

REOPENING PLANS

COVID-19 Safety Plan

NP³ Elementary School

NP³ Middle School

NP³ High School



Introduction

We have created this plan to aid in navigating the reopening of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to our schools. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control, California Department of Public Health, the Sacramento County Office of Education and Sacramento County Public Health. The information contained within this document is current as of January 31, 2021. Updates and revisions may be made to this plan as final preparations are made and as guidance from applicable federal, state, and local agencies is provided. NP³ will only open schools for in person instruction when it is safe to do so, and will follow all state requirements.

Sacramento County's adjusted case rate dropped below 25 per 100,000 on February 9, 2021. As a result, NP³ is now able to open its elementary school. NP³ will take a phased approach as we gradually reopen. Our goal is to welcome Kindergarten, 1st and 2nd graders back on March 8, 2021. They will attend for two weeks. We will then observe our two-week Spring Break. On April 5, 2021, we will add 3rd, 4th and 5th graders to campus. Our middle and high school campuses will not reopen for in-person instruction until Sacramento County returns to the Red Tier.

As we plan for the return to our physical campuses in the Spring of 2021, we want to provide our families with information regarding the health and safety measures we are taking to protect our students, families and staff. As we develop our plan, our priorities are:

Safety

Mitigating and slowing the growth of COVID-19 in the context of a return to work and schools is a top priority.

Stable Groups: Students at all three schools will be organized into small stable groups to minimize the potential spread of COVID-19 between groups.

Face Coverings: All staff and students will be required to wear face coverings while at school.

Hygiene: All three school sites will emphasize strong hygienic practices, with frequent, monitored hand washing.

Distance Learning: If a student or their family member is in a higher-risk group or does not feel comfortable returning to campus, distance learning will be an option.

Relationships

It is important for our students to resume in class instruction. Schedules will look different as we prioritize safety, however, students returning to campus will allow for our teachers, counselors and staff to regularly connect with our students. Students who remain at home will have regular contact with their teachers and will continue to receive live instruction from their teachers.

Academic and Social-Emotional Growth

Despite limitations, we want our students to continue their academic progress at grade level in their core academic standards. We will continue to build in intervention and enrichment opportunities for students. In addition, we want to continue building community and developing strong citizens and will support the social-emotional needs of our students as we navigate challenging times.

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General Protocols: Infection Mitigation Strategies

Face Coverings

A face covering is a covering made of cloth, fabric or other soft or permeable material, without holes. It should cover the nose, mouth and chin. A face covering should not hide or obscure the eyes. Face coverings can be cleaned via laundering in the warmest setting possible and dried. The face covering should be comfortable so that the wearer can breathe comfortably through the nose and does not have to adjust it frequently, so as to avoid touching the face. Any face covering that incorporates a one-way valve (typically a raised plastic cylinder about the size of a quarter on the front or side of the mask) that is designed to facilitate easy exhaling is not an appropriate face covering. Valves of that type permit droplet release, putting others nearby at risk. N95 respirators are medical grade masks that should be reserved for health care providers and first responders. N95 respirators are not safe for children and should not be worn by them.

Students in all grade levels K-12 are required to wear a face covering at all times, while at school, unless [exempted](#).

- A cloth face covering should be removed for meals, snacks, or when it needs to be replaced. When a face covering is temporarily removed it should be placed in a clean, safe area, clearly marked with the student's name and date, until it needs to be put on again.

NP³ will share [the CDPH Guidance for the use of face coverings](#) with families and will teach and reinforce the use of face coverings with students. If a student forgets their face covering, one will be provided before they enter campus. If a student refuses to wear a face covering, the student will be excluded from campus and will be required to continue distance learning.

All staff must use face coverings in accordance with [CDPH guidelines](#). Employees handling or serving food must use gloves in addition to face coverings.

Stable Group Considerations by Grade Level

Stable groups provide a key mitigation layer in schools. A stable group is a group with fixed membership that stays together without mixing with any other groups for activities. Implementing stable groups of students and staff reduces the number of exposed individuals if COVID-19 is introduced into the group, decreases opportunities for exposure to or transmission of the virus; facilitates more efficient contact tracing in the event of a positive case; and allows for targeted testing and quarantine of a small group.

Stable Groups in Elementary School

- In grades K-5, students will be placed into stable groups that stay together all day with their core teacher (and any aide or student teacher who is present). Counselors and teachers of electives will conduct meetings/classes virtually.
- Students will go to recess with their group at times that are staggered and separated from other groups.
- Students will attend school 4 days/week for a shorter period of time. Student start and end times will be staggered.
- Class sizes will be smaller to allow for physical distancing of 6 feet or greater.

- Lunch will not be served, but students will have the option to take a box lunch home when they are dismissed.

Stable Groups in Middle School

- NP³ Middle will minimize the number of groups a student is in through the use of a block schedule.
- Students in grades 6-8 will have the option to attend a modified school day 4 days/week.
- Students in NP³ Middle will be scheduled into 4 block classes and will attend two block periods/day.
- Advisory, enrichment, and intervention will be conducted virtually to limit the number of teacher contacts.
- Lunch will not be served, but students will have the option to take a box lunch home when they are dismissed.

Stable Groups in High School

- Students will be assigned to one stable group and will attend their academic classes on Zoom while they are on campus.
- NP³ High will maintain small, stable groups, assigning students to a single group. Students will attend in person instruction 2 days/week.
- High School students will be supervised by no more than 3 teachers/day and will not move between classrooms.
- Students will participate in virtual classes while on campus under the supervision of a teacher.
- Students will remain in their stable groups for intervention and enrichment.
- The only time students will mix with students from different groups will be to participate in PE which will be held outdoors, with masks and distancing.
- Lunch will not be served, but students will have the option to take a box lunch home when they are dismissed.

Implementing Distancing Inside and Outside the Classroom

Social distancing is an effective way to contain the spread of potential infection. Employees, students, parents, and visitors must practice staying at least 6 feet from others and eliminate contact with others, as much as possible.

Arrival and Departure

- Arrival and Departure times will be staggered by grade level at the Elementary School. The middle school and high school, which share a campus, will also stagger arrival and departure times.
- Multiple entrances and exits will be utilized to maintain distancing between students.
- Signs will be posted at entrances and exits to direct students and remind students of the distancing expectations.
- Traffic Flow: Taped markings on the floor will mark the walking direction throughout the campus to maintain the social distancing requirements.

Classroom Space

- Teacher desks will be placed at least 6 feet away from student desks.
- Student chairs will be at least 6 feet away from one another.
- Student desks will not face each other.

- Clear Privacy screens will be utilized in some classrooms to enforce separation between staff and students, but are not a substitute for 6 feet spacing between desks.

Non-Classroom Spaces

- Nonessential volunteers and visitors will not be permitted on school campuses.
- Passing times in hallways and between classrooms will be staggered and directional signs will be posted to help students move in the same direction.
- Snack breaks will be taken outdoors when practicable.
- Lunch will not be served on campus.

Ventilation

- All classroom filters have been upgraded to high capacity MERV-13 and are changed every 3 months.
- Portable high efficiency air purifiers have been added to all classrooms.
- When feasible, classroom doors will remain open for air circulation.

Promote Healthy Hand Hygiene Practices

- Staff will teach and promote proper hygiene to children on a regular basis.
- Students and staff will wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; and before and after using the restroom.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application.
- Staff will model and practice handwashing.
- Students and staff will use hand sanitizer when hand washing is not practicable. All classrooms are equipped with ethyl alcohol-based hand sanitizers.

Cleaning and Disinfection

“Cleaning” involves water and soap or a detergent, does not use disinfecting agents, and significantly decreases germs on surfaces and decreases infectious risk. “Disinfection” kills germs on surfaces using specific agents. If a COVID-19 case has been identified, the spaces where the case spent a large proportion of their time should be disinfected. Frequent disinfection can pose a health risk to children and students so frequent disinfection is not recommended unless a case has been identified.

- Staff will clean frequently-touched surfaces at school. These surfaces include, but are not limited to:
 - Door handles
 - Sink handles
 - Shared tables, desks, or chairs
 - Shared technology
- Desks and chairs will be cleaned between student use
- Outdoor play structures will be cleaned routinely. In addition, students will wash or sanitize their hands before and after using these spaces.

Check for Signs, Symptoms and Exposures

Staff and students who are sick or recently had close contact with a person with COVID-19 will be required to stay home. Students or staff exhibiting symptoms of COVID-19 at school (fever of 100.4°F

or higher, cough, difficulty breathing, or other COVID-19 symptoms) will be immediately isolated in a pre-identified isolation room until they can leave school or be picked up by a parent or guardian. Ill students and staff will be advised to be tested for COVID-19 as soon as possible.

Student Screening

Prior to arriving at school parents must perform a self-conducted health screening of their child by taking their temperature, and ensuring they **do not have a fever of 100.4°F or higher**. They must also ensure that they **do not have symptoms** of COVID-19. The symptoms include: **fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea or vomiting, and diarrhea**. If a child exhibits these symptoms they should not attend school.

Parents will be provided with the list of [COVID-19 symptoms](#) and asked to monitor for these symptoms daily. Link to [Screening Tool for Children](#)

Any student showing signs of illness during the course of the school day will have their temperature taken in the office, and students with a temperature above 100.4°F or showing symptoms of illness will be isolated and sent home.

Staff Screening

To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, employees are required to conduct a self-screening of COVID-19 symptoms and pass a temperature screening upon campus entry where a temperature no greater than 100.4°F will be allowable. Staff with notable symptoms while at home will be expected to report them to their supervisor and remain home. Link to [Screening Tool for Adults](#)

Return to school after exclusion for symptoms at home or in school:

If a student or staff member was symptomatic and thinks or knows they had COVID-19, they must isolate at home.

Students and staff members with symptoms of COVID-19 infection must meet the CDPH criteria to discontinue home isolation for those with symptoms:

- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
- Other symptoms have improved; and
- They have a negative test for COVID-19, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition OR a healthcare provider has confirmed an alternative named diagnosis OR at least 10 days have passed since symptom onset

Return to school after exposure to a confirmed positive case:

If a student or staff member has been exposed to someone who has tested positive for COVID-19, they may return to school following a 10-day quarantine if they have no symptoms. An exposure is defined as someone who has had close contact (less than 6 feet) for at least 15 minutes.

If a student or staff member is diagnosed with COVID-19, we will work closely with Sacramento County Public Health. Contact tracing will be used to notify families if their child has a possible

exposure to COVID-19. Should we need to close the physical school site for any period of time, we will continue instruction through distance learning.

What to Do if there is a Confirmed or Suspected Case

| | Student or Staff with: | Action | Communication with School Community |
|----|---|---|--|
| 1. | Covid-19 symptoms (e.g. fever, cough, loss of taste or smell, difficulty breathing) Symptom screening: per CDC Symptoms of COVID-19 . | <ul style="list-style-type: none"> • Send home if at school. • Recommend testing (If positive, see #3, if negative, see #4) • School/classroom remain open. | <ul style="list-style-type: none"> • No action needed. |
| 2. | Close contact (†) with a confirmed COVID-19 case. | <ul style="list-style-type: none"> • 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. | <ul style="list-style-type: none"> • Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting. |
| 3. | Confirmed COVID-19 case. | <ul style="list-style-type: none"> • Notify SCPH. • 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. | <ul style="list-style-type: none"> • School community notification of a known case. • Notification of persons with potential exposure if case was present in school while infectious |

| | | | |
|----|--|---|---|
| 4. | Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition. | <ul style="list-style-type: none"> • May return to school after 24 hours have passed without fever and symptoms have started improving. • School/classroom remain open. | <ul style="list-style-type: none"> • 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.

In the event of a positive COVID-19 case, NP³ schools will report the case to Sacramento County Public Health in accordance with their requirements.

The following individuals will be responsible for reporting at each site:

Allyson Baker-NP³ Elementary

Taniia Edwards-NP³ Middle

Melissa Mori-NP³ High

We will use the [reporting form](#) provided by SCPH.

Surveillance Testing

Used in conjunction with other mitigation strategies, testing for COVID-19 provides an additional tool to support safe and successful K-12 in-person instruction. Testing can allow for early identification of cases and exclusion from school to prevent transmission.

NP³ has developed [testing protocols](#) for all staff. In addition, once students return to campus, we will participate in our district's rapid antigen testing program, which will involve weekly testing of staff and students.

Parent and Staff Education

Parents and Staff have been involved in the reopening process through regular communications and meetings.

Parents receive monthly updates on Reopening Plans. The Safety Plan is also posted to our website. Parents were invited to a Back to School Night Zoom meeting, where they were able to ask questions about our COVID-19 protocols and safety measures. Parents have also been surveyed to determine their comfort level with a return to in-person instruction. About 50% of families would like their children to return to in-person instruction, knowing that our safety plan will be implemented effectively to reduce the risk of COVID-19 transmission. The remaining 50% of families prefer to keep

their children home and continue distance learning. The plans developed by NP³ keep parents' wishes at the forefront and parents will continue have the option to remain in distance learning when NP³ reopens for in-person instruction.

Parent videos and/or virtual presentations will be provided to families who wish to have their children return to in-person instruction. These resources will provide parents with information regarding the safety measures and procedures that their children will see when they return to campus and layout expectations for parent and student adherence to the new protocols. In addition, parents will be given the screening tools that they need to implement at home to ensure that they do not send their child to campus if they are exhibiting any symptoms of COVID-19.

Staff attend regularly scheduled meetings and receive a weekly communication from their Principal. Throughout the year, the meetings and communications have provided updates on COVID-19 in the community and how the numbers impact NP³'s reopening plans. Teachers have been involved in determining the models used to safely bring students back to campus. Teachers also received a training from a Sacramento County Public Health employee that focused on COVID-19 mitigation and safety measures in schools. In addition, teachers have been given an opportunity to express concerns they have with a return to in-person instruction. Teachers who have expressed discomfort with in-person instruction will be able to continue with distance learning.

System-Wide Procedures

Delivering Instruction

- Staff will be trained in sanitation and hygiene instruction.
- Teachers will provide initial and routine instruction in social distancing and health practices to their students.
- Classroom instruction will be delivered respecting social distancing of 6 feet or greater, 1:1 with student devices, whole group, independent practice, etc.

Shared Spaces

Employees are encouraged to disinfect their workspace multiple times throughout the day, giving special attention to commonly touched surfaces. Our sites have alcohol-based hand sanitizers and cleaning products accessible throughout the workplace to clean frequently touched objects and surfaces such as telephones and keyboards. The custodial team will clean all workspaces at their designated cleaning time. Please note that proper equipment such as acceptable disinfectant and PPE will be used when cleaning individual workspaces.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

- Office Capacity: Sites will monitor the number of persons in the offices, there will be one outside visitor allowed at a time.
- Breakrooms and Teacher Lounges: These spaces will be closed for use until further notice.
- Copy Room: There will be limited access to the copy room. Signage indicating restrictions will be posted to prevent staff from congregating.

Staff-to-Staff Interactions

- Staff will maintain physical distancing of 6 feet or greater from each other at all times.
- Staff who are at higher risk of illness will be provided options to telework and will teach in a distance learning environment.
- All staff meetings and professional development will take place virtually.
- Activities involving small groups of staff members will be conducted with physical distancing measures in place and outdoors when possible.

Visitor Restrictions

Once school is in session on campus, visitation will be limited. The safety of our staff and students is our primary concern. Approved visitation by the principal will be conditional on the visitor passing the same screening process as staff.

Food Delivery (other than student lunch)

Bringing or sharing refreshments during classes or meetings is prohibited. Snack items, candy, and drinks will not be provided. We ask that there be no food delivered and that food be kept by individual staff and students. Personal deliveries such as packages should not be delivered to the school.

NP³ Elementary School Instruction

Stable Groups

- Students will be placed in small stable groups and will not mix with other classes or grade levels at any time during the school day. This will also apply to students attending MAP, the after school program.
- Students will use restrooms at designated times, and no more students will be admitted into a restroom at a time than there are sinks in the restrooms.
- Students will remain with their classmates at all times, including structured breaks and lunch.
- Students will have their own dedicated supplies. Sharing of supplies will not be permitted.
- To limit people on campus, parents will refrain from going into classrooms during these restrictions. Elementary school staff will escort children to their classroom.

Modified Full Instruction

Student schedules are modified and include staggered start and end times. Students who select in-person instruction will attend Monday-Thursday and participate in non-live instruction on Fridays. Entrances and exits to the building are grade level specific. Students will take movement/outdoor breaks while maintaining social distancing.

| Kindergarten | | 1 st Grade | | 2 nd Grade | | 3 rd , 4 th and 5 th Grades | |
|---|----------|---|----------|---|----------|---|----------|
| 3 hours and 25 minutes | | 3 hours and 50 minutes | | 4 hours | | 4 hours | |
| Class Begins | 8:20 am | Class Begins | 8:10 am | Class Begins | 8:00 am | Class Begins | 8:05 am |
| Intervention/Extension Morning Meeting Language Arts Math/Science Block Closing Meeting | | Intervention/Extension Morning Meeting Language Arts Math/Science Block Closing Meeting | | Intervention/Extension Morning Meeting Language Arts Math/Science Block Closing Meeting | | Intervention/Extension Morning Meeting Language Arts Math Science Block Closing Meeting | |
| Dismissal | 11:45 am | Dismissal | 11:55 am | Dismissal | 12:00 pm | Dismissal | 12:05 pm |

Distance Learning

Students will have the option to continue distance learning through the Spring Semester. Students will continue to receive daily live instruction Monday-Thursday and will participate in non-live instruction on Fridays.

NP³ Middle School Instruction

Stable Group Considerations

- On campus students will be placed in stable groups.
 - Students will attend classes on a block schedule rotating to two classes a day.
 - Efforts will be made to limit the number of teachers assigned to each stable group.
 - Students may be placed in an additional stable group for PE instruction; however, all instruction will be outdoors and students will maintain physical distancing.
- On campus students will attend school 4 days a week and will have a remote day on Wednesdays.

| In Person Instruction: 4 Days/Week | | | | | |
|------------------------------------|--------------------------------|--------------------------------|---|--------------------------------|--------------------------------|
| Hour | Monday | Tuesday | Wednesday | Thursday | Friday |
| 8:30 - 8:50 | Advisory online in period 1 | Advisory online in period 3 | Advisory online at home *8:15-9:30* | Advisory online in period 1 | Advisory online in period 3 |
| 8:55 - 10:50 | Period 1 | Period 3 | | Period 1 | Period 3 |
| 10:55 - 12:50 | Period 2 | Period 4 | | Period 2 | Period 4 |

Distance Learning

- Students can choose distance learning learn remotely for the remainder of the school year.
 - Students will attend two content classes a day and Wednesdays will remain an advisory day. PE will take place Tuesdays and Thursdays from 12:50-1:20.
 - The daily schedule will change. Students will receive update class times.

| DISTANCE LEARNING | | | | | |
|--------------------------------|----------------------------|-----------------------------------|---|----------------------------|-----------------------------------|
| Hour | Monday | Tuesday | Wednesday | Thursday | Friday |
| 8:30 - 8:50 | Advisory | Advisory | Advisory *8:15-9:30* | Advisory | Advisory |
| 8:55 - 9:50 9:55 - 10:50 | English live & non live | Social Studies live & non live | Office Hours for DL only *9:40-10:40* | English live & non live | Social Studies live & non live |
| 10:55 - 11:50 11:55 - 12:50 | Math live & non live | Science A/B live & non live | | Math live & non live | Science A/B live & non live |

NP³ High School Instruction

Stable Group Considerations

- Students will be divided into smaller groups that attend school on a rotating schedule.
 - A group of students attends in person instruction on Monday and Tuesday. Another attends on Thursday and Friday. All students learn remotely on Wednesday.
 - On alternating days, students work remotely.
- Students will be assigned to one stable group and will attend their academic classes on Zoom while they are on campus.
- Different content area teachers will rotate in to supervise a stable group of students.
- Teachers will provide academic support and intervention while students are on campus.
- Every effort will be made to limit the number of teachers assigned to each stable group.
- Students may be placed in a second stable group for PE instruction; however, all instruction will be outdoors and students will maintain physical distancing.

In-Person Daily Schedule

| Hour | Monday Groups 1A-7A | Tuesday Groups 1A-7A | Wednesday Distance Learning | Thursday Groups 1B-7B | Friday Groups 1B-7B |
|-------------|--|---|-----------------------------------|---|---|
| 8:40-8:50 | Students arrive and report directly to assigned classroom | Students arrive and report directly to assigned classroom | X | Students arrive and report directly to assigned classroom | Students arrive and report directly to assigned classroom |
| 8:50-9:00 | Students log into Google Classroom to prepare for the day | Students log into Google Classroom to prepare for the day | X | Students log into Google Classroom to prepare for the day | Students log into Google Classroom to prepare for the day |
| 9:00-10:15 | Period 1: Instruction via Zoom | Period 3: Instruction via Zoom | 9:30-10:15 Advisory | Period 1: Instruction via Zoom | Period 3: Instruction via Zoom |
| 10:15-10:30 | Advisory and Outdoor break with stable group *10:15-10:45 | Stretch Break: Outdoor break with stable group | X | Stretch Break: Outdoor break with stable group | Stretch Break: Outdoor break with stable group |
| 10:30-11:45 | Period 2: Instruction via Zoom *10:45-12:00 | Period 4: Instruction via Zoom | 10:30-11:15 Tutorial | Period 2: Instruction via Zoom | Period 4: Instruction via Zoom |
| 11:45-12:45 | Independent Work Time with Teacher Support. *12:00-12:45 | Independent Work Time with Teacher Support. | X | Independent Work Time with Teacher Support. | Independent Work Time with Teacher Support. |

Distance Learning

Students will have the option to continue distance learning through the Spring Semester. There will be no changes to student schedules and they will continue to have live instruction and Office Hours available through Zoom.