Oxnard School District

BLUEPRINT FOR SUCCESS

2020-2021

School Opening & Safety Plan

Empowering All Children to Achieve Excellence

EDUCATE

INSPIRE • EMPOWER

Oxnard School District

Est. 1873
Dear OSD Family,

I am excited to welcome you to the new phase of instruction for this school year. This new phase offers our students the possibility to continue with Distance Learning or to be in our school campuses for In-Person Learning under a Blended Model. After an entire year of complete Distance Learning, we are finally able to open our schools and classrooms to the students whose parents selected In-Person Learning.

In preparation for the In-Person Learning phase of the re-opening of schools we are sharing with you the Blueprint for Success, a guide for the return to our school sites. This Blueprint provides you with the protocols and conditions we have put in place to welcome the students whose parents selected In-Person Learning.

The health and safety of our students, staff and families is of the utmost importance. When In-Person Learning for the 2020-2021 school year begins, it will look much different than previous years due to the new health and safety measures. This plan to re-open schools is based on current guidance from local and state public health officials. The plan will be updated as we strive to continually implement the most current recommended best practices.

Thank you for following the preventive measures and regulations necessary to keep everyone safe.

Sincerely,

Karling Aguilera-Fort, Ed.D.
Superintendent of Schools
Oxnard School District
1051 South A Street, Oxnard, CA 93030
(805) 385-1501. Ext, 2034
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Brekke

Chavez
Curren

Driffill

Elm

Frank
Fremont

Harrington

Kamala

Lemonwood
Lopez

Marina West
Marshall
McAuliffe
McKinna

Ramona
Ritchen
Rose

San Miguel
Sierra Linda
Soria
HEALTH & SAFETY PROTOCOLS

AS WE REOPEN…..

The health and safety of our students, staff and families is the utmost importance. When on-campus learning for the 2020-2021 school year begins, it will look much different than previous years due to the new health and safety measures. This plan to reopen schools is based on current guidance from local and state public health officials. This plan will be updated as we strive to continually implement the most current recommended best practices.

SIGNAGE, SUPPLIES & PERSONAL PROTECTIVE EQUIPMENT (PPE)

The following items have/are being set up at each school:

- Plexiglass partitions for protections where 6-foot spacing cannot be maintained, such as the front office desk
- Directional walkways
- Messaging signs and floor stickers to promote physical distance and good hand hygiene

The following items have been sent to schools based upon student enrollment and staff numbers:

- For employees: A selection, as available, of face coverings and face shields will be provided
- For students: Face coverings will be provided on an “as needed” basis with the preference that parents provide a face covering that best suits their child.

Schools Provide:

- Hand Washing supplies
- Hand Sanitizer (Hand sanitizer will be fragrance-free and contain at least 60% ethyl alcohol)
- Touchless Thermometers
- Cleaning & disinfecting supplies in every room
- Gloves
- Masks as needed; however, we ask that students bring their own
- N95 Respirators for use by staff, as conditions require

SCREENING AT HOME

- Parents are required to self-screen their children for symptoms (i.e. fever, cough, shortness of breath, runny nose) and take their temperature daily before coming to school.
- Anyone with a fever of 99.5 ° F or more should not go to a school site or report for work. Those experiencing symptoms including persistent cough, shortness of breath, or runny nose should not attend school.
- Any staff experiencing those symptoms may not report for work and should contact their health provider.
- Staff members are required to self-screen at home daily for symptoms before coming to work.
ARRIVAL AT SCHOOL / WORK

- Students and staff members will be required to wear face coverings.
- Student and staff should maintain a distance of 6 feet or more from their peers / co-workers.
- Arrival/departure time and campus entry points will be managed to allow for appropriate physical distancing.
- Signage will be posted throughout school campus to remind staff/students to wear facemasks, physically distancing, and wash hands.

STAFF

A wellness check will be performed on all employees entering the facility to include:

- Scanning QR code prior to entry and answer question regarding experiencing any COVID-19 symptoms (to include fever or chills, aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell).
- Conduct a self-serve no-touch temperature check.
- Staff who have direct contact with students will be tested every two months based on the guidance from VCPH.

STUDENTS

- Parents are required to self-screen their children for symptoms (i.e. fever, cough, shortness of breath, runny nose) and take their temperature daily before coming to school.
- Student temperature screening for all state preschool programs must occur daily upon entering school. This is a state mandate requirement.
- All OSD Connected programs will adhere to temperature screening requirements.
- See following “Daily Wellness Checklist Before Coming to School For In-Person Learning”.

Anyone exhibiting or reporting symptoms of COVID-19 or having a temperature at or above 99.5° F using a no-touch thermometer will be excluded from entering the campus/facility

*Please note: Based upon current guidance from the CDPH and parent support, the district may elect to rely only upon daily passive screening performed by parents for students with certain age groups. The district will explore the use of a system to confirm that these checks are being consistently performed.
PREVENTING THE SPREAD OF COVID-19
By Risk Management

**Screening**

Oxnard School District asks for the cooperation and support of all stakeholders in creating a safe school/work environment. Students, families and employees are asked to self-screen from home stay home if they have these symptoms before coming to work or school:

- Fever of 99.5 or higher
- Chills
- Cough
- Shortness of breath
- Fatigue
- Muscle or body aches
- Headache
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Sore throat
- New loss of taste or smell

All school and district facilities will display signage reminding the public that anyone with COVID-19 symptoms must not enter the campus. Employees and visitor’s temperature checks will be taken prior to entering district location.

**KNOWING WHEN TO STAY HOME AND SELF-ISOLATE**

Oxnard School District has developed the following chart to help students and employees know when they must stay home.

<table>
<thead>
<tr>
<th>IF YOU HAVE</th>
<th>IF YOU HAVE HAD</th>
<th>IF YOU HAVE HAD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tested positive or have symptoms** and are in the process of being tested.</td>
<td>Close contact* to a person who has tested positive, or has symptoms** and is in the process of being tested,</td>
<td>Close contact* to a person who has been in close contact* to a person who has tested positive, and the exposed person has no symptoms and has not tested positive,</td>
</tr>
<tr>
<td>THEN</td>
<td>THEN</td>
<td>THEN</td>
</tr>
</tbody>
</table>
| Stay home. Self-isolate until all the Following are met:  
- 3 days with no fever;  
- Symptoms improved;  
- 10 days since symptoms first appeared. | Stay home. Self-isolate for 14 days and self-monitor for symptoms. Follow CDC guidance if symptoms develop. | Continue to work unless/until you or the exposed person exhibits symptoms or tests positive. |

*Close contact refers to being within 6 feet of someone who has COVID-19 for 15 or more minutes.

**Symptoms of COVID-19 are listed above

**REPORTING COVID-19 AND ABSENCES**

Student and employee who are staying home as a result of testing positive for COVID-19, experiencing COVID-19 related symptoms, or having close contact with someone who has tested positive or has symptoms should report this information to school office staff for students and immediate supervisor and the Human Resources Department for employees. Employees must record absences in Frontline. The District is currently developing an COVID-19 online reporting procedure to be available in 2021.
The following is a checklist to go over each morning. If you answer yes to any of these questions your student should not go to school, and we recommend reaching out to your health care provider or Ventura County Public Health.

http://www.vchca.org/agency-divisions/public-health

☐ Check in with your child each morning for signs of illness. If your child has a temperature of 99.5 degrees, or COVID-19 symptoms such as a sore throat, cough, chills, shortness of breath, difficulty breathing, runny nose, diarrhea, severe headache, or body aches, they should not go to school.

☐ Has your child had close contact (within 6 feet) with anyone with a confirmed case of COVID-19 or any other communicable diseases within the last 14 days?

☐ Has your child experienced a persistent cough within the last 14 days?

☐ Has your child experienced a sore throat within the last 14 days?

☐ Has your child experienced shortness of breath within the last 14 days?

☐ If you are keeping your child home, contact the school to report the absence
CHECKLIST: WHAT TO COMPLETE BEFORE COMING TO SCHOOL

☐ Bring a clean mask to school, with an extra in your backpack just in case. (If a student forgets to bring one, we will provide a mask for them to wear).

☐ Remind child of: physical distancing protocols, hand washing, cover sneezes

☐ Drop child off/or remind child to enter the school through the assigned entrance location

☐ Pick up child at assigned pick-up locations/remind child to use the designated exit route when leave their school campus

☐ Wash face coverings, if applicable

☐ Have your child wash their hands before leaving home

PARENTS, GUARDIANS & VISITORS

Nonessential visitors, including parents, guardians, and volunteers, will not be allowed on campus to lessen any negative impact they would have on physical distancing. Students may be dropped off at designated locations outside the school or at a car drop off location. The school site will share more information regarding drop off and pick up before the first day. If students do not have a mask, a disposable mask will be provided.

*If families have school business to conduct, they are welcome to go to the school’s front office, remaining socially distant while waiting to be helped. Visitors not wearing a mask will be provided a mask or may conduct their business over the phone.*
In accordance with the California Department of Public Health’s (CDPH) guidance, students and staff are required to wear face coverings.

Students must utilize face coverings:

- While waiting to enter campus
- At all times while on school grounds (except when eating or drinking).
- While entering and exiting school grounds
- While waiting for and on the bus

Students and staff must wear masks over mouth and nose.

If a student with an Individualized Education Plan (IEP) has a documented medical reason that would prevent them from wearing a mask to school, we encourage them to contact the school to discuss the best option for the student.

If a student/family does not want to wear a mask to school or is found to be out of compliance consistently, they will be moved to a 100% distance learning option.

WHAT KIND OF MASKS ARE APPROVED?

All OSD students and staff over the age of two (2) years old will be required to wear a mask. If students do not have a mask, a disposable mask will be provided. It is encouraged to send child with an extra mask.
SEQUENCE FOR PUTTING ON AND SAFELY REMOVE PERSONAL PROTECTIVE EQUIPMENT

Putting On (Don)

1. MASK OR RESPIRATOR
   * Secure ties or elastic bands at middle of head and neck
   * Fit flexible band to nose bridge

2. GOGGLES OR FACE SHIELD
   * Place over face and eyes and adjust to fit

3. GLOVES
   * Extend to cover wrist of isolation gown

Removal (Doff)

1. MASK OR RESPIRATOR
   * Front of mask/respirator is contaminated — DO NOT TOUCH!
   * If your hands get contaminated during mask/respirator removal, immediately wash your hands or use an alcohol-based hand sanitizer
   * Grasp bottom ties or elastics of the mask/respirator, then the ones at the top, and remove without touching the front

2. GOGGLES OR FACE SHIELD
   * Outside of goggles or face shield are contaminated!
   * If your hands get contaminated during goggle or face shield removal, immediately wash your hands or use an alcohol-based hand sanitizer
   * Remove goggles or face shield from the back by lifting head band or ear pieces

3. GLOVES
   * Outside of gloves are contaminated!
   * If your hands get contaminated during glove removal, immediately wash your hands or use an alcohol-based hand sanitizer
   * Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove
   * Hold removed glove in gloved hand
   * Slide fingers of ungloved hand under remaining glove at wrist and peel off second glove over first glove
   * Discard gloves in a waste container
### APPROVED MASKS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>![Image]</td>
<td><strong>Non-medical disposable masks</strong></td>
</tr>
<tr>
<td>![Image]</td>
<td><strong>Cloth face covering</strong></td>
</tr>
</tbody>
</table>
| ![Image] | **Masks with two to three layers.**  
A variety of materials such as cotton, silk, or linen. Factory made or or hand-sewn, even improvised from household items such as scarfs, T-shirts, sweatshirts, or even towels. |
| ![Image] | **Gaiters - only with 2 or more layers / folded.** |

### NON-APPROVED MASKS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>![Image]</td>
<td><strong>Masks with exhalation valves / vents</strong></td>
</tr>
</tbody>
</table>
| ![Image] | **Masks intended for healthcare workers**  
(ex: N095) |
| ![Image] | **Face Shield ONLY**  
While evaluation is ongoing, effectiveness is unknown at this time.  
CDC does not currently recommend use of face shields as a substitute for masks. |
| ![Image] | **Bandanas**  
Do not provide adequate protection. The CDC recommends using a bandana to make a face covering per their supplied instructions. |
| ![Image] | **Masks made of dense fabric, resulting in difficulty breathing (ex. leather or plastic)** |
IMPLEMENTING PHYSICAL DISTANCING

School sites will adhere to the following strategies to maintain physical distancing as much as possible:

- The on-campus student body will be divided into hybrid groups (A) and (B) to reduce class size and allow for physical distancing.
- The use of multiple entry points will be used as practical.
- Student groups will be kept as consistent as possible.
- Staff will assist in keeping students apart and socially distanced.
- Physical distancing will be maintained when students line up to enter a bus or the campus.
- School entrances will be staffed to enforce physical distancing during student arrival and departure.
- Floor markers will direct students and staff to maintain a six-foot distance coming in and out of campus.
- School sites will designate routes on campus to maintain one-way flow of foot traffic as practical.
- Screens and other partitions have been installed, as practical, where a 6-foot distance cannot be achieved such as front offices. The use of partitions will not negate the need to wear a face covering.
- Nonessential visitors will be excluded from campus to lessen any negative impact on physical distancing, including classroom and school volunteers.
- Each campus will have an Isolation room to hold staff or students who show COVID-19 symptoms while at school. This room is separate from the regular Nurses’ office that handles things like skinned knees, bee stings, etc.

INSIDE CLASSROOMS

- Excess and nonessential furniture will be removed from classrooms to maximize space for students and staff and physical distancing.
- The teacher’s desk and students desks/learning stations will be set 6 feet apart.
- Seating will be assigned whenever practical and desks/tables will be disinfected between student cohorts.

OTHER CONSIDERATIONS

- Mandatory COVID-19 Online Safety training is now available for staff to complete.
- Students are not required to take this training; however, a parent training module is available on the District website here and parents are encourage to review with their children.
- School sites will follow guidelines developed by the California Department of Public Health (CDPH) for cleaning, disinfection, and ventilation of school campuses.
- Common touch surfaces will be cleaned regularly (i.e., countertops, door handles, restrooms, student desks, student chairs).
- Staff and students will be expected to wash/sanitize their hands regularly.
- Schools will limit sharing of supplies between students to the extent possible.
The safety of student and staff at the Oxnard School District is our top priority. School sites have been cleaned and disinfected, and OSD will continue to adhere to all necessary safety precautions.

- **Cleaning**: The physical removal of soil (dirt and debris) from surfaces which can include the use of water and solution, with the goal of destroying or inactivating microorganisms, including bacteria and viruses. A disinfectant with an EPA registration number that is approved as effective against the COVID-19 virus will be applied in accordance with the manufacturer’s instruction, allowing for appropriate contact time.

- **Disinfecting**: Destroy or inactivate microorganisms of public health significance, which will take place when students and staff are not present to avoid exposure. Chlorox 360 electrostatic sprayers will be used to disinfect classrooms surfaces - this process in addition to physical cleaning aims to remove soil and disinfect 99.999% of microorganisms.

- **Sanitization**: Surfaces will be treated to effectively reduce microorganisms of public health significance. Seating will be assigned whenever practical and desks/tables will be disinfected.

- Non-essential classroom furniture will be removed as necessary.

- Outside play equipment will be taken out of service.

When a building is occupied, high-touch surfaces will be cleaned and disinfected as practicable:

- Door handles / Sink Handles / Tables / Desks / Light Switches / Bathroom Surfaces / Chairs

- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, and vacuuming. Cleaning sinks and restocking of soap, sanitizers and towels.

- On Wednesdays, custodians will wipe down surface residue accumulated from daily disinfection.

<table>
<thead>
<tr>
<th>Disinfectant</th>
<th>EPA REGISTRATION #</th>
<th>Contact Time (min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>AIRX 44ACE</td>
<td>10324-154-44089</td>
<td>10</td>
</tr>
<tr>
<td>AIRX 75</td>
<td>1839-83</td>
<td>1</td>
</tr>
<tr>
<td>Clorox Commercial Solutions Total 360</td>
<td>67619-38</td>
<td>2</td>
</tr>
</tbody>
</table>
Indoor air quality is essential to providing a safe and comfortable teaching and learning environment for students and staff. Measures to improve indoor air quality include:

- The District has increased the HVAC units mechanical outside air (OA) ventilation to rooms by increasing the opening of the OA intake dampers to 100% of their capacity. This allows more OA to be introduced into rooms increasing the percentage of fresh air in the room at any given time. This will dilute any virus concentration that may happen to be in the room.

- Although the above measures contribute to healthier indoor air quality, it does have the downside of decreasing energy efficiency and affecting thermal comfort. This is because outside air is non-conditioned. When brought to the HVAC airstream it passes through the heating or cooling coils thereby lowering or increasing the conditioned air temperature that is then delivered into the conditioned space. On hot days, for example, it will lower the efficiency of the air conditioner as more volume of hotter, outside air comes into your classroom. On cold days, it will lower the efficiency of the heaters as colder, outside air is introduced into classrooms. This decrease in efficiency and comfort will be most noticed on very hot or very cold days. We have opted for safety over 100% comfort.

- Fans have been set to operate continuously however the mechanical cooling or heating system will only operate during occupied building times. This also results in thermal discomfort and increasing energy consumption. This increased discomfort and energy use will be more notable on very hot or very cold days.

- Air filters have been upgraded to a MERV 13 rating in all HVAC units. MERV 13 increases the filtration of returning and OA, and is considered a “Hospital Grade” filter.

- Air filters are changed when monitored air flow gauges indicate that a predetermined pressure drop limit through the air filters has been met, then those filters will be changed immediately.

- Air purifiers with HEPA filters are being installed in every classroom and office.

- Every HVAC unit in the District has been inspected for proper operation. Maintenance will continue to maintain HVAC equipment following a schedule.
Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19:

- All persons will be encouraged to wash their hands or to use hand sanitizer upon arrival.
- Hand sanitizing stations will be set up at the entrances of each school
- A sink and/or hand sanitizer will be available in each classroom
- Students will be instructed by teachers and support staff daily and through posted signage to wash their hands or use hand sanitizer.
- Staff will teach and remind students to sneeze and cough into a cloth or tissue or, if not available, into one’s elbow and to wash their hands or use sanitizer immediately after.
- Students will be encouraged to wash their hands before and after playing outside and/or eating
- Students will be reminded to wash hands before and after using the restroom

- All persons will be encouraged to wash their hands or to use hand sanitizer after use.
- All persons will be asked to socially distance; the size of the bathroom will determine how many can go in at any one time.
- All persons will be asked to wear their masks and not take them off while they are in the restroom.
- Soap and water are available in all restrooms, which are stocked daily, along with paper towels.
- Bathrooms are considered a high touch area and will be cleaned nightly and throughout the day as practical.

- Drinking fountains will be disabled.
- Students should bring their own water bottles and may refill their bottles at touchless water filling stations on campus.
PLAN FOR HANDLING SICK PERSONS

- At each school, an Isolation Room will be equipped with appropriate personal protective equipment (PPE). All sick persons with potential COVID-19 symptoms will be evaluated in this room.

- Persons exhibiting symptoms of COVID-19 will be immediately required to wear a mask (unless their age or physical condition would make doing so unsafe) and will be moved to the Isolation Room.

- Students and staff that present to the school health staff with a fever of 99.5 Fahrenheit (using a non-contact thermometer) or 100.3 Fahrenheit using (a regular thermometer) and a cough and/or shortness of breath and/or gastrointestinal illness will be considered a suspect COVID-19 case and referred for testing.

- For those students that do not have a usual source of health care, the school health staff will coordinate with the Ventura County Public Health (VCPH) to arrange for same-day testing through the Public Health Lab (PHL) by contacting 805-981-5101.

- Only a small percentage of students and staff who have COVID-19 infection will fit the above description. School nurses and health technicians will identify any additional suspect cases to refer for testing.

- Students on home quarantine will be provided with distance learning options to continue their education.

- Staff on home isolation will be provided with available sick leave or work from home options as they exit. Supervisor and Superintendent approval will be required for all work at home requests.

- The VCPH, OSD staff, and our families will be notified of a positive case of COVID-19 while maintaining confidentiality as required by State and Federal laws.

- In consultation with VCPH, areas used by a person suspected of being infected with the virus will be evacuated, cleaned, and disinfected in accordance with standard disinfection procedures.
• A District liaison will contact VCPH to determine if class/school closure (partial or full) is required. Furthermore, it will be determined if the office or area where the person was based will be closed until disinfection can be completed and the occupants of those areas quarantined for 14 days.

• Families will be notified by the school, through Blackboard Connect Ed, if a student or the teacher in the classroom has tested positive for COVID-19. That communication will include further details on next steps.

MAINTAINING HEALTHY OPERATIONS

• Absenteeism rates for staff and students will be reported immediately to VCPH if 10% of either group is out on a single day for any school site.

• School district liaisons and/or designee will work with the VCPH on contact tracing for confirmed COVID-19 in a student, teacher or staff member in their district.

• Staff who have direct contact with students will be tested every two months based on the guidance from VCPH.

CONSIDERATION FOR PARTIAL OR TOTAL CLOSURE

• School District liaison will work with VCPH to coordinate testing of large groups of staff and students, as needed.

• Any decision to close a portion of, or the entire school, would not be made without prior consultation with VCPH. Depending on the facility’s size and physical layout, current guidance dictates that when there are multiple cases in multiple areas at a school or when at least 5% of the total number of teachers/students/staff are COVID-19 positive, we close that site. VCPH may dictate that school closures are warranted for other reasons.

• The entire District may also be closed if 25% or more of the schools/facilities have closed due to positive COVID-19 cases within a 14 day period.

• In the event of a temporary closure of a classroom, portion of, or the entire school or District, parents/guardians would be immediately notified through Blackboard Connect Ed and provided with options and instructions for distance learning.
COVID-19 SCENARIO CHART

Student or staff member arrives at school with temperature and/or they are exhibiting symptoms:

- Student/staff member is sent home
- Recommend seeking medical guidance & COVID-19 testing
- School/classroom remain open

Student or staff member (or a confirmed close contact of someone) who tested positive for COVID-19:

- Student/staff member is sent home
- Quarantine for 14 days from last exposure
- Recommend COVID-19 testing (but will not shorten 14-day quarantine)

NEGATIVE

- Student/staff member may return to school three days after symptoms resolve
- School/classroom remain open

POSITIVE

- Notify the VCPH based on their protocols.
- Isolate case and exclude from school for 10 days based on CDC criteria.
- Identify contacts, quarantine & exclude exposed close contacts for 14 days after the last date the individual with the confirmed case was present at school while infectious.
- Disinfection of classroom and primary spaces where cases spent significant time.
- OSD will be in consultation with the VCPH on any need for partial or full closure.

NEGATIVE

- Student/staff member must remain in quarantine for a full 14 days after:
  1) date of last exposure to COVID-19 positive non-household contact or
  2) Date that COVID-19 positive household member completes their isolation

POSITIVE

- Notify the VCPH based on their protocols.
- Isolate case and exclude from school for 10 days based on CDC criteria.
- Identify contacts, quarantine & exclude exposed close contacts for 14 days after the last date the individual with the confirmed case was present at school while infectious.
- Disinfection of classroom and primary spaces where cases spent significant time.
- OSD will be in consultation with the VCPH on any need for partial or full closure.

Notification to the school specific site (students/families & employees) of a known case, while maintaining confidentiality as required by state and federal laws.

CLOSE CONTACT: A close contact is defined as a person who is less than 6 feet from a case for more than 15 minutes.
The District will adhere to the following California Department of Public Health guidance in regards to handling of suspected and reported cases of COVID-19:

<table>
<thead>
<tr>
<th>Student or Staff with:</th>
<th>Action</th>
<th>Communication</th>
</tr>
</thead>
</table>
| COVID-19 Symptoms (e.g. fever, cough, loss of taste or smell, difficulty breathing) | • Send home if at school.  
• Recommended testing (if positive, see #3, if negative, see #4).  
• School/classroom remain open. | • No Action needed |
| Symptoms Screening: Per CDC Symptom of COVID-19 | | |
| Close contact (†) with a confirmed COVID-19 case | • Send home if at school.  
• Exclude from school for 10 days from last exposure, per CDPH quarantine recommendations.  
• Recommend testing 5-7 days from last exposure (but will not shorten 10-day exclusion if negative).  
• School/classroom remain open. | • Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting. |
| 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 contacts (†), inform the LHD of identified contacts, and exclude contacts (possibly the entire stable group (††)) from school for 10 days after the last date the case was present at school while infectious.  
• Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 10-day exclusion).  
• Disinfection and cleaning of classroom and primary spaces where case spent significant time.  
• School remains open. | • School community notification of a known case  
• Notification of persons with potential exposure if case was present in school while infectious. |
| Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition | • May return to school after 24 hours have passed without fever and symptoms have started improving.  
• School/classroom remain open. | • Consider school community notification if prior awareness of testing. |

(†) A contact is defined as a person who is within 6 feet from a case for more than 15 minutes cumulative within a 24-hour period, regardless of face coverings. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire stable group, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors. (††) See Stable Group Guidance for definition of a stable group. In some situations, (e.g., when seating charts are used, face covering is well adhered to, and teachers or staff have observed students adequately throughout the day), contact tracing and investigation may be able to determine more precisely whether each stable group member has been exposed. In this situation, those who were not close contacts could continue with in-person instruction.

All information contained in this document is subject to change, per local, state & federal guidelines
Safety Consideration for Students with Disabilities

- Students with disabilities will adhere to the guidelines previously outlined in the assessment and small group protocols (Appendix I).

- Deaf / hard of hearing will not be required to wear face coverings (shield will be required). Only those individuals who are age two years or under or persons with a medical or mental health condition or disability that prevents wearing a face covering are exempt (Appendix III covers behavior interventions related to mask wearing).

- Remote learning is considered to be a reasonable accommodation for students in cases where adequate and reasonable alternative control measures are unavailable.

IEP Procedures

- IEPs will occur in person upon request as long as the public health guidelines for social distancing can be followed.

- IEPs via zoom will continue to be held.

- IEP timelines will continue to be followed.
Hybrid (Blended) Learning

Hybrid learning refers to the combination of on campus and at home learning. In this model, students are on campus two days out of the week, for approximately three hours each day. As a complement to in person instruction, students will also participate in synchronous and asynchronous instruction. During the virtual modes of instruction, students will be assigned reinforcing activities to practice foundational skills, solidify current learning, complete assignments, and engage in differentiated instruction.

In the hybrid model, students are divided into two cohorts, Cohort A and Cohort B. Students in cohort A will be on campus Monday and Tuesday, while students in cohort B will be on campus on Thursday and Friday. Dividing students in this manner allows schools to minimize the number of students physically present at school during any given time. Each cohort will be made up of approximately 12-15 students in the elementary grades and 15 students in the middle school. Both A and B cohorts will engage in asynchronous learning on Wednesdays.

Distance (Remote) Learning

Students enrolled in remote learning will not participate in in person instruction. In this model, students receive daily, live virtual instruction from a credentialed teacher through Zoom, a video communications platform. In addition, students will use the district’s learning management system, Canvas, to access assignments and maintain communication between parents/guardians and teachers. Live virtual instruction will be complemented with reinforcing assignments, activities, and practice that directly relate to previous instruction, which students will complete at home. Students in this model are required to attend the live Zoom meetings and complete the assigned activities.

In both the Hybrid Model and the Distance Model, instruction is guided by the California academic standards. All students in the Oxnard School District utilize the district-adopted materials to support instruction in all content areas. In addition, students also use Lexia and ST math in order to supplement core instruction.

- McGraw-Hill:
  - Wonders/Maravillas – ELA for grades K-5
  - Study Sync – ELA for grades 6-8
  - My Math – Math for grades K-5
  - Inspire Science - Science for grades 6-8
  - Pearson
    - CMP3 - Math for grades 6-8
    - Macmillan McGraw-Hill
    - California Science – Science for grades K-5
    - Pearson Scott-Foresman
    - History Social Science for CA – Social Studies for grades K-5
  - Cengage
    - National Geographic - Social Science for grades 6-8

Teachers will use these supplemental programs:

- Lexia Core 5 – ELA skill support
Hybrid Learning

Students who participate in the on-site blended learning will have access to both breakfast and lunch meals while on campus. Child Nutrition employees will deliver individually bagged breakfast meals to each classroom prior to the beginning of the education day. Students who choose to eat the shelf stable meal are allowed to do so at their desk. After food is consumed, the student will throw away uneaten food items and trash inside the classroom, wash their hands and resume education. If a student chooses not to eat the meal at school, the students may take the meal home. Each breakfast meal will include a shelf stable breakfast entree, fresh fruit, and a bottle of water. Prior to students leaving campus, individually bagged Grab and Go lunches will be delivered to each classroom and students will take the food home.

There will be no cafeteria dining offered. The use of share tables and self-service buffets for food and condiments will be suspended. All Child Nutrition Staff will wear a face covering, disposable aprons, and disposable gloves when preparing and delivering meals. All kitchens are cleaned and sanitized throughout the work day.

Distance Learning

All students can participate in a weekly on-site Wednesday meal distribution day. These meal boxes include a variety of food items to provide food for each child for five days of Breakfast, Lunch, Snack and Supper. Families will pre-order meals through a district order system. The order link is found on the Child Nutrition Services webpage at www.oxnardsd.org
Current Status

- At this time, there will be no sports or in-person clubs
- Clubs may meet virtually

Applications for the afterschool program are available online or you may request one via email from jorejel@oxnardsd.org

- There are limited spots in the program
- The afterschool program is hosting afterschool zoom sessions to support enrichment and academics of students
- Students who participate are engaged in art, math games, writing activities and interactive games hosted by the Oxnard Scholars program staff
- Homework help is provided in Zoom Breakout rooms
- Please direct questions about the program to the Enrichment and Special Programs Office at (805)385-1501 ext. 2324
Appendix I - Pgs. 25 - 27

In-Person Assessment Protocols for One on One and Small Group Service Provision

Appendix II - Pgs. 28 - 30

In-Person Assessment Protocols for OT, Speech/Language & Psychologist Staff

Appendix III - Pgs. 31 - 32

Responding to Mask Wearing Behavior for Students with Special Needs
COVID-19 In-Person Services Protocols
For One on One and Small Group Service Provision

The safety of our employees, families, and visitors remain Oxnard School District’s top priority. This protocol will also assist with contact tracing and help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors.

Personal Protective Equipment (PPE)

- Staff must always wear facial covering during working hours inside or outside.
- Staff and students will have access to face shield to wear during the day. Students will maintain responsibility of their face shield. Staff and Student face shields should be labeled with their name.
- Staff shall wear gloves when handling document or paperwork from the outside public.
- Staff must check with parents/guardian regarding allergies before a child is asked to wear gloves.
- Student shall wear gloves when handling paperwork and document during assessments or services.
- Student shall wear a mask and face shield during assessment/services. Mask can be removed if face shield in place to assist with better understanding of the student when speaking. This is possible only if staff remains masked and donning their shields.
- Students with behavioral concerns may require additional supports if unable to tolerate mask/and/or shield. Contact Special Education Manager for support.
- Maintain 6-feet physical distancing with staff and families unless plexi glass is in place.
- Assessment tables will have a plexiglass corral installed.
- When PPE & physical barriers are in place 6-feet distance may not be maintained.
- Mandatory facial covering for student and parent will be enforced. Only those individuals who are age two years or under or persons with a medical, mental health condition or other disability that prevents wearing a face covering are exempt.
- Follow the attached procedures to Don (put on) and Doff (remove) PPE (see page 8)
- Temperature Procedure to be followed daily:

Frequently Asked Questions:
1. Do I need to take my temperature daily when entering worksite?
   * Yes, daily checking in for the first time for work.

2. Do I need to check out using the QR code when I exit for break, lunch?
   *No, you do not need to check out for your break or lunch. Employees at school sites will be required to check out using the QR code method at the end of your shift. This will help for various reasons 1) identify room/areas custodial staff will need to cleaning & disinfect at the end of day 2) in the event of an exposure will assist with identifying who was present on campus to perform contact tracing.

3. Do I need to re-take my temperature and sign-in at my worksite every time I leave/return from a break or lunch?
   * No, only once a day. (when checking in)

4. Can I take my temperature first and then scan the QR code for the questions?
   * No, use hand sanitizer first, then scan QR code after passing the questionnaire should you proceed to the next step of taking your temperature.

5. I am going to visit other district sites. Do I need to scan visiting site QR code, answer questions & take my temperature prior to entry?
* Yes, you will need to scan QR code of each site you visit and check in & check out. This is a requirement for the District should we need to perform a contact tracing investigation at a later date.

6. Is there a way to save QR code to expedite checking in?
* **Option 1**– Print labels with QR code. Employees may place label on back of ID badge  
* **Option 2**– Save link to mobile phone’s home screen. This will eliminate the scanning process each morning as you will have direct to the questionnaire.
  
  To create an icon on home screen:
  1) Scan QR code
  2) Once questionnaire is open:

  **Android**– Tap the menu icon (3 dots in upper right-hand corner). Tap Add to home screen.

  **iPhone**– Tap the icon featuring a right-pointing arrow coming out of a box along the top of the Safari window to open a drop-down menu.

  Tap “Add to Home Screen.” The Add to Home dialog box will appear, with the icon that will be used for this website on the left side of the dialog box.

7. If a visitor or employee does not have a phone or have QR reading capability, what are my options?
* Visitors must complete a health screening questionnaire, sign in & out in visitor log and then proceed for temperature check.
* Employees must sign-in using log, attesting to having no COVID-19 related symptoms & proceed to take temperature.

1. All services shall be by appointment only. This may be a regular appointment which will be indicated on a schedule. Service Provider will be responsible for scheduling appointment with parent/guardian.

2. When scheduling appointments via telephone the following information shall be communicated with parent/guardian:
   - Only one parent shall accompany the student the day of service
   - Mandatory facial covering for student and parent will be enforced. Only those individuals who are age two years or under or persons with a medical, mental health condition or other disability that prevents wearing a face covering are exempt.
   - Accompanied parent must sign the Visitor’s log
   - Arrive fifteen (15) minutes prior to scheduled appointment to complete, temperature checks and hand hygiene
   - Share length of time of the appointment and suggest to parent that the child should bring a snack or lunch.
   - Parent/Accompanying Adult does not have to stay for the entire service time.
   - Service Provider will educate the parent on the safety precautions, PPE and disinfecting protocol the district will follow at each appointment.

3. Service Provider will notify office staff of appointments and maintain a calendar/schedule with the office staff on google calendar or outlook.

4. All visitors must sign-in/sign-out in the visitor’s log.

5. Once cleared through screening process the student/visitor will be issued a dated visitor’s pass, which must be worn in plain sight at all time. All visitors will be issued a dated visitor’s pass, which must be worn in plain sight at all times.
6. Visitors must practice physical distancing by keeping 6-feet (two-arm distance) at all times when not in the assessment process.

7. Only the parent, child and service provider should enter the service room.
   a. If the parent is staying, ask the parent to wait in the hallway, however, if the child is experiencing anxiety due to the COVID 19 dynamic, or if the child has other behavioral concerns, the parent will be permitted in the room during the service provision. Parent must wear facial covering at all times.
   b. The service provider may request assistance in facilitating the best attention if needed because the service provider will not be able to engage physically with, or be in close proximity to, the child due to COVID 19.
   c. If the parent is not staying for the service, they will be reminded to be available on the phone in order to be able to pick up their child promptly.
   d. If the child develops symptoms during the service, they will be taken to the isolation space and parent will be notified to pick them up immediately.

8. Service provider will only provide service between 8 am to 4 pm; unless otherwise approved.

9. When scheduling appointments allow an additional fifteen (15) additional minutes in between each appointment to disinfect and properly ventilate equipment such as iPad, tables, pens/pencil, chair etc.

10. Service provider will be required to disinfect tables and chairs and manipulatives using EPA approved disinfectants. This should be done in between services and at the end of the last service.

11. Service provider will ensure adequate hand sanitizer available in room for entry/exit of visitors as well as for staff and students throughout the service provision.

12. If services are conducive to being completed outside this is a viable option depending on weather and behavioral needs.

13. If services are conducted outdoors, they should be held at a picnic or lunch table only. During services follow all of the same procedures described above for PPE, plexi glass and disinfection.

14. Check weather daily when deciding to deliver services outdoors; proceed if weather index is not too hot.

15. If outdoors wear a hat and sunscreen. Drink water to stay hydrated during the day to prevent heat exhaustion.

16. At the end of each day, Custodial staff will properly disinfect tables, chairs, door handles, vacuum, mop and throw trash in each room. Staff can schedule cleaning in between service sessions; this must be scheduled ahead of time with your custodian and 15 minutes of time in between the disinfecting and the next session must be scheduled for drying of the disinfecting spray.
COVID-19 In-Person Assessment Protocols
For OT, Speech/Language & Psychologist Staff

The safety of our employees, families, and visitors remain Oxnard School District’s top priority. To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and visitors, we are requiring each visitor to complete a COVID-19 Screening Questionnaire. This form will also assist with contact tracing if needed.

Personal Protective Equipment (PPE)

- Staff must always wear facial covering during working hours inside or outside.
- Staff and students will have access to face shield to wear during the day. Students will maintain responsibility of their face shield. Staff and Student face shields should be labeled with their name.
- Staff shall wear gloves when handling document or paperwork from the outside public.
- Staff must check with parents/guardian regarding allergies before a child is asked to wear gloves.
- Student shall wear gloves when handling paperwork and document during assessments or services.
- Student shall wear a mask and face shield during assessment/services. Mask can be removed if face shield in place to assist with better understanding of the student when speaking. This is possible only if staff remains masked and donning their shields.
- Students with behavioral concerns may require additional supports if unable to tolerate mask/and/or shield. Contact Special Education Manager for support.
- Maintain 6-feet physical distancing with staff and families unless plexi glass is in place.
- Assessment tables will have a plexiglass corral installed.
- When PPE & physical barriers are in place 6-feet distance may not be maintained.
- Mandatory facial covering for student and parent will be enforced. Only those individuals who are age two years or under or persons with a medical, mental health condition or other disability that prevents wearing a face covering are exempt.
- Follow the attached procedures to Don (put on) and Doff (remove) PPE (See page 8)
- Temperature Procedure to be followed daily:

Frequently Asked Questions:

1. Do I need to take my temperature daily when entering worksite?
   * Yes, daily checking in for the first time for work.

2. Do I need to check out using the QR code when I exit for break, lunch?
   * No, you do not need to check out for your break or lunch. Employees at school sites will be required to check out using the QR code method at the end of your shift. This will help for various reasons 1) identify room/areas custodial staff will need to cleaning & disinfect at the end of day 2) in the event of an exposure will assist with identifying who was present on campus to perform contact tracing.

3. Do I need to re-take my temperature and sign-in at my worksite every time I leave/return from a break or lunch?
   * No, only once a day. (when checking in)

4. Can I take my temperature first and then scan the QR code for the questions?
   * No, use hand sanitizer first, then scan QR code after passing the questionnaire should you proceed to the next step of taking your temperature.

5. I am going to visit other district sites. Do I need to scan visiting site QR code, answer questions & take my temperature prior to entry?
6. Is there a way to save QR code to expedite checking in?

*Option 1*– Print labels with QR code. Employees may place label on back of ID badge

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To create an icon on home screen:
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Tap “Add to Home Screen.” The Add to Home dialog box will appear, with the icon that will be used for this website on the left side of the dialog box.

7. **If a visitor or employee does not have a phone or have QR reading capability, what are my options?**

* Visitors must complete a health screening questionnaire, sign in & out in visitor log and then proceed for temperature check.
* Employees must sign-in using log, attesting to having no COVID-19 related symptoms & proceed to take temperature.

1. All assessments shall be by appointment only. Assessor will be responsible for scheduling appointment with parent/guardian.

2. When scheduling appointments via telephone the following information shall be communicated with parent/guardian:
   - Only one parent shall accompany the student the day of testing
   - Mandatory facial covering for student and parent will be enforced
   - Accompanied parent must sign the Visitor’s log
   - Arrive fifteen (15) minutes prior to scheduled appointment to complete COVID-19 screening questionnaire, temperature checks, and hand hygiene
   - Share length of time of the assessment and suggest to parent child should bring a snack or lunch.
   - Parent does not have to stay for the entire assessment.
   - Assessor will educate the parent on the safety precautions, PPE and disinfecting protocol the district will follow at each appointment.

3. Assessor will notify office staff of appointments and maintain a calendar with the office staff on google calendar or outlook.

4. All visitors must sign-in/sign-out in the visitor’s log.

5. Once cleared through screening process the visitor will be issued a dated visitor’s pass, which must be worn in plain sight at all time. All visitors will be issued a dated visitor’s pass, which must be worn in plain sight at all times.

6. Visitors must practice physical distancing by keeping 6-feet (two-arm distance) at all times when not in the assessment process.
7. Only the parent, child and assessor should enter the assessment room.
   a. If the parent is staying, ask the parent to wait in the hallway, however, if the child is experiencing
      anxiety due to the COVID 19 dynamic the parent will be permitted in the room during the assessment.
      Parent must wear facial covering at all times.
   b. The assessor may request assistance in facilitating the best attention if needed because the assessor will
      not be able to engage physically with, or be in close proximity to, the child due to COVID 19.
   c. If the parent is not staying for the assessment they will be reminded to be available on the phone in
      order to be able to pick up their child promptly.
   d. If the child develops symptoms during the assessment, they will be taken to the isolation space and
      parent will be notified to pick them up immediately.

8. Interviews maybe conducted over the telephone.

9. Observations maybe conducted in the community or through zoom.

10. Assessor will only assess a maximum of three (3) students per day. Hours of assessment will be 8 am to 4 pm;
    unless otherwise approved.

11. When scheduling appointments allow an additional fifteen (15) additional minutes in between each
    appointment to disinfect and properly ventilate equipment such as iPad, tables, pens/pencil, chair etc.

12. Assessor will be required to disinfect tables and chairs, testing equipment, manipulative, pens, and pencils after
    each appointment using EPA approved disinfectants. This should be done in between assessments and at the
    end of the last assessment.

13. Assessor will ensure adequate hand sanitizer available in assessment room for entry/exit of visitors.

14. If parts of the assessment are conducive to being completed outside this is a viable option depending on
    weather and behavioral needs.

15. If assessments are conducted outdoors they should be held at a picnic or lunch table only. During assessments,
    use a barrier on table. Disinfecting protocols should be followed on table and equipment used.

16. Check weather daily when deciding to hold assessments outdoors, proceed if weather index is not too hot.

17. If outdoors wear a hat and sunscreen. Drink water to stay hydrated during the day to prevent heat exhaustion.

18. At the end of each day, Custodial staff will properly disinfect tables, chairs, door handles, vacuum, mop and
    throw trash in each room. Staff can schedule ne cleaning in between service sessions; this must be scheduled
    ahead of time with your custodian and 15 minutes of time in between the disinfecting and the next session must
    be scheduled for drying of the disinfecting spray.
Responding to Mask Wearing Behavior for Students with Special Needs

This resource provides suggestions to match the school team’s response to the mask wearing behaviors of the student if a student may be struggling with face coverings as a manifestation of their individual disability. Please note these are progressive in nature and not all the listed responses must happen in a given scenario.

Students will need time to learn the new safety protocols. A two-week learning period is a reasonable timeline.

The response to mask wearing behaviors progress in intensity: Mild Resistance, Moderate Resistance, and Severe Resistance

<table>
<thead>
<tr>
<th>Mild Resistance to Mask Wearing Behavior</th>
<th>Immediate Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>● The Student may need reminders to wear the mask correctly (secure on face)</td>
<td>School personnel: gen ed. or SPED teacher, paraeducator, service providers</td>
</tr>
<tr>
<td>● Student may forget to put mask back following an approved mask break (e.g. after eating a snack)</td>
<td>● Provide direct prompt to wear mask (“Wear your mask over your mouth and nose”)</td>
</tr>
<tr>
<td>● The student only wears the mask over his or her mouth</td>
<td>● Provide model prompts on mask wearing</td>
</tr>
<tr>
<td>● The student complies with prompts to wear a mask with minimal protest (“I hate masks”, after the prompt is provided)</td>
<td>● Provide “show me” opportunities or highlight other appropriate peer models</td>
</tr>
<tr>
<td>● The student complains about wearing the mask (“I don’t like the way it feels”, “the mask is scratchy,” “I hate masks,” “the masks are hot.”)</td>
<td>● Implement visual supports of masks posted throughout the classroom (e.g., centers, door, whiteboard, etc.)</td>
</tr>
<tr>
<td></td>
<td>● Minimize negative attention (Refrain from statements such as “Don’t take your mask off”)</td>
</tr>
</tbody>
</table>

Plan moving forward

- Class-wide/individual review of behavior expectation for mask wearing daily
- Positive reinforcement of mask wearing for each individual student. (can be a simple acknowledgement or points that can be exchanged for a reward later on)
- Provide class-wide rewards based on consistent mask wearing (use mask wearing as one of the target behaviors for point delivery on class dojo)
- Embed mask wearing breaks in class schedule
- Teach and reinforce requests for mask breaks
- Review a social story that is age appropriate for mask wearing
- Visual supports should be available and referenced throughout the school day

Responding to Mask Wearing Behavior for Students with Special Needs

<table>
<thead>
<tr>
<th>Moderate Resistance to Mask Wearing Behavior</th>
<th>Immediate Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>● The student consistently comes to school without a mask</td>
<td>School personnel: gen ed. or SPED teacher, paraeducator, service providers, administrator, counselor, school psychologist</td>
</tr>
<tr>
<td>● The student only wears a mask when supervised and will need reminders to wear the mask throughout the day (more than 5 times).</td>
<td>● Provide direct prompt to wear mask (“Put your mask over your mouth and nose”)</td>
</tr>
<tr>
<td>● Consistent pattern of trying to avoid mask wearing (more than 4 days)</td>
<td>● Offer the student an opportunity to ask for a mask break (“It looks like you need a mask break. You can ask for one by saying, ‘I need a mask break’”)</td>
</tr>
<tr>
<td>● Engages in refusal and requires multiple prompts until the student wears the mask (more than 3 prompts).</td>
<td>● Direct the student to an alternative activity, back to task, item to keep hands busy and off mask</td>
</tr>
<tr>
<td></td>
<td>● Withhold reinforcer for student not wearing mask</td>
</tr>
<tr>
<td></td>
<td>● Notify administrator</td>
</tr>
<tr>
<td></td>
<td>○ Notify SPED case manager</td>
</tr>
<tr>
<td></td>
<td>○ Document mask refusal</td>
</tr>
</tbody>
</table>

Plan moving forward

- Consult with school psychologist or counselor on behavioral/social emotional strategies
- Conference with student (possible SST) to develop behavior contract/plan
- Small group learning to review face mask wearing
- Provide different approved mask choices if available (e.g. medical mask)
- Administrator consultation
  ○ Parent contact if needed
  ○ Parent provided resources to help practice mask wearing at home (see safety resources)
  ○ Safety expectations reviewed
- Examine accommodations
- Review if behavior plan was implemented as written
<table>
<thead>
<tr>
<th>Severe Resistance to Mask Wearing Behavior</th>
<th>Immediate Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>● The student will not wear a mask following <strong>multiple</strong> attempts to prompt. (e.g. more than 6 prompts per 5 minutes) <strong>AND</strong></td>
<td></td>
</tr>
<tr>
<td>● The student engages in one or more of the following behaviors:</td>
<td></td>
</tr>
<tr>
<td>○ Running away</td>
<td></td>
</tr>
<tr>
<td>○ Throwing mask</td>
<td></td>
</tr>
<tr>
<td>○ Intentionally spitting</td>
<td></td>
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<tr>
<td>School personnel: gen ed. or SPED teacher, paraeducator, service providers, administrator, counselor, school psychologist, school nurse</td>
<td></td>
</tr>
<tr>
<td>● Provide direct prompt to wear mask</td>
<td></td>
</tr>
<tr>
<td>● Guide student to a predetermined area away from students, outside of the class</td>
<td></td>
</tr>
<tr>
<td>○ Attempt to provide the student with an opportunity to request a mask break (“It looks like you need a mask break. You can ask for one by saying, ‘I need a mask break’”)</td>
<td></td>
</tr>
<tr>
<td>● Notify administrator and contact office for support</td>
<td></td>
</tr>
<tr>
<td>● Identify school personnel to guide student to safe location</td>
<td></td>
</tr>
<tr>
<td>○ Staff will be provided with a face shield in addition to the face mask</td>
<td></td>
</tr>
<tr>
<td>● Provide different mask choices if available</td>
<td></td>
</tr>
<tr>
<td>● Administrator’s decision for parent pickup</td>
<td></td>
</tr>
<tr>
<td>○ Contact parents</td>
<td></td>
</tr>
<tr>
<td>○ Contact SPED case manager</td>
<td></td>
</tr>
<tr>
<td>● Document mask refusal</td>
<td></td>
</tr>
<tr>
<td><strong>Plan moving forward</strong></td>
<td></td>
</tr>
<tr>
<td>● Administrator will contact: District Behaviorists for onsite consult along with site School Psychologist and Nurse</td>
<td></td>
</tr>
<tr>
<td>● Collaborate with school psychologist and/or counselor</td>
<td></td>
</tr>
<tr>
<td>○ Contact IBI team (if needed)</td>
<td></td>
</tr>
<tr>
<td>■ Observation and consultation</td>
<td></td>
</tr>
<tr>
<td>○ Create/modify behavior plan (if needed)</td>
<td></td>
</tr>
<tr>
<td>● SST</td>
<td></td>
</tr>
<tr>
<td>● Determine if IEP meeting needs to be called</td>
<td></td>
</tr>
<tr>
<td>● Update behavior plan as needed following IEP process</td>
<td></td>
</tr>
</tbody>
</table>
STUDENT DISMISSAL

Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Students will proceed directly to line up outside their classes.

Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus.

School Entrances/Gates will open at 9:15 am. Students are not to be dropped off at school prior to 9:15am. Campus Supervision begins at 9:15am. Students are to practice social distancing while entering campus and walking their identified walking paths to the classroom which is clearly marked according to the entrance gate.

STUDENT ARRIVAL/ENTRY

Student Drop Off:
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

Entry Locations:
Grades: K/1 Enter Gate to Kinder playground
Grades: SpEd. Enter Doors at South end of building (4th/5th grade side)
Grades: 2-5 Enter middle entry doors

Notes:
- Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Students will proceed directly to line up outside their classes.
- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus.
- School Entrances/Gates will open at 9:15 am. Students are not to be dropped off at school prior to 9:15am. Campus Supervision begins at 9:15am. Students are to practice social distancing while entering campus and walking their identified walking paths to the classroom which is clearly marked according to the entrance gate.

Student Pick Up:
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

Exit Locations:
Grades: K will dismiss from the Kinder playground
1st Grade will exit from doors at north end
Grades: 2 and 3 will exit from Middle doors in front of office
Grades 4, 5, and SpEd will exit from doors at south end of building

Notes:
- Kinder classes will exit through the kinder playground gate. Students will wait until eye contact is made with the parent. The teacher will then release the child to walk to the parent.
- 1st grade will exit the north end doors and line up along the sidewalk until the parent makes eye contact with the teacher.
- 2nd, and 3rd grades will exit through our middle doors by the office.
- 4th, 5th, and SpEd will exit the upper grade doors at the South end of the building.
BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families.

CARE ROOM

- Care Room: Room 31 with two cots, a divider and portable sink
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the health office unless it is minor and can be taken care of by the teacher.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:
Grades K-8
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

Drop Off Location:
Kindergarten Gate: Kindergarten
Juanita Gate: 1st - 8th Grades
Alley Gate: 1st - 8th Grades

Notes:
• Parents/Guardians are responsible for taking students' temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 oF or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.
• School Entrances/Gates will be opened at 9:15am. Students are not to be dropped off at school prior to 9:15am. Campus Supervision begins at 9:15am. Students are to practice social distancing while entering campus.
• All students and staff are required to wear masks/face coverings at all times.
• School staff will be supervising students and monitoring for symptoms upon entry.
• Older siblings will be allowed to use the school entrance for the youngest student.
• No parents/guardians or visitors will be allowed on campus. School staff will be available to assist parents in the front office. Office hours are from 7:30am - 4pm. daily.
• Students will be directed to line up at their designated classroom lines. Students will stand/sit on the ground markings spaced six feet apart within their lines until it is time to go to their classroom to ensure social distancing.
• Kindergarten students will line up in the Kindergarten playground 1st - 8th grade students will line up on the Blacktop area

STUDENT DISMISSAL

Student Pick Up:
Grades K-5:
Mondays, Tuesdays, Thursdays, & Fridays @ 11:15 a.m.

Grades 6-8:
Mondays, Tuesdays, Thursdays, & Fridays @ 11:10 a.m.

Exit Locations:
Kindergarten Gate: Kindergarten
Juanita Gate: 300 building classrooms, All 6th Grade
PE Gate: 1st Grade, PE Classes
Double Doors: Classrooms: 202, 203, 204, 114, 113, 112
Flag Pole Doors: Classrooms: 205, 207, 217, 218, 214, 209, 215, 208, 216
Alley Gate: Rooms: 107, 108, 109, 211, 212, 210, 213
Notes:
- Kindergarten and 1st grade students will not be allowed to leave campus without a parent/guardian.
- 2nd - 8th grade students will not be allowed to linger on campus.
- Students are to practice social distancing while exiting the school.

BREAKFAST, LUNCH AND MEALS
- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM
- The Care Room will be located in the PE locker rooms. Students demonstrating symptoms while at school will be escorted to and supervised in the Care Room until their parent/guardian arrives, at which point the student will be escorted and dismissed through the PE gate. The parent will need to sign their child out (proper identification will be required).
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office located in the school's front office.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines
Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:
**Grades K-8**
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

Drop Off Locations:
G Street Gate: Kinder & G Street Families
F Street Gate #2: Grades 4th - 8th
F Street Gate #1: Grades 1st - 3rd

Notes:
- Parents/Guardians are responsible for taking students’ temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 degrees or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.
- School Entrances/Gates will be opened at 9:15 am. Students are not to be dropped off at school prior to 9:15 am. Students are to practice social distancing while entering campus.
- All students and staff are required to wear masks/face coverings at all times.
- Older siblings will be allowed to use the school entrance for the youngest student.
- No parents/guardians or visitors will be allowed on campus. School staff will be available to assist parents in the front office. Office hours are from 7:30 am – 4 pm daily.
- Students will be directed to line up at their designated classroom lines. Students will stand/sit on the ground markings spaced six feet apart within their lines until it is time to go to their classroom to ensure social distancing.

STUDENT DISMISSAL

Student Pick Up:
**Grades K-5:**
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

**Grades 6-8:**
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:10 a.m.

Exit Locations:
G Street Gate - Kinder
Gate near Office - 1st Grade
Gate #1 - 2nd - 3rd
Gate #2 - 4th - 8th

Notes:
- Parents will not be allowed on campus after school.
- Please email or call the teacher to set up a Zoom meeting. Teacher office hours are posted on the website.
- Each classroom will have a departure route that students will be expected to follow.
BREAFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families.

CARE ROOM

- Care Room: Building 6 Room 610. Students demonstrating symptoms while at school will be escorted to and supervised in the Care Room until their parent/guardian arrives, at which point the student will be escorted to the gate by the front office. The parent will need to sign their child out (proper identification will be required).
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office located in the school's front office.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

<table>
<thead>
<tr>
<th>Location:</th>
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<tbody>
<tr>
<td>When the building is occupied high touch surfaces will be cleaned and disinfected as practical.</td>
</tr>
<tr>
<td>Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.</td>
</tr>
<tr>
<td>Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.</td>
</tr>
<tr>
<td>Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:</td>
</tr>
<tr>
<td>Door Handles</td>
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<tr>
<td>Sink Handles</td>
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<tr>
<td>Tables</td>
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<tr>
<td>Desks</td>
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</tbody>
</table>

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

**Student Drop Off:**
*State Preschool*
@ 8:00 a.m.

*Grades TK-8*
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

**Entry Locations:**
Gate 1: Special Ed. & Grades 7-8
Gate 3: Grades 1, 2, 3
Gate 2: Grades 4, 5, 6
Gate 4: Grades: Pre-K, TK, Kinder

**Notes:**
- 9th Street Drop Off
- Entry gate supervision BEGINS at 9:00 a.m.
- Students will sanitize upon entrance
- All students will go directly to each class's designated line-up location
- In accordance with licensing regulations, preschool student temperatures will be taken before entering the school site
- Preschool students must be signed in/out on a daily basis

STUDENT DISMISSAL

**Student Pick Up:**
*State Preschool*
@ 11:00 a.m.

*Grades TK-5:*
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

*Grades 6-8:*
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:10 a.m.

**Exit Locations:**
Gate 1: Special Ed. & Grades 7-8
Gate 3: Grades 1, 2, 3
Gate 2: Grades 4, 5, 6
Gate 4: Grades: Pre-K, TK, Kinder

**Notes:**
- Students follow a designated route in and out of classrooms to promote distancing
- Parents must maintain social distancing while waiting for student dismissal
- Preschool students must be signed in/out on a daily basis

CLASSROOM

- Social Distancing requirements will be enforced and students have assigned seats
- Students use assigned devices and supplies to limit sharing of materials
- Students remain seated unless given permission to leave the assigned seat
BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: Rm. 1209
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the nurse's office.

RESTROOM USE

- Spacing markers guide social distancing while waiting in line to use restroom
- Students will enter restrooms one at a time

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  
  | Door Handles | Light Switches |
  | Sink Handles | Bathroom Surfaces |
  | Tables       | Chairs         |
  | Desks        |                |

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

Entry Locations:
Kindergarten: Parking Lot Entrance to right hand of Office
Grades 1st, 2nd & 3rd: Flagpole Entry: Fir St.
Grades 4th & 5th: By Blacktop: Elm St.

Notes:
- Kindergarten: Families may drive up in parking lot, and drop off students. Cones will be set up to block off parking spots, so that families have one way to drop off area.
- 1st, 2nd & 3rd: Families may drive up in bus zone, and drop off students.
- 4th & 5th: Families may drive up in utility gate area, and drop off students.
- Most students will be walking, and not being dropped off by car.

STUDENT DISMISSAL

Student Pick Up:
Mondays, Tuesdays, Thursdays, & Fridays @ 11:15 a.m.

Exit Locations:
Kindergarten: Parking Lot Entrance to right hand of Office
Grades 1st, 2nd & 3rd: Flagpole Entry: Fir St.
Grades 4th & 5th: By Blacktop: Elm St.

Notes:
- Kindergarten: Families may drive up in the parking lot, and pick up students. Cones will be set up to block off parking spots, so that families have one way pick up area.
- 1st, 2nd & 3rd: Families may drive up in bus zone, and pick up students
- 4th & 5th: Families may drive up in utility gate area, and pick up students
- Most students will be walking, and not being picked up by car.

BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: MakerSpace in Front Office
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office.
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

Entry Locations:
PE area for PE classes and portables P5-P9
Morado for B and C quad 1st period classes, portables P 10-P14
Juanita (Main office) for D quad

Note:
- We have 3 entries on Morado and 2 entries on Juanita. Please use the entrance that is closest to your 1st period class.

STUDENT DISMISSAL

Student Pick Up:
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:10 a.m.

Exit Locations:
PE area for PE classes and portables P5-P9
Morado for B and C quad 1st period classes, portables P 10-P14
Juanita (Main office) for D quad

Note:
- Exit may be different than entrance. It is based on your last period classroom location.

BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: located in the back office
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the back office.
FRANK SCHOOL
ACADEMY OF MARINE SCIENCE AND ENGINEERING

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:

  Door Handles  Light Switches
  Sink Handles  Bathroom Surfaces
  Tables  Chairs
  Desks

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

Entry Locations:
#1 - Main entrance
#2- Bldg. 3,4,5, Room 602,604,606, 1201, and 1202
#3 - Bus Riders only
#4 - Bldg. 8 and 9

Notes:
- Main Entrance #1 - Staff, visitors and Bldg. 6 and 7
- 4 entries- #1 (1), #2 (10), #3 (9), and #4 (2) on the Fremont School Map

STUDENT DISMISSAL

Student Pick Up:
Mondays, Tuesdays, Thursdays, & Fridays @ 11:10 a.m.

Exit Locations:
#1 Main Gate: Buildings 6 and 7 (by front office on M Street)
#2 Cafeteria Gate: Building 3, 4, 5 and Room 602, 604, 606, 1201, and 1202.
  (behind cafeteria near parking lot)
#3 By basketball court area-Bus Riders only (Tunnel area)
#4 At End of Building. 9 - Buildings 8 and 9 (on Glenwood Ave)

BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition
- Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: location in the Falcon Center (Care Center)
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the back office near attendance and nurse office.
FREMONT SCHOOL
ACADEMY OF ENVIRONMENTAL SCIENCE & INNOVATIVE DESIGN

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
 STUDENT ARRIVAL/ENTRY

**Entry Locations:**
- Grades K-5th - South Gate A
- Grades K-5th SDC - West Gate
- Preschool - ECE Center

**Notes:**
- Students enter from both gates. SDC will be on the bus
- Parents to remain in car. No campus access permitted per OSD
- Remind your child daily of their teacher and line assignment
- Students to enter school grounds masked
- Harrington's staff will greet each student and direct them to teacher
- No parking in loading zones. Vehicle loading is limited to 2 minutes or less
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site
- Preschool students must be signed in/out on a daily basis

 STUDENT DISMISSAL

**Exit Locations:**
- Grade K-Olive St.
- Grades 1-2 South Gate A
- Grades 3-5 South Gate B
- Grades K-5th SDC West Gate
- Preschool - ECE Center

**Notes:**
- SDC will need to take the bus. They will need to exit on the West Gate.
- All other students will use South Gate. I have two gates.
- Preschool students must be signed in/out on a daily basis.
BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: location Room 301
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the care room.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
**STUDENT ARRIVAL/ENTRY**

**Student Drop Off:**

*Grades K-8*
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

**Entry Locations:**

- Front Gate: Grades 1-3
- 300 Gate Grades 6-8
- 600 Gate Grades K, 4-5

**Notes:**
- Access to classrooms will begin 5 minutes prior to the start of in-person class. Students may not enter campus prior to 9:15 a.m.
- Parents will not be allowed on campus before school. Please email or call the teacher to set up a Zoom meeting. Teacher office hours are posted on the website.

**STUDENT DISMISSAL**

**Student Pick Up:**

*Grades K-5:*
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

*Grades 6-8:*
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:10 a.m.

**Exit Locations:**

- Front Gate: Grades 1-3
- 300 Gate Grades 6-8
- 600 Gate Grades K, 4-5

**Notes:**
- Parents will not be allowed on campus after school. Please email or call the teacher to set up a Zoom meeting. Teacher office hours are posted on the website.
- Each classroom will have a departure route that students will be expected to follow.

**BREAKFAST, LUNCH AND MEALS**

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

**CARE ROOM**

- Care Room: Room 301
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the health office (front office).
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
LEMONWOOD ELEMENTARY SCHOOL  
ACADEMY OF COMMUNICATIONS THROUGH ARTS & TECHNOLOGY  
Phone (805) 385-1551  
Address 2001 San Mateo Place  
Oxnard, CA 9303  
Principal Allison Cordes  
Assistant Principal Elva Gonzales-Nares

STUDENT ARRIVAL/ENTRY

**Student Drop Off:**

*State Preschool*
- @ 8:00 a.m.

*Grades K-8*
- Mondays, Tuesdays, Thursdays, & Fridays
- @ 8:30 a.m.

**Entry Location:** Refer to map

**Notes:**
- Care Room: 317
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site
- Preschool students must be signed in/out on a daily basis

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STUDENT DISMISSAL

**Student Pick Up:**

*State Preschool*
- @ 11:00 a.m.

*Grades K-5:*
- Mondays, Tuesdays, Thursdays, & Fridays
- @ 11:15 a.m.

*Grades 6-8:*
- Mondays, Tuesdays, Thursdays, & Fridays
- @ 11:10 a.m.

**Exit Location:** Refer to map

**Notes:**
- 1st Grade dismissal adjusted to allow teachers to dismiss to parents
- 2nd Grade (red) will dismiss from 1st grade entry gate
- Preschool students must be signed in/out on a daily basis.

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BREAKFAST, LUNCH AND MEALS

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

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CARE ROOM

- Care Room: Room 317
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the outside back of admin building.
Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.

- Door Handles
- Sink Handles
- Tables
- Desks
- Light Switches
- Bathroom Surfaces
- Chairs

When the building is occupied high touch surfaces will be cleaned and disinfected as practical.

- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:

**CUSTODIAL CLEANING SCHEDULE: Per District Guidelines**

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
STUDENT ARRIVAL/ENTRY

**Student Drop Off:**
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

**Entry Locations:**
- Western Arch Grade 6
- Middle Arch Grade 7
- Eastern Arch Grade 8

**Notes:**
- Hill Street is the only entry/exit point for Lopez
- Main North/South hallways are one way for entry/exit times
- Red arrows on map signify entry/exit points for students

STUDENT DISMISSAL

**Student Pick Up:**
Mondays, Tuesdays, Thursdays, & Fridays @ 11:10 a.m.

**Exit Locations:**
- Western Arch Grade 6
- Middle Arch Grade 7
- Eastern Arch Grade 8

**Note:**
- Walkers will leave immediately upon exiting gate

BREAKFAST, LUNCH AND MEALS

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: Room 201
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the health office.
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Light Switches
  - Sink Handles
  - Bathroom Surfaces
  - Tables
  - Chairs
  - Desks
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
### STUDENT ARRIVAL/ENTRY

**Student Drop Off:**
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

**Entry Locations:**
- All Grades enter (north/right of the front office.
- Bus rider students enter through front gate south/left of front office

**Notes:**
- Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Potentially, the school staff may take a touchless temperature upon arrival as well.
- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. All parents will be required to remain in their cars for drop-off and pick-up via car. If walking children all parents will be asked to social distance and drop off children at grade level designated gate only.
- School Entrances/Gates will be opened at 9:15 am. Students are not to be dropped off at school prior to 9:10am. Campus Supervision begins at 9:10am. Students are to practice social distancing while entering campus and walking their identified walking paths to the classroom which is clearly marked according to the entrance gate. Go directly to your classrooms.

### STUDENT DISMISSAL

**Student Pick Up:**
Mondays, Tuesdays, Thursdays, & Fridays @ 11:15 a.m.

**Exit Locations:**
- Grade 1 on McLouglin Ave
- Grades 2 & 3 on McLouglin Ave
- Room 303 and 803 on McLoughlin Ave
- Rooms 502, 503, 1002, 801 front gate near cafeteria (Bus riders)
- Rooms 201, 202 and 801 front gate
- Grades 4 & 5 on Carob St.

**Notes:**
- Please pickup younger students first then older students.
- Students will only be dismissed at their designated exit, they not be allowed to exit through other gates

### BREAKFAST, LUNCH AND MEALS

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families
CARE ROOM

- Care Room: Room 306 (cots, dividers, first aide supplies and sink)
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the front or through classroom first aid kit.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
### STUDENT ARRIVAL/ENTRY

**Student Drop Off:**

*Grades TK-8*

Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

**Entry Locations:**

- TK/K: Gate A
- Grade 1: Gate D
- Grades 2/3: Gate B
- Grades 4/5: Gate E
- Grades 6/7/8: Gate C
- DHH/VI Busses: Gate F

**Notes:**
- Parents/Guardians are responsible for taking students’ temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 oF or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.
- School Entrances/Gates will be opened at 9:15am. Students are not to be dropped off at school prior to 9:15am. Students are to practice social distancing while entering campus.
- All students and staff are required to wear masks/face coverings at all times.
- Older siblings will be allowed to use the school entrance for the youngest student.
- No parents/guardians or visitors will be allowed on campus. School staff will be available to assist parents in the front office. Office hours are from 7:30am - 4pm. daily.
- Students will be directed to line up at their designated classroom lines. Students will stand/sit on the ground markings spaced six feet apart within their lines until it is time to go to their classroom to ensure social distancing.

### STUDENT DISMISSAL

**Student Pick Up:**

*Grades TK-5:*

Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

*Grades 6-8:*

Mondays, Tuesdays, Thursdays, & Fridays
@ 11:10 a.m.

**Exit Locations:**

- TK/K/Grade 1: Gate A
- Grade 2: Gate B
- Grade 3: Gate C
- Grade 4: Gate D
- Grade 5: Gate E
- Grades 6/7/8: Gate F
- DHH/VI Busses: Gate F

**Notes:**
- Parents will not be allowed on campus after school. Please email or call the teacher to set up a Zoom meeting.
- Each classroom will have a departure route that students will be expected to follow.
- Students are to practice social distancing while exiting the school.
- Students must be picked up promptly and will not be allowed to remain on campus after dismissal.
BRAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families.

CARE ROOM

- Care Room: Conference Room 130 or Library
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office located in the school's front office.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

**Student Drop Off:**
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

**Entry Locations:**

**Blue Entry:** TK, Kinder, 1st (Ms. Solano & Ms. Chay) and SDC Classes (Ms. Lopez, Ms. Romero, Ms. Northrup) Blue entry in the lefthand line/door of the main entry. Students follow blue arrows down the east wing.

**Green Entry:** 1st (Ms. Loveall & Ms. Cuilty) and SDC Class (Ms. Finn, Ms. Olachea & Ms. Takahashi), 2nd, 3rd, 4th and 5th grades. Green entry in the righthand line/door of the main entry. Students follow green arrows down the west wing.

**Notes:**
- Parents are to remain in their cars. Parents may park and accompany students in line, then leave as students enter the gate. Parents will not be allowed to escort students into the classroom or enter the building.
- SDC students will be met at the bus by the classroom teacher and paraeducators.
- Older students may remain in line with younger siblings (TK/Kinder) before they enter the school building.
- Students will sanitize once entering the building.
- Arrows and markings on the sidewalk/floor will facilitate seating/standing with physical distancing for students as they wait to enter the school, class, or restroom.
- Campus Assistants will provide supervision in hallways and monitor restrooms.
- Any business that needs to be conducted in the office will be arranged by appointment. No appointments will be made during entry and dismissal time.

STUDENT DISMISSAL

**Student Pick Up:**
Mondays, Tuesdays, Thursdays, & Fridays @ 11:15 a.m.

**Exit Locations:**

**Red Gate:** TK, Kinder, 1st (Ms. Solano & Ms. Chay) and SDC Classes (Ms. Lopez, Ms. Romero, Ms. Northrup) exit the Red gate near kindergarten portables. Parents are to remain socially distanced.

**Yellow Gate:** 1st (Ms. Loveall & Ms. Cuilty) and, SDC Class (Ms. Finn, Ms. Olachea & Ms. Takahashi), 2nd, 3rd, and 4th (Ms. Sanders) exit Yellow gate/doors at west wing near Via Marina Avenue.

**Orange Gate:** 4th and 5th grades exit Orange gate/doors at west wing near Via Marina Avenue.
Notes:
- Students will wait in their classroom and wait for the principal or designated staff to excuse their class.
- Parents may wait in front of the school or at the park, remain physically distanced, and wait for their child to arrive.

BREAKFAST, LUNCH AND MEALS
- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM
- Care Room: Room 12 (former Computer Lab)
- Routine Medical Needs: Students who take daily medication, need band-aids, etc. will receive medical attention in the office.

RESTROOMS
- Hand sanitizing and hand washing stations will be accessible in areas around campus including the classrooms.
- Half the number of faucets in a given bathroom will equal the number of students allowed in any bathroom at any time.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines
Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

Student Drop Off:  
Mondays, Tuesdays, Thursdays, & Fridays  
@ 8:30 a.m.

Entry Locations:
- **Purple Gate:** Kinder: Gate 3 (near kindergarten area/parking lot exit)
- **Yellow Gate:** Grades 1-3: Gate 2 (near office building)
- **Blue Gate:** Grades 4-5: Gate 1 (near library/parking lot entrance)

Prior to Daily Arrival
- Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Students will proceed directly to line up for the grade level as designated on the map.
- Students to enter school grounds masked.
- To ensure social distancing, parents will not be able to escort their children onto campus.
- School Entrances/Gates will open at 9:15 am. Students are not to be dropped off at school prior to 9:15am.
- School prior to 9:15am. Campus Supervision begins at 9:15am. Students are to practice social distancing while entering campus and walking their identified walking paths to the classroom which is clearly marked according to the entrance gate.
- K-5 families may drive through the round about inside lane to drop off students at designated gates. No parking is permitted within the staff parking.
- Parents to remain in car. No campus access permitted per OSD
- No parking or leaving car unattended in loading zones. No blocking round about access by waiting within the outside lane of the round about. Vehicle loading is limited to 2 minutes or less.
- Remind your child daily of their teacher, line up area & pick up plan.

STUDENT DISMISSAL

Student Pick Up:
Mondays, Tuesdays, Thursdays, & Fridays  
@ 11:15 a.m.

Exit Locations:
- **Purple Gate:** Kinder: Gate 3 (near kindergarten area/parking lot exit)
- **Yellow Gate:** Grades 1-3: Gate 2 (near office building)
- **Blue Gate:** Grades 4-5: Gate 1 (near library/parking lot entrance)

Notes:
- All students will be released at 12:30 p.m. It is essential to pick up students on time.
- All students will be escorted by classroom teachers to their designated grade level dismissal area.
- Kinder and 1st grade students will wait until eye contact is made with the parent or adult picking up the students. The teacher will then release the child to walk to the parent.
- Private Car at Dismissal: You will display a student placard through your window (which will be provided to all parents who inform the school they will drop-off and pick-up by car, please request one from the school office). This will be a visual communication to alert staff of your arrival.
• K-5 families may drive through the round about inside lane to pick up students in the front of the campus off N Street.
• Parents to remain in the car. No campus access permitted per OSD
• No parking in loading zones. No waiting within the outside lane within the round about.
• 3-5th grade walkers can be released through designated gates to walk home per family directions

BREAKFAST, LUNCH AND MEALS
• STUDENT MEALS (Provided at no charge for ALL students)
  Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
• Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM
• Care Room: location: Room 402 and 231
• Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the nurses’ office.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines
Location:
• When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
• Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
• Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
• Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  Door Handles
  Sink Handles
  Tables
  Desks
  Light Switches
  Bathroom Surfaces
  Chairs

• Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
Parents/Guardians are responsible for taking students' temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 degrees or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.

2nd-5th grade drop off will be on Bonita St flowing (South) First to (North) Cooper St. Children need to get off on the right side of the vehicle. Parents will not be allowed to get off their vehicle.

PK, TK-1st drop off will be on Cooper flowing (West) Bonita to (East) Juanita. Parents will not be allowed to get off their vehicle. Children need to get off on the right side of the vehicle.

In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site.

Preschool students must be signed in/out on a daily basis.

Notes:
- Students must be signed in/out on a daily basis.
- Parents/Guardians are responsible for taking students' temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 degrees or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.
- 2nd-5th grade drop off will be on Bonita St flowing (South) First to (North) Cooper St. Children need to get off on the right side of the vehicle. Parents will not be allowed to get off their vehicle.
- PK, TK-1st drop off will be on Cooper flowing (West) Bonita to (East) Juanita. Parents will not be allowed to get off their vehicle. Children need to get off on the right side of the vehicle.
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site.
- Preschool students must be signed in/out on a daily basis.

Student Drop Off:
State Preschool: Mondays, Tuesdays, Thursdays, & Fridays @ 8:00 a.m.
Grades TK-5: Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

Entry Locations (see map):
Gate 1 - Grades 2nd, 3rd, 4th, and 5th
Gate 2 - Closed
Gate 3 - Closed
Gate 4 - Grades TK, K, 1st
Gate 5 - State Preschool door

Exit Locations:
Gate 1 - Grades TK/K
Gate 2 - Grades 1st Grade
Gate 3 - Grades 2nd Grade
Gate 4 - Grades 3rd, 4th and 5th, State Preschool

Student Pick Up:
State Preschool: Mondays, Tuesdays, Thursdays, & Fridays @ 11:00 a.m.
Grades TK-5: Mondays, Tuesdays, Thursdays, & Fridays @ 11:15 a.m.

Notes:
- Preschool students must be signed in/out on a daily basis.
BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room: location: Room 506
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the care room.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
  - Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
Student Drop Off:

**Drop off Ramona School Traffic Flow/Flujo de**

- **Gate/Puerta 1:**
  - Entry Location for grades 2nd, 3rd, 4th, & 5th
  - Entrance for grades 2nd, 3rd, 4th, & 5th

Student Pick Up:

**Salida/Exit Ramona School Traffic Flow/Flujo de Trafico**

- **Gate/Puerta 4:**
  - Exit Location for grades PK/TK/K
  - Salida para los grados PK/TK/K

Gate/Puerta 2:
- Exit for 2nd grade
- Salida para los grados 2nd

Gate/Puerta 3:
- Exit for 3rd grade
- Salida para los grados 3rd
STUDENT ARRIVAL/ENTRY

Student Drop Off:
State Preschool:
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:00 a.m.
Grades K-5
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

Entry Locations:
Kinder Gate: State Preschool / Kinder
Main Office Entrance: 1st-3rd
Western Entrance: 4th-5th

Notes:
- Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Potentially, the school staff may take a touchless temperature upon arrival as well.
- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. All parents will be required to remain in their cars for drop-off and pick-up via car. If walking children all parents will be asked to social distance and drop off children at grade level designated gate only.
- School Entrances/Gates will be opened at 9:20 am. Students are not to be dropped off at school prior to 9:20 am. Campus Supervision begins at 9:20 am. Students are to practice social distancing while waiting to enter our campus and while walking to their class.
- Upon arrival to school, students will enter through their designated entrance as stated above.
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site.
- Preschool students must be signed in/out on a daily basis.

STUDENT DISMISSAL

Student Pick Up:
State Preschool:
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:00 a.m.
Grades K-5
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

Exit Locations:
Kinder Gate: State Preschool / Kinder
Main Office Entrance: 1st-3rd
Western Entrance: 4th-5th
Notes:
- State Preschool Students and Kinder Students will wait until eye contact is made with
  the parent. The teacher will then release the child to walk to the parent.
- 1st, 2nd and 3rd grades will exit through our middle doors by the office.
- 4th/5th will exit the upper grade doors at the west end of the building
- Preschool students must be signed in/out on a daily basis.

BREAKFAST, LUNCH AND MEALS
- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be
delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition
- Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered
  families

CARE ROOM
- Care Room: Room 16 and Room 2
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical
  attention in the health office unless it is minor and can be taken care of by the teacher.

CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- Door Handles  Light Switches
- Sink Handles  Bathroom Surfaces
- Tables  Chairs
- Desks

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and
  throughout the day as practical.
Student Arrival/Entry

Please check your child for any potential COVID related symptoms before sending your student to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Potentially, the school staff may take a touchless temperature upon arrival as well. Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. All parents will be required to remain in their cars for drop-off and pick-up via car. If walking children, all parents will be asked to social distance and drop off children at grade level designated gate only.

Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. It is very important that you arrive at the times indicated so that we can ensure the safety of all students. If you have multiple children in different grades, siblings will report to their designated gates when you drop them off. Students will not be permitted to enter campus early.

Prior to Daily Arrival

- Please check your child for any potential COVID related symptoms before sending your student to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99 °F. Potentially, the school staff may take a touchless temperature upon arrival as well. Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. All parents will be required to remain in their cars for drop-off and pick-up via car. If walking children, all parents will be asked to social distance and drop off children at grade level designated gate only.

Arrival and Dismissal Procedures

- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. It is very important that you arrive at the times indicated so that we can ensure the safety of all students. If you have multiple children in different grades, siblings will report to their designated gates when you drop them off. Students will not be permitted to enter campus early.

- School Entrance Gates will be opened at 9:15 am. Students are not to be dropped off at school prior to 9:15am. Campus Supervision begins at 9:15 am. Students are to practice social distancing while entering campus and when walking their identified walking paths to the classroom lines which are clearly marked according to the entrance gate all throughout the campus.

- School Bus: The bus will arrive to campus and be greeted by staff. Students will be escorted to their teachers’ classrooms by school personnel and escorted to the bus at dismissal.

- Private Car at Arrival: You will be met in the loading area, students will exit the vehicle, be greeted by a staff member and directed to their designated gate.

- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site. Preschool students must be signed in/out on a daily basis.

Student Dismissal

Student Pick Up:

State Preschool:
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:00 a.m.

Grades TK-5
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

Exit Locations:

Grades PreK, TK, K & 1 -Gate 1
Grades 2nd & 3rd -Gate 3
Grades 4th & 5th -Gate 2
Bus Students -Gate 4

Entry Locations:

Grades PreK, TK & 1 -Gate 1
Grades 2nd & 3rd -Gate 3
Grades 4th & 5th -Gate 2
Bus Students -Gate 4
- All students will be escorted by classroom teachers to their designated grade level dismissal gate.
- TK, Kinder and 1st grade students will wait until eye contact is made with the parent or adult picking up the students. The teacher will then release the child to walk to the parent.
- Private Car at Dismissal: You will display a student placard through your window (which will be provided to all parents who inform the school they will drop-off and pick-up by car, please request one from the school office). This will be a visual communication to alert staff of your arrival.
- Preschool students must be signed in/out on a daily basis.

**BREAKFAST, LUNCH AND MEALS**

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families.

**CARE ROOM**

- **Care Room:** Room 406 includes 2 cots and 2 dividers
- **Routine Medical Needs:** Students who take daily medication, need band aids, etc. will receive medical attention in the health office unless it is minor and can be taken care of by the teacher.
- **Routine Medical Needs:** Students who take daily medication, need band aids, etc. will receive medical attention in the care room.

**CUSTODIAL CLEANING SCHEDULE:** Per District Guidelines

**Location:**

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:

  | Door Handles | Light Switches |
  | Sink Handles | Bathroom Surfaces |
  | Tables       | Chairs |
  | Desks        |       |

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
Bus Riders: Parents/Guardians/Daycare of students taking the bus are responsible for taking students’ temperatures and monitoring for symptoms in the morning before placing them on the bus. Students arriving to school with a temperature or symptoms they will need to be picked up immediately.

Drop Off: School gates will be opened to parents after buses have been unloaded. Parents who arrive early can wait in the green loading zone in front of the school. Upon entering the campus, student will be screened at the front gate or while still in the car. Students with temperatures of 99.5 oF or greater or showing symptoms will need to return home.

Special Ed.: cars will pull up to the unloading area for their class, staff will receive the students and take them to their classroom through the assigned gate.

State Preschool: Students must be signed in/out each day. Late parents will need to check in at the front entrance to complete screening prior to student entering campus.
STUDENT DISMISSAL

State Preschool Morning Pick Up:
Gate 2
Monday, Tuesday, Thursday, Friday @ 11:00 a.m.

Group A Morning Pick Up:
Front Parking Lot
Monday & Tuesday
Busses @ 10:45 a.m. /Parent Pick Up 11:00 a.m.

Group C Afternoon Pick Up:
Front Parking Lot
Monday & Tuesday
Busses @ 2:15 p.m. /Parent Pick Up 2:30 p.m.

Exit Locations:
Ms. Alba & Ms. J.Chavez Gate 4
Ms. Miller & Ms. Duarte Gate 4
Ms. Pina & Ms. Vega Gate 2
Ms. B. Chavez & Ms. Biggerstaff Gate 1

Group B Morning Pick Up:
Front Parking Lot
Thursday & Friday
Busses @ 10:45 a.m. /Parent Pick Up 11:00 a.m.

Group D Afternoon Pick Up:
Front Parking Lot
Thursday & Friday
Busses @ 2:15 p.m. /Parent Pick Up 2:30 p.m.

Notes:
- State Preschool students will be signed out and picked up at Gate 2
- Special Ed. Busses will be loaded and released prior to initiating parent pick up
- Parents who arrive early can wait in the green loading zone in front of the school.
- Parents will pull into the parking lot and wait in their car
- Campus Assistant will radio classroom and student will be brought to the car

BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- State Preschool will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Special Education Students are on a shorter schedule and will not be eating meals on campus. Student’s may bring a small snack and drink for snack time.
- Community meal pick up will be available each Wednesday at Kamala School.

CARE ROOM

- The Care Room will be located in room 101. Students demonstrating symptoms while at school will be escorted to and supervised in the Care Room until their parent/guardian arrives, at which point the student will be escorted to the gate by the front office. The parent will need to sign their child out (proper identification will be required).
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the front office or their classroom
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
STUDENT ARRIVAL/ENTRY

**Student Drop Off:**

**State Preschool**
@ 8:00 a.m.

**Grades TK-5**
Mondays, Tuesdays, Thursdays, & Fridays
@ 8:30 a.m.

**Entry Locations:**
Gate A (Near Office) - Grades: 2, 3, 4
Gate B (Kinder Area) - Grades: K, 1
Gate C (Closest to Park) - Grades 5 and SDC Grades 2-5
Gate C (On Ironbark next to Park) - State Preschool

**Prior to Daily Arrival**
- Please check your child for any potential COVID related symptoms before sending them to school each day. This is inclusive of persistent cough, fever, vomiting, and any temperature above the safe range of 97°F to 99°F. Potentially, the school staff may take a touchless temperature upon arrival as well.
- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. All parents will be required to remain in their cars for drop-off and pick-up via car. If walking children all parents will be asked to social distance and drop off children at grade level designated gate only.

**Arrival and Dismissal Procedures**
- School Entrances/Gates will be opened at 9:15 am. Students are not to be dropped off at school prior to 9:15am. Campus Supervision begins at 9:15am. Students are to practice social distancing while entering campus and when walking their identified walking paths to the classroom lines which are clearly marked according to the entrance gate.
- Unfortunately, to ensure social distancing, parents will not be able to escort their children onto campus. It is very important that you arrive at these times so that we can ensure the safety of all students. If you have multiple children in different grades, siblings will report to their designated gates when you drop off. Students will not be permitted to enter campus early.
- School Bus: The bus will arrive to campus and be greeted by staff. Students will be escorted to their teachers' classrooms by school personnel.
- Pick-up and Drop-off will be at the same gate.
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site.
- Preschool students must be signed in/out on a daily basis.
- Students will line up in designated areas (Please see Map)
- In accordance with Licensing regulations, preschool student temperatures will be taken before entering the school site.
STUDENT DISMISSAL

Student Pick Up:
State Preschool
@ 11:00 a.m.

Grades TK-5:
Mondays, Tuesdays, Thursdays, & Fridays
@ 11:15 a.m.

Exit Locations:
Gate A (Near Office) - Grades: 2, 3, 4
Gate B (Kinder Area) - Grades: K, 1
Gate C (Closest to Park) - Grades 5 and SDC Grades 2-5
Gate C (On Ironbark next to Park) - State Preschool

Dismissal Procedures

- All students will be escorted by classroom teachers to their designated grade level dismissal gate.
- TK, Kinder and 1st grade students will wait until eye contact is made with the parent and/or adult. The teacher will then release the child to walk to the parent.
- Preschool students must be signed in/out on a daily basis.

BREAKFAST, LUNCH AND MEALS

- STUDENT MEALS (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- Care Room 301
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office (Main Office).
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:
- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs
- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.
Parents/Guardians are responsible for taking students’ temperatures and monitoring for symptoms in the morning before students go to school. Students with temperatures of 99.5 degrees or greater or showing symptoms need to stay at home. Symptoms include: chills, body aches, fatigue, cough, sore throat, congestion or runny nose, shortness of breath or difficulty breathing, nausea or vomiting, diarrhea or any new loss of taste or smell.

School Entrances/Gates will be opened at 9:15 a.m. Students are not to be dropped off at school prior to 9:15 a.m. Campus Supervision begins at 9:15 a.m. Students are to practice social distancing while entering campus.

All students and staff are required to wear masks/face coverings at all times.
School staff will be supervising students and monitoring for symptoms upon entry.
Older siblings will be allowed to use the school entrance for the youngest student.
No parents/guardians or visitors will be allowed on campus. School staff will be available to assist parents in the front office. Current office hours can be found on the school website.

Student Drop Off:
Grades K-8
Mondays, Tuesdays, Thursdays, & Fridays @ 8:30 a.m.

Entrance Locations:
Kindergarten Entrance: Kindergarten
Dunkirk Entrance: 3rd - 8th Grades
Flagpole Entrance: 1st and 2nd Grades

Notes:
Notes continued:
- Students will be directed to line up at their designated classroom lines (see Map). Students will stand/sit on the ground markings spaced six feet apart within their lines until it is time to go to their classroom to ensure social distancing.
  - Kindergarten students will line up in the Kindergarten playground
  - 1st and 2nd grade students will line up in the Amphitheater area
  - 3rd - 8th grade students will line up in the Blacktop area

STUDENT DISMISSAL

**Student Pick Up:**

**Grades K-5:**
- Mondays, Tuesdays, Thursdays, & Fridays
- @ 11:15 a.m.

**Grades 6-8:**
- Mondays, Tuesdays, Thursdays, & Fridays
- @ 11:10 a.m.

**Exit Locations:**
- Kindergarten Exit: Kindergarten
- Dunkirk Exit: 3rd - 8th Grades
- Flagpole Exit: 1st and 2nd Grades

Notes:
- Kindergarten, 1st, and 2nd grade students will not be allowed to leave campus without a parent/guardian/older sibling.
- There will be no campus supervision provided after 12:45 p.m.
- Students are to practice social distancing while exiting the school.

BREAKFAST, LUNCH AND MEALS

- **STUDENT MEALS** (Provided at no charge for ALL students)
- Each classroom will receive shelf stable breakfast meals daily. Grab and Go lunch meals will be delivered to each classroom prior to dismissal. Parents may contact the Child Nutrition Office at 805-385-1501 ext. 2430 for any questions regarding food provided on campus.
- Community meal pick up will be available each Wednesday at each school site for pre-registered families

CARE ROOM

- The Care Room will be located in the PE locker room (see Map). Students demonstrating symptoms while at school will be escorted to and supervised in the Care Room until their parent/guardian arrives, at which point the student will be escorted to the Front Office gate for pick up. The parent/guardian will need to sign their child out (proper identification will be required).
- Routine Medical Needs: Students who take daily medication, need band aids, etc. will receive medical attention in the Health Office located in the school’s front office.
CUSTODIAL CLEANING SCHEDULE: Per District Guidelines

Location:

- When the building is occupied high touch surfaces will be cleaned and disinfected as practical.
- Monday, Tuesday, Thursday, and Friday all classrooms will be cleaned and disinfected while the building is unoccupied. This includes trash being emptied, spot sweeping, mopping, vacuuming, cleaning sinks and restocking of soap, sanitizers, and towels.
- Clorox 360 electrostatic sprayers will be used to disinfect classroom surfaces to 99.999%. This process does not remove soil or debris.
- Frequently touched surfaces will be cleaned and disinfected daily/throughout the day as practical, including:
  - Door Handles
  - Sink Handles
  - Tables
  - Desks
  - Light Switches
  - Bathroom Surfaces
  - Chairs

- Bathrooms are considered a high touch area and will be cleaned/disinfected nightly and throughout the day as practical.