

SCHOOL SITE-SPECIFIC COVID-19 PREPAREDNESS PLAN SUMMARY

SCHOOL INFORMATION

Today's date (mm/dd/yy): 11/20/2020

School name: Queen of Apostles School

School reopening date (mm/dd/yy): 10/19/2020

Indicate school setting: Elementary (TK-6th

Middle (6th-8th grades)

High (9th-12th grades)

grade) School/Program address:
4950 Mitty Way

District Office/Main Administration address (if applicable):
1150 N 1st St

City: San Jose

City: San Jose

Zip code: 95129

Zip code: 95112

COVID-19 Designee Name: Andrea Guel

Name of person completing form: Elizabeth Treia

Direct phone for person completing form: 408-252-3659

Direct email for form completer: treia@qofa-school.org

CAMPUS PHYSICAL SPACE

Students:

Staff:

1. Provide the current anticipated number of students/staff on campus daily: 40 16

2. Which grades are/will be open? TK K 1 2 3 4 5 6 7 8 9 10 11 12

3. How many individuals are expected to be on campus at any point in the coming month? 74

4. Provide the planned minimum distance between student desks: 6 feet

VOLUNTARY IMPLEMENTATION OF PRIORITY RECOMMENDATIONS

5. Describe site plans to minimize COVID-19 transmission in staff breakrooms:

Maximum capacity of 2 persons has been established. There is no eating or drinking in the staff breakroom. All unnecessary equipment has been removed.

6. Describe any plans to assess potential outdoor learning spaces (e.g., outdoor seating and shade/protection from elements) and/or to move instruction outdoors:

Canopies are placed outside of the gym area and can be used for outdoor learning. The courtyard tables will also be moved to provide seating under sails.

7. Describe any site plans to optimize indoor ventilation (e.g., opening operable windows, using high efficiency filters, etc.):

Each classroom has two doors, and both are opened. Windows are also opened to increase ventilation. Box fans have been purchased to use to promote fresh air introduction, air filters in the current heating/cooling system have been replaced to MERV 13 and other air filters are being purchased for each classroom.

8. Describe any plans to facilitate routine testing of teachers and staff (e.g., by healthcare providers or at County testing sites):

Each month, every staff member who is working from campus is required to submit testing results from the month. Information has been shared with the entire staff on testing sites available. The COVID-19 designee reminds staff members about testing.

9. Describe any plans to resume in-person instruction in phases (e.g., elementary in month 1, middle school in month 2, etc.):

K-5 returned to campus beginning in October, with a new grade being introduced each week. Grades 6-8 will return to campus on December 3rd. Parents will be given the opportunity to opt in for in person learning in the month of December for a return in the timeframe of January-March. In March a new opportunity to opt in will be provided for March-June.

10. Provide link to complete school opening plan:

https://www.qofa-school.org/wp-content/uploads/2020/11/Queen-of-Apostles_Reopening-plan-9_18_2020-for-website.pdf

School Preparedness Plan to Meet County Guidance for COVID-19

Visitor Information

(POST ON WEBSITE AND AT ALL SCHOOL ENTRANCES)

VISITORS/VOLUNTEERS

The school allows only necessary visitors and volunteers on the campus and will limit the number of students and staff who come into contact with them.

FACE COVERINGS - We will support students and staff wearing masks by:

Posting signage at all entrances and throughout campus to remind individuals to wear face coverings. We will also ask that any volunteer first stop at the office at which point a face covering will be provided if one is not already being worn.

PHYSICAL DISTANCING - We will support physical distancing by:

Posting signage at all entrances and throughout campus to remind individuals to keep physical distance. Markers are also placed throughout campus to signify distancing.

CLEANING & MAINTENANCE

We will support cleaning and maintenance of our campus by:

Cleaning and disinfecting all high touch surfaces on a regular schedule. At the end of each class day, each room will be wiped down with disinfecting wipes and a disinfecting mist will be used to disinfect the room. Bathrooms will also be sprayed with disinfectant at the end of each day.

HYGIENE - We will support routine and frequent handwashing by:

Signage is posted in all bathrooms with directions on how to properly and thoroughly wash one's hands. Hand sanitizer will also be available in instances when hand-washing is not available.

ROUTINE TESTING - We will encourage and support staff testing by:

Providing information on testing sites and being flexible with schedules in order to allow individuals to schedule testing.

- **Families are required to report known cases of COVID-19 in their household to the school immediately. The school will report all known COVID-19 cases to Santa Clara Public Health.**

<https://www.qofa-school.org/wp-content/uploads/2020/11/Queen-o>

- **For more details, see our complete school opening plan here:** [f-Apostles_Reopening-plan-9_18_2020-for-website.pdf](https://www.qofa-school.org/wp-content/uploads/2020/11/Queen-o)

COVID-19 Prepared School

Initial Plan Date: 11/20/2020 Revised Preparedness Plan Date: 11/20/2020



This school, Queen of Apostles School, has completed a **School COVID-19 Preparedness Plan** to prevent the spread of **COVID-19**.

For more information or to learn how to file a complaint, see this school's School COVID-19 Preparedness Plan Visitor Information Sheet (required to be posted with this sign). To see this school's complete School COVID-19 Preparedness

Plan, go to: https://www.qofa-school.org/wp-content/uploads/2020/11/Queen-of-Apostles_Reopening-plan-9_18_2020-for-website.pdf

Santa Clara County
PUBLIC HEALTH

