



Covid-19 Safety Plan

The Covid-19 Safety Plan (CSP) consists of two parts: (1) the Cal/OSHA COVID 19 Prevention Plan (CPP) and (2) the Covid-19 School Guidance Checklists

COVID-19 Prevention Program (CPP) for Lighthouse Church School

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our school.

Date: March 15 2021

Authority and Responsibility

The Administrator has overall authority and responsibility for implementing the provisions of this CPP in our school. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned areas.

All staff are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our school:

- Conduct school-specific evaluations.
- Evaluate staff's potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix A: COVID-19 Inspections form** as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Staff/Students' Legal Guardians Participation

Staff and parents of the students are encouraged to participate in the identification and evaluation of COVID-19 hazards by reporting any symptoms and staying at home if any symptoms are present.

Staff/Students Screening

We screen our staff by having them self-screen according to CDPH guidelines.

We screen our students directly when they come to school. Face coverings will be used during screening by both screeners and students and, if temperatures are measured, non-contact thermometers are used.

Correction of COVID-19 Hazards

Unsafe or unhealthy conditions, practices or procedures will be documented and corrected in a timely manner based on the number of the cases that are presented.



Control of COVID-19 Hazards

Physical Distancing

- **Arrival and Departure**

Drop-off and pick-up will be staggered at different times and separate locations with their own designated routes according to class cohorts to prevent mixing.

- **Classroom Space**

Classroom seating will be spaced to the maximum extent allowable by keeping the desks separated at the distance of six feet where possible.

Teachers will control classroom dismissal and use marked spacing requirements for classroom entry.

Outdoor teaching spaces will be provided for classes to use whenever possible.

Teachers will eliminate face-to-face seating to the greatest extent possible, including appropriate distance between students and the teacher during instruction.

Advanced PPE for the classroom, the opportunity to use outside teaching venues, or remote teaching options will be available to a high-risk staff.

- **Stable Group Guidance**

Students will be placed into stable groups (cohorts) that stay together all day with their core teacher and any aid or student teacher who is present.

Cohorts with fixed membership will be maintained for all activities to minimize/avoid contact with other groups. Each cohort group will include a maximum of 14 students and 2 staff.

Student lunches, recess times, and all other activities will be held at separate times according to designated classroom cohorts to avoid contact with other classes.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

- **Large Group Events**

Large group gatherings and events will not be allowed.

CDPH guidelines for religious services will be followed.

- **School Athletic Activities and Sports**

All LCS athletics will be modified according to CDPH guidelines.

Physical distancing between participants will be maintained along with a stable cohort that limits the risks of transmission.

Face coverings will be worn whenever physical distancing cannot be maintained.

Coaches will screen and take temperatures of all athletes at practices and any other participants.

Athletic activities will take place outside to the maximum extent practicable.

Face Coverings

Face coverings are required of staff, parents, students in all grade levels, and any on-campus visitors unless exempt for medical reasons. Face shields may be worn by those with medical reasons exempting them from wearing cloth face covers and by children under the 1-12 grade levels. Children between the ages of two and six (1st grade level) will be encouraged to wear cloth face coverings or face shields.



The school will provide clean, undamaged face coverings and instruct the staff and students to put the face coverings over the nose and mouth when indoors. Face coverings may be removed when outdoors if maintaining six feet distance from others or worn where required by orders from the California Department of Public Health (CDPH) or local health department.

Information contained in the CDPH Guidance for the Use of Face Coverings is provided to staff and families of the students.

Any staff/students not wearing a face covering, a face shield with a drape or any other effective alternative, for any reason, shall remain at least six feet apart from all other persons unless tested weekly for COVID-19.

Students who arrive on campus without face coverings will be provided one by the school prior to entry. Students who will not or cannot wear face coverings will consider distance independent study.

The following are exceptions to the use of face coverings in our school:

- When a person is alone in a room.
- While eating and drinking outside
- When wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- When staff/students cannot wear face coverings due to a medical or mental health condition or disability, or are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- When specific tasks cannot feasibly be performed with a face covering, and staff/students will be kept at least six feet apart.

Ventilation

The school maximizes, to the extent feasible, the quantity of outside air for the building with a mechanical or natural ventilation system by evaluating the system to ensure sufficient ventilation of indoor facilities. When the amount of outside air needs to be minimized due to other hazards, such as heat or wildfire smoke, the facility will maintain to its full extent the ventilation of air.

Classroom ventilation will be increased via opening doors and windows, use of air conditioning fans or air-purifying devices.

Classrooms or buses with no ventilation are to be avoided.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

All high-use areas such as tables, bathrooms, classrooms and playground equipment will be cleaned by janitorial staff daily.

Indoor and exterior water fountains will be closed and will be replaced with water-bottle filling stations. If a student does not bring a water bottle, a disposable water bottle can be provided and the student's account will be charged accordingly.

There will be no sharing of non-disinfected personal items and students are strongly encouraged to clearly label all such items w/ their name.

If a confirmed case of COVID-19 appears in our school, all classrooms and offices will be cleaned and sanitized by a professional cleaning company with products approved for use against COVID-19.



Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by janitorial staff or staff with appropriate training provided by a school nurse.

Healthy Hand Hygiene Practices

In order to implement effective hand sanitizing procedures, we will teach and reinforce washing hands at least 20 seconds each time, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

The school will have handwashing stations throughout their site and near classrooms to minimize movement and congregation in bathrooms to the extent practicable.

The school will ensure that adequate supplies are in place to support healthy hygiene behaviors. This will include soap, tissues, face coverings, paper towels and hand sanitizers (that are not methyl alcohol-based or isopropyl alcohol-based) for staff and children who can safely use hand sanitizer.

All students will sanitize their hands when entering any classroom or office using mounted touchless dispensers.

Screening

- Temperatures of all persons (e.g., students, employees, parents) will be checked prior to entering the campus along with questions about symptoms and if anyone in their home is exhibiting COVID-19 symptoms.
- Staff and students will be monitored throughout the day for signs of COVID-19 symptoms.
- Parents and employees must complete a Waiver of Liability and Health Screening Agreement at the beginning of the school year with required signatures releasing CCS of any liability in regard to Covid-19 and sign an agreement to only permit non-symptomatic persons to enter the campus.
- Parents must agree to keep all students home who display cold and flu-like symptoms, including all siblings.
- Any student that exhibits a fever of 100+ or presents possible COVID-19 symptoms will be held in the isolated sick room and parents will be notified to pick up their child immediately.
- Any employee that exhibits a fever of 100+ or presents any possible COVID-19 symptoms will be directed to leave campus immediately.
- Sick staff members and students who **test positive** for COVID-19 or do not get tested for COVID-19 must not return to campus until they have met CDC criteria to discontinue home isolation, including at least 24 hours with no fever (without using fever-reducing medicine), symptoms have significantly improved, AND it has been at least 10 days since symptoms first appeared.
- Sick staff members and students who **test negative** for COVID-19 must not return to campus until symptoms have significantly improved and no fever for 24 hours (without using fever-reducing medicine).
- Quarantine will be 10 days for those who are exposed to those with confirmed COVID-19 symptoms or have tested positive.
- Absences for students due to Health Screening restrictions will not be counted as school day absences.
- Protocols will be in place for teachers to accommodate student absences due to Health Screening restrictions.
- Absences for staff due to Health Screening restrictions will not be counted as personal days off.
- All guests, parents, and visitors are required to complete a health screening form, have their temperature checked, and wear a face covering.



- Visitors to campus and class will be kept at a minimum and permanent staff will be used in place of temporary volunteers whenever possible.

System for Communicating

- Any covid-19 symptoms and possible hazards need to be reported to the administrator, each classroom teacher (cohort leader), or a school nurse by calling, texting, or emailing them. immediately.
- If a confirmed case of COVID-19 appears on the campus LCS administration will notify the local health department whenever required by law, and provide necessary information requested by the local health department.
- If a confirmed case of COVID-19 appears on the campus LCS administration will communicate with students, staff, and parents via email and text alerts about cases and exposures at the school consistent with FERPA and state and federal privacy requirements.
- Our written COVID-19 Prevention Program will be available at the school to appropriate parties upon request.
- We will use the **Appendix B: Investigating COVID-19 Cases** form to keep a record of and track COVID-19 cases. The information will be made available to anyone required by law, with personal identifying information removed.

Training and Instruction

We will provide effective training and instruction that will include:

- Our COVID-19 policies and procedures to protect students/staff from COVID-19 hazards.
- The fact that:
 - o COVID-19 is an infectious disease that can be spread through the air.
 - o COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - o An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and the fact that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to school if the student or staff member has COVID-19 symptoms.
- **Appendix C: COVID-19 Training Roster** will be used to document this training.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Staff who had potential COVID-19 exposure in our school will be offered COVID-19 testing at no cost during their working hours.

Where we have a COVID-19 case in our school, below measures will be taken.



	Student or staff with	Action	Communication with school community
1	COVID-19 Symptoms	Send home if at school Recommend testing School/classroom remains open	No action needed
2	Close contact with a confirmed COVID-19 case	Send home if at school Quarantine for 10 days from last exposure Recommend testing School/classroom remains open	No action needed if exposure did not happen in school setting
3	Confirmed COVID-19 case infection	Notify the LHD Exclude from school for 10 days from symptom onset date or, if asymptomatic for 10 days from specimen collection date Identify school contact and recommend #2 action Disinfection and cleaning School remains open	School community notification of a known case Notification of persons with potential exposure if applicable
4	Symptomatic person tests negative or a HCP has provided documentation that the symptoms are typical or at least 10 days have passed since symptom onset	May return to school after 24 hours have passed without fever and symptoms have started improving School/classroom remains open	School community notification if prior awareness of testing



Appendix A: COVID-19 Inspections

Date:

Name of person conducting the inspection:

Work location evaluated:

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
Physical distancing			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently and often)			
Gloves			
Face shields/goggles			
Respiratory protection			



Appendix B: Investigating COVID-19 Cases

Date:

Name of person conducting the investigation:

Name:			
Location:		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present on campus:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	
Results of the evaluation of the COVID-19 case			
Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:			
All students/staff who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names that were notified:		



Appendix C: COVID-19 Training Roster

Date:

Person that conducted the training:

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