

# **Arroyo Pacific Academy**

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## **Middle School and High School College Preparatory**

### **COVID-19 SAFETY PROTOCOLS, CONTAINMENT, RESPONSE & CONTROL PLAN**

#### **Safety Protocols as of July 17, 2020**



All students, parents/host parents, faculty, staff, vendors, renters, agents, and visitors to the Arroyo Pacific Academy campus are to take everyday preventive actions prior to and while on the campus.

An off-campus location shall be considered an extension of the campus when/should a school program hold an official function (i.e. practice, training, meeting, community service, etc.) away from campus at that location.

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is ever evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even in the air.

People reportedly can be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and even death. Arroyo Pacific Academy cannot prevent you or your children from becoming exposed to, contracting, or spreading COVID-19 while utilizing the school's facilities. It is not possible to prevent against the presence of the disease. Therefore, if you choose to utilize Arroyo Pacific Academy's facilities, you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.

I/We HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THE SAFETY PROTOCOLS, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE.

#### **Waiver of Liability Relating to Coronavirus/COVID-19 and Agreement to Abide By Safety Protocols and Notification Requirements: ASSUMPTION OF RISK**

I/We have read and understood the above warnings concerning COVID-19. I/We hereby choose to accept the risk of contracting COVID-19 for myself, the international student(s), and/or my children to utilize Arroyo Pacific Academy's facilities. The use of these facilities is of such value to me/us and/or to my children or international student(s) that I/we accept the risk of being exposed to, contracting, and/or spreading COVID-19 in order to utilize Arroyo Pacific Academy's facilities.

## **1. Screening for Signs and Symptoms**

Symptoms of COVID-19 includes fever defined as 100.4, cough, shortness of breath, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, nausea, vomiting or diarrhea.

Temperature checks and health screening questions must be submitted prior to being permitted on to the campus. A health check is mandatory to gain access to the campus. Arroyo Pacific Academy will employ two types of screening for symptoms of COVID-19; passive and active.

### **Passive Screening**

Students should conduct passive screening at home prior to coming to school. Passive screening includes a survey for any symptoms and/or any recent exposures with a person with COVID-19. If student has either symptoms or close contact with an infected person, the student is expected to stay at home.

### **Active Screening**

Active screening will be performed prior to students entering campus which is a four-step process; visual wellness check which includes

1. questioning of symptoms,
2. temperature with non-contact thermometer,
3. hand hygiene
4. and reinforcement of face covering.

Any student who has COVID 19 symptoms or fever will be immediately isolated and parents/host parents will be contacted to come pick up student. Student will be encouraged to contact his/her health provider and be tested for COVID 19.

Students need to meet CDC criteria to discontinue home isolation, including 3 days with no fever, symptoms have improved and 10 days since symptoms first appeared. Students will be required to provide a doctor's note when they are absent from school.

Parents/host parents will be encouraged to utilize virtual meeting options, rather than coming onto campus so we can limit the exposure risk. All visitors will be screened at time of entry to the campus, applying the above 4 step process and will be expected to wear face covering while on campus.

## **2. Promoting Healthy Hygiene Practices**

Arroyo Pacific Academy will support healthy hygiene behaviors by providing adequate supplies, including soap, paper towels, hand sanitizer with at least 60% alcohol, tissues,

and disinfecting supplies. Students will be encouraged to practice hand hygiene along with respiratory etiquette, such as covering coughs and sneezes with a tissue.

Frequent hand washing and hand sanitizer will be encouraged throughout campus. Routines for hand sanitizing as students enter and exit all classrooms will be expected.

### **Respiratory Etiquette**

Cover cough with a tissue or sleeve. See CDC's Cover Your Cough page <https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm>. Safety protocols subject to change based upon updates to the guidelines provided by the County of Los Angeles Public Health and the CDC.

### **Use of Face Coverings/PPE**

It is mandatory for all personnel, students, and visitors to wear a protective face covering/mask while on campus at all times. Gloves are recommended, but not required. Face coverings are intended to protect other people, in the event that the wearer is unknowingly infected but does not have symptoms. Students and staff will be expected to wear face coverings.

Reasonable accommodations, such as a face shield will be allowed for those who are medically unable to wear a face covering provided medical documentation is on file.

Face coverings are most essential when physical distancing cannot be easily maintained. Information will be provided to all students on proper use, removal and washing of cloth face coverings.

Students will be expected to bring their own face coverings/PPE consistent with the dress code policy as stated in the online *School Handbook*. In the event a student does not have a face covering, one will be provided to him/her at the time of screening as they enter campus.

## **3. Physical Distancing**

Efforts will be made in all areas of campus to promote physical distancing. In the classrooms, space between seating and desks will be in place with the goal of at least 6 feet of physical distance.

Faculty will provide students will assigned seats to ensure adequate distance and students are expected to follow instructions.

Physical distancing will be reinforced during arrival to campus prior to the screening process. Signage will provide visual cues for students to support distancing.

Campus movement will reinforce physical distancing such as one-way hallways and directional routes throughout the campus. Staggered dismissal times will be implemented to allow for less congestion at the end of the academic day.

Visitors on campus will be limited, so we can ensure safe movement of the students.

Outdoor spaces will be utilized to allow for greater ventilation. When feasible, fresh air will be circulated in classrooms.

Individually packaged meals will be offered. Outdoor spaces will be identified for students to consume their food while physical distancing. Congregate movement will be minimized, and staff will reinforce necessity for physical distancing.

#### **4. Cleaning and Disinfecting**

Frequently touched surfaces, such as but not limited to door handles, tables, student desks, rest rooms will be cleaned and disinfected within the school at least daily or between uses as much as possible. All disinfecting products are on the Environmental Protection Agency (EPA) approved list "N" for efficiency of COVID19 and follow product instructions.

The use of Drinking Fountains will be discontinued. Students will be encouraged to bring their own water to minimize use and touching of water fountains. Bottles of water are available for purchase.

#### **5. Exposure Response Management**

Arroyo Pacific Academy has designated Ms. Deagon to be responsible for responding to all COVID 19 concerns. This individual has been trained in contact training and will coordinate the documentation, tracking of possible exposures, in order to work with local health officials, staff and students in a prompt and responsible manner.

An exposure is defined as an encounter of less than 6 feet where neither parties are wearing a mask for greater than 15 minutes. Students and parents/host parents are expected to immediately report to Ms. Deagon by calling (626) 294-0661 if they have positive test for COVID 19 or exposure if any persons positive for COVID19.

Students and parents/host parents will be expected to complete a Waiver and Release Form regarding COVID19.

When a student, teacher or staff members tests positive for COVID 19 and had exposed others at the school, our exposure management protocol will be initiated, which includes notification to the Los Angeles County Department of Public Health. Those who had close contact with a person diagnosed with COVID19 will be informed to stay home and self-monitor for symptoms along with consideration of being tested. Within the protocol, communication to students and parents/host parents will occur while maintaining confidentiality of all parties.

In consultation with the Los Angeles County Department of Public Health, the Arroyo Pacific Academy Principal/President may decide whether school closure is warranted, including the length of time necessary based on the risk level within the community as determined by the County Health Officer.

## **6. Emotional Support and Resiliency**

Keeping our students and employees physically healthy is a priority of Arroyo Pacific Academy, but the emotional and social health is equally important. Our community has experienced high levels of stress and disruption. Therefore, we have enhanced our wellness services for students.

Students will be encouraged to talk with Faculty and utilize our Counseling Services to support them during this stressful transition back to school. Wellness & resiliency resources will be shared with students on various platforms.

The following documents were used in developing the COVID-19 SAFETY PROTOCOLS, CONTAINMENT, RESPONSE & CONTROL PLAN:

### **CDC Considerations for Schools:**

<https://www.cdc.gov/coronavirus/2019-ncov/community/schoolschildcare/schools.html>

### **CDC FAQs for Schools:**

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools-faq.html>

### **Center for Disease Control “Schools Decision-Making Tree”**

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

### **California Department of Education – “Stronger Together: A Guidebook for the Safe Reopening of California’s Public Schools”**

<https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>

### **California Department of Health – “COVID 19 Industry Guidance: Schools and School-Based Programs”**

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

### **CDC “Cleaning and Disinfecting Your Facility”**

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility>

## **WAIVER OF LAWSUIT/LIABILITY**

I/We hereby forever release and waive my right to bring suit against the Arroyo Pacific Academy and its administrators, directors, managers, officials, trustees, agents, employees, coaches, staff, affiliates or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to utilizing Arroyo Pacific Academy's facilities. I/We understand that this waiver means I/We give up my/Our right to bring any claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I/We may have to seek damages, whether known or unknown, foreseen or unforeseen.

## **AGREEMENT TO ABIDE BY SAFETY PROTOCOLS and the COVID-19 CONTAINMENT, RESPONSE AND CONTROL PLAN**

I/We have been provided with a copy of Arroyo Pacific Academy's written safety protocols and the COVID-19 CONTAINMENT, RESPONSE AND CONTROL PLAN. I/We have read and I understand these safety protocols and COVID-19 Plan. I/We agree to fully comply with the safety protocols and COVID-19 Plan. I/We acknowledge that if, in the sole discretion of Arroyo Pacific Academy's representatives, it is determined that I/We are not fully complying with the safety protocols, I/We will be precluded from further use of Arroyo Pacific Academy's facilities.

## **NOTIFICATION REQUIREMENTS**

As a condition to the use of Arroyo Pacific Academy's facilities, I/We agree that if I/We receive a positive COVID-19 diagnosis, I/We will promptly notify Ms. K. C. Deagon. I/We consent to allowing Arroyo Pacific Academy's representatives to notify employees and other users of the facilities that another user of the facility tested positive for COVID-19, without identifying me/us by name.

## **CHOICE OF LAW**

I/We understand and agree that the law of the State of California will apply to this waiver.

I/WE HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE AND AGREEMENT TO ABIDE BY SAFETY PROTOCOLS, THE COVID-19 CONTAINMENT, RESPONSE AND CONTROL PLAN, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY/OUR RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE

## **COVID-19 LIABILITY RELEASE WAIVER FOR STUDENT/PARENT/HOST PARENTS**

Due to the 2019-2020 outbreak of the novel Coronavirus (COVID-19), Arroyo Pacific Academy is taking extra precautions with the care of every student, parent/host parent and employees to include health history review and enhanced sanitation/disinfecting procedures in compliance with CDC guidance.

**Symptoms of COVID-19 include**

- Fever
- Fatigue
- Dry Cough
- Difficulty Breathing

**I/We agree to the following:**

- I understand the above symptoms and affirm that I, as well as all household members, do not currently have, nor have experienced the symptoms listed above within the last 14 days.
- I affirm that I, as well as all household members, have not been diagnosed with COVID-19 within the past 30 days.
- I affirm that I, as well as all household members, have not knowingly been exposed to anyone diagnosed with COVID-19 within the past 30 days.
- I affirm that I, as well as all household members, have not traveled outside of the country or to any city or county considered to be a “hot spot” for COVID-19 infections within the past 30-days.
- I understand that Arroyo Pacific Academy cannot be held liable for any exposure to the COVID-19 virus caused by misinformation on this form or the health history provided by each student, parent/host parent, employee.

Arroyo Pacific Academy is following the enhanced procedures as contained in this document to prevent the spread of COVID-19.

I/We have read for understanding, the Arroyo Pacific Academy’s COVID-19 SAFETY PROTOCOLS, CONTAINMENT, RESPONSE & CONTROL PLAN

By signing below, I/We agree to each statement above and release Arroyo Pacific Academy from any and all liability for unintentional exposure or harm due to COVID-19.

Parent/Host Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Host Parent Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_