



LILA PASADENA

Back to school plan

THE IMPORTANT ROLE OF FAMILIES

Families play a vital role in maintaining safety on campus. The number one safety measure is to keep a child home if they are sick. We want to work with families to support their child's adherence to safety measures while they are on campus as well as at home. To support this effort, prior to the start of school, we will provide an updated student handbook with helpful information and orientation and training materials to help transition students to a COVID-safe campus. We understand that there are families with higher risk members in their households. As a community that prioritizes health and safety, we must all do our part to adhere to state health recommendations and regulations to control transmission and potential future outbreaks. Moreover, there may be times when we ask families to comply with broader safety measures and we greatly appreciate your cooperation in this regard.

COMMUNITY EXPECTATIONS

All members of LILA School community have a shared responsibility to prevent the spread of illness when they are aware or suspect that they have contracted a communicable disease. It is imperative that all members of our school community remain committed to the safety policies and procedures listed in this and future communications to help keep students, staff, and faculty safe. By enrolling your child at LILA, you agree to the following requirements: "Follow Federal, State, and Local Orders. All families are expected to adhere to the directives of applicable federal, state, and local government health departments, including the CDC, regarding social distancing in public and other measures to reduce the spread of COVID-19." COVID-19 Testing and Notification.

If your child or someone in your household tests positive for COVID-19, you must notify the school as soon as possible.

Stay Home if Sick. If your child is sick, you are expected to keep them home from school. **Stay Home if Exposed.** If anyone in your household has been notified that they were in contact with an individual infected with COVID-19, you are asked to notify the school. Based on the circumstances, you may be asked to keep your child home from school for 14 days.

Temperature Checking. The School will daily check temperatures of students upon arrival at school. If your child presents with a temperature that is higher than 100.4 F, your child will be sent home.

Face Masks. Send your child to school with a face mask every day he or she is attending on-campus classes. Teach your child how to properly use and remove a face mask. If using fabric masks, ensure that your child's mask is cleaned regularly.

Hygiene. Practice and reinforce good hygiene practices at home, in particular, the importance of frequent handwashing.

Students' Personal Items. Limit the items your child brings onto campus each day and reinforce policies around the sharing of food, supplies and other items with other students.

Medical Forms; Emergency Contacts. Parents must complete and submit all required student medical forms prior to the first day of school. Parents must provide at least 3 emergency contacts (parents/guardians included) who are able to pick up your child from the School within one (1) hour of receiving a call from the School if your child presents with a temperature or becomes ill during the school day.

ENHANCED HEALTH AND SAFETY MEASURES

- Personal Protection Equipment (PPE) for students and employees. Face masks are required for PS to 5th grade students. School will have PPE in stock but each student and staff should come with its own mask.
- Touch-less thermometers for fever detection
- Hand sanitizer in all classrooms and offices
- Hand washing stations have been added in the school
- Creating new learning spaces in common area (auditorium)
- Increase ventilation (open windows, fans) – New UV light filtration / Air Scrubber system installed in HVAC throughout campus
- Amplified cleaning practices
- The school day and our classrooms are also being reimagined with new schedules and cohorts in order to minimize the risk of transmission of the virus. In the event of small numbers of infections on campus, this will enable us to have the affected cohort learn from home for two weeks without requiring that the entire campus close for two weeks and revert to distance learning. This planning for safety and durability is requiring LILA to invest financial resources. With more teaching spaces needed, classrooms and other areas are being reviewed and prepped to ensure that all students will have the best learning experience.

HEALTH AND SAFETY MEASURES

The health and safety of our community is our highest priority. The following is a list of safety measures that we are planning to put in place.

Face coverings. Students (PS and up mandatory) and employees will wear face coverings throughout the school day.

Physical distancing. Movement on campus will be controlled and directed to reduce the mixing of students. In classrooms, students will be seated with spacing to minimize transmission risk. Cohorts and decreased mixing of students. Academic schedules and classroom use will be designed to keep students in smaller, consistent groups during the day. This will reduce the risk of viral transmission and allow for cohorts to quarantine in the event of infection without requiring that the entire campus closed for an extended time and shift to distance learning.

Hand hygiene Students and faculty will follow a regular schedule of hand washing or use of hand sanitizer throughout the day. Hand sanitizer dispensers will be available in every classroom and outside every building entrance to ensure regular access.

Enhanced cleaning/ disinfections schedule. Daily cleaning practices will be compliant with CDC recommendations, including the types of cleaning products used and the frequency of cleaning. Special attention will be paid to the cleaning of high touch surfaces throughout the day.

Health screening. Families are asked to monitor their household members for symptoms, including fever, and avoid bringing sick children to school.

Regular temperature and symptoms screening will be conducted for all students, employees, and visitors to campus. Students with symptoms will be separated from other students and parents/guardians will be contacted to arrange pick-up within the hour.

Updated sick policy and enforcement practices. Rules regarding sick policies for students and employees will be enhanced and strictly enforced to minimize the number of sick people on campus, as well as to allow continuity of learning from home for mildly ill or asymptomatic students. More details about this sick policy, including what symptoms to check for and who to notify if sick, will be shared.

Lunch. Students will have to bring home lunches from home.

Other safe classroom practices. Teaching methods will be adjusted to minimize shared equipment or learning materials between students; Classroom practices will reduce transfer of objects between home and school and touching of other students' personal belongings; Infrastructure will be put in place to minimize surfaces which cannot easily be disinfected.

Self-care and well-being. Pedagogy and classroom practices will provide attention to student mental health and well-being to build resilience and cope with the stress or anxiety students may experience in this pandemic context.

Excursions and camps. All off-campus excursions and camps will be suspended.

Visitors on campus. Limited Visitor Access to buildings. All visitors to campus, including parents, will be screened upon arrival.

Assemblies and large group gatherings Based on guidance from state health officials banning gatherings of more than 25 persons, all large group gatherings will be held virtually.

ACADEMIC PLANNING

Prior to the start of school, your family will receive information about your child's teacher(s) room assignment or class schedule. At that time, we will provide details about their daily schedule and what they can expect on day one. Across the campus, we are working to limit the number of individuals that students come into contact with over the course of the day.

While school will look and feel different from usual in many ways, it will also feel quite the same in that we will support our students' growth, and to usher them into the school year comfortably with care and attention to their needs. We are also committed to continuing a well-rounded program that fosters academic growth, supports health and well-being, and cultivates the development of the whole child.

Class Groupings The class sizes in PS and PK will remain comparable to current class sizes, but classrooms will be configured to allow for social distancing. If necessary due to classrooms space, classes will be divided into smaller groups.

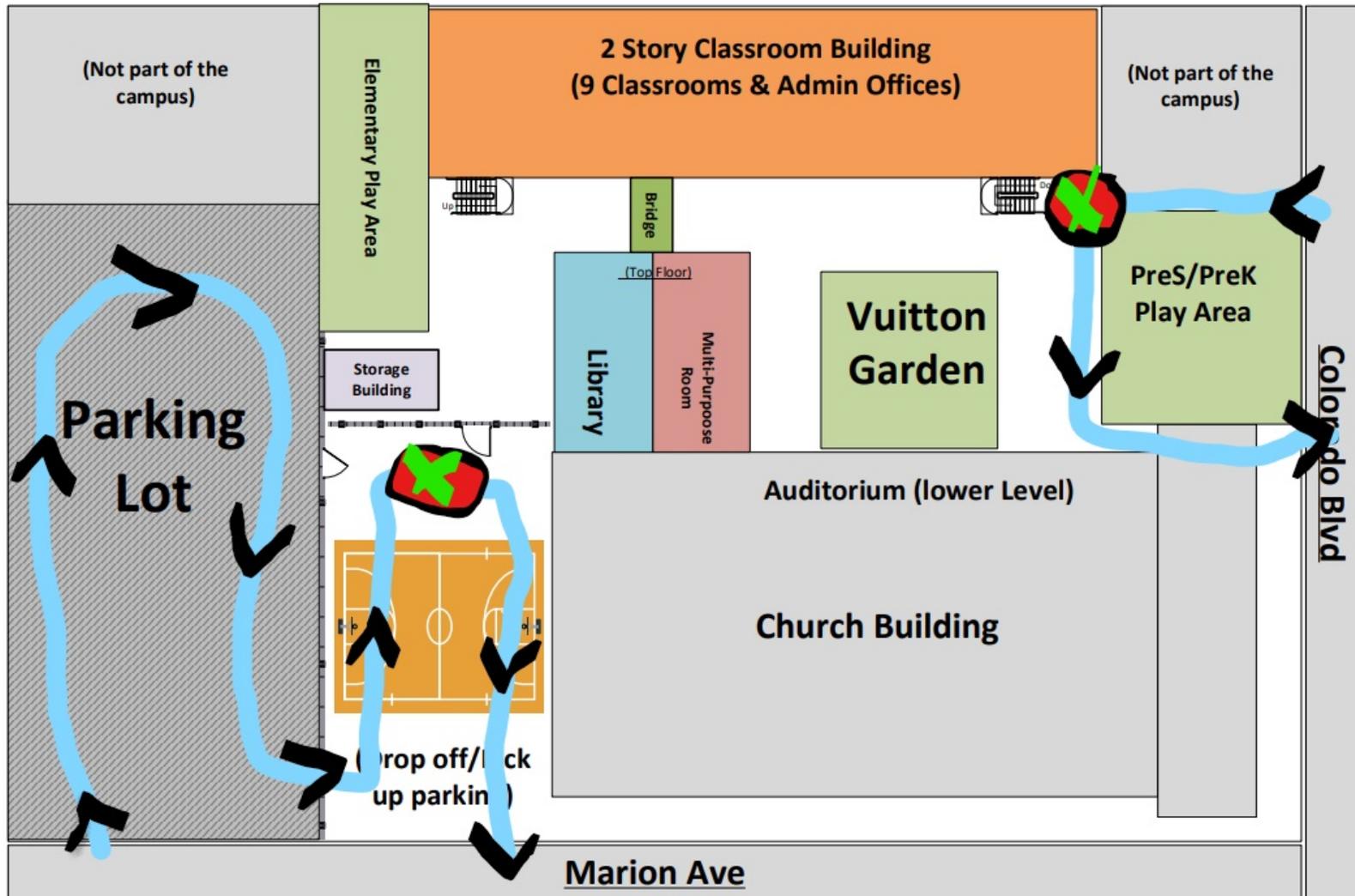
Class sizes. Classrooms will be configured to allow for social distancing. In order to avoid the mixing of class groups, the movement of students between classrooms will be limited throughout the day. At various times, faculty will move between classrooms or provide remote instruction to a class.

3rd/4th/5th grade: staggered welcome. (Monday & Thursday: 3rd / Tuesday and Thursday:4th / Wednesday:5th)

Considerations:

Pickup and drop-offs:

- PS and PK parents will come in on the School Colorado entrance and leaving through the outside Church Colorado door.
- K through 5th grade parents will drop-off students on a drive through using the north parking lot as entrance and the basket-ball court as exit.
- Temperature checked at entry in the car



Other considerations:

- Outside class areas should be installed
- Lunches can be done outside provided it is staggered and area disinfected after each used. If too problematic, students should eat at the work station
- Recess areas must be implemented:

	Elementary playground North part	Basket Ball court part A	Basket Ball court Part B	Elementary playground South part
Monday	K	1st	2nd	3 rd
Tuesday	K	2 nd	1st	4th
Wednesday	K	5 th	2nd	1 st
Thursday	K	3rd	2nd	1 st
Friday	K	4 th	1st	2 nd

- Swings and Playing structures should be disinfected after each group use. If too problematic, restrict the use on certain days for certain groups

Lunch times from 12:30 to 1:20	Lunch tables South side	Lunch tables North side	Covered Deck	Gazebo Next to storage
12:30 - 12:50	Kinder	1 st grade	2 nd	3 rd or 4 th or 5 th

Onsite vs. offsite ratio and frequency: 100% onsite learning, 5 days a week for all

Criteria for room capacities:

-Preschool and Pre-K: CDS S guidelines for childcare (PS-PK). Currently set at 10 students per group excluding teachers (April 7)

Seating capacities for each K-5 room

Classrooms	Dimensions	Square footage	Area for teacher	Area with student	# of students allowed	Classes	# of students
ROOM 3	24'W x 19'L	456	X	X	10	PK	10
ROOM 4	24'W x 19'L	456	X	X	10	PS/PK	10
ROOM 5	24'W x 19'L	456	X	X	10	PS	9
ROOM 1	28'W x 24'L	672	50	622	17	1 st - G1	10
ROOM 2	28'W x 24'L	672	100	572	17	1 st - G2	9
ROOM 6	28'W x 28'L	784	50	734	20	3 rd	14
ROOM 7	29'W x 28'L	812	50	762	21	2 nd	18
ROOM 8	29'W x 21'L	609	50	559	15	5 th	12
ROOM 10	29'W x 23'L	667	50	617	17	4 th	14
AUDITORIUM	40'W x40'L + 20'W x 30 L	2400	220	2180	60	K	19

- 3rd Grade classroom photos





