

## Lincoln Street Charter Reopening Plan – August 2020

Lincoln Street School is an independent study charter school for students in grades Transitional Kindergarten through Eight. Credentialed teachers work with parents who desire to teach their children at home through individual family partnership meetings. Ours is a small school, with an average enrollment of 100 or less. Our teachers meet weekly or bi-weekly with students and their families to provide instruction and guide their learning.

The following guidelines have been adapted from the Centers for Disease Control and Prevention, CDPH, and WHO. These guidelines support staff, families and children. Signs and symptoms of COVID-19 will be posted where visible to staff and families.

Activity	Implementation
<b>Arrivals &amp; Screening</b>	<ul style="list-style-type: none"> <li>● Stagger arrival times – minimize the number of families in the office at any given time. 3 families/hour</li> <li>● Limit meetings to teacher, parent/guardian and enrolled child.</li> <li>● Place physical distancing visuals posted on the floor at the front desk to the outside of the door (6 ft.).</li> <li>● Families/Students should wait in the vehicle if another family has been seen entering the building.</li> <li>● Staff will conduct home self-screening.</li> <li>● Staff asks the parent/guardian/student screening questions via QR code.</li> <li>● Student/parent/guardian temperature check with a touchless thermometer 100.4 or less.</li> <li>● If the student/parent/guardian passes the health screening, they may enter the building.</li> <li>● If anyone in the family does not pass the health screening, this is documented in the health log and the family is sent home. The health log is confidential and limited personnel will have access to.</li> <li>● Families who pass health screening enter the building to wash hands for 20 seconds.</li> <li>● Staff wear protective face covering during screening.</li> <li>● Facial coverings will be required when 6ft physical distancing may not be possible.</li> </ul>
<b>Cohorts</b>	<ul style="list-style-type: none"> <li>● Staff whenever possible will keep the same group of students each day and include the same sibling sets in the same group.</li> </ul>
<b>Sanitization</b>	<ul style="list-style-type: none"> <li>● Staff will be responsible for sanitizing their areas upon entering and leaving for the day as well as in between groups of students in common areas.</li> <li>● The classroom will be sanitized at the end of each day by maintenance.</li> <li>● Frequently sanitize frequently touched surfaces. Clean surfaces that are frequently touched, such as shared desks, counter tops, door knobs, etc.</li> <li>● Bathroom fixtures will be sanitized after each use by staff members.</li> <li>● The classroom will be sanitized in between different groups of children.</li> </ul>

<b>Physical Distancing</b>	<ul style="list-style-type: none"> <li>● Maintain physical distancing of 6 feet or more at all times in between adults. When physical distancing is not possible, face coverings should be worn.</li> <li>● Plexiglass barriers have been installed at the front desk and staff work areas where physical distancing may not be possible.</li> <li>● Limit any non-essential visitors from entering classrooms or the building.</li> <li>● Visual cues will be provided for families throughout the inside and outside environment.</li> </ul>
<b>Meals/Snacks</b>	<ul style="list-style-type: none"> <li>● No student will be on campus for more than 2 hours, so meals will not be served.</li> <li>● Students must wash their hands before and after snacks.</li> <li>● CDC and CDPH Covid-19 food handling guidelines will be followed.</li> <li>● Students and staff will not share or touch each other's food.</li> <li>● When possible, students will eat outdoors or with 6 ft social distancing.</li> <li>● Tables will be sanitized after snacks.</li> <li>● Staff will eat in their personal offices.</li> </ul>
<b>Staff</b>	<ul style="list-style-type: none"> <li>● Staff will self-screen at home including temperature/symptom check using CDC guidelines.</li> <li>● Staff will monitor each other for signs of illness throughout the day.</li> <li>● Staff will wash hands upon arrival at school.</li> <li>● Staff will wear protective face coverings when social distancing is not possible.</li> <li>● Use "respiratory etiquette" Cover cough with a tissue or sleeve. Provide adequate supplies within easy reach, including tissues and no-touch trash cans.</li> <li>● Staff will teach healthy habits associated with COVID-19: physical distancing, proper hand washing procedures, respiratory etiquette, and use of facial coverings when physical distancing is not possible.</li> <li>● Staff will keep families updated and informed of classroom activities.</li> </ul>
<b>Staff Training</b>	<ul style="list-style-type: none"> <li>● Before school, staff will complete their Keenan training regarding COVID-19.</li> <li>● Before school, staff will receive training on new COVID health and sanitizing protocols.</li> <li>● Staff will receive ongoing training as needed.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>● Family contact information (home phone, cell phone, email and physical address as well emergency card contacts) will be collected at the beginning of the year and regular ongoing communication.</li> <li>● Families not scheduled for an appointment should not enter the building and call the designated number.</li> <li>● Staff and families will be informed if any changes are made to this process and without sharing any confidential information if any staff, parent/guardian or children test positive for COVID-19.</li> </ul>

	<ul style="list-style-type: none"> <li>● If a child, parent/guardian/staff is with symptoms, they should quarantine at home and seek medical advice from their primary care provider.</li> <li>● Public Health will be notified if anyone tests positive for COVID-19. We will follow all guidance provided by Public Health.</li> <li>● Families will have limited access to the classroom. Families must wash hands or use hand sanitizer immediately upon entering the classroom.</li> <li>● If needed, the school will implement their Distance Learning plan and conduct a survey to identify family needs (technology, curriculum, SEL support, food support, etc.)</li> </ul>
<b>Class or Site Closure</b>	<ul style="list-style-type: none"> <li>● If a child or staff member tests positive for COVID the school site may need to close. We will seek direction from public health.</li> <li>● If a child, parent/guardian or staff member has been exposed to COVID outside of school, all exposed persons will self isolate per direction from public health.</li> <li>● Virtual meetings can be arranged for any family with COVID symptoms or during a closure.</li> <li>● In the event of a closure, teaching staff will provide distance learning for all children.</li> <li>● School personnel will communicate with families if there is a need to close the site.</li> </ul>
<b>Ordering</b>	<ul style="list-style-type: none"> <li>● Cloth face covering for each staff member (1)</li> <li>● Order shields - one per staff member</li> <li>● Cloth face covering for each child</li> <li>● Disposable face coverings</li> <li>● Hand sanitizer installed at entrance door</li> <li>● Create confidential health logs and binder</li> <li>● Sanitizing wipes</li> </ul> <p>*Some PPE will be provided by the state and delivered by the Tehama County Department of Education</p>

When/if we experience a positive Covid-19 case on campus or community surge, our school will fully implement Distance Learning. This involves assessing the risk within the specific community and potentially closing the school site for a short period of time based upon public health guidance in coordination with local public health officials. It involves intensifying cleaning and disinfecting areas, contact tracing, and promoting social isolation.