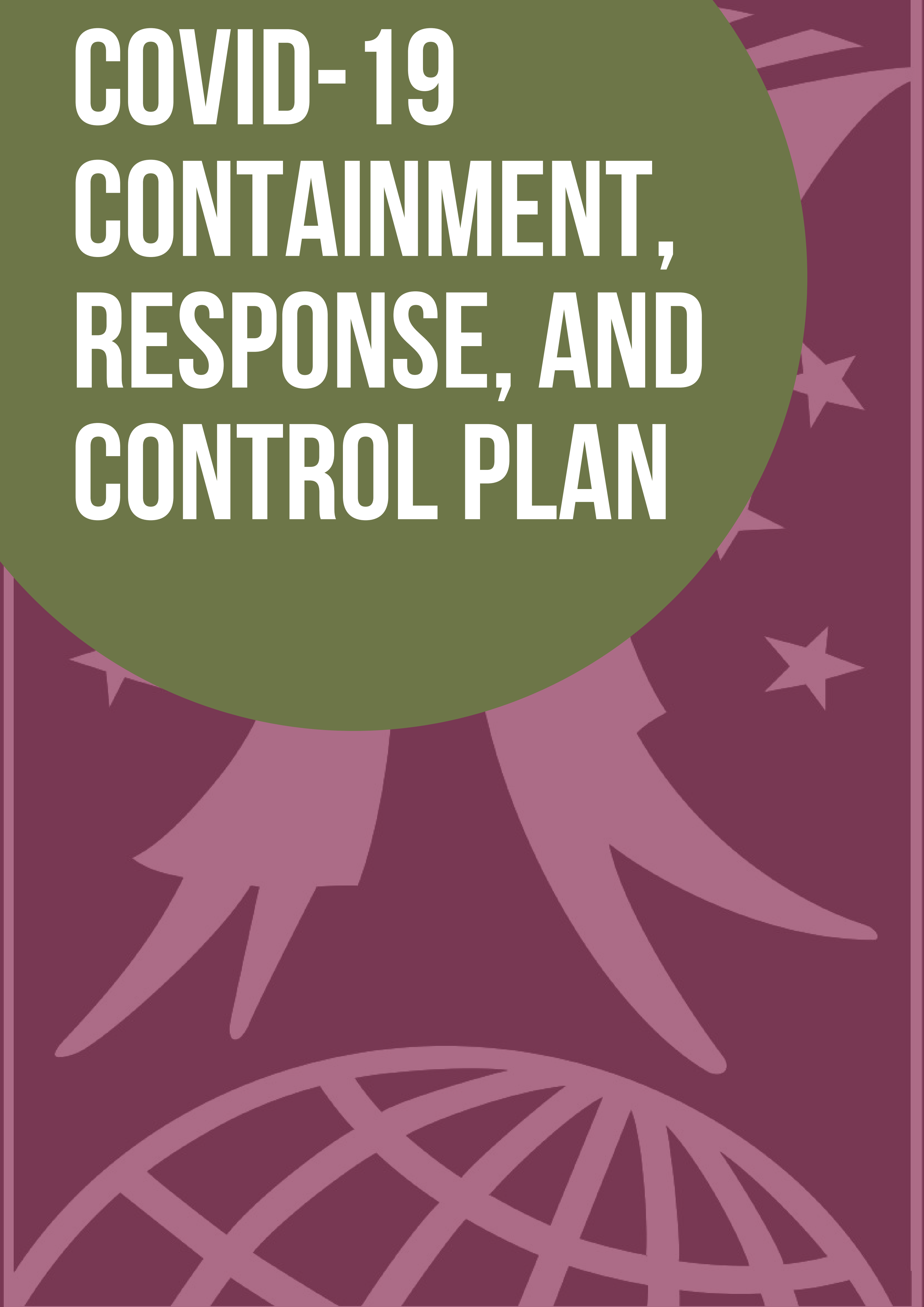


COVID-19 CONTAINMENT, RESPONSE, AND CONTROL PLAN



SEVEN ARROWS ELEMENTARY Covid Protocols

Revised 8.16.2021

The Seven Arrows Elementary 2021-2022 school year will commence on September 9, 2021. The following is the current plan of action ahead of the reopening date. There are general considerations to take into account that will have an impact on those plans that are laid out here. First, Seven Arrows will coordinate with state and local health officials to comply with those regulations and protocols, and in collaboration with the Steering Committee, Command Team, and the COVID Medical Task Force. Second, the school will also remain flexible with the plan, allowing it to evolve with the ever changing landscape in this global pandemic. Third, the school will develop a communication strategy to communicate any changes to these plans with its constituents and stakeholders.

Command Team

- Margarita Pagliai, Head of School
- Sara Kaviar, Director of Innovation & Learning
- Fiona Farrahi, Director of Marketing & Enrollment Management
- Jane Rose, Business Officer
- Darren Nakasuji, Dean of Students, DPH Liaison

COVID-19 Medical Advisory Team

- Neil Desai, PhD Neil Desai, PhD, CEO, Aadi Bioscience Inc.
- Amy Eldon, Trustee, Steering Committee
- Elizabeth Fielder-Marashi, MD. Attending ER physician, Kaiser
- Steven Henning, Board Chair, Steering Committee
- Ashley Hunter Assistant Clinical Professor, UCLA, American Academy of Pediatrics
- Sara Kaviar, Director of Innovation & Learning, Seven Arrows Elementary
- Daniel Krivoy, MD, Clinical Instructor, UCLA David Geffen School of Medicine
- Darren Nakasuji, Dean of Students, Seven Arrows Elementary
- Margarita Pagliai, Head of School & Founder, Seven Arrows Elementary
- Rikki Sevell, MD, General Internist, UCLA
- Peter Szilagyi, MD, MPH, Professor of Pediatrics, Vice-Chair for Pediatric Research, UCLA
- Dalit Toledano, founding member of NOCOVID coalition
- Angela Vassallo, Epidemiologist Consultant, CEO, The Safe Set & Chief Clinical Advisor, COVID SMART

Seven Arrows is preparing for three different learning models:

1. In-person learning: All students will be present to receive instruction on campus.
2. Distance learning: All students will receive instruction from home. No students on campus.

3. Hybrid: Students will receive instruction concurrently, both on campus and at home.

Our current strategy is to adopt the in-person learning model, with all students present to receive instruction on campus.

Strategies for a Safe Return to School

1. Follow federal, state and local guidelines
2. Student safety measures
3. Faculty and staff safety measures
4. Classroom safety measures
5. Cleaning measures and protocols
6. Visitors, vendors, and deliveries
7. Technology considerations
8. Other considerations

Adherence to Federal, State and Local Guidelines

- Seven Arrows is committed to following the state and local guidelines on how to safely reopen the school. Each of these guidelines will be taken under consideration by the Command Team and COVID Medical Task Force to develop a strategy to implement those guidelines.
- The CA State Governor and the LA County Dept of Health have provided guidance to schools. These guidelines are reflected in this plan and will update as more is understood amidst the changing landscape attributed to the coronavirus.
- Guidance provided by the CDC is also incorporated and reflected in this plan.

Student Safety Measures

- COVID-19 PCR testing
- Take temperature upon entry to school
- Clean face masks are required for all students. Neck gaiters, bandanas, and single layer masks are prohibited. See study:
https://www.sevenarrows.org/wp-content/uploads/2020/08/ContainmentResponseAndCtrIPlan_Revised_10.21.20.pdf
- Students will sit 6-feet apart per current social distancing guidelines.
- Designated classrooms for each student
- Designated cohorts (total grade level) for each student
- Designated seats/workstations for each student
- Designated kits/materials for each student.
- Designated devices for students, limit sharing.
- Additional handwashing stations installed throughout the school grounds
- Designated hand washing time (4x-5/day) to access hand washing stations
- Signage for hand washing routines
- Outdoor instruction as much as possible
- Limit transitions to different rooms
- Limit congregating in hallways, choke points, and highly trafficked areas

- Staggered arrival and departure times
- Assemblies and large gatherings moved to virtual until further notice

Faculty and Staff Safety Measures

- COVID-19 PCR testing
- Vaccinations required
- Take temperature upon entry to school
- PPE will be provided by the school (face masks, face shields, gloves, hand sanitizer, disinfectant wipes)
- Clean face masks are required for all faculty and staff
- Provide distanced work spaces/offices
- Install plexiglass around desks (front desk)
- Move conferences/meetings to virtual or outdoors as often as possible
- Prohibit sharing of computers, workspaces, phones
- Installed UVC devices in large, high trafficked areas
- Increased ventilation and HEPA filtration technology

Classroom Safety Measures

- Cohort students
- Classrooms reconfigured to accommodate distancing of 6-feet apart
- Windows to remain open to increase ventilation
- Deployed fans to increase circulation and air exchanges
- Changed air filters to MERV 13 or 14
- Installed UVC light devices in classrooms and bathrooms
- Provided private egress for classrooms
- Provided disinfectant wipes, gloves, cleaners, and hand sanitizer in each classroom
- Installed hand sanitizer dispensers in each classroom
- Provided access to additional hand washing stations outside of classroom
- Removed all porous surfaces that cannot be easily disinfected (beanbags, carpet, pillows)

Cleaning Measures and Protocols

- Hire full time cleaning crew to sanitize classrooms and school
- Continue with afternoon cleaning crew to sanitize classrooms and school
- Disinfect all high touch surfaces (door knobs, handles, light switches, tabletops, desks, etc) 2x-3x/day.
- Disinfect bathrooms 3x/day
- UVC lights installed in every bathroom.
- Electrostatic fogger to disinfect each room at the end of the day.
- UVC lights are turned on each evening

Cleaning (C) and Disinfecting (D) Schedule

Restrooms (cleaned and disinfected after every grade bathroom break)

Item	Daily	Weekly	Monthly
Use electrostatic sprayer in every bathroom	C/D		
Empty trash and replace trash liners	C/D		
Sinks, countertops, toilets, urinals	C/D		
Glass, mirrors	C/D		
Dispensers: Soap, paper towels (refill, clean, and sanitize)	C/D		
Surfaces	C/D		
Doors, partitions, vents, ceiling fixtures			C
Walls		C/D	
Door handles, light switches	C/D		
Floors	C/D		

Kitchen

Item	Daily	Weekly	Monthly
Use electrostatic sprayer	C/D		
Sinks, countertops, surfaces, tables, chairs	C/D		
Kitchen equipment and appliances	C/D		
Empty trash and replace trash liners	C/D		
Clean out microwave	C/D		
Restock paper disposables	C/D		
Drinking fountains	C/D		

Floors & Carpets

Item	Daily	Weekly	Monthly
Sweep and mop with disinfectant	C/D		

Detail clean all traffic area floors		C/D	
Vacuum carpets and mats	C		

Classrooms & Offices

Item	Daily	Weekly	Monthly
Use electrostatic sprayer in every room	C/D		
Empty trash and replace trash liners	C/D		
Tables, file cabinets, chairs, bookshelves	C/D		
High dust (Vents, lights, corners, items on walls)			C/D
Low dust (chairs, desks, cabinets)	C/D		
Teacher and student desks	C/D		
Phones	C/D		
Windows and window sills		C/D	
Door handles, light switches	C/D		
Glass, partitions, and mirrors	C/D		
Pictures and wall items			C/D
Horizontal surfaces	C/D		

Outdoor Spaces (cleaned and disinfected after every use)

Item	Daily	Weekly	Monthly
Use electrostatic sprayer on outdoor equipment (blue blocks, etc)	C/D		
Use electrostatic sprayer on outdoor chairs/desks	C/D		

Visitors and Parents

- Limit on campus visitors and parents access to campus.
- Prior approval must be obtained.
- Visitors and parents must remain outdoors
- Masks are required
- Proof of a negative PCR test, taken within 1 week of site visit to be presented

- Check-in with front desk staff
- Temperature check
- Wash hands upon entry

Vendors, and Deliveries

- All outside vendors must be vaccinated.
- Masks are required
- Proof of a negative PCR test, taken within 1 week of site visit to be presented
- Check-in with front desk staff
- Temperature check
- Wash hands upon entry

Technology Considerations

- Livestream options to broadcast to distance learners and possibly other classrooms (Meeting Owl technology)
- Each classroom is outfitted with all necessary technology equipment to broadcast to other classrooms or to homes (internet, bandwidth, cameras, Meeting Owl technology, etc)
- Smartboards have been installed in new spaces (Art room, NC Library, Garage) and in all new rental spaces
- Livestream studios for specialty teachers
- Increased tech hardware for teachers and students for better assessment for distance learning
- Increased subscriptions for tech platforms for improved delivery of distance learning

Other Considerations

- Specialty classes to be moved outdoors whenever possible, or rotate to each classroom for live instruction with non-vulnerable personnel
- Limit use of shared PE equipment
- Kuyams, festivals, and any large group event to be moved to virtual or outdoors until further notice
- Aftercare (if possible) to be staffed in the kuyam area (outside) to allow cleaning staff to disinfect school
- Signage to be posted strategically throughout the school to increase hygiene awareness and provide reminders to staff and students.
- Dropoff Procedure
 - Staggered drop-off times by grade/family
 - Masks
 - Temperature check through Fever Free app
 - Handwashing before entry to class
 - Walk directly to class, following social distancing, following marked signs
 - Use private egresses to each classroom
- Pickup Procedure
 - Staggered pickup times by grade
 - West campus: students staged in atelier for pickup

- South campus: students staged in classrooms or kuyam area
- Deploy pickup signout app to minimize contact with parents
- Masks to be worn at all times
- Snack Procedure
 - Wash hands at designated time to prevent crowding
 - Remove mask
 - Eat at designated area
 - No sharing food!
 - Clean area/throw away trash
 - Replace masks
 - Hand sanitizer applied
- Lunch Procedure
 - Wash hands
 - Remove mask
 - Eat at designated area
 - No sharing food!
 - Clean area/throw away trash
 - Replace masks
 - Hand sanitizer applied
 - Play outside: Socially distanced games
 - Limit sharing of equipment
- Bathrooms
 - Designate a bathroom for each grade level.
 - Stagger bathroom use
 - Clean after every designated class bathroom breaks in addition to frequent cleaning by cleaning staff throughout the day
 - Install UVC lights in all bathrooms
 - Removed doors off the bathrooms (not the stalls!) or propped open to increase circulation/ventilation and decrease touch points
 - Lids on toilets to decrease aerosol spread when flushing
 - Installed touchless sinks, soap dispensers, and paper towel dispensers
- Park procedures
 - Students to wash hands prior to leaving campus
 - Teachers to bring hand sanitizer to the eating area everyday to distribute to kids
 - Students to wash hands or use hand sanitizer upon returning to school grounds
 - Kids to eat/play socially distanced
 - Masks to come off while eating
 - Throw away trash and dismissed to use hand sanitizer before playing
- Transitions
 - Limit transitions as much as possible
 - Students are to keep 6 feet apart
 - Use private egresses to classrooms to limit indoor hallway transitions
 - Line up at designated spots. Use dot markers on the floor for students as reminders to socially distance.

- Have students move in a circular pattern in the building to reduce chances of face to face
- Stagger transitions
- Air Quality
 - Fire can have a tremendous impact on the air quality. We will close the school if the air quality is at or nearing 150. During COVID, it is better to have students in-person if the AQI is lower than 150, rather than sending students home or conducting instruction in an unventilated space. Parents can decide if they want to send their child to school, or alternatively, keep them home and participate in distance learning that day. We will send a communication to parents if the AQI is 100-150 (which can affect sensitive groups), to have them make their own determinations. For the students that opt for in-person instruction that day, the school will limit rigorous aerobic activity, but will allow non-rigorous outdoor activities (i.e. eating, specialty classes, etc).
- Rain
 - In the event of rain, the school will close for the day.
- What if a Student Tests Positive With COVID-19?
 - Follow all CDC, state, and local guidelines
 - Immediately notify a member of the Command Team who will arrange for parent to pickup student.
 - Isolate the student in the designated area and prepare to have them sent home. If the student has a sibling, the sibling will also need to be prepared for departure.
 - Student is to remain designated area on campus for pickup. Will wait with the assigned admin.
 - South campus: Bench in parking lot
 - North Campus: Back stairwell. Door to the library to remain closed, door to outside remains open.
 - Aldersgate: Porch
 - Women's Club: Bench outside of STEAM
 - Quarantine classroom and thoroughly disinfected. No one may enter until it has been disinfected.
 - Upon pickup, quarantine the designated area until thoroughly disinfected
 - The student must complete the at-home isolation requirements (10 day isolation, no fever for 24 hours, symptoms continue to improve), and obtain a note from a doctor prior to return.
 - Students and teachers in cohort to move to distance learning for 10 days.
 - Notify parents regarding exposure
 - All students may return to campus after clearing 10 day quarantine.
 - Contact tracing per CDC, state, and local guidelines.
 - Contact LADPH at 213-240-7821 or acdc-education@ph.lacounty.gov
- What if a Household Member Tests Positive with COVID-19?
 - Follow all CDC, state, and local guidelines
 - Immediately notify a member of the Command Team

- Student in the household of someone positive with COVID-19 is to quarantine for 10 days in accordance with current CDC, state, and local guidelines.
- The 10-day quarantine begins upon the date of completion of the household member's at-home isolation (10 day isolation, no fever for 24 hours, symptoms continue to improve).
- Quarantine classroom for disinfection. No one may enter until it has been disinfected.
- Students in the cohort will not need to move to distance learning unless the student tests positive.
- Parents to be notified.
- What if a Faculty or Staff Member Tests Positive with COVID-19?
 - Follow all CDC, state, and local guidelines
 - Faculty or staff member to at-home isolate for 10 days, no fever for 24 hours, and symptoms continue to improve.
 - Quarantine classroom for disinfection. No one may enter until it has been disinfected.
 - All students who had close contact with the teacher who tests positive must move to distance learning for 10 days.
 - Notify parents regarding exposure
 - Contact tracing per CDC, state, and local guidelines.
 - Contact LADPH at 213-240-7821 or acdc-education@ph.lacounty.gov
- What if a Student, Faculty/Staff Member is Exhibiting Symptoms of COVID-19?
 - Follow all CDC, state, and local guidelines
 - Immediately notify a member of the Command Team who will arrange for parent to pickup student. If a faculty member, coverage arrangements to be made and sent home to isolate.
 - Take temperature
 - Isolate the student in the designated area and prepare to have them sent home.
 - Student is to remain at designated area on campus for pickup. Will wait with the assigned admin.
 - South campus: Bench in parking lot
 - North Campus: Back stairwell. Door to the library to remain closed, door to outside remains open.
 - Aldersgate: Porch
 - Women's Club: Bench outside of STEAM
 - Quarantine classroom and thoroughly disinfected. No one may enter until it has been disinfected.
 - Upon pickup, quarantine the designated area until thoroughly disinfected
 - The faculty or student must obtain a COVID test and complete the at-home isolation requirements (10 day isolation, no fever for 24 hours, and symptoms continue to improve), OR obtain a note from a doctor prior to return if returning prior to 10 day isolation.
- How will the school make a decision on if the school should be closed?

- The school will follow all CDC, state, and local directives regarding mandated closures
- If 3 or more cases occur within 14 days, and if 2 of those cases occur in different grade level cohorts, the school will close for in-person instruction for a minimum of 14 days in accordance with LA County guidelines.

Travel Policy

Our new policy, in accordance with the latest LA County and CDC recommendations, will now require that all unvaccinated individuals who travel into LA County from outside the state will need to self-quarantine in their homes for 7-10 days upon their return. All vaccinated individuals do not need to quarantine.

During the quarantine time period, **the unvaccinated individual will need to avoid all contact from all people outside of their households.** The recommendation applies, **regardless of the mode of travel** (car, train, plane, etc).

This 7-10 day quarantine is a requirement to resume in-person instruction, and we must insist that all unvaccinated individuals abide by the 7-10 day quarantine (7 days with a negative PCR test, and 10 days without a PCR test) when traveling outside of the state of California.

Therefore, if your child returned to the LA area on a Monday, having traveled outside of California, **the earliest your child would be eligible to return to in-person instruction would be the following Tuesday,** after having completed the 7-day quarantine and obtained a negative PCR test.

Testing Strategy After Travel

When to test:

- Your unvaccinated child has returned to the LA area from out of state.
- Test on Day 5 after the date of return.
 - For example, if you return to the LA area from out of state on 9/1, test on Day 5 (9/6), complete quarantine on Day 7 (9/8), and return to in-person instruction on Day 8 (9/9).

The reason for our testing strategy of waiting 5 days after a return from out-of-state travel is to reduce the chances of a false negative. In order to capture the entirety of a travel event or possible exposure, it is important to wait at least 5 days to test, which significantly reduces the possibility of a false negative. Unfortunately, it is a common occurrence to test too early which some have been doing in order to obtain their results faster. However, if one tests too early, it increases the possibility of a false negative. Therefore, we implore you to adhere to the testing strategy outlined above by members of our COVID Task Force.