



REOPENING



CALVARY MURRIETA
CHRISTIAN SCHOOLS

A Guide to Safely
Reopening our Campus

FALL 2020

RETURNING SAFELY TO CAMPUS

OUR APPROACH



Calvary Murrieta Christian Schools continue to be committed to partnering with families to educate, equip, and disciple students for a lifelong commitment to loving and serving Christ. It is our goal to create a safe and thriving learning experience for all students.

In order to safely and effectively reopen campus, CMCS is continuing to assess information and develop guidelines and procedures in service of our community. The following are our principles for reopening our campus:

PRINCIPLES FOR REOPENING CAMPUS:

- Protect the health and safety of students and employees
- Utilize guidelines from the Centers for Disease Control (CDC) and local health agencies
- Use the entirety of our campus and the available space to allow for social distancing
- Provide students and families with the information needed to establish a productive learning environment
- Set clear expectations for everyone



FIRST DAY OF SCHOOL

Grades K-6: August 13

School will look a little different on the first two days of school to control crowds and to give our students some time to become familiar with the changes this year. Start times will be staggered for drop off for K-6th. Students with last names A-L will be dropped off between 7:40-8:00am. Students with last names M-Z will be dropped off between 8:00-8:20am. Parents will be encouraged to drop off at the classroom or the curb and promptly leave campus.



We will have more to communicate about our first day of school in the coming weeks!

SUPPORT A HEALTHY CAMPUS

We are in this together

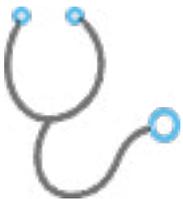
The changes CMCS is making to our school campus to accommodate physical distancing are only one aspect of supporting a healthy campus environment. Keeping our campus healthy is a collective effort, one that we are asking everyone in our community to support. With everyone's understanding and cooperation, we have a much better chance of minimizing risk and maintaining a healthy environment for our students, employees, families, and communities.

Our families can help us prepare students by considering the following:



TEACHING HEALTHY HYGIENE PRACTICES:

- Encourage frequent hand washing and use of sanitizer.
- Practice coughing and sneezing into elbows.
- Add daily temperature checks to the morning routine.



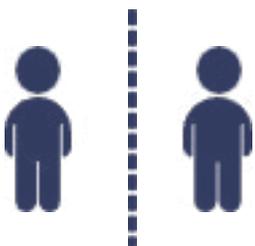
MAINTAIN PREVENTATIVE HEALTH PRACTICES:

- Continue regular doctor visits and well-child appointments.
- Keep immunizations and physicals current.
- Encourage lots of physical activity outdoors.



HELP KEEP CHILDREN EMOTIONALLY SAFE:

- Ask how they are feeling and give them space to share and ask questions.
- Maintain a routine at home to provide stability.
- Continue reassuring them that the adults in their lives are there to support their well-being, both physically and emotionally.
- Reach out for help. We are here to support you!



ENCOURAGE OUR HEALTH PROTOCOLS:

- Visually show and practice keeping six feet apart.
- Practice wearing a cloth face covering. (For children two years and older)

HEALTH AND WELLNESS

Campus Commitment

We know that things may look a little different when we return and we ask for your understanding and patience as we continue to provide the best care possible for our students and employees. CMCS is committed to providing a safe environment by making the following campus wide changes:



HEALTH SCREENINGS AND TEMPERATURE CHECKS

- All students and employees are required to have their temperatures checked upon arrival and will undergo a wellness check prior to the start of the school day



LUNCH:

- Tables will have limited number of students at one time
- Tables will be sanitized after each use
- All meals prepared on campus will be individually packaged
- All utensils will be individually wrapped



FACE COVERINGS:

- Face coverings are recommended, but not required for Kinder – 2nd grade students
- Face coverings are required by the State for every student who is 3rd grade and above unless a health exemption applies
- Parents are uniquely positioned to determine whether a valid medical exemption applies and will make the determination as to whether their students will wear a face covering throughout the day. State law does not require face coverings to be worn while eating or drinking for any students.
- Required for all faculty and staff when interacting with students
- Available upon request for any students who desire to wear one or when a parent has not communicated that a mask exemption applies to their student
- Required for all parents who are volunteering on campus and interacting with students



HEALTHY CLASSROOMS:

- All classrooms will be properly sanitized throughout the day
- A nightly cleaning service will ensure extra disinfection takes place
- Hand sanitizer will be available at all times in every classroom
- Desks will be socially distanced
- Each classroom will be equipped with an air purifier



SAFE RECESS AND BREAKS:

- Play equipment will be sanitized regularly
- Recess and breaks will be staggered by grade level to avoid overcrowding
- Restrooms will be limited to a safe number of students at any given time
- Hand washing will be encouraged and hand sanitizer will be available throughout the campus



CLEANING PROCEDURES:

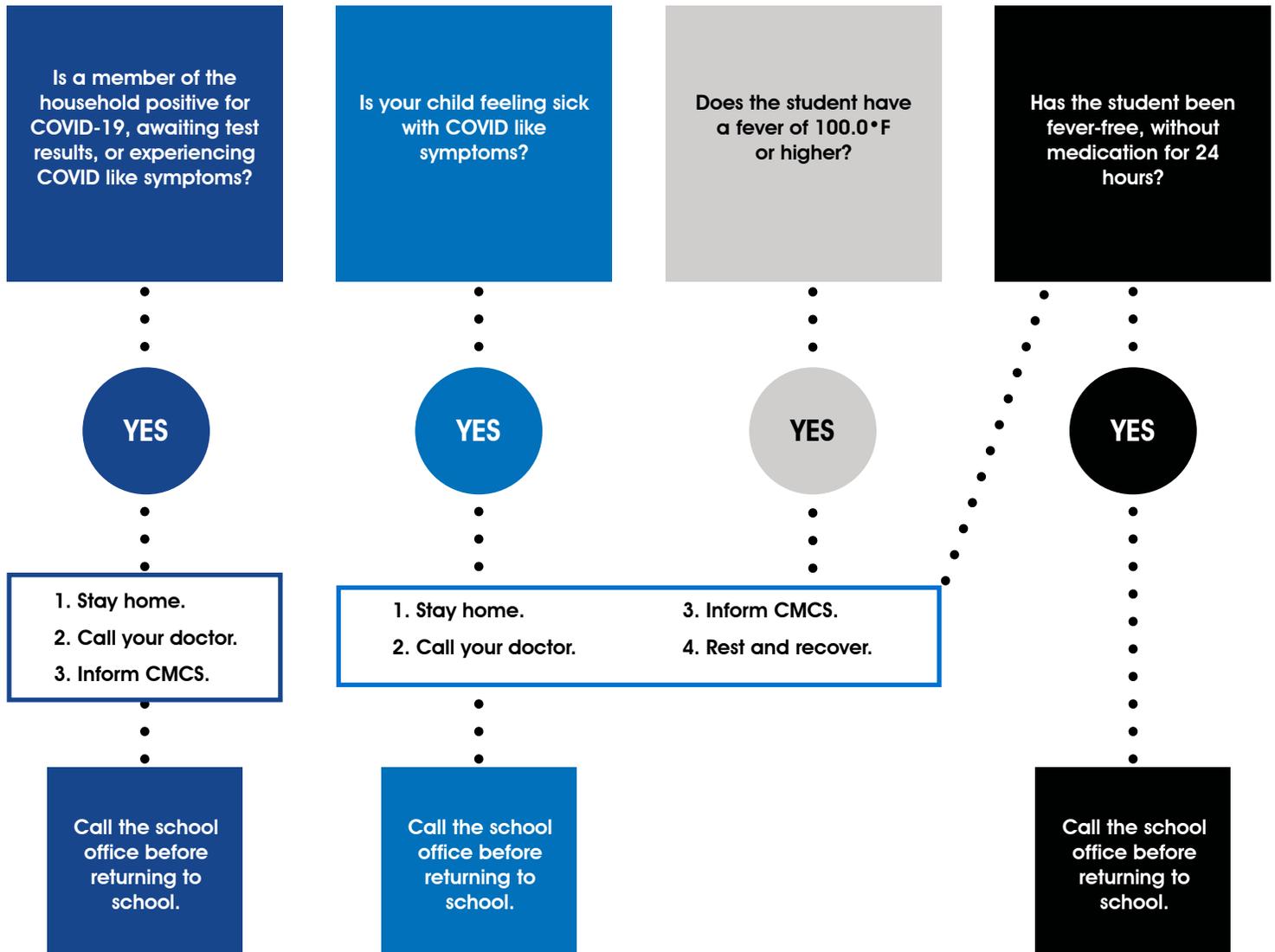
- Surfaces around campus and outdoors will be disinfected and sanitized with Enviroxclean
- Additional support staff has been hired to make sure surfaces are cleaned frequently and thoroughly throughout the day

HEALTH AND WELLNESS

Campus Commitment

DECIDING WHEN TO STAY HOME

Parents agreeing and knowing when to keep children home from school is a very important part of keeping our campus healthy. To help, we have outlined key protocols to help families determine when to stay home.



HEALTH AND WELLNESS

Campus Commitment

WHAT HAPPENS WHEN MY CHILD FEELS SICK AT SCHOOL?

Our campus is equipped with a waiting area where students will be evaluated. If a student needs to leave campus, a parent or guardian will be notified and the child will wait in the designated area. There will be staff to support and care for the student until a parent or guardian arrives.

***IMPORTANT:** If a student is sent to one of our designated waiting areas and is running a fever, coughing, experiencing shortness of breath or other COVID related symptoms, they will not be allowed to return to class. They will remain in the designated waiting area safely until they can be picked up by a parent or guardian. We are asking parents to please have their child picked up within 30 minutes.

NEXT STEPS

If your student falls ill while in school and is experiencing COVID-like symptoms, a temporary virtual option will be made available to help the student stay engaged with learning.



LEARNING SPACES

Site Specific Plans

ELEMENTARY SCHOOL

ARRIVAL AND DISMISSAL PROCEDURES

KINDERGARTEN:

Kindergarten parents will drop off students at the door (parents are not allowed in class) between 7:30am and 7:55am. Students and parents will be encouraged to social distance during drop off. All staff will be wearing face coverings and parents are required to wear coverings, unless they are otherwise exempt for health reasons. Parents will be required to have a temperature check before allowed on campus.

1ST THROUGH 6TH GRADE:

1st through 6th grade parents will drop off at the curb (after the 2nd day of school). Parents may not come through the gates unless they have a pre-scheduled meeting or otherwise approved reason. Parents who do come on campus must have their temperature checked and are required to wear a face covering unless they are otherwise exempt for health reasons.

PICK UP PROCEDURE:

Students will be walked to the breezeway by their teacher by 3:00pm. Students will be sitting and watched by their teacher during pick-up. Classes will sit 6 feet apart. Parents will drive-thru 2 designated pick-up lanes. They will be required to show ID to a staff member and be listed as an authorized pick-up person on FACTS. The student will be walked to the car by a staff member. Any student not picked up by 3:20pm will be walked to Daycare by their teacher. Daycare students will be picked up by parents who must walk onto campus to get them.



CAMPUS HEALTH

Temperatures will be taken at each gate as students arrive on campus and a wellness check will be done by teachers during the first ten minutes of class time for all students. During the day, if a student is not feeling well, they will be sent to the office to have their temperature taken again. Should they have a fever, students will be made comfortable in a designated sick bay and their parents will be contacted immediately and asked to pick up their child within 30 minutes. The wellness check will include questions regarding student symptoms and symptoms of student household members. A staff member has been designated to keep a list of potential exposures, positive tests, and to be in contact with the local health department, if it becomes necessary. Portable hand sanitation stations will be posted around campus, including the main entrances to buildings, for staff and students to use frequently.

ELEMENTARY COHORTS

A limited cohort will be assigned to classrooms based on grade level. They will have one classroom teacher who will remain with them throughout the day. Desks will be spaced 6 feet apart within the classroom and students will be socially distanced as they interact with one another and the teacher according to the CDPH physical distancing guidelines. As a cohort, they will not interact with other cohorts during the course of the day. During academic instruction, the cohort will remain in their designated classroom. For recess and lunch times, each cohort will be assigned a specific outdoor eating space that is distanced 6 feet apart from all other cohorts. Students will be required to sit 6 feet apart from one another in their specific outdoor eating space as they eat. After eating, each cohort will be assigned a station of the playground/outside area. Students in that cohort will play in their designated station for the day and these stations will be rotated daily to give students access to all areas without interacting with other cohorts. After each cohort, the playground station will be disinfected and sanitized. As students arrive, they will head directly to their classroom as to avoid interactions with other students outside their cohort. During dismissal, cohorts will sit outside 6 feet apart from other cohorts as parents arrive for pick up.

CLASSROOM STRUCTURE

Classrooms on the campus are spacious and allow for different set up options. Over the summer we have removed unnecessary furniture to allow for spacing of desks. Enrichment classes that require collaborative work will be cleaned more often to allow students to continue working in a group setting.

Classrooms will have socially distanced desks, as much as each classroom allows. Students will not sit face to face. K-6th grade students will be assigned a specific desk and chair and keep those for the near future. Classes will be sanitized and disinfected daily. Shared items will be minimized as the majority of student supplies will be assigned to a specific student, not to be shared with others.

CAMPUS VISITORS

Parent volunteers will be allowed for centers in K-1st grades and for library and technology (to help disinfect the computers, books, and surfaces). Parents must wear face coverings, sanitize, and do temperature checks before coming in. No other outside visitors will be allowed on campus. Birthday treats can be dropped off in the office and must be store-bought.

Parents will not be allowed on campus for an unplanned meeting with a teacher or an administrator before or after school. If parents would like to meet with a teacher or administrator, they must request a meeting via email or phone call.

STAFF PROTOCOLS

Each staff member will have their temperature checked as they come on campus. Staff members will socially distance and wear face coverings during staff meetings and devotions. All staff meetings will be held outdoors. All staff will wear a face covering while interacting with students and will be encouraged to social distance. All staff members will be tested for COVID-19 every two months on a rotation by their primary care physician (Kaiser is the main health care provider for most employees). Every two weeks, 25% of the staff will be tested so that all are tested every two months. Our Health Aide, Irma Navarro, will create a schedule for staff members to be tested. She will follow up with staff members and keep record of test results while abiding by privacy requirements such as FERPA and HIPAA. Staff members with a negative test will resume working. Staff members with a positive test will be immediately quarantined and not be on campus for 14 days from test date. Immediately, CMCS will notify the Department of Public Health and follow our school's response plan to a positive COVID-19 test. If a staff member falls ill and exhibits symptoms of COVID-19 during the school day, they will be separated from others in a designated room on campus until they are able to make arrangements to leave. All staff will be trained on symptoms of COVID-19 and school health and safety procedures during staff orientation. In these meetings, staff will be trained on how to properly sanitize classrooms, how to teach their students to properly wash their hands, and what steps are needed to ensure their personal health and safety as well. The staff safety manual and reopening guide will be studied in these meetings to ensure that all staff members understand what the protocols are. COVID-19 refresher trainings will be a part of subsequent staff meetings to keep the staff abreast on the latest health and safety protocols.

RESTROOM POLICY

Students will continue to be allowed to use the restroom as needed. Students will be reminded frequently to wash hands and will be asked to wash hands in the classroom when they forget to do so in the restroom. Restrooms will be disinfected throughout the day, and thoroughly cleaned by a professional cleaning service each night.

LUNCH AND BREAKS

Cohorts will be assigned specific zones at the lunch tables and will eat 6 feet apart from other cohorts. During play time, class cohorts will be assigned to one of four stations and will play at that designated station with only their cohort. Station assignments will rotate daily.

CHAPEL

K-6th Chapel worship and message will be streamed to classrooms.

PHYSICAL EDUCATION

PE classes will continue as normal and will be outside. Activities will be chosen that allow for no physical contact and more distancing. Any equipment used will be disinfected between classes.

DAYCARE

K-6 Daycare Services: Available beginning at 7:00am and ending at 7:30am when the gate opens.

After school Daycare: Available beginning at 3:20pm and ending at 6:00pm.

Students will be separated into their class cohorts in designated indoor and outdoor areas.

*See the Daycare Document on our website for an update of the Daycare fees

ENRICHMENT PROGRAMS

We believe our enrichment classes are a crucial part of developing the whole child and we will continue to offer them on our campus. Each class cohort will attend enrichment classes individually. The classrooms will be sanitized between classes and high touch surfaces and objects will be disinfected. Students will also use hand sanitizer before coming into class. Shared items will be minimized.

TECHNOLOGY:

Students will have class in the technology room. iPad or laptops will be alternated between classes so they can be thoroughly cleaned after each use. The parent volunteer will follow all guidelines for on campus volunteers at all times.

LIBRARY:

Students will have class in the library. A parent volunteer will be requested to attend with each class to help disinfect books, tables, and computers between use.

ART:

Students will have art in the art room. Shared supplies will be disinfected between use and between every class. Students will stick to one art medium per grade level.

MUSIC:

Students will have music in the music room with their individual class. Students will not sing indoors.

SCIENCE:

Students will have science in the lab with their class. Shared supplies will be disinfected between uses.

5TH-6TH GRADE BAND:

Students will be unable to play instruments at this time.



PREPARED FOR INTERRUPTIONS

Potential Future Campus Closure

Even putting forth our best efforts, there remain circumstances beyond our control. Based on CDC predictions, there is a possibility that we could see another outbreak of COVID-19 which may impact on-campus learning. In the event we are notified by the government that we are mandated to close the campus, CMCS is prepared to deliver the same quality of learning in a remote environment.

OUR COMMITMENT

In the event we are required to limit or restrict access to campus or parts of campus, CMCS will transition to a virtual learning environment. During any period of temporary virtual learning, we remain committed to delivering our mission of providing students with a high-quality, student-centered learning experience.

WHAT MEASURES WILL BE TAKEN WHEN?

- **Student and staff has COVID-19 symptoms.** (e.g. fever, cough, loss of taste or smell, difficulty breathing).
CMCS ACTION- Student and staff must stay home or will be sent home and testing will be required. While a student is waiting for their test results, CMCS will make the necessary accommodations to ensure that they can continue schooling from home if their health allows. While a staff member awaits their test results, CMCS will provide a substitute in their place on campus or allow them to work from home if their health allows. The school and classroom will remain open. CMCS COMMUNICATION- No communication needed.
- **Student and staff has close contact with a confirmed COVID-19 case.** CMCS ACTION- Student and staff will be sent home and quarantine for 14 days from last exposure. Testing will also be required but will not shorten the 14-day quarantine. While a student is waiting for their test results, CMCS will make the necessary accommodations to ensure that they can continue schooling from home if their health allows. While a staff member awaits their test results, CMCS will provide a substitute in their place on campus or allow them to work from home if their health allows. The school and classroom will remain open. CMCS COMMUNICATION- Admin will determine if communication is needed based on the circumstances. If communication is needed, CMCS will abide by privacy requirements such as FERPA and HIPAA.
- **Student and staff has a confirmed COVID-19 case infection.** Any student and staff member that tests positive to COVID-19 will be required to notify our school Health Aide, Irma Navarro by email or phone. CMCS ACTION- The student and staff member will not be on campus for 14 days from symptom onset or test date. Immediately, Irma Navarro will notify the Department of Public Health. Then she will be in charge of contact tracing, identify contacts, and quarantine contacts (likely the classroom involved) for 14 days after the last date the case was present at school while infectious. CMCS will require testing of

contacts and prioritize symptomatic contacts but will not shorten the 14-day quarantine. Disinfection and cleaning of classroom and primary spaces where the positive individual was will occur. The school will remain open. While a student is in quarantine, CMCS will make the necessary accommodations to ensure that they can continue schooling from home if their health allows. While a staff member is in quarantine, CMCS will provide a substitute in their place on campus or allow them to work from home if their health allows. CMCS COMMUNICATION – school will notify families of a known case while abiding by privacy requirements such as FERPA and HIPAA.

- **Student and staff tests negative after symptoms.** Student and staff may return to CMCS three days after symptoms resolve. The school and classroom will remain open. CMCS COMMUNICATION- Admin will determine if communication is needed based on the circumstances.

*** A contact is defined as a person who is within 6 feet of a confirmed positive COVID-19 individual for more than 15 minutes. In some situations at CMCS, it may be difficult to determine whether individuals have met this criterion and an entire classroom or other group may need to be considered exposed, particularly if people have spent time together indoors.*

WHEN WILL THE ENTIRE SCHOOL BE CLOSED AND FOR HOW LONG?

CMCS closure is recommended based on the number of positive cases, the percentage of the teacher/ students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. CMCS closure will occur when there are multiple cases in multiple class groupings at CMCS or when at least 5% of the total numbers of teachers/student/staff have tested positive within a 14-day period. In the event of the campus closure, teaching will continue online. The CMCS campus may reopen after 14 days and cleaning and disinfection have occurred in consultation with our local health department.

For questions or feedback, please email Mical Andrews, mandrews@cmcsweb.com and we will make sure the appropriate person receives your communication.

Thank you so much for your support and willingness to continue this journey with us. Our families and students are what set us apart and help create this unique and vibrant community we have.

GO WARRIORS!

