

## **2021-2022 Operational Norms for Covid-19 Protections**

Campbell Christian Schools is actively communicating with health professionals regarding the response to Covid-19 and the protections suggested by the Centers for Disease Control and Prevention (CDC), The California Department of Public Health (CDPH), and the Santa Clara County Public Health Department (SCCPH). The current state health guidance for schools can be found [here](#). Although the CDC guides the recommendations for responses for most public health departments, by law, the school is required to follow the more stringent requirements amongst the CDPH or the SCCPH. Although often the requirements from the state and county health agencies mirror that of the CDC, there are times when the requirements or recommendations deviate from the CDC based on community transmission, local operational difficulties with PPE and hospital vacancies, and even weather or fire conditions.

Campbell Christian Schools monitors the guidance and may adjust its stance, even daily, depending on what is passed down as requirements or recommendations, and the specific program discussed (preschool, extended care, K-8 programs, sports, music, lunch programs, summer camp, etc.). Campbell Christian Schools School Board's policy is to follow the more stringent protections passed down from county and state health officials. After considerable time battling this virus, state health officials have now prioritized in-person instruction over some of protections we have historically followed as guidance. Campbell Christian Schools will follow recommended protections as much as possible without sacrificing in-person instruction, as prioritized by health officials. This is a living document, so if the health officials' priority of in-person instruction changes, Campbell Christian Schools will revise its stance if necessary and adjust this information.

The following summary of the daily operational expectations as related to Covid-19 and the school year is based on guidance from health officials using official documents as well as countless hours of webinars with health officials and professionals from the County Office of Education. This document is not meant to be an endorsement by school staff, either way, of the relevancy of the current legal and medical guidance. Be aware that we are not health professionals, are required to follow the mandatory guidance provided by both state and county health officials, and are doing our very best to apply requirements to programs. **We welcome any communication from our families pertaining to the health guidance and requirements, as our number one priority is to follow the law while protecting our families. Your feedback is crucial in helping us identify the requirements and follow those rules--together we will accomplish more. You can email any suggestions or questions to Dr. Stuart at [sstuart@campbellchristian.org](mailto:sstuart@campbellchristian.org).**

## Social Distancing

Social distancing has been used throughout the pandemic to limit the spread of Covid-19. The expectations for social distancing are adjusting as more information on spread is studied. Early on in the pandemic a strict 6 feet was required between K-8 students, with more stringent requirements for junior high school students because of the concern for easier transmission in those age groups. As vaccinations are available for most junior high students, and studies have concluded on transmission rates, health officials are communicating that students may safely come in person without a minimum distance between their peers as long as other mitigation strategies are maintained--i.e., mask mandates, ventilation, etc. In light of this guidance, CCS will abide by the following guidelines for students, staff, and parents related to social distancing:

- **Staff Member Distance:** K-8 staff members and office employees must work diligently to maintain a 6 foot distance from their students as much as is safely possible throughout the school day. Early childhood staff members are required to be closer because of the age of students.
- **Parent Drop-off:** Parents will not be allowed to enter school buildings during the school day unless signing in or out of extended care, but parents may drop off students to the doors of the building and help walk students off-campus during pickup and drop off times. There will be no congregating for the flag salute in the morning. Students may be dropped off at the door to walk in, or continue to drop off during the carline without leaving their vehicles. Flag salute, prayers, and birthday recognitions will be delivered over our phone system. We request parents not spend more than 10 minutes on our campus, and please do not enter classrooms unless directed. Preschool parents may drop off at the classroom daily, but you will not be allowed in the classroom per health department rules at this time.
- **Carline Specifics:** We ask that every student who is dropped off in the car line do so along the curb drop off point. Please do not drop off your student in the parking lot away from the curb. This is unsafe as the student walks through traffic; however, students are allowed to get out of the car and walk to their classrooms as soon as they arrive alongside the curb. At this time there is no need to wait for an administrator. Parents will need to inform the school office and do a daily health check for Covid symptoms, but this check will not be done by administrators during the morning car line.
- **Student Desks Spacing:** Student desks will be spaced as far apart as possible, but there is not a minimum spacing. All humans ages 2 and up will be required to wear a mask throughout the day while inside the building no matter the vaccination status--you may contact school administrators if there is a concern regarding a medical objection and we can give you the standards for that exemption.
- **Cohorts Explained:** In the past schools were required to maintain cohorts. Cohorts are smaller groups of students who are not allowed to interact with other groups of students.

At the beginning, parents were only allowed to enroll their student in one school cohort and one additional cohort, and this was the standard for much of last year. The purpose of cohorts are two-fold. First, they limit any possible virus exposure or transmission because the students do not interact outside the cohort. Second, cohorts make contact tracing much easier, especially during the early days of this pandemic. **The state and county have both dropped the cohort requirement.** First, students are not contact-traced for activities occurring outdoors due to limited exposure possibilities for students in those settings. Campbell Christian will, though, keep cohorts with modifications based on program and for the following reasons. Early childhood classes are typically designed to be separated indoors throughout the day, as that is typical of early childhood classes, so classrooms are naturally separated as the day progresses. Early Morning and Late afternoon classes will be held outside if safe and available based on weather and air quality, and those students will be a part of their cohort so we can contact trace. Kindergarten through fifth grade classrooms will interact with only students from the same grade (i.e. 5th grade classes will be a part of a cohort with each other but no other grades will interact with them during the school day). Junior high will not have cohorts, but their seating and attendance will be scrutinized in case we must contact trace if someone contracts Covid-19. Junior high is slightly different both because many of those students can and have been vaccinated, and due to the nature of leveled class subjects, such as math, students must sit in the same classes as students in other grades. Extended care will interact during homework time with similar grades or the same grade as a cohort based on student attendance and homework load. The goal of these expectations is to quickly contact trace if a child does contract Covid-19, while maintaining educational standards and class counts. There will be a process of testing available to parents that will be explained further in this document.

- **Special Programs:** All indoor based programs that have typically involved parent attendance, such as concerts, musicals, and informational sessions will be limited as much as possible. All in-person enrichments and programs involving parent attendance (concerts, musicals, chapel, etc.) should be considered pending from a parent's standpoint, as we will provide more information as we have it based upon information from health officials about what is required. We will provide information on an ongoing basis on what is possible at the time for parent attendance in-person. Please be aware that certain procedures will be followed to limit congregation amongst staff members, parents, and students while prioritizing education, electives, and in-person instruction.
- **Chapel:** Chapel has always been a strong priority for our school and was delivered remotely last year. Chapel will be in-person this year unless requirements change. Chapel programs will be separated by the following groups: early childhood, kindergarten through fifth grade, and junior high. Age groups will not be allowed to visit the chapel of another age group, i.e. junior high will not be attending K-5 chapels. Students will be seated by grade level and each grade level will be separated by at least

10 feet from the other grade levels to assist in contact tracing. Parents may attend only if his or her child is performing in chapel (K-5) and will be required to wear a mask during the event and distance from other parents by 6 feet. Parents may have his or her own child sit with them during chapel with everyone masked, but that group must maintain 6 foot distances from other families, even if you spend time with one another outside of school. The school/church auditorium does have streaming capability, and we will communicate if or when the school is able to provide programs such as chapel through our streaming services.

- **Hot Lunch Service and Lunchtime:** We are providing a hot lunch service for K-8 through My Green Lunch. We have been using this service this summer. Currently, hot lunch programs are considered safe, as there are studies that suggest that the risk of transmission for these services is limited. These services are approved through health officials. Preschool provides an AM/PM snack and lunch, so that will continue as has been the norm through the pandemic. Outdoor lunch times are to be encouraged depending on the age, weather, and availability of space.
- **Remote Operations:** Campbell Christian Schools has a history of strong support for remote learning and has provided these services successfully for a year and a half. However, at this time we are prioritizing in-person instruction and will not be providing a remote option for learning for parents choosing to keep students at home, as in-person instruction is prioritized by health officials and pediatric groups. However, we have kept the ability to provide these programs if required to do so by health officials.
- **Teacher/Administrator/Parent Meetings:** At the present time it is recommended that any parent or guardian meeting with a teacher or administrator be done via remote video conference. However, if both parties, staff member and guardian, would like to meet in person, these can be done outside or in a room socially distanced with masks. Both parties must agree to meet in person in order to meet on site and an administrator must be notified.
- **School Lockers:** We expect to fully utilize our school lockers this year, and 5th-8th grade students will be able to visit lockers and store items in them as has been typical prior to the pandemic.
- **Classroom Supplies:** The first few days of school can be challenging to drop off all classroom supplies. Parents may bring these supplies to our Meet the Teacher Night or first day of school. It is ok if it is challenging to bring it all at first. We understand, and typically parents could help deliver those items off the first day of school. We do not have the same options for parent help, so do your best to bring them or break them up over a couple of days.
- **Uniforms:** We will be enforcing uniform requirements this year. Please let us know if you run into any problems or issues related to uniforms or the ordering process. Junior high students may wear PE uniforms to school the day of PE to avoid changing in the

locker room at this time, but junior high students may also change in the locker room if he or she desires for physical education.

- **Extended Care:** Extended Care will operate both from 7:00 AM to 7:45 AM in the morning, and again from 3:00 PM to 6:00 PM in the afternoon. Morning and evening extended care signout will be in the Fellowship Hall, and parents may come into this room to sign out his or her child(ren) as long as that parent is masked. Remember, we check identification, especially the first few weeks, so we can get to know all of our parents and for safety reasons.

### **Mask Requirements**

The CDPH issued information on July 28th, 2021 that reaffirmed their requirement for those at schools and childcare facilities to wear masks indoors for ages 2 and over. The CDPH has issued this guidance based on several factors. First, the CDPH has communicated that current studies suggest in-person attendance at schools can be done safely when other mitigation techniques are used, specifically the use of face coverings indoors. Second, any in-person program must have the flexibility in seating to be robust academically, and the CDPH feels there is a strong need for in-person instruction for children academic and emotional reasons. Lastly, the state has funded a program for increased testing for parents who approve, and Campbell Christian is participating in this effort. Here are a few standards about masks:

- Masks are required by everyone over 2 years old indoors at all times around another person or alone with a door open, regardless of vaccination status. Employees are not required to wear a mask indoors, alone, with doors closed, such as a teacher working in his or her classroom alone after school with the doors closed.
- Masks may be removed for eating, but health department officials would like that to be done outdoors if possible, but distanced indoors when unable to be outdoors.
- Children should take off their masks during nap time. Teachers will be instructed to have the students remove them during this sleeping time.
- Outdoors, masks are optional for everyone regardless of vaccination status.
- Students will be monitored for heat concerns around masks and will be given a break away from others when needed.
- **At all times, any child or adult on campus may wear a mask, indoors or outdoors, without fear of reprisal or comment. Any concern, instance, or issue relating to one's right to wear a mask for their own safety, or any negative comment regarding this, should be reported to the school administration immediately.**
- The state has informed us that they will review these mask requirements by November 1st for any possible changes.

- Any medical clearance so that one does not have to wear a mask must be presented to the school Covid Liaison for approval. This is a high standard that may require a doctor's approval and/or plastic face shield in lieu of a mask.

### **Cleaning, Sanitizers, and Ventilation**

Early on in the pandemic health officials, not having much information on transmission of this virus, took a cautious route and required consistent and comprehensive cleaning indoors and outdoors. This resulted in constant cleaning of items such as outdoor play equipment between groups throughout the day. As more studies and information became available, it has been communicated that for most organizations, excessive cleaning did not have a material impact on transmission rates. Therefore, towards the end of the 2020-2021 school year health professionals dropped excessive cleaning requirements but kept a few heightened operational requirements. Ventilation has also been prioritized in classrooms, so information is provided on our response below as well:

- Campbell Christian Schools will electrostatically spray their classrooms down with a hospital and food grade disinfectant ([vitaloxide.com](http://vitaloxide.com)) once a week. This process is done electrostatically, which extends its life for a week. This process has been a staple of Campbell Christian Schools for years, well before this pandemic.
- Teachers will clean when necessary, similar to what was done prior to the pandemic, and will use Clorox type wipes or similar and Vital Oxide cleaner, depending on the application.
- Students will be washing their hands quite often, and a heightened focus on hand sanitation and using hand sanitizers, especially before and after recesses and lunch times, will be a focus during the school day.
- All classrooms and meeting rooms have had their filters replaced with MERV 13 filters, the recommended filters by the state to mitigate virus loads in the air. This will continue during the year. We have a third party air conditioning service company who maintains our units so they have proper output.
- All AC units cycle clean air constantly throughout the day.
- School administrators informally measure the air to ensure that new air is cycled and that the units are operating as they should per county recommendation.
- The school always has extra masks available for student or parent use in the event one breaks or someone forgets his or her mask. We have child and adult sizes, and we also have a limited number of child-sized cloth masks available as well.

## **Enrichment Class Operations**

At this time, we are awaiting a few responses from health professionals about enrichment classes and after school offerings, specifically in band, singing/choir, and sports. What we have decided and what we know is shown below. These standards may change depending on current research communicated through health professionals.

- Students will switch classes and travel to electives and enrichments. All classes will be held in their respective elective or enrichment classroom with the exception of music (we are awaiting guidance) and technology. As the school has transitioned to a 1 to 1 iPad program for the entire K-8 program, technology will now be held in the core academic classrooms because it is integrated in the school day and the students' iPads are in the classrooms to use. Students will switch from class to class, but each student is expected to have assigned seats in those enrichment classes.
- Classes will be able to share art supplies, for example, but students will be hand sanitizing before and after each class that requires something like that and only within the same grade. We will work hard to ensure that once a student touches an item, that remains his or her item to use throughout the class to limit sharing.
- Physical Education Classes: We are fortunate to have a gymnasium available for physical education classes that is quite large. However, we do not have guidance provided about what is or is not allowed for physical education classes.
- Music/Band/Singing: We are awaiting word about what can be accomplished and in which locations for music/band/singing activities. There are options to hold practices and classes in both large areas as well as outdoors if necessary, but all schools are awaiting guidance from the state at this time. We were told guidance will be given soon.
- Sports: All sports programs are awaiting new guidance on what will be allowed. Once we receive that guidance, we will decide on which sports can be safely provided as well as which schools are available to play. We were told guidance will be given soon.
- Clubs: We will be holding some after school clubs. Please see the flyers for more information.

## **COVID Testing**

One of the early challenges for schools like us that were safely open early for in-person instruction was the testing turnaround times when a Covid case was suspected. Often individuals would have to wait up to a week for the results, and because Covid quarantine requirements necessitated a 10 day quarantine families were forced to wait for long periods before knowing if or when the student could return to class. We were informed towards the end of the last academic year that the state was working on more testing support for schools, and although we

are in the training stage, we are happy to report that the state is providing schools with robust testing support for families who choose to participate.

What this means is that state health officials have offered training and free testing supplies for staff members to administer testing to the students whose parents sign an approval form for what will possibly be up to three different types of tests explained below. The school office is currently training and practicing for this process. Know that no test will be administered unless a parent approves, but school representatives feel that this information will be invaluable in keeping students safe, providing in-person instruction in the event there is an exposure, and will save our parents much needed time and possibly money, as these tests can be delivered on site and for free. We are hopeful that we will limit having students waiting long wait times prior to being allowed to come back to in-person instruction. More is explained below under the quarantine requirements, but parents will be happy to know that testing could limit, if not cancel out, quarantine requirements for students as is explained in the next section on “Quarantine Requirements and Vaccinations” Here are the key details:

- Testing will never be administered to a student without parent approval. More information will be provided as we finalize the process regarding which tests, which situations, and which approvals will be needed.
- Any test provided by the state through CCS will use a nasal cotton swab, and these swabs will be self-administered by the child. If this changes, we will inform our parents. The primary test the school will be using is the BinaxNow test by Abbott Laboratories. This test is a Rapid Antigen Test designed to test virus loads from roughly day 4 of exposure to roughly day 8 of exposure. This is also similar to the self-tests Abbott Laboratories is providing for a fee through local pharmacies. There are other tests we are inquiring about at this time, and we will present more information as it becomes available. Know that nothing will happen regarding testing without individual parent approval.
- Testing is crucial to maintaining attendance for in-person classes if or when someone is exposed and is unvaccinated.

### **Quarantine Requirements and Vaccinations**

The pandemic has prompted special constraints for schools. Schools, by operation, create special concerns because we are areas where large numbers of students congregate in order to facilitate learning. Also at this time, most of our student body are not eligible for vaccinations, so that creates an additional layer of concern. Fortunately, we have some experience with the virus, its transmission rates, and the layers of protections required and recommended by health professionals. We are very aware that concerns exist on both sides regarding the virus, vaccinations, ages, and whether or not individuals agree with the pandemic response. Although we can empathize with parents who may or may not agree with everything related to this

pandemic, we also encourage those who are of age and are approved by their medical advisor to receive the vaccinations for several reasons as explained below.

In order to understand the reasoning behind encouraging vaccinations, we want to describe first the reasoning behind this guidance. First off, CCS has chosen to follow the required guidance completely as is written because we are not medical officers. We always consult professionals when making decisions about the students, as our job is to make the best decision possible for our students. Secondly, schools operate because we have teachers educating and caring for students. Although a specific parent may not want to get a vaccine or have their child receive the vaccine, that same parent may not understand all of the challenges a specific staff member may be struggling with related to the virus. We cannot tell you those concerns, as it is private information, and we always strive to protect privacy, but there are concerns that arise. Supporting staff along with the student body is always a priority for our school.

**There are some additional practical reasons for both testing and vaccinations that we would like parents to consider. For the past year, the school operated by creating cohorts and were required to shut down cohorts in the event a student contracted the virus. At this time, students and staff who are close contacts with someone who contracted the virus are not required to quarantine in the same way others are. For practical reasons, the vaccine will help to keep your child learning in his or her classroom. Learning in the classroom with other students is best for their social and academic outcomes. In order to show how this helps a family, here are the current standards for how we are required to treat Covid-19 cases.**

- Vaccinations are not required at this time for anyone on campus including students. We are required to track vaccinations for employees and there is a requirement for frequent testing for employees who are not vaccinated as per Santa Clara County health order. The state of California does have a law regarding mandatory vaccinations for students on its books, but, we do not have decision making responsibilities on whether or not vaccinations will be required for Covid in the future. At this time the vaccines are approved for emergency use in ages 12 and older only.
- A close contact is defined as coming within 6 feet of a person who contracted Covid-19 for a total of 15 minutes or more over a 24 hour period. The timeline for close contact identification is two days prior to the time that Covid-19 positive contact's symptoms developed and/or a positive test was administered.
- For students who are considered close contacts to someone who tested positive for Covid-19, fully vaccinated and asymptomatic close contacts do not need to be quarantined and may remain on campus. The vaccines do help in keeping students at school.

- Symptomatic students, regardless of vaccination status, who are considered close contacts to someone who tested positive for Covid-19 must quarantine for the full 10 days and get tested for Covid-19.
- **Testing Help: One change by the health department is related to testing and helps those students who are not eligible for vaccines yet. At this time, a close contact to someone who tested positive for Covid-19 and who was exposed while masked indoors (as in a classroom) may remain on campus if he or she is tested 2x a week for 10 days after exposure as long as he or she does not participate in extracurricular activities or sports for those 10 days. Our new testing program is being built for this scenario, as testing twice a week off campus would be difficult for most parents and students. Testing is vital to keeping students at school in person.**

### **Delta Variant and Changes**

The Delta variant and Covid-19 remain challenging on many fronts and may worry parents. From the current information that is being passed along from health professionals, the stance for in-person learning has not changed much. Although changes can happen, and this has been evident throughout the pandemic, current guidance is emphasizing that at this time the current risk related to the Covid-19 Delta variant can be lessened when masks are worn inside buildings at all times when others are present. This is our current stance, and health officials feel that it is more important socially, academically, and for supporting mental health in students to remain in-person at this time. **We are monitoring concerns and receive weekly, sometimes daily, feedback from the county department of education and our health officials regarding the next steps. Many of us, like you, have children in the school. We will continue to work to take health requirements and apply them whenever a change is needed--at this point there is no change in stance required.**

So what does this mean for our families? Current health guidance is focusing on masks, testing, vaccination, and tracing. It will be imperative that families provide students with proper masks (typically two layer or N95 masks if available), and we need to be notified if there are symptoms related to Covid in the family. The symptom most on point for this disease is the loss of taste or smell, but any congestion, temperature, or flu-like symptoms should be sent immediately. We will work hard to keep privacy for these symptoms. **Also, you can express any concerns via email to Dr. Stuart at [sstuart@campbellchristian.org](mailto:sstuart@campbellchristian.org), who is updated consistently regarding the vaccinations, county and state health responses, and current rates of infection amongst other schools, our school, and the county as a whole.**

## **Student Billing**

In student billing, Covid sick time away from the classroom is being treated as any illness or quarantine related to illnesses, and billing will not change if a student must quarantine or a student is ill. Any time away from the classroom will be sick time at home, and students can complete teacher assigned makeup work as they would if they were at home with a cold or another flu. According to our Parent-Student Handbook, students have twice the total number of days of excused absence to submit makeup work for daily work missed. At this time, we do not have plans on recording lessons for students who have to be at home for an illness, as health officials have prioritized in person instruction for students and the maximum required time away for exposed individuals has decreased. Maximum quarantine times at this point is 10 days if it is related to Covid. Depending on when a student was exposed, with weekends a student will miss no more than 8 school days, or as little as 6 days in some cases. We are not offering a remote option at this time for students who do not want to attend school in person.

We are constantly monitoring advice and notices from health officials and county education representatives. If the situation changes, we will let our parents know as soon as possible. We are willing and able to pivot to offering remote classes if necessary, but at this time the recommendation is to prioritize student attendance in person, and general consensus is that students need to be in school for physical and social health reasons.