



KING'S

CLASSICAL ACADEMY

11/6/2020

To: Alameda County Public Health Officer

On behalf of King's Classical Academy, we are writing to seek approval for our 7-12 grade students to return to in-person classroom learning. As indicated below, we have created a rigorous plan to ensure the safety of our students, staff, and families while also promoting the well being of our students by returning to an optimal education environment quickly. Our small class sizes enable social distancing and limited interaction between student groups. We have already been following these protocols with our K-6 students, who returned to campus October 13. We have been in full compliance with state and county regulations and following best practices from health care agencies such as the CDC. If you have any questions upon reviewing our plan, please contact me directly via the information below.

Sincerely,

Todd Wedel
Headmaster
King's Classical Academy

I. School Information:

King's Classical Academy: Private, faith based school
Enrollment: 75 in K-12, 54 in K-6, 21 in 7-12
Staff: 22 K-12, 7 in K-6, 13 in K-12, 2 Support Staff
Address: 945 Concannon Blvd, Livermore, CA 94550
Headmaster: Todd Wedel
office: 925-961-4664
mobile: 405-596-3922
email: todd.wedel@kingsclassical.org
Grades proposing to be re-opened: 7-12 (K-6 reopened October 13)
Date of proposed re-opening: November 16

Name of person completing application: Todd Wedel
office: 925-961-4664

email: todd.wedel@kingsclassical.org

II. Consultation

King's is located on the property of Granada Baptist Church, a roughly 5-acre plot of land in Livermore. The property is bounded on 3 sides by fences separating from the surrounding community. Thus, we have no contact with the surrounding community and consulted our stakeholders (families and staff) and church representative concerning the plan.

- A. Consulted with Parent Reopening Committee (~10% of families represented; medical professionals represented) throughout the process and formation of the reopening plan and with full draft by electronic communication 9/11/20 to review plan and incorporate feedback.
- B. Consulted with School Teachers and staff in staff meeting and by electronic communication 09/10/20 to review plans and incorporate feedback.
- C. Consulted with broader parent population by conducting a survey, sharing the plan publicly on 09/11/20 on our website and via email, and inviting feedback from the full parent base of the school.
- D. Consulted with Pastor David O'Brien of Granada Baptist Church on 9/11/20 concerning the plan.
- E. Consulted with broader parent population via virtual Town Hall on 9/14/20, inviting feedback from the full parent base of the school.
- F. Conducted formal staff survey to gauge support for school reopening for in-person learning. 100% of staff indicated strongly supported reopening.
- G. Conducted formal parent survey to gauge support for school reopening for in-person learning. 97% of parents strongly supported reopening.
- H. Consulted with church community. Strong support for reopening.

III. Reopening Plans:

KCA plan addresses the following, consistent with guidance from the California Department of Public Health and the local health department:

X Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

X Cohorting: How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

X Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

X **Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced.

X **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

X **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

X **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

X **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

X **Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.

X **Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

X **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

KCA Reopening Plans:

Cleaning and Disinfection: *How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.*

HVAC and Air Quality

We have undertaken all measures we can with our existing HVAC system to ensure clean air quality.

- We have adjusted our system to maximize the flow of outside air.
- All filters have been cleaned to ensure optimal air quality.
- We have added HEPA air purifiers to each classroom and occupied space.
- We will utilize open doors according to guidelines to aid in the circulation of air and provision of fresh outside air.

Disinfecting products

- Disinfecting products used are approved for use against COVID-19 on the EPA list “N”:
Disinfectants for use against SARS-CoV-2 and follow product instructions
- All cleaning products are kept out of children’s reach; storage has restricted access

Shared classroom supplies

- King’s will minimize shared items. Students will have individual bins with their desks. All materials will be individually provided and stored. No student materials will be stored or left outside of the desk, bin, and backpack.
- Supplies that must be shared will be disinfected between use

Cleaning procedures

- Plan thorough cleanings when students are not present, airing out before students arrive
- Close off areas used by any sick person. Where possible, wait 24 hours before cleaning and disinfecting before next use, otherwise, wait as long as possible.
- Using products from the EPA’s approved list “N”, KCA will continue its rigorous and frequent cleaning of:
 - Door handles
 - Light switches
 - Sink handles
 - Restroom surfaces
 - Toys, games, art supplies, instructional materials
 - Playground equipment
- Using products from the EPA’s approved list “N”, KCA will continue cleaning between uses of:
 - Student desks
 - Tables
 - Chairs
 - Keyboards, phones, headsets, copy machines
- Lunch tables will be cleaned between groups

Cleaning schedule

- To avoid both under- and over-use of cleaning products while ensuring adequate cleaning, KCA will follow the cleaning schedule below:

- Classrooms will be cleaned thoroughly twice daily, once at the lunch/recess time while students are out of the classroom and once at the end of the day after students have dismissed.
- Bathrooms will be cleansed thoroughly once daily, at the end of day after students have dismissed. Bathrooms will be cleaned once additionally in the morning between class scheduled bathroom breaks.
- High touch surfaces such as doorknobs will be cleaned frequently. Teachers will cleanse these on exit and entry of the class to bathroom breaks or outside activity and will periodically clean them as students may leave the classroom for individual bathroom breaks.

Protective Equipment

- All persons tasked with cleaning will be provided with the appropriate PPE equipment including masks, eye protection, respiratory protection, and any other protective equipment as required by the product instructions. These materials will be stored in the office as well as accessible to adults but not children in the locations to be cleaned (bathrooms, etc.).
- The inventory will be monitored by the office through inventory check and teacher report; supplies will be ordered at least a week in advance of any perceived need.

Supplies Maintenance

- King's staff will check the levels of supplies for soap, paper towels, and hand sanitizer at the start and end of each day. If at the start of the day the level appears low, the staff member will check again at midday to ensure we maintain sufficient levels of all supplies.
- Our outside handwashing station will be serviced twice weekly by the company to ensure not only proper functioning but sufficient levels of soap and towels.
- Supply levels for the school will be monitored by the office through inventory check and teacher report; supplies will be ordered at least a week in advance of any perceived need.

Water systems

- King's does not have any water systems or features (for example, drinking fountains and decorative fountains) to be of concern for water-related diseases such as Legionnaires' disease.

Cohorting: *How students will be kept in small, stable, groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.*

Cohorting

- All King's 7-12 classes are less than 12 students.
- Students will remain in distinct cohorts for all instruction and lunch.
- King's will have staggered lunch times to avoid cohort mixing and dedicated bathroom break times to avoid mixing in the bathrooms.
- The teachers will maintain proper distance and PPE protocols.
- Students and staff will wash hands or use sanitizer upon exiting and reentering the classroom.

Distance learning option

- For those students for whom an imminent return to campus would not be safe due to their or their family member's conditions or for whom their families do not yet feel comfortable, King's will provide a Zoom livestream option.

- A class computer or pad will be set up to video the teacher during all instruction; as practicable, the computer or pad may also be used to involve distance-learning students in smaller group activities such as discussion, the students in the classroom maintaining proper social distancing.

Physical Distancing: *How space and routines will be arranged to allow for physical distancing of students and staff.*

Given the relatively small class sizes at King's, physical distancing of desks has been maximized with no desks facing each other. and the teacher area 6 feet from the nearest student desk.¹

Physical Distancing in the Classroom

- Desks, tables and chairs will be positioned appropriately socially distanced.
- Student property and tools/supplies will be kept at their desks within the 6' space.
- Procedures will be used to minimize contact when students turn in assignments.

Staggered schedules

- Staggered breaks reduce traffic.
- Lunches are staggered.

Lunch

- King's does not offer any school-provided meal option. All students bring their own individual lunches.
- Cohorts will eat together in classroom or outside unless student needs to eat at a designated allergy table
- Cohorts will be dismissed after hands are sanitized and personal areas are cleaned
- All personal lunch items will stay at their designated Cohort location. Students will return after any outside/leisure time to retrieve belongings and be led by teachers back into classrooms
- No food sharing will be allowed

Training

- King's will train students when necessary to pass another student or staff (e.g. leaving the classroom, passing to/from the bathroom) to maintain physical distancing as much as possible.
- Where necessary (e.g. outside the bathroom for any lines), markers will be placed on the ground to indicate proper physical distancing.
- Additionally, signage will be posted for maximum capacity for bathrooms and any other shared space to accommodate 6-ft. social distancing.
- For any outside activity (e.g. outside lunch), markers will be provided if needed to ensure proper social distancing.

Dropoff/Pickup

- For dropoff and pickup, King's staff will be present at the carline pickup/dropoff location to ensure

¹ Per Alameda County School Reopening Plans, as practicable, desks should be placed 6 feet apart and arranged in a way that minimizes face-to-face contact. However, with cohorts in place, it is permissible to relax the 6-foot recommendation if it ensures all/more students receive in-class instruction. (e.g. if reducing to 5 feet allows for more practicable cohort sizes). This is also in accordance with American Academy of Pediatrics guidance. Face coverings and cohort stability are higher priorities if they allow for more practical utilization of physical spaces to provide in-person instruction.

physical distancing as students exit and enter vehicles.

- King's classroom entrances are sufficiently spaced to allow for physical separation between cohorts.
- Since King's teachers will test student temperatures on entry, markers will be placed on the ground outside classrooms to ensure students waiting for the temperature check safely practice social distancing.

Training

- On-campus transition will involve teachers training and practicing procedures with students (e.g. how to line up socially distanced, proceed outside and back inside socially distanced, bathroom procedures, hand-washing).

Entrance, Egress, and Movement Within the School: *How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.*

Entrance

- All cohorts will enter and exit their respective classrooms utilizing outside access points, thus minimizing congregating or passing in shared spaces.
- For internal movement (e.g. to/from the bathrooms), King's will assign designated bathroom times for grades to avoid mixing and establish separate lanes for walking to avoid contact.
- Students who have screened at home will proceed directly to class. Any who have not screened will be seated in a location separated from the other students. Their parents must complete the screening online at another location, at which point the student will be released to class, or return to campus to pick their child up. Thus, no non-screened students will enter the building until screening is complete.

Daily Conduct

- Given King's small class sizes, almost all teachers remain within a single cohort (7-8 or 9-12). Teachers who teach in both cohorts will be particularly mindful of the need for social distancing and clear guidelines for material submission and return.

Parents and Visitors

- Parents and visitors will not be allowed on campus, unless special permission has been granted by Administration or if there is an emergency. In those instances, all approved visitors are:
 - subject to temperature check with no-touch thermometer and COVID-19 health screening as designated by CDC
 - mandated to use hand sanitizer
 - mandated to wear a face covering at all times
- Designated area allows parents to stay in their vehicle to drop-off students. Parents picking up for students' doctor's appointments, etc, will call the front desk for student to be summoned to meet vehicle at the designated drop-off/pick-up area

Dropoff/Pickup

- Organized, designated, one-way flow around campus
- Students arrive and are picked up; parents remain in vehicles
- Families will perform a health screening each morning
- Once morning carpool has closed, late-arriving students will check in at the office. Staff will take students' temperature using a no-touch thermometer, check students in and provide a tardy slip.

Parents will not be allowed to enter the school.

- Parents picking up students early will call the front desk so that the student can be summoned and ready to get into the vehicle at the designated drop-off/pick-up area by the front entrance

Face Coverings and Other Essential Protective Gear: *How CDPH's face covering requirements will be satisfied and enforced.*

Per Alameda County School Reopening Plans, cloth face coverings are required (except when eating or drinking) for students (K and up) and all school staff, with the exception of students unable to wear them due to special circumstances such as a particular developmental or health diagnosis that would limit their ability to wear a face covering. Students outside will wear masks unless outside the six-foot social distance requirement.

Face Coverings

- Disposable face coverings will be provided when needed
- KCA Staff and Faculty will wear cloth face coverings in accordance with the CDPH's Guidance for the Use of Face Coverings
- Face coverings must be used in accordance with CDPH guidelines unless a person is exempt as explained in the guidelines, particularly in indoor environments and areas where physical distancing alone is not sufficient to prevent disease transmission.
- Visitors, when permitted on campus, will be required to wear face coverings at all times
- Additional disposable face coverings will be provided if needed
- Everyone will be required to carry additional clean face coverings with their belongings
- Everyone wearing a soiled face covering will be asked to change to a clean replacement
- Soiled face coverings will be placed in labeled brown paper bag and immediately placed with personal belongings

Monitoring

- Staff and administration will monitor student use of face coverings.
- Should a student refuse to wear a mask, the student will be isolated from the other students and staff and sent home.
- Parents will have to confirm with the school their commitment to their student wearing a mask and assure the school, inasmuch as they can, of their child's compliance before the student may return to school.

Health Screenings for Students and Staff: *How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.*

- KCA will utilize our FACTS Student Information System platform as the means of having parents and staff record self-screening information, allowing us to track compliance and ensure a comprehensive means of monitoring our school community.
- Per Alameda County School Reopening Plans, Students/families and staff are required to self-screen at home or before entering the building. If a student has not had a self-screening submitted, their parents must complete the screening online at another location, at which point the student will be released to class, or return to campus to pick their child up. Additionally, all teachers will temperature

check students, whether they indicated they self-checked or were checked on campus, before entry to the classroom.

- Should a student or staff need to wait for transport from King’s, King’s has an isolated, secluded desk in a separate room in the office building where the student or staff can wait privately for transport.

Healthy Hygiene Practices: *The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.*

Hand sanitizing

- In addition to bathroom handwashing stations, KCA has a no-contact handwashing station immediately outside the main entrance. This station is serviced twice weekly for cleaning and resupply.
- Students and staff should wash their hands frequently throughout the day, including when:
 - leaving a desk
 - entering or exiting classroom
 - before and after eating
 - after coughing or sneezing
 - after classes where shared items are handled, such as outside recreation, art, or shop
 - using the restroom
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application.
- Staff will model and practice hand washing. For example, for lower grade levels, using bathroom time as an opportunity to reinforce healthy habits and monitor proper handwashing.
- Staff will teach and remind students to use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Students and staff will use hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry.
- Classrooms schedules have built-in handwashing and restroom breaks three times daily.

Identification and Tracing of Contacts: *Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.*

As noted in the “Testing of Students and Staff” section below, King’s has a plan for how to address and communicate regarding known or suspected COVID-19 cases. For contact tracing and reporting, we will implement the following guidelines.²

COVID-19 Liaisons have been assigned: Todd Wedel, Headmaster (todd.wedel@kingsclassical.org, 405-596-3922) and Kamrin Evans, Assistant to the Headmaster (kamrin.evans@kingsclassical.org, 510-209-4358). Staff supporting COVID-19 tracing have been assigned: Tatiana Fallis, Administrative

² Adopted with minor edits from Alameda County School Reopening Plans, Version 8, pp.21-22

Assistant, and Matt Oliver, Admissions Director.

Staff will be made aware of COVID-19 Liaisons via email and staff meeting as well as posted signage in the office.

1. In the case of a known COVID-19 case, the Headmaster and Board will be notified, immediately followed by the full staff, then full school population. Given our established and known protocols below, communication to all relevant groups will occur within 12 hours of the case first becoming known.
2. Once a case is known, we will advise school staff and parents to report any positive COVID-19 cases to the Liaisons.
3. COVID Liaisons will notify ACPHD (email, phone) Monday-Friday 8:30-5 at safelearning@acgov.org or (510) 268-2101 if the district or school is made aware of a confirmed COVID-19 case.
4. COVID Liaisons will complete a report form communicating with ACPHD including the following information:
 - Name of the individual who tested positive for COVID-19 and their position/role
 - Address and contact information of the positive case
 - The date the school/district was notified of the positive case
 - The address of the school site or administrative office where the positive case was present
 - The last date the positive case was present at the school site or administrative office
 - The date the individual's symptoms started
 - A description of the Safety Protocols in place the day the positive case was present
 - A description of anyone who had contact within 6 feet of the positive case for more than 15 minutes during the time period between two days prior to when the individual's symptoms appeared and the last time the COVID + individual attended the facility.
 - The total number of employees at this worksite.
 - For the given cohort, the number of children/students/staff members in the cohort.
5. King's will inform the school community about the case and contact in accord with the policy outlined in the "Testing of Students and Staff" section.

Staff Training and Family Education: *How staff will be trained and families will be educated on the application and enforcement of the plan.*

KCA will distribute video tutorials for the following:

- carpool drop-off and pick-up procedures
- proper face covering usage, removal and washing
- how to properly wash and disinfect hands
- how to properly cover coughs and sneezes
- proper social distancing
- questions asked during a COVID-19 health screening

Ongoing - Faculty to train Students:

- how to properly wash and disinfect hands
- how to properly cover coughs and sneezes
- how to properly use and dispose of tissues to wipe noses
- importance of avoiding touching one’s face and front of face covering
- importance of not sharing food and/or utensils
- proper social distancing
- proper face covering usage, removal and washing
- signage throughout campus to encourage distancing and remind face covering requirements

Faculty & Staff

- Posters identifying COVID-19 symptoms and when to seek medical attention
- KCA’s plan and procedures to follow when students or staff become sick at school

Testing of Students and Staff: *How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Describe how staff will be tested periodically to detect asymptomatic infections.*

King’s commits to the following protocols for all suspected and confirmed cases involving COVID-19 among students, staff, and close contacts of students and staff.

	Scenario ³	Action	Communication
Has Symptoms			
1	A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question or has a temp of 100 or above.	<ul style="list-style-type: none"> ● School will send student or staff member home. ● School will isolate student or staff member in a separate room or designated area, away from other students and staff, pending pick up at the facility. ● School will direct student or staff member to contact their healthcare provider and consider COVID-19 testing. ● School will direct student or staff member to share the test results with the school administrator as soon as possible: <ul style="list-style-type: none"> ○ If positive: school will follow Actions in Scenario 3. ○ If negative: school will follow Actions in Scenario 4. ● School will direct staff or parent of symptomatic student to follow isolation instructions unless 	<p>Cohort/School will remain open</p> <p>Communication: No action needed</p>

³ Adopted with minor edits from Alameda County School Reopening Plans, Version 8, pp.25-26

		COVID-19 is ruled out by a health care provider.	
Close Contact Tests Positive			
2	A household member or someone in close contact with a student or staff member tests positive for COVID-19	<ul style="list-style-type: none"> ● School will send student or staff member will home. ● School will direct student or staff member to follow quarantine instructions for a minimum of 14 days. ● School will advise student or staff member to contact their healthcare provider and consider COVID-19 testing. ● School will direct staff or parent or student to follow quarantine instructions. 	<p>Cohort/School will remain open</p> <p>Communication: No action needed</p>
Tests Positive			
3	A student or staff member tests positive for COVID-19	<ul style="list-style-type: none"> ● School will contact Alameda County Public Health Department: ● safelearning@acgov.org or 510-268-2101 ● School will direct cohort members and advise close contacts of the COVID-19 positive student or staff member to follow quarantine instructions, contact their healthcare provider and consider testing. ● School will advise household contacts of COVID-19 positive student or staff member to follow quarantine instructions, contact their healthcare provider and consider testing. ● School will clean and disinfect classroom and primary spaces where the COVID-19 positive student or staff member spent significant time greater than 15 minutes. 	<p>Cohort quarantined for 14 days from last exposure. Close contacts quarantine for 14 days from last exposure School remains open</p> <p>Communication: Exposure letter sent to school community</p>
Currently Isolated and Tests Negative before 10 Days			
4	While a student or staff member has been isolated because of symptoms, they receive a negative test result for COVID-19	<ul style="list-style-type: none"> ● School will direct student or staff member to follow isolation instructions. ● If the COVID-19 test is negative, the staff member or student can return after: <ul style="list-style-type: none"> ○ They are feeling better. (The symptoms do not have to be completely resolved.) ○ There have been at least 24 hours with no fever, without taking medicines to lower a fever, like acetaminophen (Tylenol) or ibuprofen (Advil or Motrin). ● Student or staff member must show a medical 	<p>Cohort/School remains open</p> <p>Communication: No action needed</p>

	and want to return to school before 10 days have passed.	evaluator note to verify that the symptoms are not due to COVID-19 and the test for COVID-19 is negative.	
Currently Isolated and Wants to Return before 10 Days			
5	Student or staff member has been isolated because of symptoms and wants to return to school before 10 days have passed without a COVID-19 test.	<ul style="list-style-type: none"> ● If no COVID-19 test, they staff member or student can return after: <ul style="list-style-type: none"> ○ They are feeling better. (The symptoms do not have to be completely resolved.) ○ There have been at least 24 hours with no fever, without taking medicines to lower a fever, like acetaminophen (Tylenol) or ibuprofen (Advil or Motrin). ● Student or staff member must show a medical evaluator note to verify that an alternative diagnosis has been made and the symptoms are not due to COVID-19. 	<p>Cohort/School remains open</p> <p>Communication: No action needed.</p>
Currently Quarantined and Tests Negative			
6	While a student or staff member is placed in quarantine following exposure to a case, they receive a negative test result for COVID-19.	<ul style="list-style-type: none"> ● School will direct student or staff member to follow isolation instructions. ● If the staff member or student has never had symptoms, gets tested, and the COVID-19 test is negative they must still remain in quarantine for 14 days, because they may still develop symptoms and/or become infectious to others at any time during the 14 days. ● For those who do not develop symptoms: <ul style="list-style-type: none"> ○ For students: School will advise testing but it is not required. Parents should discuss the pros and cons of testing with the child's healthcare provider. ○ For teachers and staff: School will require testing 4-10 days after the last exposure to the COVID-19 case. 	<p>Cohort/School remains open</p> <p>Communication: No action needed.</p>

Plan for Routine Testing of Teachers and Staff:

KCA asks that the employees get tested periodically by their health care provider or community testing sites. As testing capacity permits and as practicable, we will offer options for testing to 50% of our school staff every month on a rotating basis

Triggers for Switching to Distance Learning: *The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.*

Per Alameda County Reopening Guidance (updated September 3, 2020), if King's experiences a 5% positive testing rate of both students and teachers, King's will close, with everyone subject to 14 days of quarantine.

Communication Plans: *How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.*

"Testing of Students and Staff" rubric from Alameda County School Reopening Plans, Version 8, pp.25-26, King's will follow a phased communication approach based on the particular symptoms of, contact with cases,, or cases of COVID-19. Given King's small class size, a student's absence for the required 14-day quarantine will be noticeable and noted by the other students. In the case of Scenario 3, private communication will be shared with the cohort if deemed necessary. Any such communication would only communicate that the student is remaining home because of a contact, not who the contact is or the relationship to the student.