



CHRIST THE KING SCHOOL

RETURN TO CAMPUS: SAFETY PLAN

APRIL 2021

Christ the King School is excited to be reopening the school campus within the coming weeks. Reopening the school campus requires careful planning and due diligence on the part of the school administration, faculty and staff. It requires the full cooperation of parents and community members in order to safeguard the students, faculty, staff, and the community from the threat posed by COVID-19.

CKS has formulated a *Safety Plan* to provide guidance for reopening the school for in-person instruction, and to mitigate the risks of COVID-19. The plan has been implemented in accordance with the safety guidelines from the California Department of Public Health as well as local health officials. The document provides the most salient information that you need to know about getting students safely back on campus, and maintaining that safety while they are at school.

The school administration respects the rights of parents to make decisions regarding their children's education and sense of well-being. If any parent does not feel comfortable sending his/her child back to school for in-person instruction, he/she may choose to allow the child to continue with the school's distance learning program.

Compliance Team

The school principal, the secretary, and a team of faculty members are responsible for creating the COVID-19 Safety Plan. They are responsible for enforcing all safety protocols, and reporting any infractions of the plan to the school administration. The school administration, in turn, will be responsible for reporting any cases of COVID -19, and will serve as the liaison with the Department of Public Health in the event of an outbreak on the school campus.

Travel

Any adult (who has not been vaccinated) or any student who has traveled out of state during the Easter vacation period, and who has returned to the County of Los Angeles, must self-quarantine for ten days before returning to school.

Personal Protective Equipment (PPE)

The school has secured an adequate supply of PPE which includes face masks, hand sanitizer, disinfectant wipes, disposable gloves, tissues, paper towels, disinfectant, and cleaning supplies. In addition, the school has purchased desk shields for all students in grades K-8. The administration is committed to ensuring that a sufficient supply of PPE is available to faculty and staff, and in all classrooms for students' use. Students will also be responsible for bringing their own face masks, and hand sanitizer for their personal use.

Drop Off/Pick-Up

Parents are not permitted to enter the school campus at any time throughout the school day except to drive through the school yard on Arden to drop off and to pick up their children. A brief health screening will be done before students exit their cars in the morning. Similarly, students who walk in through the main gate on Arden, will undergo a brief health screening. Once students enter the school campus, they will go directly to their classrooms where they will be supervised by teachers. The dismissal pick-up will be either through the drive-through or students will exit the main school gate when a parent/guardian is visible. Parents who need to conduct business at the school office must do so over the phone or at the main gate via the school intercom system.

Cohorts

Students will be divided into the following cohorts: TK & K, 1st & 2nd, 3rd, 4th & 5th, 6th, 7th & 8th. Cohorts will not be permitted to mingle together.

Health Checks

Parents are strongly advised to monitor their children for symptoms of COVID-19 before coming to school, and to keep any child who has symptoms at home. Before entering the school campus, all students (or parents/guardians) on behalf of students, must respond to a brief health screening. Screening will include questions concerning cough, shortness of breath, fever. Students will have their temperature taken by a non-contact thermometer. If a student has a temperature of a 100.4, he/she will not be permitted to enter the school building.

Masks

Everyone who enters the school grounds must wear a face mask at all times. Students may only remove their masks while eating, and in the case of TK and K, while napping. Face masks must be at least two-ply cloth. Masks should be taken home daily and cleaned. Any misplaced masks will be discarded each day. Parents are responsible for teaching their children how to properly wear and care for their face mask. Students are required to have at least two face masks with them each day.

Recess

Recess times will be staggered to reduce the number of students in the yard at a given time and to prevent cohorts from mingling with one another. Each cohort will be assigned a specific area in the yard. During recess, students will be brought to the school yard where they will have time to use the restroom, eat a snack, exercise, and talk to their friends. They will observe the six-foot social distancing in the school yard which will have visible markings to facilitate this.

Lunch

There will be *no* school lunches provided for the remainder of this school year. Students must bring their own lunch to school in the morning. Parents may *not* drop off lunches during the school day. Students in TK-2nd grade will eat lunch in the school yard. Students in grades 3-8 will eat lunch in their classrooms, and then will be brought to the school yard where they will have time to use the restroom, exercise, and talk to their friends. They will observe the six-foot social distancing in the school yard. Lunch times will be staggered to reduce the number of students in the yard at a given time, and to prevent cohorts from mingling with one another. Each cohort will be assigned a specific area.

Classrooms

Social distancing will be observed in all classrooms. Teachers will utilize increased floor space to maximize the spacing between students' desks. Six feet between student's desks will be adhered to where possible, and four feet in rooms where there is a larger number of students in a class. Desk shields will provide a supplemental layer of protection. Face-to-face configurations will be minimized. The distance between the teacher's desk and students will be six feet.

Supplies

All students will be required to have their own supplies such as pens, pencils, markers etc. No sharing of supplies will be permitted. Students may not use the drinking fountains but can fill their water bottles from the water bottle station. Students should bring two boxes of tissues and two rolls of paper towels to school on the first day. They must also have two masks and hand sanitizer for their personal use.

Communal Places

Communal places such as the school auditorium will be off limits. This will enable us, in the event of an outbreak, to trace areas where people have been.

Physical Distancing outside the Classrooms

There will be markings in the hallway to indicate social distancing, and arrows on the ground to guide students of the direction in which to walk. There will also be stickers on benches to indicate where to sit, and signs posted to remind students to maintain social distancing.

Hand Washing

Students and staff will be given frequent opportunities to wash their hands for 20 seconds with soap, and to dry hands thoroughly. Students will wash their hands especially before eating, after using the restroom, and after outdoor play.

Hygiene, Cleaning, Disinfection

Students, faculty and staff will be trained, and reminded on a regular basis about proper hygiene, cleaning and physical distancing protocols. High touch areas such as students' work areas, door handles, light switches etc. will be wiped down several times throughout the day. Bathrooms will be monitored regularly, and disinfected after recesses and after lunch periods. They will be cleaned and disinfected again in the evenings.

Ventilation

CKS acquired a new air conditioning system in the summer of 2020 which meets COVID-19 health and safety standards. Fans in classrooms will be turned on, and doors will remain open to allow for good air circulation. Air purifiers have been purchased for our Kindergarten classroom.

Reporting and Responding to COVID -19 Cases

Parents must notify the school administration immediately by phone (323) 462-4753 or by email ckprincipal@cksla.com if their child or anyone in their household has tested positive for COVID-19, or has been exposed to the virus. The school will report the exposure or the confirmed case to the Los Angeles County Department of Public Health (LACDPH) and the Archdiocese of Los Angeles (ADLA) and initiate contact tracing protocols. Contact tracing will be done through our cohorting system, and, in the event of an exposure or a confirmed case, parents will be notified, and particular cohorts may be asked to return to distance learning. Strict confidentiality will be maintained at all times when reporting cases. When responding to confirmed cases of COVID-19, exposure or risk of exposure, the school will follow the protocols of the LACDPH.

Plan for Full or Partial School Closure

In the event that the school has an outbreak of three or more positive cases within a fourteen day period, the school will close for a period of fourteen days. In this situation, parents will be notified and students will return to distance learning.

The guidelines set out in this document were provided to us by the Department of Public Health and the Archdiocese of Los Angeles. The guidelines, which are continually being updated, must be strictly adhered to in order for CKS to open its doors safely to our school community. Thank you!

Daily School Routine and guidelines on next page.

SCHOOL DAY

Monday through Thursday 8:30 am – 2:30 pm. Distance learning will take place each Friday to allow the school building to be fully cleaned and sanitized.

Drop- Off: 8:00 am. -- 8:20 am

Pick-Up: 2:30 pm. -- 2:50 pm.

**TK students will be on campus Monday through Thursday from 8:30 am. –2:30 pm.
and 8:30 am –12:00 noon on Friday.**

INSTRUCTION

Teachers will continue to teach via Zoom while in their classrooms. This will enable students who are in distance learning to have the same access to teachers' lessons.

LUNCH

All students must bring their own school lunch. There will be **no** hot lunch available to students. Parents **may not** drop off lunch for their children during the day.

AFTER-SCHOOL

There will be **no** after-school available. All students must vacate the school building no later than 3:00 pm. There will be **no** sports or extra-curricular activities after school.

SCHOOL UNIFORM

As we are approaching the end of the school year, it will **not** be necessary to purchase new school uniforms at this time. If, however, your child has a uniform that fits, he/she should wear it. If not, the following dress code dress must be adhered to:

Boys: Navy blue pants or shorts. White/blue/navy collared polo shirt. Black or white shoes.

Girls: Navy blue pants or shorts. White/blue/navy collared polo shirt. Black or white shoes.

Blue/navy skirt or skort.

The school has several items of **used school uniform** for sale at a very reasonable price. Please call the school office at (323) 462-4753 or email ckprincipal@cksla.com to make an appointment to check them out. Thank you!

HYGIENE

Good hygiene and grooming are essential for students returning to CKS. Hair must be neat, and not dyed or bleached. School uniforms, hands, finger nails and personal belongings must be kept very clean. Thank you!