

# PVCS Reopening Plan

Pleasant Valley Christian School



Proverbs 28:1

**2020-2021**

*Planning for a safe return to school that maximizes the educational, social, emotional, physical and spiritual well-being of our students while adapting to the challenges posed by COVID-19.*

25 year member of





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Revision Date: August 23, 2020

## Message from Mrs. Wilson

Our goal at Pleasant Valley Christian School is to provide a challenging, Christ-centered education which encourages our students to achieve their highest potential. We believe that it is essential to nurture and protect each student's physical, emotional, social and spiritual well-being. To this end, we look forward to bringing our PVCS community back together on campus as early as safely possible.

This plan outlines what families can expect once we are allowed to return to in-class learning. It reflects current California Department of Public Health ([CDPH Guidance](#)) and Ventura County Public Health ([VCPH Guidance](#)), as well as ongoing review and assessment of [federal](#) and [county](#) guidelines, plus best practices developed in consultation with school parents, local community groups, health officials, peer schools, and PVCS staff and teachers.

Focusing on providing a continuity of education and support for our students, we look forward to seamlessly transitioning from distance learning to in-class learning. We believe that the in-class learning experience is best for the growth and well-being of our students, and have developed a comprehensive approach to incorporate health and safety measures to mitigate risks while reopening our campus. As always, we welcome your input and questions. Parents of students requiring special attention are encouraged to contact me directly.

We are blessed to be able to leverage both additional indoor and outdoor spaces on our expansive campus, as well as the relatively small size of our student body and student-teacher ratio, to prioritize the health and safety of students and staff on campus. Our small size and private status allows us to be flexible in our approach, and pivot quickly in response to the evolving health landscape and governmental guidelines. Naturally, we will quickly advise you of any revisions to this plan that are made to respond to changing conditions and governmental requirements.

Given that we have a shared goal of safely reopening our school for in-class learning, and remaining open, we encourage families to use wisdom outside of school regarding safeguarding your family's health. The [CDC Back to School checklist](#) for parents and caregivers may be helpful to review. Our leadership team will continue to monitor and assess our plans, the health of our school community, and dynamic conditions in the broader community. We remain agile, prepared to immediately adapt and adjust as needed for the safety of our staff, students and families.

As always, we are grateful to the Lord for His leading and faithfulness in PVCS. We continue to trust in His promise from Psalms 30:8.

*"I will instruct you and teach you in the way you should go;  
I will counsel you and watch over you."*

In Christ-

*Susan Wilson*  
Principal



## **Entrance, Egress, and Movement Within the School**

Once we return to campus, school day start and end times will be staggered. Drop off and pick up will be divided by class group or “cohort” between our two parking lots to minimize student contact. We ask that parents please remain in their cars; staff will help your child get to and from the car so the line can move quickly. 2<sup>nd</sup>, 3<sup>rd</sup>, and 5<sup>th</sup> grades will be dropped off and picked up in the front parking lot off Lantana. Kindergarten, 1<sup>st</sup> grade, 4<sup>th</sup> grade and Middle School will be dropped off and picked up in the back parking lot off Ponderosa. Students will need to wear masks at this time per [CDPH Guidelines](#) since physical distancing is difficult.

Students must be picked up within 15 minutes of dismissal time or they will be taken to daycare.



## **Daily Class Schedule for In-Class Learning**

### **START/END TIMES:**

**Middle School – 8:15am-2:50pm**

**1<sup>st</sup>-5<sup>th</sup> Grades – 8:30am-2:40pm**

**Kindergarten – 8:45am-1:30pm**



## Cohorting

Class sizes have been limited to allow for recommended distancing in classrooms. As always, PVCS has just one class per grade. With few exceptions, each class will remain in the same classroom with the same teacher, and smaller cohorts (12 or fewer students) within each class will be kept together throughout the school day with minimal movement. Drop offs, pick ups, lunch times, recess, and other breaks will be staggered to minimize mingling between classes and cohorts.

Every classroom has its own dedicated entrance and exit to the outside, which will help to avoid the mixing of classes. Daycare before and after school will provide separate areas for each class cohort and maximize distancing.



## Cleaning and Sanitizing

Protecting our students and staff is of utmost importance to us. Our PVCS campus has been deep cleaned and sanitized, and touchless faucets have been installed at all sinks. On a daily basis, each classroom shall be cleaned, sanitized and ventilated thoroughly before and after classes, per CDC sanitation [guidelines](#).

Staff and students are asked to bring disposable or reusable water bottles labeled with their names. Reusable bottles are to be taken home daily and cleaned. School drinking fountains will not be accessible, however a water bottle refilling station will be available.

Shared objects and resources will be limited to the extent possible. Students will provide or be provided their own materials (books, pens, pencils, crayons, etc.). Any shared objects will be thoroughly cleaned and disinfected by dedicated staff after each use, per CDC guidelines. Students' personal belongings are to be taken home each day to be cleaned.

Intensified cleaning protocols and disinfecting of frequently touched surfaces will be implemented throughout the day. These include door handles, light switches, bathroom surfaces, desks, tables, chairs, and other common areas and surfaces. High-touch playground equipment will be off limits to grades 1 - 6 until further notice. Doors will remain open where and when possible, to minimize touch.

Maintenance and other staff responsible for cleaning and sanitizing will be provided approved masks, gloves, and other personal protective gear as needed to perform their duties, and will follow [CDC guidelines](#). Proper ventilation during cleaning is provided by the A/C, and by windows and doors that open to the outside. All cleaning products will comply with [EPA standards](#).



## Face Coverings

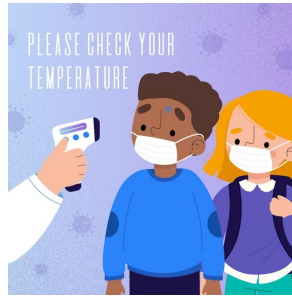
As per Governor Newsom's mandate and the [CDPH guidelines](#), face coverings must be worn on campus by all staff and adults, and students in grades 3-8, unless individually exempt under the current [CDPH guidelines](#). Any parent requesting an exemption for their student for medical reasons must contact plan liaison Rena Kelley in the front office at [rkelley@pvc.school.org](mailto:rkelley@pvc.school.org) or (805) 383-2672.

Face coverings are not required, but are strongly encouraged by the health department (CDPH) for grades K-2.

Students or staff arriving at campus without a face covering will be provided one by the front office before entering the school (unless exempt). Face shields are recommended for staff working with younger children and students with special needs.

It is recommended that students place their masks in a paper bag with their name on it to keep it clean when removed at lunchtime for eating and drinking.

Details on the proper use, removal, and washing of cloth face coverings will be provided to families and staff at Orientation, posted on campus, available at the front office, and available [here](#).



## **Active Health Screenings for Students and Staff**

Further protection of our school community necessitates additional new, daily protocols. At drop-off and prior to being allowed onto campus each morning, all students will have their temperature checked using a no-touch thermometer as they exit their cars. Anyone with a fever of 100.4 or higher (or 99.5 with no-touch temporal or forehead thermometer) or exhibiting any COVID-19 symptoms will be asked to return home and encouraged to be tested for the virus, and will not be allowed to attend in-class learning until symptom-free without medication for 3 days.

Also at drop-off, parents and/or students must declare that the student has been free from the following symptoms within the previous 24 hours without the use of medicine: fever at or above 100.4, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, fatigue, muscle pain or body aches, headache, sore throat, congestion or runny nose, nausea or vomiting, diarrhea, new loss of taste or smell.

As a further preventative measure, parents are encouraged to health screen their student(s) for temperature and symptoms prior to leaving home.

Staff will be asked to self-screen before coming to campus. They will be temperature and symptom checked every morning as they arrive on campus and subject to the same symptom-free requirements before returning to in-class teaching.

Any students exhibiting COVID-19 or other infectious disease symptoms during the day will be sent immediately to a designated isolation area, where they will be cared for by staff until a parent or designated caregiver arrives to transport them home or to a health facility.

Staff will conduct visual wellness checks of students and self-monitor their own wellness throughout the school day.



## Healthy Hygiene Practices

Our staff will reinforce important hygiene protocols to reduce the transmission of viruses, per [CDC recommendations](#).

Touchless faucets have been installed in all of the sink areas, with two additional sinks added outside to help minimize waiting. Staff will teach, model, and reinforce proper handwashing, and incorporate the washing and/or sanitizing of hands into class routines including before and after eating, after being outside, and before and after using the restroom. Hand sanitizing stations will be added throughout the campus and in all of the classrooms. Reinforcing [proper hygiene](#) at home is also wise.

Tissues will be available to cover any coughs and sneezes; students will be reminded to cover with a tissue or elbow sleeve and turn away from others, and immediately wash or sanitize their hands. Adequate supplies to support healthy hygiene behaviors will be on hand throughout the year.



## Physical Distancing

PVCS has taken advantage of its unique opportunity to expand into additional buildings and areas on our campus to facilitate physical distancing, and comply with health guidelines. Class sizes have been limited based on classroom square footage and distancing requirements, with the added benefit of more personalized attention.

Classroom layouts will be arranged to maintain physical distancing as much as reasonably possible, with a minimum of 6' between desks or tables. Where necessary, clear barriers will be installed to ensure optimum protection. Student desks will face in the same direction to minimize student



face-to-face contact. Class routines have been developed to minimize contact between teacher and students, and to avoid congregations of students; for example, turning in homework or accessing restrooms.

Classes will alternate between indoor and outdoor spaces for instruction throughout the day, utilizing our expansive campus. Additional indoor spaces will be utilized to maximize physical distancing opportunities.

All classrooms have individual, dedicated air conditioning/heating units as well as outside doors and opening windows to allow for fresh air ventilation and circulation. No classrooms share circulated air with another room.

Hallways will be marked with one-way arrows and directional distancing will be maintained as much as possible. Following recommendations from the CDPH, lockers will not currently be used by Middle School students, in order to avoid congestion in the hallways. Staff will be asked to practice physical distancing at all times when on campus.

Students will be able to enjoy eating together outdoors in our “beach towel” lunch area, weather permitting. We want to provide for much needed social interaction while using additional outdoor space for proper distancing. Students will be asked to bring a clean beach-sized towel from home each day. We will continue to offer our lunch program 5 days a week. Lunches will be prepared following strict safety protocols, individually plated or boxed, and will be available for pickup in the outdoor lunch area. As always, students will have the option of bringing a lunch prepared at home. We will continue to have three staggered lunch periods to minimize mixing of cohorts as well as designated areas for each class. Lunch will be in-class with social distancing on inclement weather days. Students are not to share or give away food.

Any parent or non-student needing to be on campus for any reason must go directly to the office to be aided by office staff. A protective, transparent, physical barrier has been installed in the front office where face-to-face contact occurs.

No group other than the Pleasant Valley Bible Church will be allowed to utilize any part of our campus, and strict sanitation protocols will be followed. To protect staff, meetings will be held virtually, or will follow distancing protocols and held outside whenever possible.



## Sports, Music and Events

Athletics, music and special events have always been an integral part of our shared experience at PVCS. However, for the time being, these activities must be modified or restricted for health and safety reasons. Per the [CDPH Guidance on Youth Sports](#): “The guidance does not permit team competition, but does allow for individual or team physical conditioning and training and physical education where physical distancing can be maintained and ideally outdoors. Indoor physical conditioning and training is allowed only in counties where gyms and fitness centers are allowed to operate indoors”.

Also per [CDPH Schools Guidance FAQs](#): “Activities where there is increased likelihood for transmission from contaminated exhaled droplets—such as singing, yelling, chanting, blowing wind instruments—are not permitted at this time.. As such, our music program will be modified to comply with these guidelines”.

Pleasant Valley Christian School has always enjoyed a great deal of parent involvement, special guests, and extraordinary school events. Unfortunately, at this time, we are not permitted to have non-essential visitors or volunteers on campus, or to hold group events. We eagerly anticipate the time when we can safely function fully as a “school family” again. In the meantime, we will continue to be creative in providing enrichment through virtual events and other safe opportunities to nurture and strengthen our cherished school community.



## Staff Training and Family Education

This Reopening Plan will be discussed at Orientation, and will remain posted on the PVCS website [www.http://pvcschool.org](http://pvcschool.org) and on class Shutterfly site pages, and will be updated as needed. Printed copies will also be available at the front office, and mailed or emailed on request. For

copies or clarification, please contact Mrs. Kelley, the Plan liaison, at [rkelley@pvcschool.org](mailto:rkelley@pvcschool.org) or (805) 383-2672.

Staff training will include: enhanced sanitation procedures, health screening practices and symptom identification, proper use of face coverings, how COVID-19 is spread and preventative measures, safety and health protocols described in this plan, and labor laws. Staff will instruct students in these areas, and additional, useful information may be found at the links listed at the end of this document.

Detailed information on healthy hygiene and face coverings are available [here](#) and [here](#), and details on how the school will be cleaned and sanitized is [here](#). Printed handouts will be provided in Orientation packets, posted on campus, and available from the front office on request.

Families are encouraged to prayerfully review relevant information, including that which is referenced in this document, and contact staff with any questions, concerns, or ideas as we navigate this new territory together.



## **Cases, Contacts, and Communication**

The actions that staff will take if there is a confirmed case in our school community testing positive are detailed in the CDPH table that follows this section. Protecting our students, staff and families while minimizing distress is our priority.

PVCS will abide by HIPAA and FERPA rules of privacy for all students and staff. If the campus experiences an exposure, we will consult and comply with our local health agency, VCPH, and receive guidance on steps to move forward.

School leadership will communicate with students, staff and parents regularly via email regarding any cases and exposures at the school, and any other timely updates. We anticipate an increase in absences as we will be instructing anyone who experiences or exhibits any potential symptoms or has been exposed, to remain at home. Students will not be penalized for missing school and teachers will be able to keep them up to date remotely until they are able to return to campus.

For the protection of our school community, staff will monitor daily absences and verify symptoms of illness. Our school liaison will contact VCPH, if and when required. Please reference the following table from the CDPH for steps that will be taken if a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19.

	<b>Student or Staff with:</b>	<b>Action</b>	<b>Communication</b>
1	COVID-19 Symptoms: Fever, cough, loss of taste or smell, difficulty breathing, fatigue, chills, muscle pain, headache, sore throat, congestion or runny nose, nausea, vomiting or diarrhea	<ul style="list-style-type: none"> <li>- Send home</li> <li>- Recommend testing (If positive, see #3, if negative see #4)</li> <li>- <b>School/classroom will remain open</b></li> </ul>	No Action Needed
2	Close contact (<6 feet away for >15 minutes) with a confirmed COVID-19 case	<ul style="list-style-type: none"> <li>- Send home</li> <li>- Quarantine for 14 days from last exposure</li> <li>- Recommend testing (but will not shorten 14-day quarantine)</li> <li>- <b>School/classroom remain open</b></li> </ul>	Consider school community notification of a known contact
3	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> <li>- Notify local public health dept.</li> <li>- Isolate case and exclude from school for 10 days from symptom onset or test date</li> <li>- Identify contacts, quarantine and exclude exposed contacts or entire cohort for 14 days after the last date the case was present at school while infectious</li> <li>- Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten the 14-day quarantine)</li> <li>- Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>- <b>School remains open</b></li> </ul>	School community notification of a known case
4	Tests negative after symptoms	<ul style="list-style-type: none"> <li>- May return to school 3 days after symptoms resolve</li> <li>- Recommend medical masks</li> <li>- Recommend retesting at 7 days</li> <li>- <b>School/classroom remain open</b></li> </ul>	Consider school community notification if prior awareness of testing



## Testing Protocols

To ensure the safety of students and staff, anyone experiencing or exhibiting symptoms of COVID-19 will be strongly encouraged to be rapidly tested, and to remain at home until test results become available (please see chart above). PVCS will comply with any required surveillance testing, and will monitor the broader community's health. Families and staff may contact their personal health provider(s) for guidance on testing, or access free, local testing at these sites: [Ventura County COVID-19 Testing](#).

PVCS will comply with the CDPH Guidelines that recommend “schools shall test staff periodically, as testing capacity permits and as practicable. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.”



## Triggers for Switching to Distance Learning

Although our hope has been to be fully operational on campus for the 2020-2021 school year, we are currently under a mandate to begin with distance learning until our county is off of the state watch list for 14 days. However, we are fully prepared to teach in-class or remotely, and we are able to transition seamlessly at any time.

Once reopened, we will need to continue to follow the then-current CDPH and VCPH guidelines and endeavor to remain open. [Current guidance](#) is: “Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school.”

Any decision to close a portion or all of the entire school will be made in consultation with the VCPH. If, for any reason, our school is required to close for any length of time, we will transition without interruption back to distance learning, and review any procedural or other adjustments that may be made to allow us to return as quickly as possible to in-class learning on campus.

PVCS distance learning will be robust, rigorous, and engaging, whether prior to reopening and/or in the case of subsequent partial (student cohorts isolating at home), or complete closure:

- continuity of instruction
- live, daily instruction with classes and teachers
- individualized care through tracking of student progress
- regular, virtual teacher and staff office hours to facilitate student engagement
- collaborative, engaging structure and culture of support



## **Final Note**

We are grateful to report that as of this writing, Ventura County is making excellent progress towards moving off the county watch list, which would allow PVCS to reopen 14 days hence. If a waiver option or additional opportunity for the school to safely reopen sooner becomes available, we will consider the associated risks to our school community and move forward accordingly. Again, it is our hope to reopen our school as soon as it may safely be done, and reconnect in person with our treasured school families.

**Additional, useful information may be found at these links:**

[Ventura County Coronavirus Information](#)

[CDPH: COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year](#)

[Cal/OSHA COVID-19 General Checklist for Schools and School-Based Programs](#)

[CDC Statement on The Importance of Reopening American’s Schools this Fall](#)

[American Academy of Pediatrics : “Educators and Superintendents Urge a Safe Return to School This Fall” \(July 10, 2020\)](#)

[A Guidebook for the Safe Reopening of California's Public Schools](#)  
[Stronger Together - Health Services & School Nursing \(CA Dept of Education\)](#)

[CDPH: COVID-19 Industry Guidance for Schools and School-Based Programs](#)

[Ventura County Emergency](#)

[CDC: Guidance for Schools and Childcare](#)

[CDPH: Guidance for the Use of Face Coverings \(Revised June 29, 2020\)](#)

[Operating Schools During COVID-19](#)

[How to Protect Yourself and Others](#)

[Stop the Spread of Germs](#)

[How to Safely Wear and Take Off a Mask](#)

[CDPH Guidance on Youth Sports](#)

[Ventura County COVID-19 Testing](#)