



BULLIS charter school

A CALIFORNIA K – 8 PUBLIC SCHOOL

BCS Reopening Plan - Revised

Bullis Charter School's plan for reopening school is based on three key principles:

- We will prioritize the health and safety of our students, families, teachers and staff.
- We will focus on providing excellent learning experiences for all students, whether we are working in-person, remotely, or in a hybrid environment.
- We will adapt -- both to changing health conditions in our community, and to lessons we learn each week and month, within our school and from our professional colleagues. This will be a challenging year, and it will also be an opportunity to try new ideas and approaches to teaching and learning. We expect to learn a great deal, and we hope to share what we learn with fellow educators.

As we start the 2020-21 school year, BCS is managing two separate but connected goals:

- Building the most rigorous possible remote learning experiences for all our students and families.
- Providing vital in-person support for our students and families who need it most, including:
 - Kindergarten and TK students who are just beginning the BCS experience, and
 - Students -- especially in the early grades -- who need additional support, such as students in Special Education and English Language Learners (ELL).

Our teachers are engaged in their professional development days, and working with our principals to plan extensive improvements to our remote learning. We are focusing first on remote learning because it will likely be our best option for delivering high-quality learning and development experiences for most of our students.

In addition, based on guidance from state and local leaders, we recognize that even if we receive a waiver enabling BCS to provide some in-person learning, we must prepare for changing health data that may require all students to return to 100% remote learning. Whether our classrooms can open or not, learning should never stop.

To that end, we are ensuring that we can provide:

- Devices and connectivity so that every child can participate in distance learning.
- Daily live interaction for every child with teachers and other students.
- Class assignments that are challenging and aligned with in-person instruction.
- Targeted supports and interventions for English learners and special education students.
- Extensive time in professional learning focused on training around remote learning for teachers.
- Investment in additional software for online learning.

In addition, we are requesting a waiver from Santa Clara County public health officials to provide some in-person learning for our students and families who need it most.

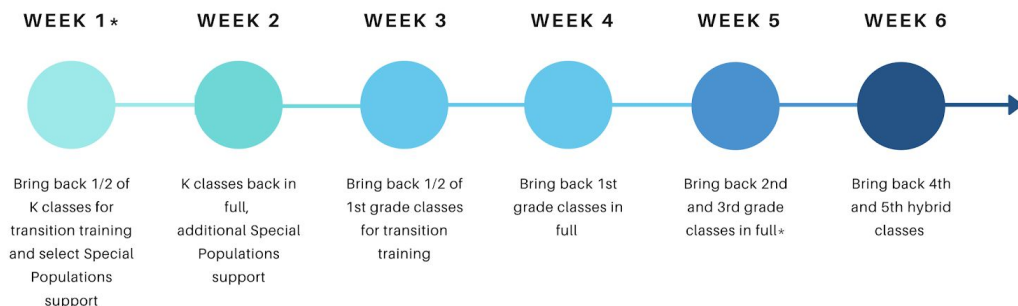
Whether we return to some in-person learning through a waiver from the county, or through improvements in public health conditions, in order to maintain healthy and safe environments for students and staff -- and their families at home -- we will strictly follow guidance from the California Department of Public Health (CDPH) and the Santa Clara County Public Health Department (PHD) and Office of Education. One essential element of that guidance is ensuring ample physical distance between students and staff on campus. On a normal school day before COVID-19, with all of our students on campus, we would not have been able to provide that physical distance.

Several important factors will enable BCS to provide more physical distance for our students and staff:

- Starting our school year in 100% remote learning, and carefully increasing the number of students allowed on campus after we have clearance to move into a hybrid of in-person and remote learning.
- Keeping cohorts operating separately from each other, including during outdoor activities and when entering and leaving campus.
- Based on preliminary surveys, a significant number of BCS families will opt for 100% remote learning even when we are ready to offer a hybrid of in-person and remote learning. This will reduce the number of children we would plan to bring on campus, so we will be able to maintain smaller class sizes.

Following is our plan to offer in-person learning to selected groups of students, including Special Education students, English Language Learners, and children of essential workers, while maintaining a healthy and safe environment for our school and our community. This proposal has been developed with input from our families, teachers and principals through a series of remote town halls and task forces.

WAIVER APPROVAL PROCESS



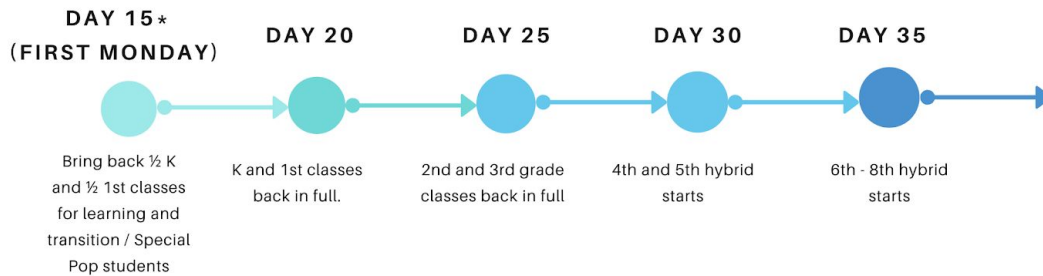
*Week 1 would start on a Monday, two weeks after the waiver is approved.

(We propose bringing back full cohorts for 2nd/3rd grade, but if we need to adjust to half-cohorts we would move to a two-week cadence, similar to the process for K-1.)

We plan to utilize a similar staggered approach to return to a hybrid of in-person and remote learning when Santa Clara County is removed from the state's watchlist:

RETURN TO HYBRID

(14 days off the watchlist)



Key Points for Transitioning into In-Person Learning

- We recognize as we transition to in-person learning, some of our families will choose to remain in remote learning, and we will work to ensure we continue to provide the best possible instruction in the remote settings.
- We will most likely need to make classroom/teacher adjustments and we will prepare for those adjustments prior to each step in our transition.
- K/1 students will need transition time to learn routines and protocols and get used to their new environment. Additionally, smaller cohorts will help K/1 teachers build relationships with their students.
- Bringing back classes in stages will provide us with the time we need to pressure test new protocols and systems with smaller groups in order to ensure they are appropriate and safe.
- Arrival and dismissal times will be staggered to facilitate social distancing, and each stage of returning classes will provide time to evaluate the best schedule.

Health and Safety Precautions for In-Person Learning

Each step we take to return to in-person learning will be made with the strongest health and safety precautions, based on guidelines from California and Santa Clara County, as well as our discussions with BCS families and staff. When in-person learning is permitted, our on-campus precautions will include:

Cleaning and Disinfection

- An extensive classroom sanitizing process, and reduction of high-touch surfaces.
- Required hand washing regimens will exist for both staff and students. This includes the expectation that hands are washed with soap and water for at least 20 seconds
 - after arriving at school,

- when entering or leaving a new space,
- after using the restroom or helping a child use the restroom,
- before and after eating,
- after recess, and
- after removing/replacing a mask.

The teacher may determine other intervals where handwashing is appropriate.

- Signs will be posted in high visibility areas to remind students and staff of proper technique and other hygiene techniques. (See Appendix 1.)
- Students will not be permitted to share devices or other resources.

Cohorting

- We will aim to keep TK-3 class sizes at 15 or fewer students.
- Providing hybrid programs for grades 4-5 (e.g. one cohort coming for in-person learning on Monday-Tuesday, the other coming on Thursday-Friday) will also keep these class sizes smaller.
- Each cohort will remain small and stable, and will stay together for all activities (e.g., instruction, lunch, recess). Cohorts will not mix with other cohorts.
- Bringing back classes in stages will provide us with the time we need to pressure test new protocols and systems with smaller groups in order to ensure they are appropriate and safe.

Entrance, Egress, and Movement Within the School

- As noted above, we will have staggered arrival and dismissal times, and will continue to adapt those times as more students return to campus.
- One-way walking paths with direction markers will show students how they should enter and leave each classroom area, how they should walk to bathrooms and outdoor recreation areas, etc. (See Appendix 5.)
- We will stagger times when cohorts will leave their rooms to go to outdoor areas.
- Staff will not be permitted to eat lunch in staff rooms but will utilize outdoor settings or classrooms, weather permitting.
- Families will pick-up/drop-off students in designated areas within a certain time frame.
- Marked waiting areas will be designated to avoid crowding during drop-off and pick-up, and will be monitored by staff to ensure that students and families do not mingle.
- Families will be instructed to remain in their vehicles during drop-off and pick-up, whenever possible. If in-person drop-off or pick-up is needed, only a single adult will enter the school facilities to pick up or drop off the child.
- Parents must wear masks during drop-off and pick-up.
- Only necessary visitors and volunteers will be allowed on campus, and we will limit the number of students and staff who come in contact with these visitors and volunteers.
- Copiers have been relocated and include sign-up sheets, to ensure staff members in shared spaces are limited.

Health Screenings for Students and Staff

- Symptom screening for every student and adult will be required, prior to their arrival on campus. (See Appendix 3.) Screening will ask each student and adult if in the previous

three days they have experienced any of the symptoms as the Santa Clara County Public Health guidelines, including:

- Fever or chills,
 - Cough,
 - Loss of taste or smell,
 - Shortness of breath or difficulty breathing,
 - Fatigue,
 - Muscle or body aches,
 - Headache,
 - Sore throat,
 - Nausea, vomiting, or diarrhea.
- Any student or adult exhibiting symptoms will be moved to an isolation area until they can be transported home or to a healthcare facility. (See Appendix 4.) For students, the family will be contacted to pick up the student within one hour. Students will be educated about not teasing or mistreating classmates who may need to go to an isolation area.

Healthy Hygiene Practices

- We have added multiple handwashing/sanitization stations, and hand sanitizer will be available in every classroom and workspace. All classrooms will have access to a sink. Their use will be promoted extensively and incorporated into the daily routines of all students and staff, as noted above. (See Appendix 1.)
- Masks will be required for all adults and all students, including K-2. We have additional PPE on site, for students and staff who may need access to gloves, masks, etc.
- Students exempt from the mask requirements include:
 - Anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance, and
 - Students with special needs who are unable to tolerate a face covering.
- Staff who are unable to wear a mask for medical reasons shall not be assigned duties that require close contact with students.
- BCS will communicate with all staff and families regarding expectations for use of face masks at school and how to wash face masks.

Identification and Tracing of Contacts

- BCS will continue to follow all guidelines from CDPH and Santa Clara County PHD to facilitate contact tracing.
- A nurse will be available to support staff at both campuses, including support with contact tracing (creating lists of students and staff who may have been exposed, and submitting those lists to Santa Clara County DPH).

Physical Distancing

- In addition to the precautions outlined for “Entrance, Egress and Movement” above, all teachers and staff will remain six feet from one another and maintain six feet of distance from students when possible.

- Students will be reminded to maintain six feet of distance from one another at all times, when possible.
- Excess furniture will be removed from classrooms, providing more space.
- All student desks/tables will be at least six feet apart, and will face the same direction. (See Appendix 1.)
- Students will be required to use the same desk or table each day.
- Our offices will be staffed with the minimum possible number of in-person staff, and only necessary parent volunteers will be allowed on campus. (See Appendix 2.)

Staff Training and Family Education

- We have already begun, and will continue to expand, our detailed communications campaign to ensure that all BCS families understand and endorse our health and safety precautions, and reinforce these practices at home -- for example, helping our younger students practice wearing masks and reminding all families and staff that if anyone in a student's or staff member's household is sick, they must stay home.
- At this time, only necessary parent volunteers will be allowed on campus.

Testing of Students and Staff

- In addition to symptom screening for every student and adult, BCS leaders will ensure that any students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be tested rapidly, and required to quarantine at home while awaiting test results.
- An isolation tent will be available at the front of campus, to ensure that any potentially infected students or staff members are not exposed to others and are not entering into closed spaces. The isolation tent will be covered on three sides and open on one side, to both allow for privacy and to ensure appropriate air flow. (See Appendix 4.)
- As testing capacity grows in our community, we will encourage all staff to be tested every other month, as practicable. If necessary, we will release staff to get tested before the end of a school day.

Response to Suspected or Confirmed Cases and Close Contacts

- BCS will use the tools and guidelines provided by Santa Clara County Public Health to respond to suspected or confirmed cases of COVID-19, including:
 - Any student or adult exhibiting symptoms will be moved to an isolation area until they can be transported home or to a healthcare facility. (See Appendix 4.)
 - BCS administrators will notify Santa Clara County Public Health immediately if we learn of any positive COVID-19 case.
 - BCS will notify all staff and families in the community of any positive COVID-19 case, while maintaining confidentiality as required by state and federal laws.
 - Any areas used by a sick person will be closed off, and cleaned and disinfected before the area is used again.
 - All students and staff in the same classroom cohort as a confirmed COVID-19 case will be instructed to get COVID-19 testing, and to remain quarantined at home for 14 days.

- BCS will provide information for all close contacts to a confirmed COVID-19 case to Santa Clara County Public Health.
- BCS will follow Santa Clara County Public Health guidance for how long individuals must wait after testing to return to campus.

Triggers for Switching to Distance Learning

- We will stay in regular contact with Santa Clara County education and health officials, and follow all guidance about returning some or all students to distance learning. As we have begun a successful distance learning program to start the year, we are prepared to pivot back to 100% distance learning if public health conditions dictate.

Communication Plans

- With the support of our nurse, the BCS superintendent will communicate with students, staff, and families about any cases or exposures that may occur at the school, while protecting personal information consistent with privacy requirements such as FERPA and HIPAA.
- As staff prepare to arrive back on campus, we will host a webinar for all returning staff, detailing the protocols and processes necessary to ensure a safe school environment. We anticipate having 1-2 days for staff to set up on campus in preparation for students, and will also utilize this time for staff to walk-through protocols and set up appropriately prior to student arrival.

All of these steps, and an ongoing focus on adapting our procedures as we learn new ways to improve, will help BCS continue to provide excellent learning experiences while protecting the health and safety of our students, families, staff, and our overall community.

BCS Reopening Plan - Appendices

1. Safety and Social Distancing in Classrooms



Desks will be arranged at least six feet apart to maintain appropriate distance between each student, and their teachers.

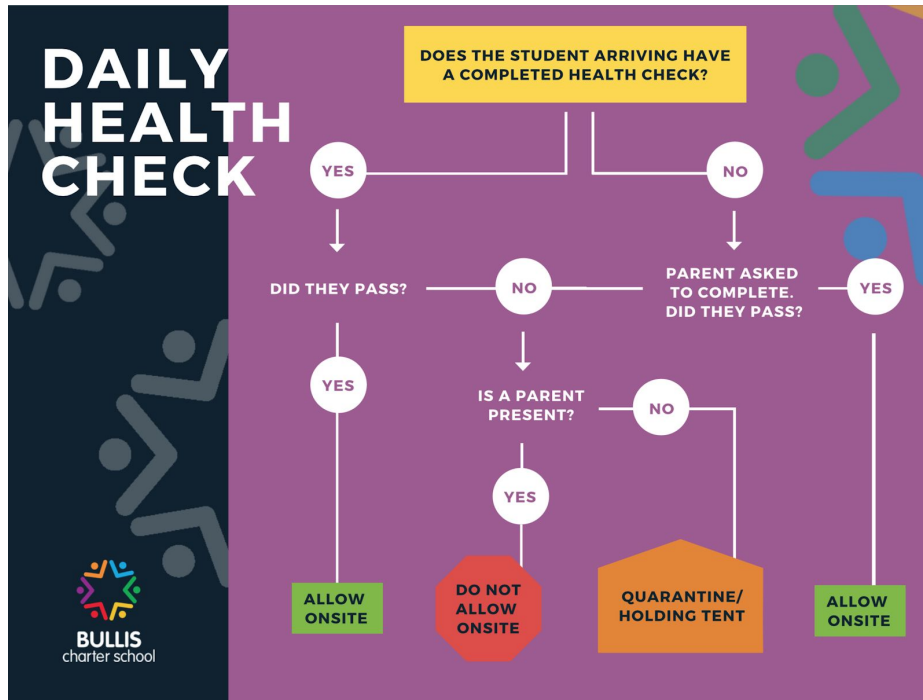
Every classroom has a sink and sanitizing materials for handwashing.

2. Safety and Social Distancing in Front Office



Plexiglass partitions have been installed in all office areas so that office staff can interact more safely with families and students who need to visit the offices. Face masks will be worn at all times, and staff desks in the office are at least six feet apart. Office visits will only be allowed for necessary interactions.

3. Student and staff health check prior to coming to campus



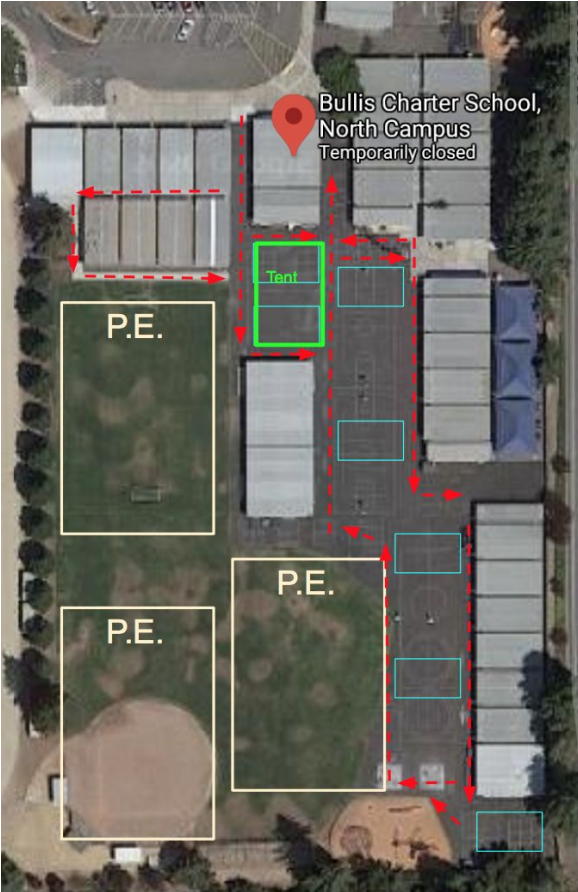
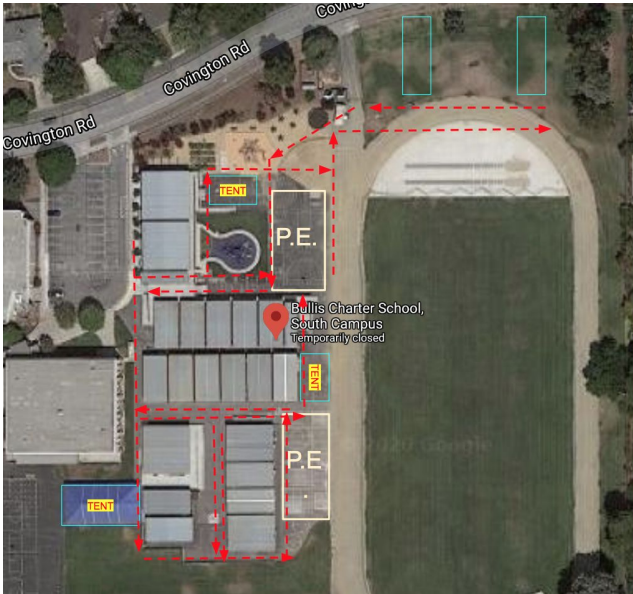
Every student and adult will be required to have a health check each day, prior to entering the campus. This diagram outlines the plan for ensuring that each student has a health check, and steps we will take if a student does not pass the health check.

4. Holding tents for students or adults exhibiting symptoms



Any student or adult exhibiting symptoms will be moved to a holding tent until they can be transported home or to a healthcare facility. If a student exhibits symptoms, the family will be contacted to pick up the student within one hour.

5. Outdoor Activity Spaces with Appropriate Distance



The maps of BCS South Campus (left) and North Campus show safe walking paths (in red) and outdoor activity areas (in turquoise). Outdoor spaces will be at least 25 feet apart. To ensure we have maximum safety and distance, we will have no more than two cohorts outdoors at a time.