



At San Diego Center for Children Academy (SDCCA), we place the health and well-being of all of our students and staff as a priority. We recognize the implications of this pandemic in all of its many facets and are aware of the concerns and wishes of our Academy students and families. We have created a flexible plan that will support a quality educational experience for all students. While it is impossible to eliminate all potential health risks associated with COVID-19 entirely, we are implementing a plan that takes these considerations into account based on CDC and County Public Health Guidelines and San Diego County Office of Education. At any time, per state and county mandates, our plan also provides the flexibility for us to adjust if conditions related to COVID-19 change.

CAMPUS ADJUSTMENTS

Visitors

- In order to minimize risk, non-essential visitors will not be permitted on campus unless a pre-approved appointment is scheduled.
- All visitors are required to pass a wellness screening and wear face coverings while on campus.

Individualized Educations Plan (IEP) Meetings

- IEP meetings will continue to be held virtually.
- If needed, IEP meetings will be held during the Fall 2020 Semester to make any necessary adjustments to services or accommodations due to the COVID-19 pandemic. We continue to monitor direction from the California Department of Education to ensure our students IEP's are documented in the appropriate way.

Off Campus Instruction and Trips

- Field trips will be temporarily suspended until further notice. They may be reinstated once the county mandates that community locations are safe to occupy.
- In the meantime, virtual field trips are encouraged for all classes, when appropriate.
- Off campus jobs and community-based instruction will also be temporarily suspended. Skills typically targeted in the community setting will be modified for continued education virtually and on the school campus.

Physical Space

- Floor markings will be placed throughout the campus to provide social distancing guides and help create one-way flow of traffic in heavily populated areas.
- Plexiglass barriers will be constructed in areas of high traffic, such as the front office, as deemed appropriate.

- Plexiglass barriers will also be in place in certain desks in classrooms and office areas, where deemed appropriate.
- Outdoor spaces will be utilized for instruction and other individualized services including DIS services, (SLP, counseling, OT, transition) as often and safely as appropriate.
- When possible, windows will be kept open in classrooms and offices to allow increased flow of fresh air.
- Drinking fountain use will be suspended. Students will be assigned a water bottle to utilize throughout the day. We request that students continue to leave personal water bottles at home.

Mealtime Protocols

- Breakfast and Lunch will be served on a rotation for each cohort in order to prevent large groups of students congregating.
- Prior to eating snack or lunch, students will follow the guidelines for hand washing and will place their mask in a paper bag with their name on it.
- Lunch will be served in individualized containers for students who receive meals at school.
- For students who bring their own lunch to school, lunch bags/containers will be stored in a designated space.

Adjustments to the Scheduled Academic Day

- The school hours will be adjusted for the 2020-2021 school year in response to the many accommodations and safety precautions needed to support students and staff.
- **The schedule for both in-person and virtual learning during school days is as follows:**
 - **Elementary & Middle School: 9:00 am - 1:30 pm**
 - **High School: 8:45 am - 1:30 pm**

INSTRUCTION DELIVERY

Virtual Instruction Delivery

- Based on feedback from students and caregivers, several new curriculum models and platforms will be implemented in order to provide an equitable education during virtual learning.
- Prior to the start of the 2020-2021 school year, staff received additional training on best practices in virtual learning strategies and technology, including in depth navigation of Google Classroom (GSuite), use of screen-capture technology and recorded lessons (Screencastify), incorporation of existing online resources, and enhancing communication strategies with families and caregivers.
- Staff will continue to utilize our technology-based educational programs, such as Acellus, GSuite and extensions, Discovery Science, Brain Pop, Read Works, Newsela, CNN10, PBS NewsHour, TEDEd, Flipgrid, and more.
- Due to the ongoing pandemic and safety protocol from the CDPH and CDE we will continue to offer and provide virtual learning options for all students who are accessing school virtually (synchronous and asynchronous).

- Students will have access to daily live interaction with teachers, instructional assistants, and their peers. Students will receive links to their LIVE Google Classroom via their student Academy emails.
- Students will continue to receive designated instructional services as outlined in their IEPs.

Necessary Education Topics for Students

- Students will be educated on several aspects of COVID-19 including:
 - Risks of the virus
 - Proper hand washing and face covering protocols
 - The impact of the virus on different people
 - Importance of their role in keeping our school community safe
- At the onset of the Fall 2020-2021 semester, all students will be instructed in online expectations and strategies for being a successful online learner via SDCCA's Digital Learning Agreement.
- We will continue to educate and model important online/digital strategies and learning tools to increase the awareness of digital competency for all our students.

Peer Interaction Opportunities

- Students will be given an increased opportunity for peer interactions, including regular:
 - Classroom Circles
 - Social Skills classes
 - Whole class discussions
 - Counseling groups
 - Music groups
 - Special events such as talent shows, Blues Thursday, assemblies, etc.
 - Staff monitored virtual hang out times

On-Campus Learning Plan

The health and safety of our students and staff will continue to be our top priority. Our on-campus learning will be implemented in phases in order to ensure we are able to continue to follow all health and safety guidelines. Movement between the phases will be based on our school's ability to safely return to campus, along with the current re-opening and safety standards of San Diego county and local school districts.

Our Phase 3 will start with returning our community students to campus two days per week. The other three days those students will continue in virtual learning. The two days per week will be broken up between elementary/middle classrooms on the same two days and the high school classrooms on two different days. In addition, we will schedule the two days on campus to be spread out during the week. For instance, our elementary and middle school students will return on Mondays and Thursdays. The days in between will allow for monitoring of symptoms for both staff and students as well as thorough disinfecting of classrooms. High school classrooms will return on Tuesdays and Fridays.

Community Students = all students who reside in a home with parents, caregivers, guardians

Residential Students (RTC) = all students who reside on-campus in the SDCC Residential program

Phases	When Initiated	Virtual Learning	On Campus In-Person Instruction
Phase 1	At any time and effective immediately based on county guidance (Phase 1 can be reinstated even after Phase 5 based on county guidelines and mandates)	All Students	None
Phase 2	Per County and State mandates	<u>Community students</u> 5 days a week (Monday – Friday)	<u>Residential Treatment Center (RTC) students</u> 5 days a week (Monday – Friday)
Phase 3	2 weeks prior notice will be given	<u>Community students</u> 3 days a week Elementary/Middle School: Tuesday, Wednesday, Friday High School: Monday, Wednesday, Thursday	<u>RTC students</u> 5 days a week (Monday – Friday) <u>Community students</u> 2 days a week Elementary/Middle School: Monday & Thursday High School: Tuesday & Friday
Phase 4	2 weeks prior notice will be given	<u>Community students</u> 2 days a week Days of the week to be determined	<u>RTC students</u> 5 days a week (Monday – Friday) <u>Community students</u> 3 days a week Additional 3 rd day of the week to be determined
Phase 5	2 weeks prior notice will be given	As needed	All RTC and Community Students

Grading and Lessons

Lesson plans will be designed for a seamless transition between virtual and in-person instruction. Students will be graded on daily participation and assignments completed, either during synchronous learning or turned in after independent work time.

SDCCA will retain its high standards and rigor in educating your students, while taking into consideration the difficulties of online teaching and learning. We will be using a standard grading model with supports and individual attention in place, for each student.

HEALTH AND SAFETY

Health and Wellness

Buses and Arrival

- Individual school districts will determine the busing protocol for students in their district.
- Once on campus instruction resumes, caregivers who prefer to drive their student to campus themselves will be allowed to do so. Parents will be instructed to drop their student off at a predetermined area and will not be allowed to enter campus without prior authorization.
- Campus entry points will be designated and managed to allow for appropriate physical distancing.

Daily Screening Protocols

- All staff and students will be screened prior to entering the school campus.
 - Screening will include a temperature check and a series of symptom screening questions.
- Additional screening will take place throughout the day if an individual becomes symptomatic.

Protocol if an Individual is Exhibiting Symptoms of COVID-19

- If a staff member has a temperature of 100° or higher and/or reports any symptoms, they will be asked to leave campus immediately.
- If a student has a temperature of 100° or higher and/or shows any symptoms, the student will be relocated to a designated isolation area away from others and the student's caregiver will be notified to retrieve the student from school immediately.
- Students and staff will be advised to consult with a health care provider if COVID-19 is suspected and will be given information on symptoms to watch for as well as criteria for safely returning to campus.
- If the individual is believed to be exhibiting symptoms based on a manifestation of a previously documented chronic condition (such as asthma), a Doctor's note is required prior to the individual returning to campus. A signed note from a licensed MD/DO/NP/PA (who manages that condition) must: confirm the chronic diagnosis (i.e., cites labs, date-of record when diagnosed); include provider's contact information; explain how symptoms are unrelated to COVID-19; and be accompanied by signed consent for school to interact with MD/DO/NP/PA.
- In accordance with San Diego County Office of Education (SDCOE), an individual who is exhibiting any COVID-19 symptoms and does not receive a PCR COVID-19 viral test, will be

required to stay home for at least 10 days. The individual may return when: (a) 24 hours without fever (without the use of medications) and (b) symptoms are improving AND (c) at least 10 days from symptom onset.

- If the individual exhibiting symptoms receives a PCR COVID-19 viral test and the test is *negative*, the individual may show proof of the negative test to return to campus 72 hours after symptoms resolve without the use of medications.
- If the individual exhibiting symptoms receives a PCR COVID-19 viral test and the test is *positive*, additional protocols will be implemented. See section below.
- A visual flow chart of these criteria can be found on the Fever / COVID-19 Symptom Decision Tree located at sandiegocounty.gov.

Protocol if an Individual on Campus Tests Positive for COVID-19

- In the event an individual tests positive for COVID-19, the individual and all students and staff in the individual's cohort (see below) will be placed on home quarantine for at least 14 days or until they have been cleared by a health professional and based on the current CDC (Centers for Disease Control) and California Department of Public Health (CDPH) guidelines.
- Any other individuals that have been determined to have been in close contact with the COVID-19 positive individual will be contacted and instructed to quarantine for 14 days as well.
- All individuals under home quarantine will be encouraged to monitor their symptoms and to seek medical attention if COVID-19 is suspected.
- SDCCA will follow all local reporting guidelines and report the COVID-19 case to the County Health Department at 1-888-950-9905.
- Individuals who have been placed on home quarantine will be screened virtually following the 14-day period prior to being cleared to return to campus.
 - If the individual *exhibited any COVID-19 symptoms* during the home quarantine, they will be permitted to return to campus if: (a) the individual's cohort has passed the 14-day quarantine window, and has been cleared to return to campus based on public health mandates and SDCCA protocols (b) 24 hours without fever (without the use of medications), (c) symptoms are improving AND (d) at least 10 days from symptom onset.
 - If the individual *did not exhibit any COVID-19 symptoms* during the home quarantine, they will be permitted to return to campus if: (a) the individual's cohort has passed the 14-day quarantine window, and has been cleared to return to campus based on public health mandates and SDCCA protocols and (b) the individual remains symptom free.
- All students who require off campus participation will continue to receive virtual instruction with access to their teacher and service providers.
- The individual's primary office or classroom will be closed for thorough disinfecting and cleaning.
- Based on up to date SDCOE and San Diego County Public Health (SDCPH) department criteria we will determine if more than one cohort in a specific situation will be required to quarantine.

Safety Protocols for Students and Staff on Campus

Student Cohort Groups

- Students will be placed in a stable cohort of no more than 14 students and two staff to the extent possible in order to limit exposure to the larger SDCCA student and staff population.

- Students will remain with their assigned cohort throughout the day, including attending academic classes, group counseling, lunch and recess, and extra electives such as music.
- Cohort groups will be determined by a student's age, grade, and programming needs.
- The programming for high school students may differ based on the needs and academic classes each student is assigned.
- Staff will also be assigned to specific cohorts to limit the exposure to the larger student population.

Physical Distancing

- Students will be instructed to maintain 6-feet between themselves and others throughout the day. Several reinforcement and teaching strategies will be introduced to assist in the success of this protocol.
- Student workspaces will be arranged to provide increased space between students.
- Group activities will primarily take place within each cohort and school wide activities (such as assemblies) will be in an outside space to ensure physical distancing can be maintained.
- When appropriate and feasible, small group activities will take place in outdoor areas.
- School supplies and other instructional materials, including Chromebooks and headphones, will be assigned to individual students to limit sharing between students. In the event a student utilizes an object shared by others, the object will be sanitized prior to other students having access to it.

Personal Protective Measures

- Per California Department of Public Health and California Department of Education guidance, all staff are required to wear a face covering while on campus.
- Some teachers and other service providers in specific circumstances may use face shields, which enable students to see their facial expressions and to avoid potential barriers to phonological instruction.
- Per recent CDE and state guidelines, all students grade 2 and above will be required to wear school appropriate face coverings while on campus. Face coverings for students in grades K and 1 are optional but encouraged. In the event the student has been given formal exemption through the IEP process, other precautions/expectations will be put in place to ensure safety of the school community.
 - Regardless of a student's initial response to wearing a face covering, exposure to and practice with wearing these coverings will continue to be presented, taught, and reinforced in order to allow the greatest access to their community possible.
- Students will be required to wash their hands frequently throughout the day and will be instructed on sanitizing their personal work area.
- Hand sanitizer will be available throughout campus as a quick alternative to washing hands when time does not permit.
- Per most recent CDPH guidelines, staff will participate in regular COVID testing every other month. At a minimum, 50% of the school staff will be tested one month and then the other 50% will be tested the following month.
- SDCCA will document all staff and student interactions in order to conduct contact tracing and track potential exposure, as necessary.

- Students will be asked to bring only necessary personal belongings (such as jackets, lunch/snack, personal hygiene products) to campus. All personal belongings will be stored in individual containers/cubbies during the school day to minimize cross contamination.
 - All personal belongings brought to campus will need to be taken home each day to be disinfected and sanitized.
 - All school supplies will be provided at school.

Mental Health Considerations

- SDCCA staff will participate in on-going training regarding how to best meet the mental health needs of all students, condition-specific interventions, addressing social needs through a time of virtual learning, and navigating academic-related frustrations.
- We understand that our students' mental health is affected by the COVID-19 pandemic and the ever-changing repercussions of it. In addition to the robust training staff already receive on social emotional learning and trauma informed care, staff will also receive more detailed training on conducting mental health needs assessments in a virtual format, impacts of the pandemic on our youth, and cultural competency as it relates to our current social climate.
- Therapists will continue to be available throughout the week and will continue to provide group and individual counseling for each student on a weekly basis and as outlined in their IEP.
- For parents and caregivers, the Academy's Therapists are available to all via email at academytherapy@centerforchildren.org. In addition, information will be shared about parent and caregiver support groups as well as information/psychoeducation sessions will be offered, focusing on topics that are relevant and needed based on feedback and suggestions from our families.
- Virtual parent and caregiver support groups will be offered and facilitated by our therapists.

Behavior Considerations

- Given the significant impact on our ability to provide behavior interventions during virtual learning, staff will continue to be trained on various evidence-based techniques for the virtual format.
- Staff will be trained on technology-related interventions available to responding to behavioral challenges, such as muting student or arranging to meet individually with the student in a separate room.
- Staff will be available to consult with caregivers as behavioral difficulties related to school arise in the home setting.
- Education and awareness of the seriousness of COVID-19 will be integrated into the school community. Staff will pre-teach expectations, model expected behavior, and reinforce students who are demonstrating appropriate behaviors. Any bullying, intimidation, harassment, or threats of any kind or in relation to COVID-19 will be responded to promptly and thoroughly.
- All caregivers will be encouraged to continue to communicate with their student's classroom teacher and IEP team regarding any significant behavioral concerns.

Cleaning and Disinfecting

- Frequently touched surfaces will be cleaned and disinfected throughout the day, such as door handles, chairs, desks, and countertops.
- Thorough cleaning will take place each evening by the Center's professional cleaning service.

- In the event an individual tests positive for COVID-19, their classroom or office will be closed until a thorough disinfection of the area can take place.

Considerations for Partial or Total Physical Closures

- In consultation with local public health officials, school districts may need to close based on community or school-based infection rates. Due to the fact we contract with 30+ districts in the San Diego area we may need to partially or fully close based on a specific district's guidance.
- Any plan for partial or total school closure will be communicated to parents, teachers, staff, and the community as soon as possible.
- A plan for the continuity of virtual education will be put in place for all our students for any partial or total closures.