



Woodland Christian School

COVID-19 Safety Plan

Mission Statement

Woodland Christian School (“WCS”) exists by God’s grace and for His glory to educate and prepare students for college and Christian life. By faith in Christ, our students, parents, and staff can change the world.

Disclaimer

There is no way for WCS to completely eliminate the risk of anyone contracting COVID-19 while working or participating in school activities. WCS will strive to reduce risk as much as practical while still being able to accomplish our mission.

Any plans or services provided by WCS are subject to change depending on local, state, and federal guidelines.

Background

In addition to an off-site preschool, WCS is comprised of three schools (elementary, middle, and high school) on a 26-acre parcel at 1787 Matmor Road, Woodland, CA 95776. Generally, students from one school do not interact with students from another school during the school day.

Surveys and email communications regarding our desire to reopen were sent to school families and all staff members between March and July 2020.

WCS’s application to provide on-site instruction (K-6) was approved by Yolo County Department of Public Health on September 3, 2020. On-site instruction for these grades started on September 8, 2020.

After being in the red tier for two weeks, grades 7-12 were allowed to begin on-site instruction on October 13, 2020. Since that time, WCS has been providing on-site instruction and distance learning for our students.

WCS continues to work in partnership with the Yolo County Health Department so that we can provide on-site instruction for our school families.

Health Department Contact Information

The WCS Administrator is the primary person responsible for the operations of WCS, including compliance with this plan. Each school principal or site leader is empowered to contact the Health Department in the event there is a question about or report of a positive COVID-19 case.

Stable Groups

WCS will make every effort to keep students in stable groups to help prevent the spread of COVID-19. Our ability to accomplish this changes depending on whether they attend our elementary school, middle school, or high school.

Teachers, aides, and school leaders are responsible for ensuring that students stay in stable groups as much as practical.

Elementary School

- Each class (K-5) will be considered a stable group.
- Students will be required to sit in the same seat each day and are required to face forward during class.
- Groups will have designated play areas to reduce contact with other groups and will have designated times for restroom breaks.
- Staff will ensure students do not exceed restroom capacity, based upon the number of urinals/stalls.
- Students will eat together as a stable group.

Middle School

- Grades 6-8 will be placed into stable groups (“pods”).
- Students will be required to sit in the same seat each day and are required to face forward during class.
- Pods will be maintained during breaks and lunch.

High School

- Students are required to sit in the same seat during class rotations.

Entrance, Egress, and Movement

WCS does not have interior hallways that connect classrooms. In most cases, students are dropped off from a vehicle and walk onto our campus (see discussion on screening, *infra*). Students moving to play areas or traveling to different classrooms/areas must walk outside.

Elementary School

- Parents can drop off their students from the car. The student will then walk to an outdoor gate where they are greeted and screened by a staff member. The student will then walk to the classroom.
- Parents can also walk their student to the classroom. The student(s) and parent will be screened at the gate near the office before being allowed to walk into the campus for drop off.

- After school, groups are led by the teacher to an assigned outdoor area where they are released to parents waiting in cars. Parents can also elect to walk to the classroom to pick up their student.

Middle School

- Students are typically dropped off by parents in our carpool line and walk to our main gate for screening.
- After school, students are released (outside) and walk to their parent's car for pickup.

High School

- Students are either dropped off by parents or drive themselves to school, where they walk to a main gate for screening or the main office for screening.
- After school, students are released (outside), where they walk to their car or are picked up by their parents.

Face Coverings and PPP

All students and staff, unless exempted, must wear a face covering in accordance with [CDPH guidance](#). Face coverings are available in each school office for anyone who needs one. Anyone with an exemption must wear a non-restrictive alternative such as a face shield with a drape on the bottom edge.

All staff who work in food services are required to wear gloves when preparing/serving food.

Health Screening for Students and Staff

WCS promotes personal responsibility when it comes to the health and safety of our campus. Those with preexisting medical conditions that make them more vulnerable to COVID-19 should not be present at school.

Staff and parents (on behalf of their children) are regularly directed to assess themselves for COVID-19 symptoms each day before coming to school. [COVID-19 symptoms](#) may include:

- Fever
- Cough
- Chills
- Loss of taste/smell
- Sore throat
- Congestion/runny nose

Staff, students, and visitors must stay home if/when they are sick. Every staff, student, or visitor will be screened each day before coming onto campus, including visual indicators that someone may have COVID-19 symptoms and temperature checks. In the event someone has apparent COVID-19 symptoms or a fever of 100.4 or greater, he/she will not be admitted into the school.

Students or staff members who become ill while on campus will be isolated and sent home. WCS has isolation rooms next to each school office.

Healthy Hygiene Practices

Staff and students are encouraged and reminded to wash their hands regularly. WCS has several hand-washing stations available for use. Hand sanitizer dispensers are installed at the entrances to each school and in each classroom/office area.

Every office and classroom is sprayed with disinfectant each night.

The school has installed water bottle filling stations and has directed that all students come to school with refillable water bottles.



Identification and Tracing of Contacts

WCS requires staff members and parents of students to notify us if they test positive for COVID-19 or are subject to quarantine as a result of being in close contact with someone who has tested positive for COVID-19.

If WCS is notified that a staff member or student has tested positive for COVID-19 and that staff member/student may have exposed other students or staff members during the course of school activities, we will do the following:

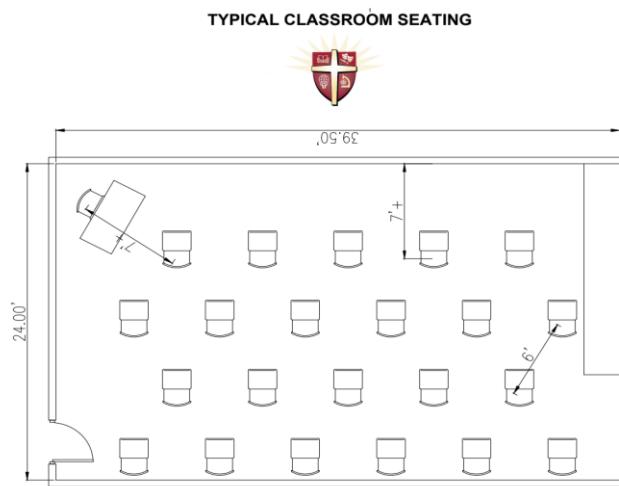
- Immediately isolate the person if they are on campus and send them home;
- Immediately notify the WCS Administrator or his designee;
- Immediately notify the Yolo County Health Department;

- Identify close contacts and provide the Health Department with a line/contact list; and
- Exclude all close contacts.

Physical Distancing

WCS has implemented the following to promote physical distancing:

- Plexiglass has been installed in all our school offices where there is contact between staff and visitors.
- All student desks have been aligned to face forward and have been moved to create as much distance as possible (4-6 feet).
- Markings have been placed in front of our offices to indicate 6 feet of distance for people who are waiting.



Staff Training and Family Education

Prior to opening for on-site instruction, WCS distributed information from the CDC to all of our school families and staff regarding the following information:

- Preventing the spread of COVID-19
- Proper hand washing
- COVID-19 prevention tips
- COVID-19 self-screening
- Proper care of face coverings

We have also sent numerous reminders via email that staff and students should:

- Wear their mask
- Maintain as much social distance as possible
- Stay home when sick
- Wash their hands often

Parents and staff members will also have access to this document via our website.

Testing

Testing of staff and students is encouraged but voluntary. Those wanting to get tested are encouraged to access testing through their healthcare provider or any of the free testing sites in Yolo County. WCS provides information about free testing options upon request.

In the event a staff member or student suspects that they have symptoms or been exposed to COVID-19, they are excluded from WCS until they receive negative results.

Identifying and Reporting Cases

As stated earlier, WCS will notify the Health Department if WCS learns that a staff member or student has tested positive and possibly exposed others at school or at WCS-related activities. WCS will also conduct close-contact tracing and provide the Health Department with all known close contacts.

Communication Plans

WCS values the trust that parents place in us by sending their children to our school. It is important that we communicate clearly and often when it comes to issues of safety on our campus.

Student/Staff	Action	Communication
COVID-19 symptoms per CDC Symptomatic Screening	<ul style="list-style-type: none">Send home if at school or stay homeProvide COVID-19 testing options and recommend testing at student/parent discretionSchool remains open	<ul style="list-style-type: none">Communicate with the student and his/her family
Close contact* with someone who has tested positive for COVID-19 case	<ul style="list-style-type: none">Send home if at school or stay homeExclude from school for 10 days from last exposure per CDPH quarantine guidelinesProvide COVID-19 testing options and recommend testing at student/parent discretionSchool remains open	<ul style="list-style-type: none">E-mail notification to the parent(s) of every student at the school and/or class(es) that may have had contact with the close contact

Confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify Health Department • Exclude positive student/staff from school for 10 days from symptom onset date or 10 days from specimen collection date (if asymptomatic) • Identify close contacts and exclude them from school, as stated above* • Provide COVID-19 testing options and recommend testing at student/parent discretion • Additional disinfectant cleaning of rooms connected to positive case • School remains open 	<ul style="list-style-type: none"> • Schoolwide e-mail alert about positive case when the confirmed case may have exposed students or staff on campus • Specific e-mail notification to stable group or individual school
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* A close contact is defined as someone who is within 6 feet of a positive case for more than 15 minutes cumulative within a 24-hour period, regardless of face coverings.

** In some cases, it may be necessary to exclude the entire stable group.

In the event of an outbreak of COVID-19 within one of our schools, WCS will work in partnership with the health department to determine whether a section/group/pod of the school or the entire school should shift to distance learning for 14 days (see [CDPH School Guidance](#)).

Date: _____

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: Woodland Christian School

Number of schools: 1

Enrollment: 912

Superintendent (or equivalent) Name: Matt Diehl

Address: 1787 Matmor Road

Woodland, CA 95776

Phone Number: 530-404-8800

Email: mdiehl@woodlandchristian.

Date of proposed reopening:
02/03/2021

County: Yolo

Grade Level (check all that apply)

TK 2nd 5th 8th 11th

K 3rd 6th 9th 12th

1st 4th 7th 10th

Type of LEA: Private Chritsian School

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier and not yet open, materials must additionally be submitted to your local health officer (LHO) and the State School Safety Team prior to reopening, per the [Guidance on Schools](#).

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate >=25/100,000 individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

I, Matt Diehl, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,