



## CRSD COVID-19 MITIGATION PLAN

### General Measures:

1. This plan is posted on the [www.cristoreysandiego.org](http://www.cristoreysandiego.org) website. ([cristoreysandiego.org/covid19-mitigation-plan](http://cristoreysandiego.org/covid19-mitigation-plan))
2. Every Monday, the CRSD leadership team will check the county of San Diego public health order, California Department of Public Health, California Department of Education and San Diego County Office of Education for guidance on reopening schools.
  - a. CRSD will ensure use of school facilities complies with the guidance described by the California Department of Public Health.
  - b. All visitors are strongly discouraged from visiting campus and any visitors must follow the visitor protocol.
3. The school admissions and administration teams have reviewed all student health records and made any necessary accommodation for students with specific needs. Please see the communications section for more information about communication with families.
4. The school has conducted a site-specific hazard assessment and implemented a plan to protect employees , including requiring daily symptom screening, physical distancing, face coverings, frequent cleaning and disinfecting, and providing PPE.
5. The school has centrally located restrooms in both the classroom area and lunchroom. Each classroom will be equipped with hand sanitizer and students are expected to sanitize upon classroom entry. Some sinks and urinals in restrooms will be blocked off to prevent overcrowding.
6. The school will contact the San Diego County Health and Human Services Agency at (619) 692-8499 about any COVID-19 outbreaks among students or staff.
7. The school will regularly evaluate the workplace for compliance with this plan and document and correct any deficiencies identified.
8. The school has taught and modeled hand-washing and proper mask wearing via our instructional video.
  - a. The school will keep students as physically distanced as possible during transit to and from the work-study program. Face coverings will be required during transit and windows will be open to ensure air low.

9. The school will keep a supply of all sanitary equipment.
10. Staff and students will be provided with all necessary PPE.
11. All drinking fountains are disabled.
12. The school will follow the cleaning and disinfecting section of this plan.
13. Physical distancing will be enforced throughout the entire school campus.
14. Due to the small class size and large space, staggering start times is not necessary. All entrances and exits are clearly marked.
15. Students are placed into cohorts and will travel with their cohort throughout the day. All exterior hallways have been marked as one-way to help traffic flow. All meals are pre-packaged.
16. Desks will be spaced 6 feet apart. No students will sit in the passenger seat of transportation.
17. Each student will be issued their own Chromebook to use throughout the day. Sharing of any learning materials is discouraged.
18. Staff will be trained in proper disinfecting/screening protocols.

**High-level Overview:**

19. Staff will be physically distanced during their training.
20. The school will utilize the temperature/symptom screening procedures below to minimize exposure to COVID-19 from staff or guests exhibiting symptoms. All employees will be screened for temperature and symptoms daily.
21. The school will follow the communications plan outlined below for communicating with students, parents, employees, and Public Health officials on COVID-19 related matters.
22. The school will follow the plan below for addressing community surges or positive cases of COVID-19 by a faculty/staff member, student, or any individual in a student's household.
23. Staff will report absences as outlined in the employee handbook. The school will have staff on-hand to provide coverage if necessary. Employees with concerns should report them to their immediate supervisor as outlined in the employee handbook and refer to additional communications information below.
24. The school has prepared the virtual learning plan outlined below to implement if Necessary.
25. The school will investigate any COVID-19 illness, determine if any work-related factors could have contributed to the risk of infection, and update the plan as needed to prevent further cases.

**26. The school has implemented the lunch protocol below to ensure students maintain physical distancing during lunch.**

**23. Please see the virtual education plan which provides for counseling services.**

**24. The school will regularly provide parents updates from the county health officer as necessary. If a closure occurs we will share best practices in community physical distancing which will discourage gatherings of students and/or staff.**

**Specific Infection Control Protocols:**

- **Staff or students who are sick or who have recently had close contact with a person with COVID-19 are encouraged to stay home.**
- **All students/staff/guests will be screened for fevers and COVID-19 symptoms upon entry.**
- **All staff/students/guests must wear face coverings while on campus.**
- **CRSD will provide face coverings to staff. CRSD will also provide disposable face coverings for staff/students/guests who forget or require new face coverings.**
- **All desks/tables and chairs will be spaced 6 feet apart to ensure physical distancing.**
- **Restrooms will be modified to ensure physical distancing, including the closure of some adjacent sinks and urinals.**
- **CRSD will be prepared to broadcast/record classroom instruction via oom for students in quarantine.**
- **CRSD will operate a learning center for students who need to complete CWSP remote work.**
- **All classrooms are well-ventilated, and classroom doors should be opened when possible to ensure air circulation.**
- **In accordance with CDC guidance, staff and students should avoid sharing of electronic devices ,toys, books, and other games or learning aids.**
  - **Prior to arriving every day, all staff members and guests should perform a self-screening for COVID-19 symptoms (see sample symptom questions below).**
  - **Staff exhibiting symptoms of COVID-19 should stay home, inform their direct supervisor, and seek medical care.**
  - **Guests exhibiting symptoms should stay home and seek medical care.**
  - **Upon arrival at the CRSD campus, all staff members and guests must report to room one for a temperature check.**
  - **Hand sanitizer and an infrared thermometer are available at the front desk in room one.**
  - **Staff should apply hand sanitizer before taking their temperature, perform a self-check using the infrared thermometer, and then wash their hands with soap and water.**
  - **Any staff exhibiting symptoms or a temperature higher than 100 degrees F must return**

home and inform their direct supervisor and should seek medical care/testing.

- CRSD staff will take guest temperatures.
- Any guests exhibiting symptoms or a temperature higher than 100 degree F must also leave campus and should seek medical care/testing.

Staff/Guest Symptom Screening and Temperature Checks (5/28/2020)

#### Physical Distancing Protocols:

1. CRSD will use cohorts (stable groups with fixed membership that stays together for all courses and activities) that should avoid contact with other persons or cohorts.
2. All desks and cafeteria seats are spaced 6 feet apart.
3. All transitions are outside. Stairways and narrow outdoor halls are designated for one way foot traffic during passing time.
4. Sinks and urinals will operate at limited capacity to ensure physical distancing (closing off middle urinals and sinks).
5. CRSD will maximize space between students and between students and the driver on buses and open windows to the greatest extent practicable.
6. Staff should avoid congregation in staff rooms, break rooms, and other settings.
7. All students will be dropped off at Parish Hall: 3751 Boston Ave.
8. Two CRSD employees are stationed at the entrance to conduct temperature/symptom checks prior to students entering.
9. Sample questions:
  - a. Do you have a new cough, nasal congestion, or runny nose?
  - b. Are you experiencing shortness of breath or difficulty breathing?
  - c. Are you having new muscle pain or fatigue?
  - d. Do you have a headache (that is not normal for you)?
  - e. Do you have a sore throat?
  - f. Are you experiencing a new loss of taste or smell?
  - g. Are you experiencing nausea, vomiting, abdominal pain, or diarrhea?
  - h. Do you have a new rash?
  - i. Have you been exposed to anyone who has been tested positive for COVID-19 in the last 2 weeks?
10. Temperature check for fever over 100 degrees F.

Any students exhibiting symptoms must immediately wait in an isolation room until they can be transported home or to a healthcare facility by an authorized adult. The school will contact the student's emergency contact to arrange for safe transportation home or to a healthcare facility.
11. All students should wash their hands with soap and water for at least 20 seconds) upon arrival.
12. Students eating school breakfast should then proceed to the breakfast line (which is marked for ensuring students are 6 feet apart).
13. Students eating school breakfast may remove their face coverings while eating,

but must put them back on once finished.

14. Students not eating breakfast should take a seat for morning assembly, and be seated at a distance of 6 feet apart.

15. Students will be dismissed from assembly by row, one row at a time, to prevent crowding at the door. Students going to work will remain in Parish Hall.

**Student Entrance Protocols:**

The California Department of Public Health recommends school closure based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. They advise closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5% of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school.

If the public health guidance changes due to positive COVID-19 cases or there is a community surge, CRSD will shift to an online instruction format until the public health order allows for a return to in-person instruction.

In the case of a faculty/staff member or student, or any individual in their household, testing positive for COVID-19, CRSD will do the following:

a. The infected individual must isolate at home for 14 days shift to online Instruction.

b. Any infected staff or student may not return to campus until:

- They have met CDC criteria to discontinue home isolation, including
  - o 3 days with no fever;
  - o symptoms have improved; AND
  - o 10 days since symptoms first appeared.

c. 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 FERPA and state law related to privacy of educational records.

d. Individuals who have been in close contact (within 6 feet for 15 minutes or more) with an infected person should isolate at home (shift to online instruction) . Any student in the same cohort with an infected student must self-quarantine for 14 days.

e. CSRD will close off areas used by any individual suspected of being infected with COVID-19 and they will not be used again before cleaning and disinfection. Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and Disinfection.

f. CRSD will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, CRSD will wait as long as possible.

g. CRSD will investigate the COVID-19 illness and exposures, determine if any work-related factors could have contributed to risk of infection, and update protocols as needed to prevent further cases

**h. In consultation with the local public health officials, the school may shift to online instruction. In an instance where two students from two distinct cohorts are infected, the school will shift to virtual instruction and campus will be closed.**

#### **Plan to Address Sick Individual, Positive COVID-19 Cases, or Community Surges**

**CRSD will teach and reinforce the importance of washing hands, avoiding contact with one's eyes, nose and mouth, and covering coughs and sneezes among students and staff.**

**CRSD will cover the following:**

- **Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.**
- **Students and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items,; and before and after using the restroom.**
- **Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as “antimicrobial” are not necessary or recommended.**
- **Staff will model and practice handwashing.**
- **Students and staff should use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.**
- **Ethyl alcohol-based hand sanitizers are preferred and will be used when there is the potential of unsupervised use by children.**
- **Isopropyl hand sanitizers are more toxic when ingested or absorbed in skin.**
- **CRSD will not use hand sanitizers that may contain methanol which can be hazardous when ingested or absorbed.**

**Promotion of Healthy Hygiene Practices:**

**Mass Protocol:**

**CRSD will follow all guidelines laid out by St. Jude Shrine of the West Parish.**

**Food Service**

- 1. See food service plan here: SOP for CRSD**
  - 2. Students dismissed by class for lunch. Line spaced 6 feet apart.**
  - 3. Students will eat at physically distanced tables.**
  - 4. Students who are not able to come to campus can still receive a “to go” meal.**
- CRSD will develop routines enabling students and staff to regularly wash their hands at staggered intervals**

**CRSD will ensure there are adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trashcans, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer.**

## **Lunch Protocol:**

### **Cleaning and Disinfecting**

- 1. CRSD staff will clean and disinfect the following surfaces between uses:**
  - A. Desks and tables**
  - B. Chairs**
  - C. Bus seats**
  - D. Keyboards, phones, headsets, copy machines**
- 2. CRSD will facilitate disinfecting frequently (at least daily ) on high-touch surfaces, such as:**
  - a. Door handles**
  - b. Light switches**
  - c. Handrails**
  - d. Drinking fountains**
  - e. Sink handles**
  - f. Restroom surfaces**
- 3. CRSD will use disinfecting products approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and ensure cleaning staff follow product instructions.**
- 4. Students should not be allowed to use disinfecting chemical products as this violates both state and federal laws.**
- 5. Custodial staff and any other workers who clean and disinfect the school site will be equipped with PPE, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions.**
- 6. Cleaning staff should ensure there is proper ventilation during cleaning and disinfecting. When cleaning, staff should air out the space before students arrive and plan to do thorough cleaning when students are not present.**
- 7. An alternative as a reasonable and effective solution for student and teacher cleaning is providing a mild multi-surface cleaning detergent requiring no PPE for each individual to wash their respective work area immediately upon entering the classroom or workspace.**
- 8. Teachers or other individuals should apply via spray and students should wipe down their individual space.**

- 1. Any individual with COVID-19 symptoms, or a fever of 100 degrees or higher, will not be allowed on campus.**
  - a. Any individual who develops symptoms of illness while at school will be separated from others and isolated in an area until they can be transported home by an authorized adult.**
  - b. For serious injury or illness, staff should call 9-1-1 without delay. The**

**infected person should seek medical attention if the COVID-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face.**

**2. External visitors are strongly discouraged from entering campus.**

**Campus Access**

**Communication with Students, Parents, Employees, Public Health Officials**

**a. School leaders will engage stakeholders, including families, staff, and labor partners in the school community, to formulate and implement the plans in this checklist.**

**b. CRSD will train all staff and provide educational materials to families on the following safety actions:**

**i. Enhanced sanitation practices**

**ii. Physical distancing guidelines and their importance**

**iii. Proper use, removal, and washing of face coverings**

**iv. CRSD's symptom screening practices**

**v. How COVID-19 is spread**

**vi. COVID-19 specific symptom identification and when to seek medical attention**

**vii. 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.**

**viii. CRSD's plan and procedures to follow when students or adults become sick at school**

**ix. CRSD plan and procedures to protect staff from COVID-19 illness.**

**x. Criteria and plan to close schools again for physical attendance of students.**

**c. CRSD we communicate to all parents/stakeholders if the school has a positive COVID-19 case. Communication will:**

**i. Notify staff and families immediately of any possible cases of COVID-19.**

**ii. 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.**

**iii. Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation.**

**iv. Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop.**

**d. Staff will make efforts to prevent any discrimination against students who (or whose families) were or are diagnosed with COVID-19 or who are perceived to be a COVID-19 risk.**

**e. CRSD will provide staff with information regarding labor laws and information**



regarding sick leave, workers' compensation, Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to CRSD staff.

**Virtual Learning**

If public health officials or school officials decide to pivot to an all-virtual learning model

CRSD has plans for that transition. All attendance and grading policies will remain in-tact

throughout the virtual learning experience.

CRSD will support students who are at higher risk for severe illness or who cannot safely

distance from household contacts at higher risk by providing virtual learning.

**1. Overview**

a. Students take 6 classes and will continue to work in their four cohorts.

b. Each class meets synchronously once a week.

c. Students have 3 classes per day.

d. 1 hour of synchronous instruction per class.

e. Teachers will assign additional asynchronous assignments/ lipped classroom lectures” etc.

**2. Schedule**

CRSD will implement the following schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
ELA	Cohort 2 8:30 Cohort 4 10:00	Cohort 1 8:30 Cohort 3 10am	asynchronous	asynchronous	Academic Team meeting  Asynchronous for students and rotating work
Science	Cohort 2 10:00 Cohort 4 1pm	Cohort 1 10:00 Cohort 3 1pm	asynchronous	asynchronous	
Social Studies	Cohort 4 8:30 Cohort 2	Cohort 3 8:30 Cohort 1 1pm	asynchronous	asynchronous	

	1pm			
Math	asynchronous	asynchronous	Cohort 2 10:00 Cohort 4 1pm	Cohort 1 10:00 Cohort 3 1pm
Theology	asynchronous	asynchronous	Cohort 2 8:30 Cohort 4 10:00	Cohort 1 8:30 Cohort 3 10:00
Spanish	asynchronous	asynchronous	Cohort 4 8:30 Cohort 2 1pm	Cohort 3 8:30 Cohort 1 1pm

#### Expectations of School

- A. All teachers use Zoom, Nearpod, Google Classroom, and Powerschool
- B. All assignments are uploaded to Google Classroom by EOD
- C. Teachers record their first synchronous class each day and upload the Nearpod and zoom video recording on Google Classroom for students who missed the live session
- D. Gradebook updated at minimum every two weeks

#### Expectations of Students

- a. Students log in to synchronous classes every day they are held
- b. Students complete all assignments by deadlines
- c. Students communicate with teachers in a timely manner