting the FCS website at www.fremontchristian.com. Engage with us on social media by following Fremont Christian School on Facebook or @fremontchristianschool on Instagram. Tag us at #weareFCS

Contact your campus principal for campus related needs (Mrs. Williams, Elementary Principal, mwilliams@fremontchristian.com or Dr. Raymond Meyer, Secondary Principal, rmeyer@fremontchristian.com) or the Head of School Dr. Tricia Meyer, tmeyer@fremontchristian.com) for schoolwide questions or concerns. We also appreciate hearing about what is going well for your child or family. We need and rely on your partnership for a successful educational experience for your children.

ADDENDA - Updated 1-7-21

Due to the changing nature of Alameda County's addenda within the School Guidance document, please access the most current version of the addenda [here](#). You will find the addenda towards the back of the School Guidance document.

REFERENCES (partial):

- a. *Alameda County Office of Education*
- b. *Alameda County Public Health Department*
- c. *American Academy of Pediatrics*
- d. *California State Department of Education*
- e. *California State Department of Public Health*
- f. *Center for Disease Control*