

# Safe Reopening Plan

## Appendix A

### Ocean Air & Del Mar Heights





# Topic Location

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# 6

**Staff and students will wash their hands or use hand sanitizer frequently throughout the day.**



## Section 6: B

***School site teams develop systems, schedules, and signage for bathroom use to ensure no more than two/three individuals are inside the bathroom at one time.***

1. Shared bathrooms (outside of MUR, downstairs 2-story building, upstairs 2-story building, ASP building) will allow for no more than three students at the same time.
2. Increased supervision and visual systems will be used to prevent congregating in restrooms.
3. A visual (hook/magnet) system will be used to identify how many students are in the bathroom. This system will be placed on the exterior of each bathroom door for students to use when they enter/exit the bathroom.
4. When there are 3 passes on a bathroom door, a student will wait outside. There will be markers/decals on the ground to denote where to wait in line to use the bathroom.
5. Staff will teach the bathroom use system to all students so they understand how to use the bathroom in a safe, hygienic, and physically distanced manner.



## Section 6: C

**School site teams develop routines for regular handwashing. *Regular hand washing includes before and after eating, after coughing and sneezing, after being outside and before and after using the restroom.***

1. Staff will train students in appropriate hand washing techniques. They will also explain the importance of avoiding contact with one's eyes, nose, and mouth and covering coughs and sneezes.
2. Students must wash or sanitize their hands as they enter their classrooms.
3. Hand sanitizer will be available through both automatic and traditional dispensers in strategic locations across campus; i.e. outside of restrooms, on the playground, in hallways, classrooms, etc.

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## Section 6: C (continued)

**School site teams develop routines for regular handwashing. Regular hand washing includes before and after eating, after coughing and sneezing, after being outside and before and after using the restroom.**

4. Time will be allotted throughout the day for students and staff to wash or sanitize their hands. Minimally, students will be provided time for hand hygiene at the beginning of the school day, before/after recess, before/after lunch, before/after using the restroom, after coughing/sneezing, and when changing learning locations (i.e. returning to the classroom from using the outside classroom).
5. Site custodians will ensure an adequate supply of soap, hand sanitizer, tissues, etc. to support the hygiene needs of students and staff.
6. Additional sinks have been installed near the bathrooms outside of the bathrooms on the K playground, rear playground, and MUR.

# 15

**The school will maintain physical distancing between students, as practicable.**



## Section 15: A

**The school will maintain physical distancing between students, as practicable *during school buses/stops.***

1. Families and students will be provided with information required to physically distance at bus stops.
2. Busing vendors to transport Del Mar Heights and special education students must supply a transportation plan to DMUSD.
3. Face coverings are required on buses and transportation vans.
4. Special Education staff will be present to assist and monitor physical distancing between students while unloading and loading on campus.
5. Heights' staff will monitor student spacing while students are waiting to board the bus at the end of the school day.



## Section 15: B

**The school will maintain physical distancing between students, as practicable *during daily symptom checks.***

1. All parents must read, sign, and agree to DMUSD's Parent/Guardian Health and Safety Agreement.
2. Parents should screen students before leaving for schools by checking their child's temperature to determine that is below 100 degrees without fever-reducing medications and observe for symptoms.
3. Parents are to keep their children home if they have symptoms associated with COVID-19.
4. Students are not to congregate at the gates prior to school opening.

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## Section 15: B (continued)

**The school will maintain physical distancing between students, as practicable *during daily symptom checks.***

5. Students will enter campus via Ocean Air's five gates and walk directly to their classroom between 8:00-8:15. Staff will supervise to ensure students do not commingle and go directly to class.
6. Students will be assessed via visual wellness checks and temperature checks with touchless UV thermometers upon entering the classroom.
7. Students arriving to school after 8:15 will have their temperature checked by the front office.



## Section 15: C

**The school will maintain physical distancing between students, as practicable *while students are entering campus and waiting for their first class to begin.***

1. Currently, volunteers and visitors are not permitted on campus.
2. Students are not to congregate at the gates prior to school opening.
3. Students will enter campus via Ocean Air's five gates and walk directly to their classroom/cohort's designated gathering location between 8:00-8:15. Staff will supervise to ensure students do not commingle and go directly to class.
4. Families are encouraged to drop-off their children in front of the school and to utilize the drop off area by the Ocean Air Recreation Center.



## Section 15: D

**The school will maintain physical distancing between students, as practicable *during meal periods.* (MUST BE 6ft. APART WHEN EATING)**

1. Each cohort will eat within the following specified areas around campus - lunch tables, field/outdoor classroom, courtyard, kindergarten lunch tables, etc.
2. Each cohort will have a designated area where they will eat snacks and lunch.
  - a. Areas have been selected to support the 6ft. physical distance required between students when they are eating.
  - b. The number of students per table will be limited to 1 student per table.
  - c. The distance between tables/eating areas will allow for 6 feet of distancing.
3. Students will dispose of their personal trash before they go to recess.
4. Teachers may allow students to eat in classrooms in the event of inclement weather.



## Section 15: E

**The school will maintain physical distancing between students, as practicable *during recess*.**

1. A staggered schedule will be created to minimize the number of students at recess at the same time.
2. Outdoor spaces will be divided up into clearly marked zones.
3. Cohorts will be assigned to a zone to play during recess and will follow a schedule to rotate through each play zone on a regular basis.
4. Each cohort will have their own playground equipment to utilize during recess.
5. For students not wishing to play in their assigned zone/activity, students may choose an alternative activity (e.g. board games, etc.), at their class' designated outdoor learning space.



## Section 15: F

**The school will maintain physical distancing between students, as practicable *in classrooms and other learning spaces.***

1. When utilizing shared learning spaces, staff will schedule cohorts for these spaces, via an electronic calendar, to ensure cohorts transition to/from these spaces when they are available.
2. When utilizing shared learning spaces, such as the MUR or library, there will be one entry-point marked to enter the space and another exit-point to exit the space. Spaces will be disinfected prior to another cohort entering.
3. Classroom teachers will set up quiet rooms to ensure the furniture selected and the number of students who can use the space at the same time is limited to support physical distancing.
4. Classroom teachers will utilize the space outside of their classrooms for students to access during the school day. Excess classroom furniture, lunch tables, picnic tables, and planters outside of the classroom will provide additional spaces for children to learn.



## Section 15: G

**The school will maintain physical distancing between students, as practicable *in restrooms*.**

1. Shared bathrooms (outside of MUR, downstairs 2-story building, upstairs 2-story building, ASP building) will allow for no more than three students at the same time.
2. Grade levels will be assigned restrooms to use during recess to minimize the total number of students in one bathroom location.
3. Increased supervision will be used to prevent congregating in restrooms.

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## Section 15: G (continued)

**The school will maintain physical distancing between students, as practicable *in restrooms*.**

4. A visual (hook/magnet) system will be used to identify how many students are in the bathroom. This system will be placed on the exterior of each bathroom door for students to use when they enter/exit the bathroom.
5. When there are 3 passes on a bathroom door, a student will wait outside. There will be markers/decals on the ground to denote where to wait in line to use the bathroom.
6. Staff will teach the bathroom use system to all students so they understand how to use the bathroom in a safe, hygienic, and physically distanced manner.



## Section 15: H

**The school will maintain physical distancing between students, as practicable *while students are exiting the campus.***

A staggered dismissal scheduled will be created to release students by last name

- Monday, Tuesday, Thursday, and Friday:
  - ▷ 1:30 pm (A-G) & All DMH students riding bus
  - ▷ 1:35 pm (H-M)
  - ▷ 1:40 pm (N-Z) & All DMH students with K-3 siblings
- Wednesday:
  - ▷ 1:00 pm (A-G) & All DMH students riding bus
  - ▷ 1:05 pm (H-M)
  - ▷ 1:10 pm (N-Z) & All DMH students with K-3 siblings
- Kindergarten (through October 2)
  - 12:00 pm (A-G)
  - 12:05 pm (H-M)
  - 12:10 pm (N-Z)



## Section 15: H (continued)

**The school will maintain physical distancing between students, as practicable *while students are exiting the campus.***

1. Dismissal routes and locations will be designated to maximize physical distancing. A staggered dismissal schedule by last name will enable students to exit campus via the following exit points:
  - Gate 1 - MUR/Field Gate - OA 1st, 5th & 6th; Heights 6th
  - Gate 2 - MUR/Admin Gate - OA 2nd; Heights 4th & ALC
  - Gate 3 - Admin/Main Gate - OA Kindergarten; Heights 5th
  - Gate 4 - ASP Gate - OA 3rd & 4th
  - Gate 5 - Rear Basketball Courts/Rec Center - Heights Bus
2. Families walking to pick up students should socially distance and wait on the field. Students will exit campus through their designated gate and then walk to the field to be reunified with families. Kindergarten parents may wait outside of students' designated exit gate.
3. Students will wait in their physically distanced cohorts in front of the school to be picked up by driving parents along the curb. Families will display their child's first and last name on a visible placard so that staff may quickly call for students to come to the vehicle.



## Section 15: H (continued)

**The school will maintain physical distancing between students, as practicable *while students are exiting the campus.***

1. Families may not queue up in the driving pick-up lane prior to their child's designated pick up time as this will inhibit the flow of traffic.
  - Monday, Tuesday, Thursday, and Friday:
    - 1:30 pm (A-G)
    - 1:35 pm (H-M)
    - 1:40 pm (N-Z) & All DMH parents with K-3 siblings coming from DM Hills
  - Wednesday:
    - 1:00 pm (A-G)
    - 1:05 pm (H-M)
    - 1:10 pm (N-Z) & All DMH parents with K-3 siblings coming from DM Hills



## Section 15: I

**The school will maintain physical distancing between students, as practicable *during after-school programs.***

1. Enrollment has been limited to ensure maximization of space.
2. Classrooms are limited to 15 children and 1 to 2 adults throughout the day.
3. Every effort has been made to maximize space and distance inside and outside.
4. There will be staggered lunches, snacks, and recesses in different zones.
5. Student transition from school at the end of the day to after-school programs will be coordinated to minimize interactions between cohorts of students.
6. Instructional staff will utilize outdoor spaces for students to access during after-school programs.

# 16

**In order to ensure physical distancing to the greatest extent practicable.**



## Section 16: A

**In order to ensure physical distancing to the greatest extent practicable, the following is in place: *Determine ingress and egress points on campus.***

1. Students are not to congregate at the gates prior to school opening.
2. Students will enter campus via Ocean Air's five gates and walk directly to their classroom between 8:00-8:15. Staff will supervise to ensure students do not commingle and go directly to class.
3. Staggered dismissal times will reduce the total numbers of students exiting at a time. Dismissal routes and locations will be designated to maximize physical distancing:
  - Gate 1 - MUR/Field Gate - OA 1st, 5th & 6th; Heights 6th
  - Gate 2 - MUR/Admin Gate - OA 2nd; Heights 4th & ALC
  - Gate 3 - Admin/Main Gate - OA Kindergarten; Heights 5th
  - Gate 4 - ASP Gate - OA 3rd & 4th
  - Gate 5 - Rear Basketball Courts/Rec Center - Heights Bus



## Section 16: B

**In order to ensure physical distancing to the greatest extent practicable, the following is in place: *Stagger recess and lunch time as appropriate.***

1. Separate cohorts will minimize the number of students eating/playing outside and allow for physical distancing.
2. Lunch and recess times will be staggered by cohorts to ensure physical distancing to the greatest extent practicable.
  - Cohort 1: K, 1, 2, 3, 6 (13 classes)      Recess: 9:45-10:00      Lunch: 11:30-12:00
  - Cohort 2: 4, 5, ALC (12 classes)      Recess: 10:05-10:20      Lunch: 12:05-12:35
3. Recess schedules will be developed around discrete blocks of time, snack/meal areas, and play zones.
4. Lunch schedules will be developed around discrete blocks of time and specified meal areas. Lunch recess time has been decreased per California Department of Public Health and Centers for Disease Control guidelines.

# 17

**The school will limit student mixing with the following measures to the greatest extent practicable.**



## Section 17: A

**The school will limit student mixing with the following measures to the greatest extent practicable. *Students should remain in the same space and in groups as small and consistent as practicable. Keep the same students and teacher or staff with each group, to the greatest extent practicable.***

1. Each cohort is defined as one class of students and their teacher; students will remain with their cohort throughout the school day.
2. Class sizes for all grades have been reduced. Average numbers are:
  - a. 15-18 students in K-3
  - b. 18-21 students in 4-6
3. Site-based service models for STEAM+ and Special Education are being developed to limit student mixing; staff that interact with multiple cohorts of students will maintain 6ft. distance and will push in to a classroom to support/instruct (i.e. cohorts will not rotate through shared spaces).



## Section 17: B

**The school will limit student mixing with the following measures to the greatest extent practicable. *Minimize movement of students and teachers or staff as much as practicable. For example, consider ways to keep teachers with one group of students for the whole day.***

1. Each cohort is defined as one class of students and their teacher; students will remain with their cohort throughout the school day.
2. Class sizes for all grades have been reduced. Average numbers are:
  - a. 15-18 students in K-3
  - b. 18-21 students in 4-6
3. Site-based service models for STEAM+ and Special Education are being developed to limit student mixing; STEAM+ Specialists (Art, Science, and Integration Specialist) will teach students via a video conferencing program while classroom teachers remain in class. Cohorts will not rotate through shared spaces.



## Section 17: C

**The school will limit student mixing with the following measures to the greatest extent practicable. *Schedule recess activities in separated areas designated by class.***

1. A staggered schedule will be created to minimize the number of students at recess at the same time.
2. Outdoor spaces will be divided into clearly marked zones.
3. Cohorts will be assigned to a zone to play during recess and will follow a schedule to rotate through each play zone on a regular basis.
4. Each cohort will have their own playground equipment to utilize during recess.
5. Students not wishing to play in their assigned zone/activity may choose an alternative activity (e.g. board games, etc.), at their class' designated outdoor learning space.



## Section 17: D

**The school will limit student mixing with the following measures to the greatest extent practicable. *Limit the use of common use areas such as lunch areas, libraries, MURs, and STEAM+ classrooms when practicable.***

1. When utilizing shared learning spaces, such as the MUR or library, staff will schedule their cohorts for these spaces - via an electronic calendar - to ensure cohorts transition to/from these spaces when they are available.
2. When utilizing shared learning spaces, such as the MUR or library, there will be one entry-point marked to enter the space and another exit-point to exit the space
3. Classroom teachers will set up quiet rooms to ensure the furniture selected and the number of students who can use the space at the same time is limited to support physical distancing.

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## Section 17: D (continued)

**The school will limit student mixing with the following measures to the greatest extent practicable. *Limit the use of common use areas such as lunch areas, libraries, MURs, and STEAM+ classrooms when practicable.***

4. Classroom teachers will utilize the space outside of their classrooms for students to access during the school day. Excess classroom furniture, lunch tables, picnic tables, and planters outside of the classroom will provide additional spaces for children to learn.
5. Site-based service models for STEAM+ and Special Education are being developed to limit student mixing; STEAM+ Specialists (Art, Science, and Integration Specialist) will teach students via a video conferencing program while classroom teachers remain in class. Cohorts will not rotate through shared spaces.



## Section 17: E

**The school will limit student mixing with the following measures to the greatest extent practicable. *Eat snacks and meals outdoors or in classrooms.***

1. A staggered schedule will be created to minimize the number of students eating lunch at the same time.
2. The number of areas in which students eat will be increased (e.g. outside of first story classrooms, on the field, lunch area, courtyard, etc.)
3. Students will be seated in assigned eating zones.
4. Students must be 6 feet apart while eating.
5. The number of students per table will be limited to 1 student per table.
6. The distance between tables will allow for 6 feet of distancing.
7. Teachers may allow students to eat in classrooms in the event of inclement weather.

# 18

**The school will maximize space  
between student seating.**



## Section 18: A

**The school will maximize space between student seating. *Teacher desk and other staff desks will be at least six feet away from student seating.***

1. Teacher and other staff desks/podiums will be positioned at least six feet away from student desks.
2. Special Educators, and support staff who enter the classroom will maintain a minimum of six feet from student seating, and their teaching stations will be positioned at least six feet away from student desks.
3. Teachers and instructional staff will use plexiglass dividers when working with small groups of students. Students will use plexiglass dividers when working in collaborative groups.
4. Teachers will use technology (i.e. for projection, recorded lessons, etc.) to support the teaching and learning in their classrooms while maintaining physical distancing as practicable.
5. Teachers and instructional staff will explicitly teach students about physical distancing and will provide visual supports around the school and classroom to support students' distancing as practicable.



## Section 18: B

***The school will maximize space between student seating. Space will be maximized to promote distancing inside and outside of the classroom.***

1. Teachers and instructional staff will rearrange and minimize furniture needed to support students' learning to promote distancing inside their classrooms. Excess classroom furniture will be stored.
2. Teachers and instructional staff will utilize the space outside of their classrooms for students to access during the school day. Excess classroom furniture and lunch tables will provide additional spaces for children to learn.
3. Each cohort will have a designated outdoor learning space (3 semi-permanent tents) to utilize throughout the school day.

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## Section 18: B (continued)

***The school will maximize space between student seating. Space will be maximized to promote distancing inside and outside of the classroom.***

4. Teachers and instructional staff will schedule time for outdoor learning as a part their daily schedule.
5. Students will have individual supplies - i.e. pencils, scissors, crayons, highlighters, pencil boxes, headphones, etc.
6. Students will use clipboards, whiteboards or lap-desks to support them while they engage in learning in the classroom, their designated outdoor learning space, tables outside the classroom, etc.
7. Routines for students to submit assignments with minimal contact will be established.



## Section 18: C

***The school will maximize space between student seating. If employees cannot maintain physical distancing with students, they should ensure that they are using proper PPE and following hygiene protocols.***

1. Students and staff are encouraged to bring face coverings from home. Disposable face coverings are available for students and staff, and face shields are available for all instructional staff.
2. All students, K-6, and staff will be required to wear their face coverings throughout the school day unless they are eating (snack/lunch).
3. Parents should familiarize their children with information [here](#) (Student and Staff Health and Safety) about the proper use, removal, and washing of cloth face coverings and additional health and safety measures.
4. Staff will teach students how to properly wear their face coverings and follow hygiene protocols; posters around campus will provide additional visual reminders for students.



## Section 18: C (continued)

***The school will maximize space between student seating. If employees cannot maintain physical distancing with students, they should ensure that they are using proper PPE and following hygiene protocols.***

5. Staff will teach students how to sanitize/clean-up after themselves in all areas of their classroom.
6. Plexiglass dividers are available for each general education classroom, and for members of our SPED teams
7. Teachers will use plexiglass dividers when working with small groups of students. Students will use dividers when working in collaborative groups.
8. For portions of the day, a face shield may be used by staff in tandem with a mask for an additional layer of protection.