



Stratford School Alameda County ReOpening Guidelines

STRATFORD SCHOOL ALAMEDA COUNTY REOPENING GUIDELINES

Stratford School has implemented all health and safety guidelines stipulated by Alameda County Health to date. We successfully operated summer camp under the public health guidelines.

Our guidelines were updated on 9/11/2020 to provide compliance with Alameda County Public Health. The supplemental guidelines have been posted on our website at:

<https://www.stratfordschools.com/covid-19-updates>

We submitted our application to Alameda County Public Health for review on 9/11/2020.

We have three Stratford Schools in Alameda County:

- Stratford School Fremont Osgood 43077 Osgood Rd, Fremont, CA 94539
- Stratford School Fremont Boulevard 38495 Fremont Blvd, Fremont, CA 94536
- Stratford School Pleasanton 4576 Willow Rd, Pleasanton, CA 94588

Information Sources

Alameda County Public Health Department: <http://www.acphd.org/>

California Department of Health

1. Cleaning and disinfection
2. Small, stable, cohorting
3. Entrance, egress, and movement within the school
4. Face coverings and other essential protective gear
5. Health screenings for students and staff
6. Healthy hygiene practices
7. Identification and tracing of contacts
8. Physical distancing
9. Staff training and family education
10. Testing of students and staff
11. Triggers for switching to distance learning
12. Communication plans

Center for Disease Control and Prevention

World Health Organization

Occupational Safety and Health Act - Guidance on Preparing Workplaces for COVID-19

Child Care Licensing Rules and Regulations



Health and Hygiene

Daily Hygiene Routines

- Students will be required to wash their hands before and after recess and lunchtime and anytime they use the restroom.
- Staff will model proper handwashing technique and will reinforce handwashing throughout the day.
- Campus signage reinforces daily hygiene routines and are widely posted, disseminated, and encouraged through various methods of communication.
- We teach all students and staff to be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19.
- All members of the school community, students and staff alike, must stay at home if experiencing flu-like symptoms or fever.
- School staff will explicitly teach and frequently reinforce prevention behaviors of handwashing and cough/sneeze etiquette as important strategies in slowing the spread of COVID-19 and other infectious diseases.
- Our teachers have built classroom routines for handwashing upon entering and leaving the classroom and create regular cleaning practices for desks, equipment, writing utensils, and other classroom materials.
- We will continue teaching and reinforcing proper handwashing techniques, posting signage in high visibility areas on handwashing instructions and other hygiene practices, such as avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes, other prevention measures.
- We have provided adequate supplies such as soap, tissues, no-touch trashcans, hand sanitizers (with at least 60% ethyl alcohol) and extra face coverings in case any students or staff need one.
- Supplies, equipment, and utensils will not be shared among staff and students to the extent feasible. When items must be shared, the schools will clean and disinfect these items between uses.
- We will minimize staff and students' contact with high-touch surfaces, by propping open doors during arrival and departure times, and scheduling breaks to use the restrooms.
- Face coverings will be washed after each use. It is important to always remove face coverings correctly and wash hands after handling or touching a used face covering.
- Uniforms: Students and staff are required to wear fresh and clean clothing each day, to limit the spread of germs.

Check for Signs and Symptoms

- We prevent discrimination against students who (or whose families) were or are diagnosed with COVID-19 or who are perceived to be a COVID-19 risk.



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- We require staff and students who are sick or who have recently had close contact with a person with COVID-19 to stay home.
- We have developed policies that require sick staff and students to stay at home without fear of reprisal, and ensure staff, students, and students' families are aware of these policies. (see attached)
- We have implemented screening and other procedures for all staff and students entering the facility. (see below)
- We conduct visual wellness checks of all students or establish procedures for parents to monitor at home.
- We use a no-touch thermometer.
- We ask all individuals if they or anyone in their home is exhibiting COVID-19 symptoms.
- We document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under state law related to privacy of educational records.
- We monitor staff and students throughout the day for signs of illness; send home students and staff with a fever of 100 degrees or higher, cough, or other COVID-19 symptoms.
- We educate families about COVID-19 related health protocols to conduct at home, including keeping students home when showing signs of illness.
- If a student is exhibiting symptoms of COVID-19, staff should communicate with the parent/caregiver immediately and isolate the student away from others while awaiting parent/caregiver pickup, required within one hour.

Students and Staff Daily Health Screenings:

- Signs at all entrances will instruct students, staff, and visitors not to enter campus if they have any COVID-19 symptoms. Symptoms of COVID-19 may include: fever or chills; cough; shortness of breath or difficulty breathing; loss of taste or smell; fatigue; muscle or body aches; headache; sore throat; nausea, vomiting, or diarrhea.
- Sick students and staff will need to stay home and are also encouraged to stay home if there is a member of their household who is sick.
- Upon arrival each day, all students and staff must be screened for symptoms, we will verbally ask them if they are experiencing symptoms and will take their temperature with a no-touch contact-less thermometer.
- If the student or staff answers 'yes' to any identified COVID-19 symptom or has a fever of 100 or higher, they will be sent home immediately until testing and/or medical evaluation has been conducted. Students who need to wait to be picked up will be required to wear a face mask and wait in the isolation room.
- Schools will provide periodic reminders of the health screening process to all staff and families throughout the school year.

Daily Health Checks; Response to COVID-19 Symptoms or Suspected Case:

- Ask if they have any symptoms of COVID- 19
<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>



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- Ask if they have been exposed to anyone who has COVID- 19
- Document and record any students with fever and/or symptoms
- Students and Staff will be sent home, if they have:
 - Fever of 100 F, or other symptoms; Symptoms of illness may include: fever or chills; cough; shortness of breath or difficulty breathing; loss of taste or smell; fatigue; muscle or body aches; headache; sore throat; nausea, vomiting, or diarrhea
- Any students or staff exhibiting symptoms must continue to wear required face covering and wait in an isolation area until they can be transported home or to a healthcare facility
- Schools will advise the parent and/or guardian or staff to check in with their physician; students with one or more COVID symptoms must be tested.
- If this is during arrival time - Student is immediately sent home
- If symptoms begin at anytime during the day, student is immediately isolated in a separate room and must be supervised
- Parents are notified to come and pick up the student within 1 hour (or ASAP)
- Student may return to school when he/she has been symptom free for 72 hours without the use of medication and 1) provide evidence of a negative test result, or 2) provide a note from a physician with an alternate reason for the symptoms or a reason why the testing was not done.

Temperature Checks

- We have guidelines for health checks, including temperature taking for students and staff utilizing no-touch thermometers.
- We conduct temperature screenings at the start of each day before entering campus
- Required to be taken outside campus before employees/students enter building
- We screen the temperatures of staff and children. Anyone with a temperature of 100 degrees or above, or other signs of illness, is not permitted to enter the facility. If anyone becomes ill during the day, they will be sent home, and children will stay in a separate area while awaiting pickup.
- Temperature data does not need to be recorded. If an individual registers a temperature reading outside the recommended range (above 100 degrees) that individual will be asked to go home.
- We maintain an isolation room for transitioning individuals from school to home.

PPE

We provide face coverings, hand sanitizer, disinfecting wipes, gloves for specific activities, standards-based cleaning materials, and for staff working with special populations, disposable gowns and face shields.

We provide classrooms and office spaces with wastebaskets, tissues, and CDC-approved sanitizer.

Cleaning and Disinfecting

We have an explicit and detailed cleaning and disinfecting plan that includes a regular schedule for high traffic areas. (see below)

- When performing cleaning duties, staff follow CDC guidance on the use of face coverings and other safety equipment.



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Clean High Touch Hard Surfaces

- Cleaning companies will clean and disinfect all areas (e.g., classrooms, bathrooms, offices, and common areas) focusing especially on frequently touched hard surfaces.
- During the day, staff members could support by disinfecting high touch areas and shared objects.
- Staff clean and disinfect frequently-touched surfaces at school at least twice daily
- Frequently touched surfaces in the school include, but are not limited to:
 - Door handles
 - Light switches
 - Sink handles
 - Bathroom surfaces
 - Tables
 - Student Desks and Chairs
- We have assigned restrooms to specific classes
- We ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable.
- When cleaning and disinfecting, air out the space before children arrive; plan to do thorough cleaning when children are not present.
- We periodically replace and check air filters and filtration systems to ensure optimal air quality. Ensure a safe and correct application of disinfectants using EPE and ventilation recommended for cleaning. We keep disinfectant products away from students.
- We use the CDC guidance about cleaning and disinfection after persons suspected/ confirmed with COVID-19 have been in the facility.

Indoor Ventilation

- We open doors and/or windows when outside climate allows, but keep doors in locked position to quickly close and secure in the event of a security alert. Maximizing outside airflow is the simplest and most efficient way to maintain a healthy classroom environment.

Limit Sharing of Material and Equipment

- We have suspended use of drinking fountains and instead encourage the use of reusable water bottles.
- We limit the use of shared playground equipment in favor of physical activities that require less contact with surfaces.
- We limit sharing of objects and equipment, such as toys, games, and art supplies to the extent practicable. But where allowed, clean and disinfect between uses.

Cleaning and Maintenance

- Sign-off that cleaning is occurring AM & PM

Clean thoroughly, throughout the day

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.



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- Additional information on cleaning and disinfection of community facilities such as schools can be found on [CDC's website](#).
 - The school will use, and will provide for use, soap and water and, cleaning and disinfectant products approved for use against COVID-19, on the Environmental Protection Agency (EPA) "List N: Disinfectants for Use Against SARS-CoV-2" ("List N") labeled to be effective against emerging viral pathogens.
 - Teachers will clean and disinfect frequently touched surfaces and objects (examples: desks, doorknobs, light switches etc.) between use such as during recess and lunch breaks. A full disinfection protocol will take place once all the students have gone home at the end of the day.

Clean surfaces at least TWO times per day; Use the **Ongoing Cleaning Checklist**

CLASSROOM ONGOING CLEANING CHECKLIST

COMPLETE THE FOLLOWING TASKS IN EVERY ROOM, AT LEAST TWO TIMES PER DAY.

TODAY'S DATE	CLASSROOM
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Mark each task with your initials as it is completed twice per day. All tasks are mandatory.
Additional cleans encouraged.

TASK	Morning (Initial)	Afternoon (Initial)
Clean and Disinfect High Touch Areas within Room: DOOR HANDLES		
Clean and Disinfect High Touch Areas within Room: SHARED TABLES AND COUNTERS		
Clean and Disinfect High Touch Areas within Room: LIGHT SWITCHES		
Clean and Disinfect High Touch Areas within Room: SINKS AND FAUCETS		
Clean and Disinfect High Touch Areas within Room: BATHROOM AREA		
Restock hygiene supplies: hand sanitizer, soap, tissues, disinfectant wipes		
Clean room materials that cannot be individually designated		
Student's personal belongings are neatly stored		
Trash removed from the room and outside trash can be cleaned		
Check room is clean and in order, including materials returned to where they belong		
Clean and Disinfect Floors (follow campus procedures)		
If possible, increase airflow into the room, through open windows or air-conditioning, follow your campus policies		

Follow state and local rules and regulations

4/28/20

SHARED SPACE ONGOING CLEANING CHECKLIST

COMPLETE THE FOLLOWING TASKS IN EVERY ROOM, AT LEAST TWO TIMES PER DAY.

TODAY'S DATE	ROOM
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Mark each task with your initials as it is completed twice per day. All tasks are mandatory.
Additional cleans encouraged.

TASK	Morning (Initial)	Afternoon (Initial)
Clean and Disinfect High Touch Areas within Room: DOOR HANDLES		
Clean and Disinfect High Touch Areas within Room: SHARED TABLES AND COUNTERS		
Clean and Disinfect High Touch Areas within Room: LIGHT SWITCHES		
Clean and Disinfect High Touch Areas within Room: SINKS AND FAUCETS		
Clean and Disinfect High Touch Areas within Room: BATHROOM AREA		
Restock hygiene supplies: hand sanitizer, soap, tissues, disinfectant wipes		
Trash removed from the room and outside trash can be cleaned		
Clean and Disinfect Floors (follow campus procedures)		
If possible, increase airflow into the room, through open windows or air-conditioning, follow your campus policies		

Follow state and local rules and regulations

4/28/20

Food Services

- Students will be required to bring their own meals and utensils and have lunch inside their classrooms with their cohorts. They will continue to observe the physical distancing rules and wash their hands before and after meals.



Face Coverings

All staff: Face coverings are required at all times while on campus, except while eating or drinking.

All students in the K - 6th program are required to wear face coverings.

A Face Covering means a covering made of cloth, fabric, or other soft or permeable material, without holes, that covers only the nose and mouth and surrounding areas of the lower face.

A face covering should not be medical-grade or use a valve device. A face covering should be considered essential clothing that is laundered at home by hand or machine washed and worn to school each day.

School Practices According to the CDPH, the following individuals are exempt from wearing a face covering:

- persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance.

A cloth face covering or face shield should be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced.

When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.

In order to comply with this guidance, we will exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school.

Exceptions: Face coverings are to be worn at all times as practicable, except when staff and students are eating or drinking, or students are outside with only members of their stable cohort. Face coverings should also not be worn by anyone who has trouble breathing or is unable to remove the face covering without assistance.

A face shield can be used in addition to a cloth face covering, but not as a substitute. If a person cannot wear a cloth face covering for medical reasons, a face shield can be worn instead, as an accommodation, but it should wrap around the sides of the wearer's face and extend to below the chin. In those cases, the parents should provide the letter or notes from the student's medical services provider, clearly noting the underlying concern.

- Plan for Face Covering Breaks for Younger Students:
 - We will provide structured breaks for K-2 students who may need a break from wearing their face covering, where social distancing is closely observed as practicable.
- Plan for Providing Phonological Instruction:



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- Staff can consider using a face covering with a clear window over the mouth when providing phonological instruction or communicating with a student with a disability or a student who is hearing impaired.
- The schools will have signs at the entrance, classrooms, and in other high visibility areas to remind students and staff of the face covering requirements and appropriate use.
- The schools will educate students about the rationale and proper use of face coverings.

Physical Distancing



Physical distancing reduces the number of in-person contacts per teacher and is an essential practice in ensuring a safe school environment

All activities, instructional or otherwise, must support physical distancing and be implemented across the campus at all times.

We have identified all locations and times of day where students are in close contact and have developed strategies to reorganize those locations and activities to maintain students at six feet apart. We have staggered start times, have implemented a block schedule, and have created multiple recess and lunch periods.

- The importance of physical distancing has been communicated to all staff and families through staff training, principal meetings, and emails to the enrolled families. Stratford School Alameda County will continue to send reminders and train staff on protocols for physical distancing for both indoor and outdoor spaces.
- In addition to the communication, the families who wish to return to campus have to sign an agreement to abide by all of the COVID Safety Protocols.
- The schools posted signage reminding students, families, and staff about physical distancing at the entrance, floors, in the hallway, and classrooms.
- We do not allow parents inside the building to minimize foot traffic inside the building.
- Additionally, we will not allow any non-essential visitors, and limit other visitors' contact with students and staff.
- We will not have any outside organizations utilizing the school facilities outside of school hours.



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- All staff will maintain six feet or more of distance between one another while on the school campus. The schools will place markings on the ground to facilitate physical distancing of six feet or more at all entry and exit points in the facility for the students and staff.

Arrival and Departure

- To minimize close contact between students, staff, and families at arrival and departure, cohorts of students will be assigned a timeframe for arrival and departure from an assigned point (supervised by staff to decrease crowding at designated routes for entry and exit).
- Arrow and markings will ensure students, staff, and families maintain distance during arrival and health screening.
- Drivers are instructed to remain in their vehicles, to the extent possible, during drop-off and pick-up. If parents need to escort younger children to their health screening and during pick-up, only a single caregiver should enter to escort, and such caregiver will be required to wear a face covering.
- Staff shall supervise to disperse students during school arrival and departure.

Student Arrivals

- All students, PS - 8G will be dropped off via drive through
 - Parent parks in Drop off Zone
 - Greetings, Hello!
 - Leaders & designated staff check child's temperature
 - All staff doing car duty must wear gloves
 - If cleared, child may exit car and walk to class
 - If not cleared, parent drives away with their child
 - If children need help getting out of their car seat, you can either: 1) ask parents to get out and unbuckle them or 2) use hand sanitizer on your gloves
- PS/PK parents have to sign Procure



Classroom Settings

- Students and staff will remain in stable classroom cohorts by keeping the same students and teacher or staff together throughout the school day, and students will not mix with other stable classroom cohorts.
- We have assigned stable seating arrangements for students (to ensure that close contact within classrooms are minimized and easily identifiable).
- Distance teacher/staff desks at least six feet away from students (to minimize the risk of adult-to-child disease transmission).



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- We have rearranged student desks and common seating spaces to maximize the distance between students. Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing).
- Talk to students about traffic flow and appropriate spacing to support social distancing.
- Avoid community supplies when possible. If shared supplies are necessary, consider using designated bins for clean and used supplies. Community supplies are considered high-touch and should be cleaned frequently.

Non-Classroom Settings and All Environments

- Staff will not be permitted to eat in the break room. Our staff break room will not close, however we limit the number of people in the break room to allow for physical distancing.
Staff will be prohibited from eating or drinking together indoors during their break time.
We encourage staff to eat meals outdoors or in large, well-ventilated spaces.
- All staff meetings, professional development training and education and other activities involving staff will be conducted via video or phone conference. If in-person attendance is necessary, such activities will be conducted outdoors, if feasible, and with appropriate physical distancing.
- Adopt and reinforce social norms and health etiquette, maintaining six feet or more of distance from one another while on school campus.
- Ensure the availability of appropriate cleaning supplies (e.g., disinfectant wipes) for cleaning of high-touch surfaces.
- Reinforce hand washing routines.
- Avoid student mixing outside of the classroom. Stagger arrival and/or dismissal times.
 - Divide up student entry points rather than funnel all students through the same entry space. These approaches can limit the amount of close contact between students in high-traffic situations and times.
 - We have canceled field trips, assemblies, and other large gatherings.
 - We are transitioning field trips to virtual opportunities.
- Avoid taking multiple classes to bathrooms at once (e.g., avoid having all classes use the bathroom right after lunch or recess). Promote health checks. Reduce congestion in the office.
- Parent-teacher conferences moved to phone conferences and a virtual format.
- We have markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact

Small, Stable Cohorts in Stratford Schools

- Student cohorts will remain together throughout the duration of the school day. These cohorts will be maintained in classrooms, recess, and lunch times. Recess and lunch times will be staggered, and cohorts will get a designated lunch area on campus. Pick up and drop off times will be



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staggered by cohorts to avoid unnecessary gatherings and contact.

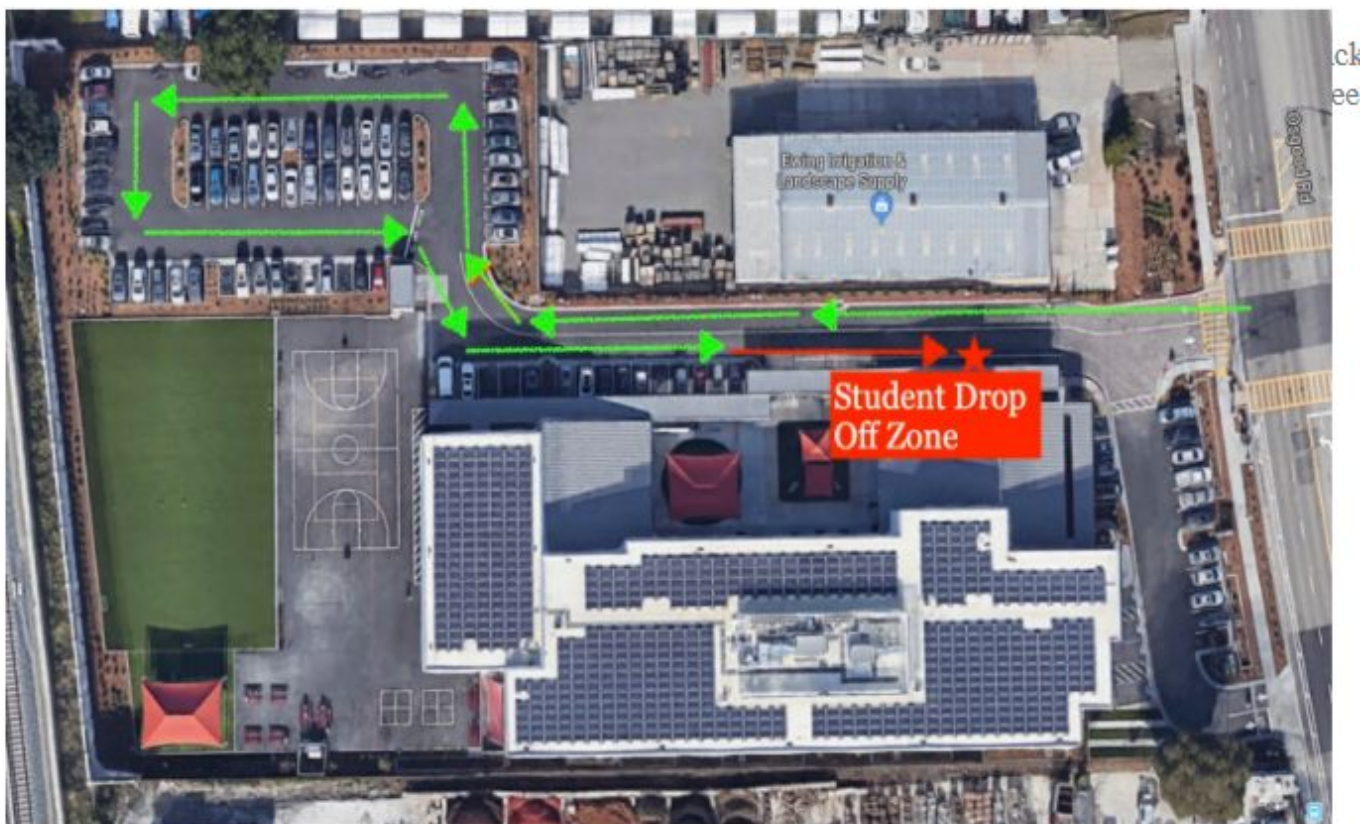
The health and safety of our students, staff and families is our top priority. In an effort to keep everyone healthy we will adhere to the following social distancing protocols...

- Single cohort, no mixing
 - Students remain with the same group of children throughout the day
 - Stable teaching staff staying with class for the day including lunch/recess
 - Limited staff entering classrooms (leaders/designated support staff)

Entrance, Egress, and Movement within Stratford School Alameda County

The school will have entry and exit points for all staff, students and parents. Cohorts of students will be assigned a timeframe for arrival and departure from an assigned point. Arrows and markings will ensure students and families maintain distance during arrival and screening. Parents that need to escort younger children to their screening and during pickup will be required to wear a mask. Passing periods and break times will be staggered to avoid congestion.

Fremont Stratford School Map:





Pleasanton Stratford School Map:

Picking Up and Dropping Off Your Students

Dropping Students off

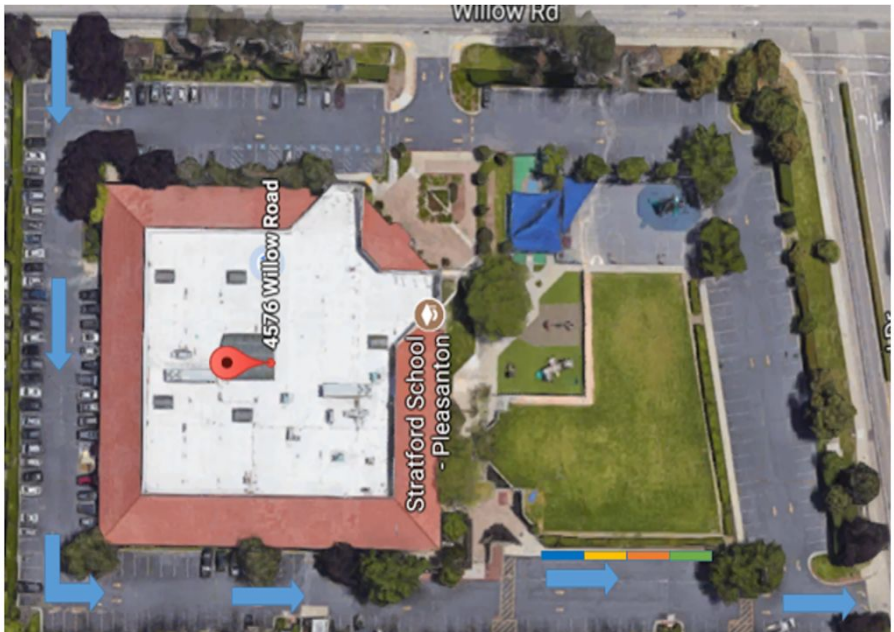
- Prior to exiting your vehicle your student's tempter will be checked
- 1st-5th Grade Students please arrive between 8:45-9:00am. Upon arrival students will safely walk to their designated classroom waiting area.

Student Pick up

- Visor cards must be visible in the vehicle (if you need an additional visor card please contact the front office)
- 1st-5th Grade Student departure is between 1:00-1:15 on Monday and 3:15-3:30 Tuesday-Friday

If picking up early

- Check in at the office and notify your teacher ahead of time.
- Your child will be escorted to the front of the school.



Limiting Gatherings

- We believe it is essential to limit gatherings of people.
- Note, the instruction of students at school is not considered a gathering. We have considered ways that technology can be utilized to support drama, music, and other performance-based activities.
- We have planned for staff and other meetings to be held remotely. Until a vaccine is introduced, large-scale events that bring together crowds of people will not be possible.

Group Activities

- All large-scale activities are prohibited



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Electives and Extracurricular Activities

- Electives and extracurricular activities, such as field trips, student assemblies, athletic events, practices, special performances, school-wide parent meetings, or spirit nights, in which physical distancing (at least 6 feet) and face covering use cannot be maintained at all times, are not allowed and must be cancelled.
- Aerosol generating activities, including in-person choir, band, and vocal cheerleading activities (cheers and chants) due to increased risk of disease transmission, are not allowed.
- The school will explore transitioning field trips to free virtual opportunities; changing in-school events to a virtual format.

Guidance on School Closure and Switching to Distance Learning

We address the action plan in case of exposure or confirmed case of COVID-19. The school's campus leader (Head of School or Principal) will contact the local public health agency and follow the guidance on school closure. If the school is closed in compliance with the public health agency's guidance, school will clean, disinfect, and sanitize during the school closure.

- We will work with the local health agency to determine if closure is needed. Our schools plan to work with public health officials to determine triggers for switching to distance learning and will follow the recommended measures.
- Our schools will email all families and staff should an urgent update be warranted (such as potential exposure or school closure). The schools will also post all necessary information on our schools' website. Information communicated to school families, staff, public health officials and the community will maintain confidentiality.

Covid-19 Team: Identification and Tracing of Contacts

The School Leaders (Ellie Tariverdi and Sanny Figueroa) and Regional Director (Laura Morgan) will be the COVID-19 Team and will be responsible for responding to COVID-19 concerns. Staff will be trained and instructed to contact them, should an issue arise. The COVID-19 Team will document and track potential exposure, notify the County of Alameda Public Health officials, and notify parents as soon as possible, if communication is warranted.

If a staff member, student or other person living in their household is exposed to or there is a known potential exposure to Covid-19, they must alert the School immediately by calling:

Fremont Osgood: (510) 438-9745

Fremont Blvd: (510) 713-8900

Pleasanton: (925) 737-0001

or emailing:

Fremont Osgood: fro@stratfordschools.com

Fremont Blvd: frb@stratfordschools.com

Pleasanton: pls@stratfordschools.com



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Daily attendance records of all students and staff are maintained which can aid in tracing of contacts. Class schedules can aid in determining the movement of students throughout the day to aid in the tracing of contacts.

Plan for Routine Testing of Teachers and Staff:

- Stratford asks that the employees get tested periodically by their health care provider or community testing sites. Stratford plans to contract an external testing service provider, such as KYLA or Agile Force.
 - At Stratford School Alameda County, 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.
 - The employees who have health care coverage through the company have access to free COVID testing through UnitedHealth, Kaiser, and all have access through local community testing sites, <https://www.smcgov.org/testing>.
- Any information on known contacts will be provided to Alameda County Health in the event of a verified case of Covid-19 as required by the Americans with Disabilities Act.
- Ellie Tariverdi and Sanny Figueroa are the point people for communication and contact tracing.
Fremont Osgood: (510) 438-9745 fro@stratfordschools.com
Fremont Blvd: (510) 713-8900 frb@stratfordschools.com
Pleasanton: (925) 737-0001 pls@stratfordschools.com

Staff Training and Family Education

All faculty and staff participated in a Stratford Team Alameda County Orientation zoom meeting prior to returning to campus for classroom set-up and in-service days.

We reviewed and will continuously reinforce our school's rules and policies around on-campus operations with respect to COVID-19. If there is COVID-19 exposure on campus, we will retrain on health and safety protocols relating to COVID-19.

At the beginning of the school year and at the monthly staff meetings, staff will be trained on the Reopening Guidelines and Safety Protocols and be provided with educational materials and tools for implementing the protocols in the school.



Safety & Compliance Training



Safety & Compliance Overview



COMPLETE Child Abuse Mandated Reporter Training (ALL STAFF NEEDING to RENEW~ 3 hrs)

The State of California recognizes certain professionals as holding the important role of mandated reporter of child abuse or maltreatment. These professionals can be held liable by both the civil ...



COMPLETE Child Abuse Mandated Reporter Training (ALL STAFF THAT DID NOT COMPLETE LAST YEAR ~ 8 hrs)

The State of California recognizes certain professionals as holding the important role of mandated reporter of child abuse or maltreatment. These professionals can be held liable by both the civil ...



COMPLETE Emergency, Health and Safety Procedures Training

Emergency, Health and Safety Procedures Training provides an overview of general expectations for student care and safety and the emergency, health and safety procedures and protocols used to ...



COMPLETE Cyber Safety Training and Acceptable Use Policy (All Elementary and Middle School faculty and staff ~ 60 min)

Cyber Safety Training aims to equip all educators with information pertaining to cyber safety laws that protect students and also create awareness around cyber wellness of student community which ...

Here are some slide examples of our training on August 10, 2020:



August 10, 2020

On Campus Health & Safety Training



The next hour...

- COVID-19 transmission
- Review where SEG looks for guidance to protect you
- Review policies & guidelines being implemented for protection
 - Facility Access
 - Daily Protocols
 - Cleaning/Sanitation/Disinfecting
 - Social Distancing, Masks & Cohorts
 - What if someone on campus gets COVID-19?

When we know better, we do better

• -Maya Angelou

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Stratford School Alameda County ReOpening Guidelines

Campus Entrance Procedure for Staff



- There will be ONLY two entrance points for staff, front office & entrance by Room 155/MPR (FRO) & Main entrance (FRB)
- Leaders will take each other's temperature first, log, then start with the staff (have your employee number ready)
- Before entering the building:
 - Temperatures taken with non-contact thermometers
 - Health Screening Questionnaire completed if more than 24 hours passed since last time on-campus
 - Hand sanitizer used at the door
- Hourly teachers will sign-in before temp check - use your phone
- A well check with appropriate PPE required
- If cleared the teachers proceed to their perspective classrooms, if they have a temperature & symptoms they will exit the premises

Why do we need Cohorts? Sign in sheet by door

- If someone tests positive for COVID-19 or has been in direct contact with someone who is positive for COVID-19, the cohort is notified and next steps put into place based on ACPHD guidance.
- If everyone commingle pre-COVID-19 style, when someone tests positive or has been in direct contact, the whole school would be affected.
- Separating the children and adults into cohorts provides better contact tracing and less disruption for the whole school.
- The smaller the cohort; less people will be at risk and subjected to possible quarantining. Cohorts reduce the risk of a whole school closure in the future.



Stable Groups and Classroom Routines



- ❖ Group sizes will be :
 - PS and PK : 10 students with 2 teachers
 - KG and Up : 12 students with 1 teacher
- ❖ Groups will be stable and children will stay with the same teacher(s) all through the day and for the duration of the camp.
- ❖ Upon entering the school, all staff and children must immediately wash their hands.
- ❖ No adults other than staff will be allowed inside the building.
- ❖ Facial coverings must be worn by all staff and children in Grades 1 and up.
- ❖ For children in PS and PK, masks are recommended but not mandatory.
- ❖ If a child is wearing a mask, it must be removed during eating and mealtimes.
- ❖ Sippy cups/water bottles may NOT be brought from home. We will provide one-time use cups.
- ❖ PS/PK: At naptime, mats will be carefully placed head to toe, not face to face.
- ❖ PS/PK: Each child's bedding will be stored in nap bags and will continue to be sent home each Friday.
- ❖ Staff will wear disposable gloves for serving food, taking care of potty accidents, wiping noses, and taking temperatures.
- ❖ If a child becomes ill during the school day, they will stay in a designated, separate area while waiting for pickup. This area will be thoroughly disinfected after use.

Family Education:

Details of our Family Education can be found here:

<https://www.stratfordschools.com/covid-19-updates>

COVID-19 resource materials are available to families through regular email communication, brochures, and the school website. Students are taught handwashing techniques.



Stratford School Alameda County ReOpening Guidelines

Fremont Osgood Campus:

Campus Leadership

Our Campus Leaders and Administrative Staff



Ellie Tariverdi
Head of School



Asita Anand
Director of Lower School



Jessie Channey
Director of Early Education



Fremont Blvd Campus:

Campus Leadership

Our Campus Leaders and Administrative Staff



Jasbir Rattan
Director of Early Childhood Education



Aleatha Alston
Assistant Director

Pleasanton Campus:

Campus Leadership

Our Campus Leaders and Administrative Staff



Sanny Figueroa
Head of School



Adam Brown
Director of Lower School



Amina Saiyed
Director of Early Childhood Education





Stratford School Alameda County ReOpening Guidelines

When a Student, Teacher, or Staff member has Symptoms, Is a Close Contact of Someone Infected, or is diagnosed with Covid-19, the School will follow the actions and communication directions from CA Dept. of Health as follows:

COVID-19 Response Chart (California Department of Public Health)

COVID-19 Response Chart

When a Student, Teacher, or Staff member Has Symptoms, Is a Close Contact of Someone Infected, or Is Diagnosed with COVID-19

Student or Staff Who:	Action	Communication
1. Presents with COVID-19 Symptoms Symptom Screening: CDPH, p. 14	<ul style="list-style-type: none"> • Send home • Recommend testing <ul style="list-style-type: none"> ◦ if positive, see #3 ◦ if negative, see #4 • School/classroom remain open 	No action needed
2. Is a close contact ¹ with a confirmed COVID-19 case	<ul style="list-style-type: none"> • Send home • Quarantine for 14 days from last exposure • Recommend testing (but will not shorten 14-day quarantine) • School/classroom remain open 	<p>Sample message to larger school community</p> <p>Sample message to community member who may be a contact</p>
3. Has a confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify the local public health department • Isolate case and exclude from school for 10 days from symptom onset or test date • Identify contacts¹, quarantine, and exclude exposed contacts (likely entire cohort²) for 14 days after the last date the case was present at school while infectious • Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine) • Disinfection and cleaning of classroom and primary spaces where case spent significant time • School remains open 	Sample message to whole school community
4. Tests negative after symptoms	<ul style="list-style-type: none"> • May return to school 3 days after symptoms resolve • School/classroom remain open 	No action needed

From California Department of Public Health