

# COVID-19 PREVENTION PLAN FOR THE ROCK ACADEMY

Revised February 1, 2021

School Name:	Rock Academy		
School Address:	2277 Rosecrans Street San Diego CA, 92106		
School Type:	School District: <input type="checkbox"/>	Charter School <input type="checkbox"/>	Private School <input checked="" type="checkbox"/>

This plan was developed in consultation with the County of San Diego Health and Human Services Agency, Public Health Services and is based on guidance articulated by the California Department of Public Health (CDPH) in its [COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs](#) (July 17, 2020, updated January 14, 2021) and [COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year](#).

## 1. General Measures

1. The Rock Academy's worksite-specific COVID-19 prevention plan based on a comprehensive risk assessment of all work areas and work tasks is located at: <https://www.therockacademy.org/covid19-updates/>
  - a. The person responsible to implement and monitor this plan is: [Chuck Leslie, Head of Schools, 619.764.5200](#).
  - b. The school's COVID-19 Liaison for contact with Public Health Services is: [Donna De la Torre, Office Manager, 619.764.5200](#)
    - i. Information about COVID-19 outbreaks will be reported by the COVID-19 Liaison to the K-12 representative of the San Diego Health and Human Services Agency; email: [covid-education@sdcounty.ca.gov](mailto:covid-education@sdcounty.ca.gov)
    - ii. The COVID-19 Liaison will report information on positive cases to Public Health Services Epidemiology Department at: 619-692-8499
  - c. The school has incorporated the [CDPH Guidance for the Use of Face Coverings](#). See section 3 for more information.
  - d. The school's COVID-19 Prevention Plan is posted at: <https://www.therockacademy.org/covid19-updates/>. This information has been provided to workers and worker representatives at staff meetings and via email. The COVID-19 prevention plan thoroughly reviewed at staff training prior to the beginning of school.
  - e. The Head of School and the Head of Facilities will monthly evaluate the workplace for compliance with this plan and document and correct deficiencies that are identified.
  - f. The school will investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. We will update the plan as needed to prevent further cases.
  - g. The school will implement the necessary processes and protocols when a workplace has an outbreak, in accordance with [CDPH guidelines](#).
  - h. The school will identify individuals who have been in close contact (within 6 feet for 15 minutes or more over a 24-hour period) of an infected person and take steps to isolate COVID-19 positive person(s) and close contacts. (See Section 10 for more detail.)
2. The school has evaluated whether and to what extent external community organizations can safely utilize the site and campus resources, and will ensure external community organizations that use the facilities also follow this guidance. In general, the campus will not be open to outside groups, other than when used by the Rock Church in compliance with the CDPH industry guidance for places of worship: <https://files.covid19.ca.gov/pdf/guidance-places-of-worship.pdf>
3. The school is prepared for the possibility of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19. (See Section 10 below.)
4. The school has developed a plan to further support students with access and functional needs who may be at increased risk of becoming infected or having unrecognized illness due to COVID-19. We are reviewing existing student health plans to identify students who may need additional accommodations, develop a process for engaging families for potentially unknown concerns that may need to be accommodated or identify additional preparations for classroom and non-classroom environments as needed. ALL students, regardless of risk, will have

the option to participate in online learning should they choose. Groups who might be at increased risk of becoming infected or having unrecognized illness include the following:

- a. Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members.
- b. Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
- c. Individuals who may not be able to communicate symptoms of illness.

Individualized communication and learning plans will be designed for all students with special COVID-19 needs.

5. The school has reviewed the [CDPH Guidance for the Use of Face Coverings](#) and applicable local health department guidance and incorporated face-covering use for students and workers into this COVID-19 Prevention Plan. See Section 3 for more information.

## 2. Promote Healthy Hygiene Practices

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is below.

6. The school will teach and reinforce [washing hands](#), avoiding contact with one's [eyes, nose, and mouth](#), and [covering coughs and sneezes](#) among students and staff. Staff will be trained during meetings prior to the start of school. Students will be given instruction the first week of school which will be reinforced throughout the school year. The school will teach and remind students to:
  - a. Use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow
  - b. Wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
  - c. Wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
  - d. Use fragrance-free hand sanitizer when hand washing is not practicable. Note:
    - i. Ethyl alcohol-based hand sanitizers will be used as much as possible, especially when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic when ingested or absorbed in skin.
    - ii. Do not use hand sanitizers that may [contain methanol](#), which can be hazardous when ingested or absorbed.
    - iii. Children under age 9 should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.
7. Portable hand washing stations have been added throughout a site and touch less hand sanitizer stations have been added to each classroom and to bathrooms to avoid congestion to the extent practicable.
8. Students and staff will regularly wash their hands, including using the touch less hand sanitizer when entering or leaving a classroom.
9. Adequate supplies of soap, tissues, no-touch trashcans, face coverings, and hand sanitizers with at least 60% ethyl alcohol for staff and children who can safely use hand sanitizer have been purchased to support healthy hygiene behaviors.
10. Information contained in the [CDPH Guidance for the Use of Face Coverings](#) has been made available to staff and families on our website and via email, including the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the employer has adopted to ensure the use of face coverings.
11. The Rock Academy will ensure that staff use face coverings in accordance with CDPH guidelines and all required protective equipment.
12. The school has a sufficient supply of personal protective equipment (PPE) necessary to protect employees according to the specific type of PPE needed for tasks performed by employees.
13. The Rock Academy will strongly recommend through teacher newsletters and other means that all students and staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:

- a. Protect the school community
- b. Reduce demands on health care facilities
- c. Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.

### 3. Face Coverings

The Rock Academy’s plan to address each provision from the “COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs” is below.

14. Face coverings will be used in accordance with [CDPH guidelines](#) unless a person is exempt as explained in the guidelines, particularly in indoor environments, in school vehicles, and areas where physical distancing alone is not sufficient to prevent disease transmission.
- a. The Rock Academy will teach and reinforce use of [face coverings](#), or in limited instances, face shields.
  - b. Students and staff will be frequently reminded not to touch the face covering and to [wash their hands](#) frequently.
  - c. Information will be provided to all staff and families in the school community on [proper use, removal, and washing of cloth face coverings](#) on the parent portion of the schools website and via email communication.
  - d. Staff will be informed of students or personnel who are exempted from wearing a face covering.

15. The school’s plans regarding students’ use of face coverings includes the following elements:

Age	Face Covering Requirement
Under 2 years old	No
Kindergarten – 2nd grade	Yes, unless exempt
3rd grade – high school	Yes, unless exempt

- a. Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- b. A cloth face covering, or face shield should be removed for meals, snacks, naptime, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student’s name and date) until it needs to be put on again.
- c. In order to comply with this guidance, the Rock Academy will exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. We have face coverings on campus for students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. Students who are excluded from campus may partake in the distance learning programs provided by the school.

16. The school’s plans regarding staff use of face covers includes the following elements:

- a. All staff must use face coverings in accordance with [CDPH guidelines](#) unless Cal/OSHA standards require respiratory protection.
- b. In limited situations where face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield with drape can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom.
- c. Workers or other persons handling or serving food will use gloves in addition to face coverings. Employers will consider where disposable glove use may be helpful to supplement frequent hand washing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.

### 4. Ensure Teacher and Staff Safety

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is below.

17. The school's plan to protect teachers and staff includes the following elements:
- a. Ensuring staff maintain physical distancing from each other to reducing transmission between adults.
  - b. Ensuring that all staff use face coverings in accordance with CDPH guidelines and Cal/OSHA standards.
  - c. Staff who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, will be provided options such as telework, where appropriate, or teaching in a virtual learning or independent study context.
  - d. All staff meetings, professional development training and education, and other activities involving staff will be conducted with physical distancing measures in place, or virtually, where physical distancing is a challenge.
  - e. The school will minimize the use of and congregation of adults in staff rooms, break rooms, and other settings.
  - f. Staff will have their temperature taken each day and check for COVID-19 symptoms. Anyone with a temperature of 100 degrees or higher, and anyone showing COVID-19 symptoms will be sent home.
  - g. Testing all staff for asymptomatic infections as testing capacity permits and as practicable. If available, all staff members will be tested once every two months with 25% of the staff being tested every two weeks. The Rock Academy will seek to provide this testing on-site. If not possible, we will direct staff to contact their primary care provider or community testing site for testing. Employees will be reimbursed for any costs incurred to take the test.

## 5. Intensify Cleaning, Disinfection, and Ventilation

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is below.

18. Drinking fountains on campus will be turned off, other than those that are designed to refill reusable water bottles.

19. Staff will [clean and disinfect](#) frequently touched surfaces at school and on school vehicles at least daily and, as practicable; these surfaces will be cleaned frequently throughout the day by trained custodial staff.

Frequently touched surfaces in the school include, but are not limited to:

- a. Door handles
- b. Light switches
- c. Sink handles
- d. Bathroom surfaces
- e. Tables
- f. Student desks
- g. Chairs

20. School vehicles will be thoroughly cleaned and disinfected daily, when used, and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers will be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.

21. The Rock Academy will limit the use and sharing of objects and equipment, such as toys, games, art supplies and playground equipment to the extent practicable. When shared use is allowed, staff will clean and disinfect between uses.

22. Disinfecting products used at the Rock Academy will be those that are approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved list "N"](#) and follow product instructions.

- a. To reduce the risk of asthma and other health effects related to disinfecting, we will select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program.
- b. We will avoid products that contain peroxyacetic (paracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
- c. We will follow label directions for appropriate dilution rates and contact times. Provide workers training on the chemical hazards, manufacturer's directions, Cal/OSHA requirements for safe use, and as applicable and as required by the Healthy Schools Act.

<ul style="list-style-type: none"> <li>d. Custodial staff and any other workers who clean and disinfect the school site will be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products will be kept out of children’s reach and stored in a space with restricted access.</li> <li>e. A cleaning and disinfecting schedule has been established in order to avoid both under- and over-use of cleaning products.</li> </ul>
23. Only safe and correct application of disinfectant will be used and cleaning products will be keep away from students.
24. The Rock Academy will ensure proper ventilation during cleaning and disinfecting by introducing fresh outdoor air in areas where that is possible. When cleaning, we will air out the space before children arrive and thorough cleaning will be done when children are not present. Air condition settings will be set to bring in outside air when possible. Air filters and filtration are checked and replaced frequently to ensure optimal air quality.
25. The Rock Academy is upgrading the building’s air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in classrooms, offices, and other spaces.
26. All drinking fountains will be checked to be safe to use after a prolonged facility shutdown to minimize the risk of <a href="#">Legionnaires’ disease</a> and other diseases associated with water.

## 6. Implementing Distancing Inside and Outside the Classroom

The Rock Academy’s plan to address each provision from the “COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs” is described below.

<p>27. During arrival and departure the Rock Academy will:</p> <ul style="list-style-type: none"> <li>a. Maximize space between students and between students and the driver on school vehicles and open windows to the greatest extent practicable.</li> <li>b. Minimize contact at school between students, staff, families, and the community at the beginning and end of the school day, prioritizing minimizing contact between adults at all times. Parents will be encouraged to drop off students from their cars without getting out. When they walk students to campus they will be restricted from entering the building, and restricted from the student area in the back of the school. When parents need to come into the building for any business, they will be restricted the downstairs office area which has been set up away from students.</li> <li>c. Stagger arrival and drop off-times between elementary school and middle/high school consistently each day to minimize scheduling challenges for families.</li> <li>d. Designate routes for entry and exit, using the front entrance, back entrance and cafeteria entrance. Elementary students will meet in cohorts outside to limit direct contact with others as much as practicable.</li> <li>e. Students and staff will be health screened upon arrival at school.</li> <li>f. School vehicles will be equipped with extra unused face coverings for students who may have inadvertently failed to bring one.</li> </ul>
<p>28. In-classroom spaces:</p> <ul style="list-style-type: none"> <li>a. To reduce possibilities for infection, elementary students will be divided into cohorts of no more than 16 who remain with each other throughout the school day, including entering and exiting the school, and during recess and lunch. Cohorts will have minimum interaction (if any) with other cohorts. They will interact with same limited number of teachers and staff.</li> <li>b. We will maximize the use of outdoor space for activities where practicable, holding classes in Rock Park and on the 2<sup>nd</sup> floor balcony as much as possible.</li> <li>c. Classroom desks for all grades will be separated by ~6 feet apart and no less than 4 feet apart and arranged in a way to minimize face-to-face contact. Staff desks will be place a minimum of 6 feet away from student desks. When necessary, markings will be placed on classroom floors that designate proper social distancing locations of desks, chairs or seating areas.</li> <li>d. Easy to understand and developmentally appropriate instructions will be given to students for maximizing spacing and minimizing movement in both indoor and outdoor spaces.</li> <li>e. Band and choir practice and performances, are permitted outside only with proper social distancing.</li> </ul>

- f. Activities that involve singing will only take place outdoors.
- g. Many class assignments will be turned in online, especially in the older grades, other assignments will be turned in in a way that minimizes contact.

29. In non-classroom spaces:

- a. Nonessential visitors, volunteers, and activities involving other groups will be limited and not take place in areas where students are located.
- b. Communal activities will be limited where practicable. Communal spaces will be cleaned in between uses.
- c. Hallways have been designed with two lanes, each going just one way to limit interaction and face-to-face contact. Lockers have been eliminated for most grades and will be spread out to allow social distancing for students who use them.
- d. Meals will be served on individual plates and cafeteria seats will be spaced ~6 feet apart. The cafeteria area will be cleaned between groups.

## 7. Limit Sharing

The school's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

30. Students' belongings will be separated and in individual areas. Belongings will be taken home each day to be cleaned.

31. Adequate supplies of high-touch materials (art supplies, equipment, etc.) will be available to limit sharing. Supplies and equipment will be used by one group of children at a time, and disinfected between uses.

32. The sharing electronic devices, clothing, toys, books and other games or learning aids will be limited as much as practicable. Where sharing occurs, items will be cleaned and disinfected between uses.

## 8. Train All Staff and Educate Families

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

33. Staff members will be trained during meetings prior to the start of school. The full prevention plan will be reviewed, including the following items below. An all school parent zoom meeting will educate parents on the prevention plan, including the items below. In addition, emails are directed parents to the plan on the website. Educational materials are also being sent to families via email and will be available on the website regarding the following safety actions:

- a. Enhanced sanitation practices
- b. Physical distancing guidelines and their importance
- c. [Proper use, removal, and washing of face coverings](#)
- d. Screening practices
- e. How COVID-19 is spread
- f. COVID-19 specific [symptom](#) identification
- g. Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
- h. For workers, COVID-19 specific [symptom](#) identification and when to seek medical attention
- i. The Rock Academy's plan and procedures to follow when children or adults become sick at school.
- j. The Rock Academy's plan and procedures to protect workers from COVID-19 illness.

34. When practicable, training and education will be done virtually. When in person, we will ensure a minimum of 6-foot distancing is maintained.

## 9. Check for Signs and Symptoms

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

35. The Rock Academy will not discrimination against students who (or whose families) were or are diagnosed with COVID-19 or who are perceived to be a COVID-19 risk. Opportunities for students to participate in distance learning will be provided for those who are unable to attend school due to COVID-19 related issues.
36. Staff and students who are sick or who have recently had <a href="#">close contact</a> with a person with COVID-19 will not be allowed to enter campus. Policies encourage sick staff and students to stay at home without fear of reprisal.
37. Staff and students will be screened when entering the facility. Students will be screened by teachers throughout the day. Any staff or students with symptoms will be separated from others to an isolated room until they are able to go home, or medical facility if necessary.
38. Staff will perform a visual wellness check of all students when entering campus, plus parents will record online that their student, and no family members in the home, are displaying symptoms of COVID-19. Any staff or students with symptoms or with family members displaying symptoms will be separated from others to an isolated room until they are able to go home, or medical facility if necessary.
39. Parents and older students will be required to daily indicate if they or anyone in their home is exhibiting <a href="#">COVID-19 symptoms</a> .
40. Hand-washing stations or hand sanitizer are available of each entrance, and all staff and students will be encouraged to use when entering campus.
41. Donna De la Torre, COVID-19 liaison, will document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under Health Insurance Portability and Accountability Act (HIPPA) and the Family Educational Rights and Privacy Act (FERPA) and state law related to privacy of educational records.
42. If a student is exhibiting symptoms of COVID-19, staff will communicate with the parent/caregiver and refer to the student's health history form and/or emergency card.
43. Staff and students will be monitored throughout the day for signs of illness; send home students and staff with a fever of 100 degrees (per San Diego County public health order) or higher, cough, or other <a href="#">COVID-19 symptoms</a> .
44. Policies do not penalize students and families for missing class.

## 10. Plan for When a Staff Member, Child or Visitor Becomes Sick

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

45. The administrative conference room will be used as an isolation room to separate anyone who exhibits symptoms of COVID-19. A separate outdoor area has been designated should more than one student need to be isolated.
46. Any students or staff exhibiting symptoms will immediately be required to wear a face covering and be required to wait in an isolation area until they can be transported home or to a healthcare facility, as soon as practicable.
47. Safe transport home or to a healthcare facility, as appropriate, will be provided when an individual is exhibiting COVID-19 symptoms: <ol style="list-style-type: none"> <li>a. Fever</li> <li>b. Cough</li> <li>c. Shortness of breath or difficulty breathing</li> <li>d. Chills</li> <li>e. Repeated shaking with chills</li> <li>f. Fatigue</li> <li>g. Muscle pain</li> <li>h. Headache</li> <li>i. Sore throat</li> <li>j. Congestion or runny nose</li> <li>k. Nausea or vomiting</li> <li>l. Diarrhea</li> <li>m. New loss of taste or smell</li> </ol>
48. For serious injury or illness, we will call 9-1-1 without delay. We will seek medical attention if COVID-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and

further details are available on <a href="#">CDC's webpage</a> .
49. Donna De la Torre, COVID-19 liaison, will notify local health officials immediately of any positive case of COVID-19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws. Additional guidance is provided <a href="#">here</a> .
50. We will close off areas used by any individual suspected of being infected with the virus that causes COVID-19 and not use before cleaning and disinfection. To reduce risk of exposure, we will wait 24 hours before <a href="#">cleaning and disinfecting</a> . When not possible to wait 24 hours, we wo;; wait as long as practicable. We will ensure a <a href="#">safe and correct application</a> of disinfectants using personal protective equipment and ventilation recommended for cleaning. Disinfectant products will be kept away from students.
51. Sick staff members and students will be advised not to return to campus until they have met CDC criteria to discontinue <a href="#">home isolation</a> , including at least three days with no fever, symptoms have improved and at least 10 days since symptoms first appeared.
52. All students, including students with disabilities, will have access to instruction when out of class, as required by federal and state law.
53. The Rock Academy is offering a distance learning option for all students, regardless of risk factor, during the pandemic.
54. The Rock Academy will use necessary processes and protocols when a school has an outbreak, in accordance with <a href="#">CDPH guidelines</a> .
55. The Head of Schools and the Head of Facilities will investigate any COVID-19 illness and exposures within school families to determine if any work-related factors could have contributed to risk of infection.
56. Protocols will be updated as needed to prevent further cases using CDPH guidelines, <a href="#">Responding to COVID-19 in the Workplace</a> , which are incorporated into this guidance and contain detailed recommendations for establishing a plan to identify cases, communicating with workers and other exposed persons, and conducting and assisting with contact tracing.

## 11. Maintain Healthy Operations

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

<p>57. The Rock Academy:</p> <ol style="list-style-type: none"> <li>Will monitor staff absenteeism and has a roster of trained back-up staff.</li> <li>Will monitor the types of illnesses and symptoms among your students and staff to help isolate them promptly as needed.</li> <li>Has designated a Donna De la Torre as the staff liaison or liaisons to be responsible for responding to COVID-19 concerns. She may be contacted at <a href="mailto:donna.delatorre@sdrock.com">donna.delatorre@sdrock.com</a> or 619.764.5182. She is trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner.</li> <li>Using our email communication systems and REMIND text communication system, staff and families may self-report symptoms and will receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.</li> <li>Will consult with local health departments if routine testing is being considered by a local educational agency. The role of providing routine systematic testing of staff or students for COVID-19 (e.g., PCR swab testing for acute infection, or presence of antibodies in serum after infection) is currently unclear.</li> <li>Will support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing distance learning option.</li> </ol>
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## 12. Considerations for Reopening and Partial or Total Closures

The Rock Academy's plan to address each provision from the "COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs" is described below.

58. Donna De la Torre, staff COVID-19 liaison, will check state and local orders and health department notices daily about transmission in the area or closures and adjust operations accordingly.
59. When a student, teacher, or staff member tests positive for COVID-19 and had exposed others at the school, we



will refer to the [CDPH Framework for K-12 Schools](#), and implement the following steps:

- a. School closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff have cases within a 14-day period.
- b. Local Health Officers may also determine school closure for other reasons, including results from public health investigation or other local epidemiological data.
- c. In consultation with the local public health department, the Head of School will decide whether school closure versus cleaning and quarantine of exposed persons or other intervention 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.
- d. Close off the classroom or office where the patient was based and do not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- e. Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
- f. Communicate exposure at school and potential school closures to students, parents, teachers, staff, and the community.
- g. Provide information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools. See [additional information on government programs supporting sick leave and worker's compensation for COVID-19](#), including worker's sick leave rights under [the Families First Coronavirus Response Act](#) and employee's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the [Governor's Executive Order N-62-20](#), while that Order is in effect.
- h. Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
- i. Return to distance learning for students affected.
- j. Maintain regular communications with the local public health department.

### 13. Testing of Students and Staff

The following measures will be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19:

	<b>Student or Staff with:</b>	<b>Action:</b>	<b>Communication:</b>
1	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific Guidelines	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Recommend testing (If positive, see #3, if negative, see #4)</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• No Action needed</li> </ul>
2	Close contact with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>• Send home</li> <li>• Quarantine for 10 days from last exposure</li> <li>• Recommend testing (but will not shorten 10- day quarantine)</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• Consider school community notification of a known contact</li> </ul>
3	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>• Notify the local public health department</li> <li>• Isolate case and exclude from school for 10 days from symptom onset or test date</li> <li>• Identify contacts, quarantine &amp; exclude exposed contacts (likely entire cohort) for 10 days after the last date the case was present at school while infectious</li> <li>• Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 10- day quarantine)</li> </ul>	<ul style="list-style-type: none"> <li>• School community notification of a known case</li> </ul>

		<ul style="list-style-type: none"> <li>• Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>• School remains open</li> </ul>	
4	Tests negative after symptoms	<ul style="list-style-type: none"> <li>• May return to school 3 days after symptoms resolve</li> <li>• School/classroom remain open</li> </ul>	<ul style="list-style-type: none"> <li>• Consider school community notification if prior awareness of testing</li> </ul>

The following signatures attests that the information provided above is true and correct.

Signature: 

Date: August 11, 2020/updated  
2/01/21

\_\_\_\_\_  
Name: Chuck Leslie

\_\_\_\_\_  
Head of Schools