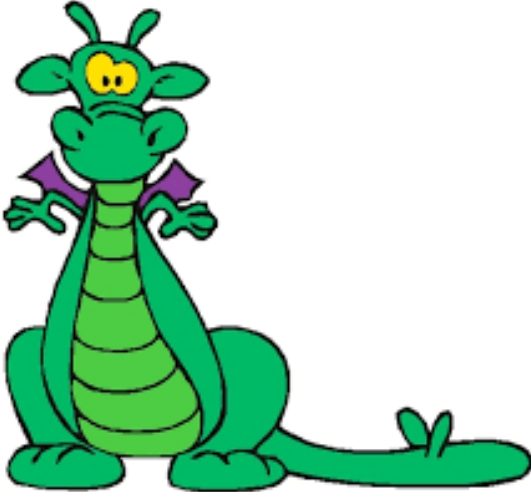


A Strategic Plan for Reopening Schools

Dailey Elementary Charter School

2020-2021



On July 17, 2020 the governor's office ordered that schools within counties of increased COVID -19 cases would need to begin the year with online instruction. Once Fresno County is off the watch list for 14 consecutive days Dailey will be able to move forward with offering in person instruction and online learning for students. Families will have the option of which instruction format they would like their student to attend until the state orders all students return to campus.

We would like to note that in person instruction will look and feel different compared to the past due to added safety practices.

Online Instruction - Off Campus	On-Campus Instruction
<ul style="list-style-type: none"> • Available to all students • Daily instruction with a teacher • Online student collaboration experiences • Grade level and above, State and IB standard learning in all grade levels 	<ul style="list-style-type: none"> • Student/staff health screening prior to entry on campus • Physical distancing • Required masks • Frequent handwashing/sanitizing • Increased daily cleaning/disinfecting

Principles for Reopening

- 1) Students receive grade level and above instruction that supports spring learning loss and leads into current grade level understanding and mastery.
 - a) Provide inquiry and conceptual learning opportunities that foster hands-on learning and collaboration
 - b) Continue to implement Dailey expectations in teaching, learning, and behavior
 - c) Provide social emotional supports
 - d) Provide individualized learning supports
- 2) Communicating to families regularly. Communications sent out to families through a wide range of platforms to help families be informed about school procedures, schedules, and student learning.
- 3) Providing layers of safety practices that reduce the spread of COVID-19 and allow students to receive an in-person education once safe to do so.
 - a) Student, staff, and essential visitors conduct daily health screening prior to arrival
 - b) Physical distancing

- c) Hand hygiene
- d) Required masks based on California Department of Public Health and California Department of Public Health guidelines
- e) Increased cleaning/disinfecting protocols

Communication Timeline

- June 11, 2020
 - Digital Parent Meeting - Sharing Reopening School Plan
- July 17, 2020
 - Email and Phone Call to Families - Sharing Schools Opening Online
 - PowerPoint posted on Website
 - PowerPoint Shared with Staff
- July 27, 2020
 - Email and Phone Call to Families - Back to School Information
- July 30, 2020
 - Digital Parent Meeting -Back to School Information
 - PowerPoint Posted on Website
 - PowerPoint sent to Staff
- August 3, 2002
 - Review Opening of School Plan to Staff
- August 10, 2020 - August 14, 2020
 - Teacher Meet and Greets
 - Device Distribution
- August 13, 2020
 - Digital Back to School Night
- August 17, 2020
 - First Day of School Digitally
- September 21, 2020
 - CSEA Ch. 125 & 143 Meeting
- September 23, 2020
 - Reopening Campus Plan presented to FICS Board
- September 25, 2020
 - Reopening of Campus Plan presented to Dailey Staff
- September 29, 2020
 - FICS Board of Directors Approves Plan

- Plan Posted on School Website
- Email and Text Sharing Plan Sent to Families
- September 28,2020 – October 2, 2020
 - One-On-One Meetings with Teachers
- October 2, 2020
 - Reopening of Campus Parent Meeting 8:00 a.m.
- October 5, 2020
 - Reopening of Campus Parent Meeting 5:30 p.m.
- October 22, 2020
 - Staff Procedures Meeting and Run Through
- October 19, 2020-October 23, 2020
 - Kindergarten & First Grade Family Campus Walks with Administration

Weekly Communication to Families

- Friday emails sent to every family from teachers posted on Class Dojo
- Sunday school message from Executive Director

Engagement Resources

- ATLAS Connect
- Email
- Dailey Website (fics.us/dailey/)
- Rapid Alert Emergency Notifications
- EduText
- Class Dojo
- Social Media (Facebook, Instagram, Twitter)
- Videos

Online Daily Instruction

Online Learning Daily Schedule	
7:45 a.m. - 8:00 a.m.	Announcements & Opening Routines
8:00 a.m. - 9:00 a.m.	Live/Synchronous Instruction *Attendance taken at 8:00 a.m.
9:00 a.m -9:10 a.m. Snack/Stretch Break/PE	
9:00 a.m. - 10:00 a.m.	Live/Synchronous Instruction
10:00 a.m. - 10:20 a.m. Morning Break	
10:20 a.m. - 11:30 a.m.	Live/Synchronous Instruction
11:30 a.m. -11:35 a.m. Snack/Stretch Break/PE	
11:35 a.m. - 12:00 p.m.	Live/Synchronous Instruction
12:00 p.m. - 12:45 p.m. Lunch	
1st- 5th Grade 12:45 p.m. - 1:30 p.m.	Live/Synchronous Instruction
1:30 p.m. - 1:40 p.m. Snack/Stretch Break/PE (1st-5th)	
Kindergarten: 12:45 p.m. - 1:00 p.m.	Review day & prepare for next day's learning
1:00 p.m. -1:30 p.m. Optional	Independent work with live assistance available to student from teacher Participation is optional
1:30 p.m. Kindergarten End of Day	
1:30 p.m. - 2:20 p.m.	<ul style="list-style-type: none"> Live/Synchronous Instruction (1st-5th)
2:20 p.m. - 2:30 p.m. Afternoon Break	
2:30p.m. - 3:00 p.m. Optional	<ul style="list-style-type: none"> Specialty Classes / GLOBAL Independent work with live assistance available to student from teacher Participation is Optional
3:00 p.m. 1st - 5th End of Day	

	Kindergarten	First - Fifth
Total Instructional Minutes (daily)	4 hours 40 minutes	6 hours
Live Instruction (daily)	4 hours 10 minutes	5 hours 30 minutes
Teacher Support with Independent Work (daily)	30 minutes	30 minutes
Teacher Planning (weekly)	7 hours 5 minutes	5 hours 25minutes
Professional Learning (weekly)	1 hour 45 minutes	1 hour 45 minutes

Dailey will begin the year by providing high quality instruction online to every student everyday through Zoom and Microsoft Teams. While learning online, students will maintain enrollment with instruction provided by their teacher. Students will be engaged in synchronous learning five days a week and all classrooms will teach the California State Standards alongside the IB Standards and Practices.

Dailey will mirror in-class instruction as much as possible from afar. Students will be collaborating with each other and completing projects with materials provided by the school. Each morning the day will begin with morning announcements just as if students were on campus. We will maintain Spirit Friday to help support a sense of community. Each day administration will hold Zoom lunches for student socialization with one another. Clubs will be held weekly from 2:30 p.m. – 3:00 p.m. for students who have completed their work and want to be involved in a leadership role or learn something new of their interest with their peers.

On-line instruction will be created to:

- Deliver high-quality instruction
- Ensure the safety and wellness of students and staff
- Foster internationally minded students through rich and meaningful learning engagements
- Foster the love of learning
- Promote critical thinking, creativity, and collaboration
- Establish strong relationships and positive experiences with our students and families
- Provide the structure and support educators, students and families need for learning

Learning Materials

As Dailey implements an inquiry-based program teacher plan week to week. To ensure that students have hands-on materials that accurately support the learning each week on Thursday and Friday we hold material pickups and work drop off from 7:15 a.m. – 4:00 p.m. Tables are placed outside of the school in the valet area with boxes that

contain new materials and a materials return box for each teacher. There is also a place for students to pick up library books they have checked out.

If families notify us that they have tested positive for COVID or have COVID like symptoms their materials are placed in individual bins by a tree located six feet away from the tables. We also leave their materials out until 4:30 p.m. so they can come when other families are not present.

Curriculum

Dailey will continue to implement the International Baccalaureate Primary Years Program. Its premise is based on conceptual, inquiry-based units of instruction which focus on structured questioning, methods that promote high-level questioning and global mindedness that encourages and enhances a child's natural curiosity. Dailey will maintain its rigorous instruction through strategically designed units of inquiry. Specialty classes (Art, Music, PE, Spanish, and GLOBAL) will be included in students learning day as normal.

Technology

To date, Dailey has successfully provided approximately 400 devices to students to support their online learning. Staff has continually reached out to families who have not picked up a device or are struggling with connectivity. Kindergarten students were provided a tablet, first grade was provided a tablet and a laptop, second - fifth grade were provided a laptop.

Dailey students and parents needing technology support can contact the school's office at 559-248-7060 or they can complete a Technology Help Request Form https://docs.google.com/forms/d/e/1FAIpQLSf5Jv9XMJ2EXWhNcVKNQOG7FwMhK5_pHxeXWXLpgTWTuX5-Yg/viewform and our online coordinator will contact them during school hours to support.

Dailey is working with Human IT Inquiry to provide hotspots for families who are struggling with internet.

Platforms

Dailey will be starting the year off utilizing Zoom, as it is extremely user friendly for all age groups. Each grade level will slowly move towards instruction being completed on Microsoft Teams. Classrooms will also be using several other platforms to support student learning such as Padlet, SeeSaw, Edulastic, and many others.

Student Safety During Online Learning

Students' health and well-being remains a top priority, especially when students are not physically present on campus. Much like the supports and safety practices provided when they are on campus, it's imperative those same resources are available to students in this new world of online learning. As an added safety precaution, Dailey will be using Gaggle to add additional safeguards while students are online using Microsoft Teams, Microsoft Office 365 email and OneDrive. Gaggle uses key phrases and technology to identify inappropriate language, bullying and harassment, inappropriate sexual content and even situations that might lead to self-harm. Gaggle service follows all state and federal laws protecting student privacy. Gaggle's staff review and, where appropriate, notify a school administrator to provide necessary supports. If a school administrator is unavailable, Gaggle will contact local public safety in life threatening situations. Dailey administrators provide responsive supports for students' well-being and their continued growth.

Expectations and Roles for Supporting Online Learning

Successful online learning experiences for students will require all of us to work together. Below is a quick guide for the roles stakeholders each play:

- Students
 - Come to class everyday ready to learn with all needed materials
 - Come to school in uniform
 - Use breaks appropriately
 - Have a quiet and conducive workspace that promotes learning
 - Contribute to building strong and supportive relationships with school staff and classmates
 - Seek assistance from teacher during instruction
 - Know your usernames and passwords to access all digital resources
 - Submit all assignments on time
- Teachers
 - Create and maintain a positive classroom culture
 - Provide rigorous, inquiry and conceptual based lessons
 - Provide feedback to students
 - Communicate with families
 - Have learning materials ready for families each Thursday and Friday
- Administration
 - Facilitate community meetings and outreach
 - Monitor the quality of instruction, social emotional learning and social emotional supports
 - Monitor student attendance
 - Communicate with staff and families
 - Ensure students have technology and materials needed for learning
- Families
 - Update contact information with the school office

- Ensure that there is internet access and a mobile device at home for student(s)
- Ensure student(s) logs in each day
- Monitor off task chatting on platforms
- Ensure student(s) knows their username and passwords or have access to them
- Engage student(s) daily regarding assignments
- Stay informed and updated on all school business by actively reading and listening to all school communications throughout the year via School Messenger, Class Dojo, signage, school website, and social media

Support

Students have access to teachers the entire instructional day. The schools office is open Monday - Friday from 7:30 a.m. - 4:00 p.m. to support families with any questions they may have. Dailey also has an Online Coordinator available to families Monday - Friday from 7:30 a.m. - 4:00 p.m. to support with technology.

Training for Students and Families

Training was provided to families the week before school began. Students and families were able to attend workshops throughout the week that taught families how to log on to the platforms that are being used during the learning day. Instructional videos are also available on the schools' website <https://fics.us/dailey/families/technology-resources/> to support families. Flyers have also been sent home to families with instructions for downloading and logging on to platforms. Students also have access to teachers the entire learning day to support with technology.

Social Emotional

The first two weeks of school each grade level conducted a mini unit of inquiry on the Learner Profile and emotions. Classrooms conduct morning meetings where students can share how they are feeling and experiences. Many grade levels incorporate journal writing and mindfulness activities into their day. Our school psychologist is also available to support students when teachers and administration notice a student is struggling.

Meals

Dailey has been selected as a food service site. Our campus serves breakfast and lunch to students from 7:00 a.m. - 9:00 a.m.

Support for Special Populations

Students with exceptional needs, English learners and students in foster or experiencing homelessness living situations will continue to be given special consideration to ensure appropriate instruction while complying with federal and state requirements.

Students with Exceptional Needs

Students with exceptional needs will continue to receive services and supports to ensure they can make progress in the general education classroom by Fresno Unified.

Students with exceptional needs will participate in daily, live instruction with teachers and peers and independent assignments and instruction. Teachers will maintain a record of instruction, participation, and assignments. Students will be expected to be available for instruction and special education services during regular school hours. A device and all materials required to meet a student's needs outlined in the IEP in the distance learning model will be provided.

Special education services, accommodations, modifications, and supports outlined in a student's IEP will be provided virtually during online learning. Annual IEP goals and short-term objectives will continue to be implemented and monitored, and progress reports will be provided to families quarterly. If there is any aspect of a student's IEP that is not applicable to the distance learning model or will look different, notice will be provided to the family with more information.

IEP team meetings and assessments will continue to be held and completed within applicable timelines. Any IEPs or assessments that were due in spring 2020 but not completed during the school closure period, will also be completed. 504 plans will be in effect and students will continue to be allowed accommodations under those plans.

Fresno Unified's Special Education Department will continue to be updated in order to provide the most current and pertinent information for families and staff. To learn more, visit the Special Education Department at fresnounified.org.

English Learners (ELs)

Ongoing integrated ELD strategies will be embedded into each lesson during the full instructional day. Formative assessments will be used to assist monitoring of student progress in development of reading, writing, listening, and speaking skills.

Foster and Homeless Students

Students will receive devices and have access to their teachers all day.

Hybrid Model: Online & In Person Learning

School Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Every student attends school online	<p>Cohort A Attends class in person</p> <p>Cohort B Attends class online with other online students</p>	<p>Cohort A Attends class in person</p> <p>Cohort B Attends class online with other online students</p>	<p>Cohort B Attends class in person</p> <p>Cohort A Attends class online with other online students</p>	<p>Cohort B Attends class in person</p> <p>Cohort A Attends class online with other online students</p>

Instructional Day	
Kindergarten	8:00 a.m. – 1:30 p.m.
First – Fifth Grade	8:00 a.m. – 3:00 p.m.

Students that select to return to in-person learning will have their names will be selected from a random drawing to determine which cohort they will be placed in.

Students who select to continue with online learning will attend the in-person class through Zoom or Microsoft Teams. The platform used will be selected by the specific grade level teaching team.

For students learning online each classroom will have a tablet broadcasting the learning via Zoom or Microsoft Teams. When students are sharing work in groups the online class will be placed into breakout rooms. Students will be able to take their school devices home once a technology check-out agreement has been signed and returned to the office by the student's parent/guardian.

To ensure a smooth and safe return to campus we will be implementing a staggered reentry schedule. Once campus is open we will have one new grade level each week

return back to campus. We will start with the youngest grade levels and move up to the older students. This will allow us to teach each grade level the procedures for campus one at a time.

October 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
28 Online Learning Forms Turn in Date	29	30	1	2
5	6	7	8	9
12 Conferences	13 Conferences Schools could open	14 Conferences	15 Conferences	16 Conferences
Administration, Specialty, Custodial run through all arrival dismissal, recess, and lunch procedures				
19	20	21	22	23
		Possible Early Release Days Opening Prep. & Teacher Planning		
Kindergarten & First Grade Campus Walks				
26	27	28	29	30
Kindergarten on Campus				

November 2020				
Monday	Tuesday	Wednesday	Thursday	Friday
2 Teacher Training Day	3	4	5	6
Campus Walks 2nd Grade	Kindergarten on Campus			
9	10	11 No School	12	13
Kindergarten & First Grade on Campus				
16	17	18	19	20
Kindergarten & First Grade on Campus				
23	24	25	26	27
Thanksgiving Vacation				
30	1	2	3	4
Kindergarten, First and Second Grade on Campus				

These dates are tentative and will be adjusted based on when Fresno County has moved to level red and has stayed in red for two weeks. Grade levels could move back to campus sooner if the current grade levels seem to be adjusting to all procedures easily.

Learning Environments/Classrooms

Outdoor Learning

When the weather and instruction permits, students will be learning outside. Each classroom is equipped with a rolling white board and a teaching cart. Each classroom will have a designated outdoor learning space. Dailey is asking that families send their students to school with a beach towel. The beach towel will be sent home every Friday with student to have it washed and brought back on Monday. Families may also send their student with a camping or beach chair. The only requirement is that the student can open/close and carry it on their own. Students will also be able to use their chair from their classrooms. Classrooms will be located in shaded areas throughout the school with a shade structure on sunny days.

Indoor Learning

Seating Arrangements

Students will be seated in rows all facing the same direction, with six feet of distance between each desk. Students will be required to wear a mask or face shield in class per opening of school guidelines. Students will have a desk but will not be able to place any personal belongings inside of the desk. All learning materials will be kept in students backpacks and individual cubby areas. Each student will have a designated chair with their name taped on it and the chair will only be used by that student. Desks will be disinfected in between learning sessions. Students will not be permitted to wander around the classroom.

Air Circulation

Each classroom will have doors and windows open to help keep the air circulating in the room. Classroom air conditioners will also be on throughout the day. Each room will have two standing fans on to help circulate the air.

Supplies

Students will not be sharing supplies. Student supplies will be labeled and only used by that student. All teachers are creating systems in their classrooms that support individual use only.

Manipulatives that are used to support learning are bagged for individual student use.

Cleaning and disinfecting

- Each desk and chair will be wiped down daily
- Rooms will be disinfected daily with a steaming machine

- Doorknobs and high touch surfaces will be cleaned after each recess (3 times)
- Handwashing and/or hand sanitizer will be done every two hours

Students will receive their core instruction in person and complete independent work the remaining of their learning day.

Specialty Classes

Specialty classes (Art, Spanish, Music, and PE) will be offered to students through online instruction when students are not meeting in their homeroom. This will ensure that when students are on campus or with their teacher, they are focusing solely on core academic standards. This will ensure that students have the very little exposure to other adults other than their teachers when on campus.

	Monday	Tuesday	Wednesday	Thursday	Friday			
8:00-8:50	PE Davis	Art VHH	8:00 - 8:40	PE Vasquez	8:00-8:40	Art Vasquez	8:00-8:40	PE Houseman
	Spanish Davenport	Music Davenport		Spanish Houseman		Music Fleming		Spanish Vasquez
9:00-9:50	PE Lichtl	Art Lichtl	9:00-9:30	PE Hudson	8:50-9:40	Art Davenport	9:00-9:30	PE Block
	Spanish La Rosa	Music La Rosa		Spanish Severns		Music Davis		Spanish Hudson
10:00-10:40	PE Pillow	Art Pillow	9:40 - 10:20	PE Fleming	9:50-10:40	Art La Rosa	9:40-10:20	PE Lundquist
	Spanish Lundquist	Music Lundquist		Spanish Del Rosario		Music VHH		Spanish Pillow
	10:50 - 11:30 Lunch	10:50 - 11:30 Lunch	10:30-11:20	PE VHH	Lunch 10:50-11:30		10:30-11:20	Prep
11:40- 12:30	PE Boles	Art Boles		Spanish Davis	11:40-12:30	Art Haro	Lunch 11:20-12:00	
	Spanish Haro	Music Haro	Lunch 11:20-12:00		Music Boles	12:00-12:30		Art Block
12:40-1:10	PE Severns	Art Hudson	12:40-1:30	PE Davenport	12:40-1:10	Art Severns		Music Severns
	Spanish Block	Music Block		Spanish VHH		Music Hudson	12:40-1:30	Art Davis
1:20- 2:10	PE La Rosa	Art Fleming	1:40-2:30	PE Haro	1:20-2:00	Art Lundquist		Music Lichtl
	Spanish Lichtl	Music Del Rosario		Spanish Boles		Music Houseman	1:40-2:30	
2:20 - 3:00	PE Del Rosario	Art Houseman	2:30-3:00	Prep	2:10-2:50	Art Del Rosario		
	Spanish Fleming	Music Vasquez				Music Pillow	2:00 - 3:00	Prep
2:00 - 2:20	GLOBAL	2:30-3:00	GLOBAL	2:30-3:00	GLOBAL	2:30 - 3:00	GLOBAL	
Room 2	Haro	Room 2	VHH	Room 2	Davenport	Room 2	Fleming	
Room 3	Boles	Room 3	Del Rosario	Room 3	Lundquist	Room 3	Houseman	
Room 4	Pillow	Room 4	Lichtl	Room 4	La Rosa	Room 4	Vasquez	

Arrival and Dismissal

Arrival

To limit lines and large crowds we will be implementing a staggered arrival schedule with the front gate and side gate open for students. Siblings can enter the campus together.

All students will be given a health questionnaire along with a temperature check. Students with a temperature of 100.4 Fahrenheit or higher will not be allowed on campus. Students that arrive at school with a 100.4 Fahrenheit or higher will have their

parent/guardian contacted immediately for pick up. Students will stand outside with administration until they have been picked up.

Valet Traffic will enter through the front main gate on Harrison Avenue. Temperatures will be taken while students are still in the car along with the health questionnaire.

Students walking to school will enter campus through North Farris Avenue. To limit the amount of people near students, we are asking that adults stay away from the gate. Cones will be placed where adults need to stop.

Parents will not be allowed on campus during arrival and/or dismissal times. All visitors must be pre-arranged with administration and will be required to take the health questionnaire and temperature check.

Hallways and pathways on campus will accommodate one-way traffic. Signs will be posted around campus showing students which direction to go.

7:20 a.m. -7:35 a.m. (siblings can come together)

- Kindergarten, First and Second Grade

7:35 a.m. - 7:50 a.m.

- Third, Fourth, and Fifth Grade (siblings can come together)

Morning Bell Schedule

- First bell will ring at 7:50 a.m.
- Second bell will ring at 8:00 a.m. at this time students will be tardy.

Breakfast

- Breakfast will be served from 7:20 a.m. - 7:40 a.m. when school is in session

Dismissal

Teachers will not be available at this time for parent/teacher communication outside of daily hand signals that have been set up between parent and teacher privately. We are asking that all families stay in their vehicles and **do not line up at gates**.

- Kindergarten 1:30 p.m. on Harrison Avenue
 - Miss Severns gate one (closest to Shields Avenue)
 - Miss Block at gate two (middle -main gate)
 - Mrs. Hudson at gate three (last gate farthest south on Harrison Avenue)

For first - fifth grade dismissal both front and back gate will be valet systems. All adults will be asked to stay in their vehicles. Side gate on Farris Ave. will be for walking traffic. Older siblings will be dismissed with younger siblings together.

- 2:50 p.m. - 3:00 p.m.
 - First and Second Grade
 - First Grade located at the back gate standing on field by room numbers
 - Second Grade located at front gate (Harrison Avenue)
 - Miss Pillow gate one (closest to Shields)
 - Miss Lundquist gate two (middle gate)
 - Mrs. Del Rosario gate three (last gate farthest south on Harrison)
- 3:00 p.m. - 3:10 p.m.
 - Third, Fourth, and Fifth Grade
 - Third grade located at the front gate
 - Mr. Davenport gate one (closest to Shields)
 - Miss Davis gate two (middle gate)
 - Mr. Von Hoyningen Huene gate three (last gate farthest south on Harrison)
 - Fourth and Fifth Grade at back gate
 - Classes will be lined up on the field
- For first - fifth grade the side gate located on Farris Avenue will be open for students who are walking home with families.

Health Screening

Student Screening

Parent Screening: Questions to ask student(s) before you leave for school

- If you answer “no” to all questions, students can come to school
- If you answer “yes” to any of the questions, students will need to stay home and consult with your doctor
 1. Is my child feverish?
 2. Does my child have chills?
 3. Does my child have a new or worsening cough?
 4. Does my child have shortness of breath?
 5. Does your child have any loss of taste or smell?
 6. Does your child have a sore throat?
 7. To my knowledge, has my child had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time)

School Entry Screening: Students will be asked the following questions by a staff member prior to being allowed on campus along with a temperature check, consistent with public health guidance. Questions will be tailored for the student age group.

- If students answer “no” to all questions, has no temperature, and appears well, students will be allowed to proceed onto campus

- If students answer “yes” to any questions, have a temperature, or maybe exhibiting signs and symptoms of illness, students will go to isolation area and parent/guardian will be contacted for pickup
 1. Are you feverish?
 2. Do you have chills?
 3. Do you have a new or worsening cough?
 4. Do you have shortness of breath?
 5. Does your child have any loss of taste or smell?
 6. Does your child have a sore throat?
 7. To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time)

Visitor Screening: visitors will be asked the following questions along with a temperature check outside of the front office.

- If the visitor answers “no” to all questions, they may enter Dailey’s school site.
- If the visitor answers “yes” to any of the questions, they need to stay home.
 1. Are you feverish?
 2. Do you have chills?
 3. Do you have a new or worsening cough?
 4. Do you have shortness of breath?
 5. Does your child have any loss of taste or smell?
 6. Does your child have a sore throat?
 7. To your knowledge, have you had close contact with anyone diagnosed with COVID-19 in the past 14 days? (Close contact is considered as being within six feet of someone, unmasked, for more than 15 minutes at one time)
 8. Have you traveled outside of the country in the past 14 days?

Recess and Lunch

Morning Recess		Afternoon Recess	
Kindergarten	8:45 - 8:55	Kindergarten	1:10 - 1:20
First Grade	9:00 - 9:15	First Grade	1:30 - 1:45
Second Grade	9:20 - 9:35	Second Grade	1:50 - 2:05
Third Grade	9:40 - 9:55	Third Grade	2:10 - 2:25
Fourth Grade	10:00 - 10:15	Fourth Grade	2:30 - 2:45
Fifth Grade	10:20 - 10:35	Fifth Grade	2:30 - 2:45

Lunch Schedule		
10:50 – 11:30		
10:50 -11:10	Kindergarten Eats	First Grade Recess
11:10 – 11:30	First Grade Eats	Kindergarten Recess
11:40 – 12:20		
11:40 – 12:00	Second Grade Eats	Third Grade Recess
12:00 – 12:20	Third Grade Eats	Second Grade Recess
12:30 – 1:10		
12:30 -12:50	Fourth Grade Eats	Fifth Grade Recess
12:50 – 1:10	Fifth Grade Eats	Fourth Grade Recess

Recess

In order to ensure students stay within their cohort, the field will be split into three sections and each classroom will have their area to play in. Each classroom will have their own recess equipment of bouncy balls and jump ropes. Equipment will be disinfected every day. Bathrooms will be disinfected after each grade levels recess time. Staff members will be teaching students other games that do not promote touching or equipment. Students will wash hands before leaving to recess and after recess.

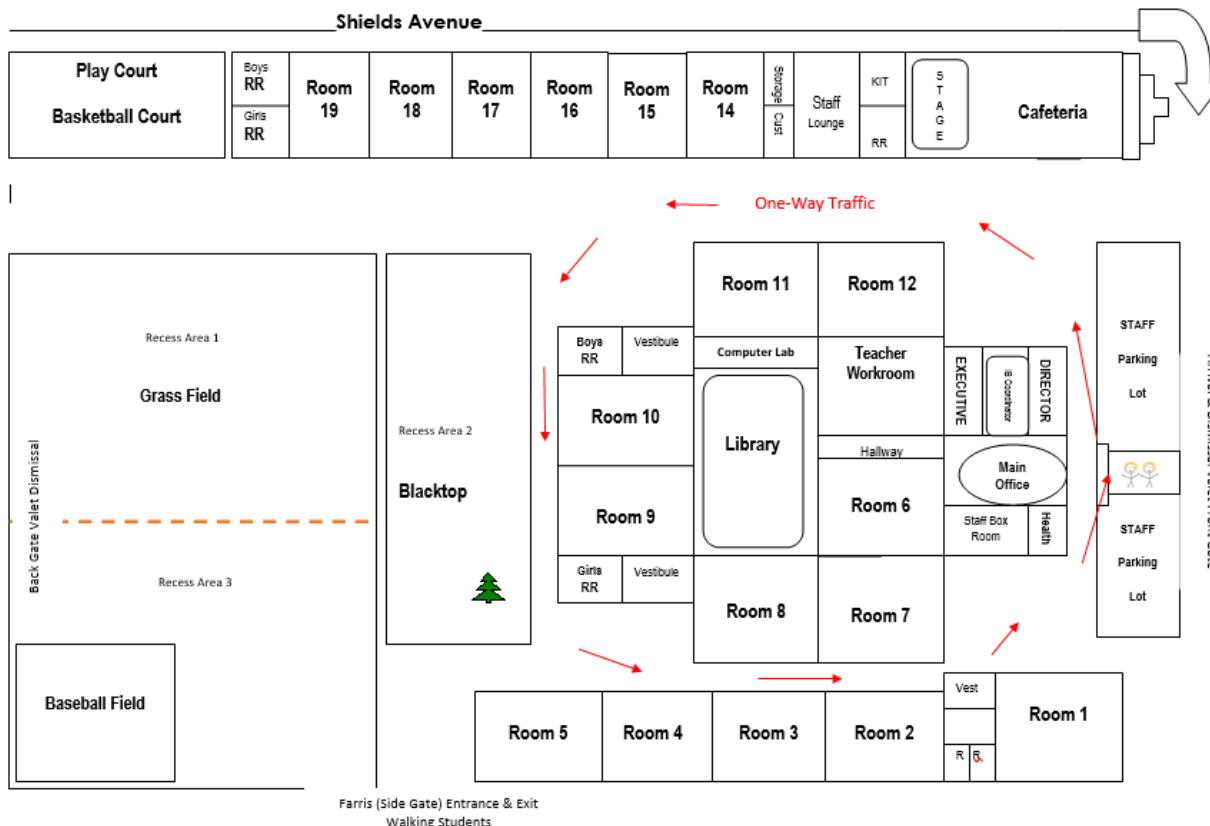
Drinking fountains will not be accessible to students. Students need to bring their own water bottles and they can be refilled at our water station located in the cafeteria.

General first aid and ice packs will be kept in classrooms to limit the number of students from different cohorts in the health office. When possible health assistance will be provided in the student's location rather than reporting to the office.

Lunch

Students will eat outside when the weather permits. When the weather is bad, classes will eat in their classrooms. Each room will be disinfected prior to another class's arrival. Washing stations will be placed by each eating area and each student will wash hands after eating.

DAILEY ELEMENTARY CHARTER SCHOOL



Food on Campus

Snacks

All snacks will stay in student’s lunch bags or backpacks. Snacks cannot be shared with other students. Hands will be washed before and after snacks have been eaten.

Parties and Celebrations

CDC has recommended that shared food does not take place on campus. We recommend students bring their favorite book on their birthday to have read to the class. Classes will sing Happy Birthday to the student, but outside food will not be allowed to be passed out to classrooms of students.

Celebrations and class parties will still take place, but with modifications. Teachers will be in contact with room parents as we arrive closer.

Safety Measures

Staff

- Each staff member has been provided a cloth mask, a disposable mask, and a face shield
- PPE station located in the office on the back counter
- Clorox wipes, hand sanitizer, disinfect spray, and a sink with soap are located in each classroom
- Employees take a daily health screening on Google Forms <https://docs.google.com/forms/d/1kA9mMjy3BcyPLn0YgILvDgWyuScbThvd9VrCluw0Qgo/edit> and temperatures are taken at arrival
- Communal eating areas capacity has been changed to meet social distancing guidelines
 - One person per table
 - Tables placed with six feet of distance
 - No communal food items
 - Hand sanitizer and disinfectant spray in areas
- Assigned bathrooms for different wings of the facility
- No one is allowed into classrooms when teachers are in their rooms, unless approved by administration
- Mail and copies are delivered to bins outside teachers' doors
- Copies and lamination only done by office staff
- Once students are back on campus one teacher from each grade level will have a designated copy time each week and will be trained on cleaning procedures

Students

- Social distancing
- Face covering
 - School will provide one cloth face covering and disposable face coverings
- No communal supplies
- Students will check out books electronically and be delivered to classrooms
- Drinking fountains not accessible
- Cohorts of students will not mix with other cohorts

- Health screenings at arrival
- Handwashing and sanitation before and after breaks and throughout the day
- Six feet markings for students to follow
- Hand sanitizer, Clorox wipes, and hand washing stations located in each classroom

Isolation Area

When weather permits, the isolation area will be outside near the office, but away from the main walkway. When weather does not permit the isolation area will be our current storage room. The room has been cleaned out and can hold two people sitting with six feet of distance. Jeanne Pentorali will support students and staff in the isolation area. Gowns, goggles, face coverings, and gloves have been purchased for staff supervising this area.

Contact Tracing

Jeanne Pentorali has attended a contact tracing course provided by Fresno County. A contact tracing binder has been created. Families will communicate. Families and staff will communicate any COVID-19 related issue to Jeanne Pentorali. The Fresno County Health Department Contact is Jeanne Pentorali.

Testing

Everyday Health Care at 199 W. Shields Ave. has agreed to provide testing to families if they are need of a testing site. This facility is located right across the street from the school and is open Monday – Friday.

Training

Staff

All staff members have taken the following online courses through our insurance:

- Coronavirus Awareness
- Coronavirus: CDC Guidelines for Making and Using Cloth Face Coverings
- Coronavirus: Cleaning and Disinfecting Your Workplace
- Coronavirus: Managing Stress and Anxiety

The Executive Director has also attended

- Coronavirus: Reopening Your Organization

Before students return to campus the staff will have two minimum days to be trained by Administration on all safety procedures.

Families

Videos have been placed on the school website for families. They have also been shared on the school's social media accounts. Reminders have been sent out to families with social distancing reminders before holidays.

One parent and only Dailey enrolled students will be able to sign up for times to walk the campus with administration to be trained on all the policies and procedures on campus. Teachers will also be teaching students the safety procedures and showing videos to students regarding social distancing, mask wearing, and washing hands.

Facial Coverings

Each student will be required to wear a facial covering when on campus. Face coverings will be removed for meals, snacks, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with student's name and date) until it needs to be put on again.

Dailey does have extra masks for students who forget one and or need a clean mask. Students who do not wear a face covering will not be allowed on from campus and will be required to participate in online learning.

Masks

- Each student needs to come to school with two masks
- Masks will be worn in class and when social distancing cannot take place
- Preferably solid colors
 - No sports team logos allowed
- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is unable to remove face coverings without assistance are exempt from wearing a face covering with a doctor's note.

Face Shields

- For our younger students (Kindergarten – 2nd Grade) this could be a more practical option for long term wear
- Helps kindergarten teachers see facial and mouth movement when creating verbal letter sounds
- Face shields need a neck drape
- Face shields with a drape will be required for students who are unable to wear a mask

COVID - 19 Exposure Routines

All responses are based off the California Health Department COVID-19 Industry Guidance.

Scenario	Response and Isolation Steps	Communication and Contact Tracing Steps
1. Student has tested positive for COVID-19	Student is to remain home for 10 plus 1 day. If asymptomatic, the 10 days begin on the date the student was tested. If symptomatic, the 10 days begin on the day the symptoms began. If symptoms persist beyond 10 days, student is to remain at home until at least 1 day after symptoms have resolved without the use of medication.	Dailey will identify close contacts in the days prior to the day the positive test was collected or to symptoms onset, up to the time the student was last in class. School will send notification letters to close contacts on campus.
2. Student becomes ill off school campus and is waiting for test results	Student to remain at home for 10 plus 1 day or if symptoms persist beyond 10 days, for at least one day after symptoms resolve without medication. Okay to return to school if test is negative for COVID and symptoms have resolved for at least one day.	<p>Dailey will recommend student follow up with physician for evaluation and testing.</p> <p>Dailey will notify student's family that other school-aged household contacts should not return to school for 14 days from the last contact with ill student. Household contacts may return if student tests negative for COVID and household contacts have been asymptomatic for at least one day.</p> <p>Students in classroom will be monitored for symptoms.</p>
3. Student develops COVID symptoms while at school	Student placed in isolation room until transported home or higher level care. More than one student may be placed in isolation room if all are masked and socially distanced as much as possible. A staff member with full PPE (N95 or higher mask, goggles, gown, and gloves) must be immediately available to evaluate or assist student if necessary.	<p>Dailey will recommend student follow up with physician for evaluation and testing.</p> <p>Dailey will notify student's family that all household contacts should not return to school or work for 14 days from last contact with student. Household contacts may return if index case tests negative for COVID AND household contacts have been asymptomatic for at</p>

	<p>Student is to remain at home for 10 plus 1 days or if symptoms persist beyond 10 days, for at least one day after symptoms resolve without the use of medication. Okay to return to school sooner if test negative AND symptoms have resolved for at least one day without the use of medication.</p>	<p>least one day without the use of medication.</p> <p>If student tests positive for COVID, the school needs to be informed. Dailey will then identify and notify close contacts and Fresno County Health Department.</p>
<p>4. Member of student's household tests positive</p>	<p>Student, and ALL household contacts, including other school-aged household contacts, need to quarantine and not return to work or school for 14 days from date of last contact with the student case during the student's isolation period.</p>	<p>Student sharing household with positive student is to quarantine for 14 days.</p> <p>Dailey will advise that all other school-aged household contacts to quarantine for 14 days after last contact with student's isolation period.</p> <p>If student sharing household becomes symptomatic, refer to scenario #2 above. If student tests positive for COVID, refer to scenario #1 above.</p>

<p>5. Teacher tests positive</p>	<p>Teacher will remain at home for 10 plus 1 day. If asymptomatic, the 10 days begins on the date the teacher was tested. If symptomatic, the 10 days begins on the day the symptoms began. If symptoms persist beyond 10 days, teacher will remain home until at least 1 day after symptoms have resolved without the use of medication. Classroom will be sanitized.</p>	<p>Dailey will identify close contacts in the two days prior to the day the positive test was collected OR symptoms onset, up to the time the teacher was last in class. School will send notification letter to all close contacts.</p> <p>Dailey will advise all household and close contacts to quarantine for 14 days and to monitor for symptoms.</p> <p>If second case either confirmed or suspected in classroom, either teacher or student, or if evidence of school-based spread, Dailey will consult with Fresno County Department of Public Health to close classroom or school for two weeks and advise all students and teachers in classroom or school to quarantine for two weeks.</p> <p>Dailey will notify Fresno County Department of Public Health.</p>
<p>6. Student feels ill with COVID symptoms but parent/guardian will NOT be testing child.</p>	<p>Student to remain at home for 10 plus 1 day. The 10 days begins on the day the symptoms began. If symptoms persist beyond 10 days, student is to remain home until at least 1 day after symptoms have resolved without the use of medication.</p>	<p>Dailey will recommend testing and to follow up with a physician.</p> <p>Teacher will be notified of symptomatic student and to monitor class to determine if others become ill.</p> <p>Dailey will notify Fresno County Department of Public Health.</p>
<p>7. Student tests negative but has COVID symptoms (possible false negative)</p>	<p>Student to remain at home while symptoms persist consistent with screening protocols at school. Okay to return to school after negative COVID test AND all symptoms have resolved for at least three days without the use of medications OR cleared by a physician.</p>	<p>Dailey will recommend testing and follow up with physician for student.</p> <p>Teacher will be notified of symptomatic student and to monitor class to determine if other become ill.</p> <p>Dailey will notify Fresno County Department of Public Health.</p>

8. Administrator or other staff member or volunteer test positive	Staff member will remain at home for 10 plus 1 day. If asymptomatic, the 10 days begins on the date the person was tested. If symptomatic, the 10 days begins on the day the symptoms began. If symptoms persist beyond 10 days, the person shall remain at home until at least 1 day after symptoms have resolved without the use of medication.	Dailey will identify close contacts in the two days prior to the day the positive test was collected OR to symptom onset, up to the time the person was last on campus. School will send notification letter to all close contacts. Dailey will notify Fresno County Department of Public Health.
9. Administrator or other staff or volunteer feels ill with COVID symptoms	Staff member is sent home immediately or placed in isolation room until transported home or to higher level care. Staff member will remain at home for 10 plus 1 day or if symptoms persist beyond 10 days, for at least one day after symptoms resolve without the use of medication. Okay to return to school sooner if test negative AND symptoms have resolved for at least one day without the use of medication.	Dailey will recommend testing and follow up with physician. Dailey will notify Fresno County Department of Public Health.
10. Two learning sessions a day and AM student or teacher tests positive	PM class sharing a classroom with AM class with positive case shall move class to another location on the day of notification unless classroom is cleaned since the case tested positive.	See scenario #1, #5, and/or #8 above.
11. Outbreak of cases on campus	Review all situations when two or more positive cases in a classroom, or three or more positive cases within a 2-week period on a school campus with Fresno County Department of Public Health consistent with California Department of Public Health guidance.	Dailey will consider classroom or school shutdown in case by case basis in coordination with Fresno County Department of Public Health and consistent with California Department of Public Health.

Definitions:

- **10 plus 1 day**

- Current CDC guidelines state that the index case must self-isolate for at least 10 days from the date symptoms began (for symptomatic patients) OR at least 10 days from the day the positive test was collected. PLUS one day with no symptoms without the use of medications. If the person has serious underlying medical conditions, contact FCDPH for consultation regarding isolation period.
- **Close Contact**
 - A person within 6 feet for more than 15 minutes when the index case is without a mask. If questions about whether an individual meets the criteria for a close contact, refer to key contributing factors.
- **Outbreak**
 - Two or more confirmed COVID positive cases in a classroom OR three or more confirmed COVID positive cases on school campus within 14 days.
- **Quarantine**
 - Separates individuals who are close contacts of a confirmed COVID positive case but who are not yet ill. Individuals who are close contacts quarantine for 14 days from the date of last known contact with a COVID-19 patient. Household close contacts quarantine for 14 days from the date of last known contact with a COVID-19 patient. Household close contacts quarantine for 14 days after last close contact with person while they are isolated.
- **Isolation**
 - Separates infected people who have a confirmed COVID test from others. Symptomatic COVID positive individuals must isolate for a minimum of 10 days from onset of symptoms and at least one day without fever and an improvement in respiratory symptoms. Asymptomatic COVID positive individuals must isolate for 10 days from test collection date.

Dailey will work with the Fresno County Health department to determine if classrooms or the school needs to close. If Fresno County does return to purple it is highly likely that all Dailey students will return to online learning in order to support the stop of community spread and to support the health and safety of our students and staff.

Sample School Communication to Families

Positive Case

Dear Parent or Guardian:

Your student had a positive COVID-19 test.

Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person. The virus that causes COVID-19 is a new coronavirus that has spread throughout the world. COVID-19 symptoms can range from mild (or no symptoms) to severe illness. You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person. You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks. You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.

Dailey Elementary Charter School and the Fresno County Department of Public Health recommend the following steps:

1. Your student is required to self-isolate at home, including complete separation from others in the house. This means no contact, no time together in the same room, and no sharing of any spaces, such as same bathroom or bedroom.
2. Your student may return to school:
 - a. after being completely symptom-free for 24 hours without the use of medication,
 - b. AND a minimum of 10 days have passed since the symptoms began OR when the positive test was completed.
3. Any other students or adults in the household are now considered close contacts and must quarantine for 14 days.
 - a. Quarantine for 14 days following date of last exposure to the student with a positive COVID-19 test, including complete separation from the person in your house with COVID-19.
 - i. If unable to completely separate from student with COVID-19, any other students or adults in the household must quarantine for 14 days after the last contact with the student with COVID-19 during their isolation period.
 - b. If any household contacts develop symptoms during the 14 days, they should contact their medical provider for evaluation. The medical provider may or may not recommend testing for COVID-19.
4. We recommend evaluation by your student's medical provider if you have any questions or if their symptoms worsen, or go to the emergency room or call 911 if your student has any trouble breathing, continued pain or pressure in the chest, or bluish lips or face.

5. Notify the school(s) of any changes in status. If you have general questions about COVID-19, you can visit the health department's web site at www.fcdph.org/covid19.

If you need resources, please contact Ms. Pentorali. If you would like to speak to someone on the school campus, please contact Ms. Pentorali 559-248-7060.

Symptoms

Dear Parent or Guardian:

Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person. The virus that causes COVID-19 is a new coronavirus that has spread throughout the world. COVID-19 symptoms can range from mild (or no symptoms) to severe illness. You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person. You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks. You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.

Because your student has symptoms of COVID 19 and because your school wants to protect your student's health and the health of others, your student cannot return to school until the following are true:

1. Your student had a negative test result for COVID 19 and has no further symptoms (be prepared to show proof of negative COVID 19 test) OR
2. At least 10 days have passed from the day symptoms were first identified AND At least 24 hours without symptoms and fever free without fever reducing medication.

COVID 19 and other illnesses are potentially very serious. Please consult your medical provider for any questions you may have regarding your students' condition or testing. If your student has symptoms that are worsening, particularly any trouble breathing, continued pain or pressure in the chest, or bluish lips or face, immediately contact your medical provider or go to the emergency room or call 911.

If you do not have a negative COVID 19 test for your student, the earliest date your ill student can return is _____ (NOTE: Calculate based on 10 days from date symptoms were identified)

In addition, any other students living in the household of the sick student may not return for 14 days after the last day they were in contact with the ill child. You should try to isolate the sick student from well family members while at home. Names of other students in house:

Exposure

Dear Parent or Guardian:

Your student may have been exposed to COVID-19 on _____ at _____, Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person. The virus that causes COVID-19 is a new coronavirus that has spread throughout the world. COVID-19 symptoms can range from mild (or no symptoms) to severe illness. You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person. You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks. You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.

Dailey Elementary Charter School and the Fresno County Department of Public Health requires the following steps:

1. Your student must quarantine for 14 days from the date listed above.
2. Your student may return to school: a. If 14 days have passed and no symptoms have developed. Return date would be: _____.
3. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue • Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - o If any of these symptoms develop,
 - i. contact your medical provider for evaluation or go to the emergency room if getting worse or trouble breathing. The medical provider may or may not recommend testing for COVID-19.
 - ii. Student must be isolated, as much as possible, from the rest of the household.
 - iii. Student may return to school after being completely symptom free for 24 hours without the use of medication, AND a minimum of 10 days have passed since the

symptoms began, which may extend the quarantine period beyond the original 14 days.

- iv. Notify the school of any changes in status.

If your student is confirmed positive for COVID 19, please follow these guidelines:

1. Your student must be isolated, as much as possible, from the rest of the household.
2. We recommend evaluation by your student's medical provider if their symptoms worsen or go to the emergency room if any trouble breathing.
3. Any other children or adults in the household are now considered close contacts and must quarantine for 14 days.
 - a. If any household contacts develop symptoms during the 14 days, please contact your physician for evaluation. The physician may or may not recommend testing for COVID19.
4. Your student may return to school after being completely symptom free for 24 hours without the use of medication, AND a minimum of 10 days have passed since the symptoms began OR when the positive test was completed.
5. Notify the school(s) of any changes in status.

If you have general questions about COVID-19, you can visit the health department's web site at www.fcdph.org/covid19.

If you need resources, please contact Ms. Pentorali.

If you would like to speak to someone on the school campus, please contact Ms. Pentorali 559-248-7060.