

## ACACIAWOOD ELEMENTARY SCHOOL RE-OPENING PLAN

1. Cleaning and Disinfection: Teachers and students will daily clean all desks, doorknobs, shared surfaces and chairs before and after each class wiping them down with bleach wipes or other approved cleaning agents.
2. Cohorting: Students in each class (most with less than 10 students per class) will remain as their own cohort and not interact with any students from any other classes throughout the day from 8AM-12:45pm before they return home.
3. Entrance, Egress, Movement: Students will be dropped off at the designated drop-off point each day to walk directly to their class from the outside parking lot with masks on to enter their classroom directly. They will not interact or speak with other students being dropped off. During the day students will be given breaks to stretch and walk around in their own classroom or outside but socially distanced from other classes. They will not eat meals together. Students may bring their own snacks to school to eat as school will be dismissed by 12:45pm. For pickup – each class will have their own designated pick-up area in the parking lot where parents can pick up their children to return home. Each pick-up spot will be different for each class.
4. Face Coverings: Students, teachers and administrative staff will be required to wear face masks at all times during the 5-hour day from 8am-12:45pm.
5. Health Screenings: All staff and students will have their temperature taken every day and monitored for any COVID 19 symptoms including fever, cough, wheeziness, loss of taste, headaches, and will be sent home immediately upon the occurrence of any symptoms for quarantine or to a test center.
6. Contact Tracing: Office staff will conduct contact tracing in the event of a diagnosis of COVID-19 by staff or students. All potentially involved parties will be notified. Staff contact for Health Department: Grace Kuai. Email: [Mrskuai@acaciawood.org](mailto:Mrskuai@acaciawood.org). Phone: 714-995-1800.

7. Physical Distancing: All classes will be separated and not interact with each other during the day. For breaks, classes will maintain socially distanced areas. For bathroom breaks, students will only be permitted into each bathroom one at a time followed by hand sanitizer and hand washing before entering back into each classroom. Pick-up and Drop-off procedures are noted above.

8. Staff Training and Family Education: All staff will undergo all public health recommended training for teachers as provided by the OC Dept of Public Health. All families will be notified and educated through meetings with staff and faculty as well as communications by the school regarding safe practices and health monitoring checks to be done daily.

9. Testing: Students and staff who have been exposed will be tested through various centers available in Anaheim including the convention center or other urgent care or medical care facilities who have made testing available including the AUHSD centers. Teachers will undergo regular monthly testing for COVID symptoms.

10. Triggers for switching to online learning: Because of our small school size, if more than 2 families test positive for COVID 19 in any one week, the elementary school will be flipped to an online format.

11. Communication Plans: The principal and school office will notify all families of any developments with COVID-19 through email, text, and voicemail.

12. School website: [www.acaciawood.org](http://www.acaciawood.org)