



COVID-19 School Guidance Checklist

April 1, 2021

CALIFORNIA
ALL

Your Actions
Save Lives



Date: _____

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: Endeavor College Prep

Number of schools: 1

Enrollment: 634

Superintendent (or equivalent) Name: Ruben Alonzo

Address: 1263 S Soto St

Phone Number: (323) 800-4125

Los Angeles, CA 90023

Email: ralonzo@endeavorcollegeprep.org

Date of proposed reopening:
April 20, 2021

County: LA County

Grade Level (check all that apply)

Current Tier: Red
(please indicate Purple, Red, Orange or Yellow)

TK 2nd 5th 8th 11th

K 3rd 6th 9th 12th

1st 4th 7th 10th

Type of LEA: Independent Charter School

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

I, Ruben Alonzo, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,

which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Stable group structures (where applicable): How students and staff will be kept in 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 stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

See attachment below.

If you have departmentalized classes, how will you organize staff and students in stable groups?

See attachment below.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

See attachment below.

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.

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

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.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

Endeavor College Prep will follow a stable cohort model. Our single cohort will be attending in-person class Tuesday through Friday and will attend class virtually on Mondays. All other students will be remaining in our Distance learning program Monday through Friday. TK-8th grade students will be grouped by homerooms with a range of 6-12 students in each classroom. There will be a range of 1-3 staff members assigned to each homeroom depending on the grade level and total number of students in each classroom.

- The single, stable model includes a blend of in-person and at-home distance learning.
- Students remaining in our Distance Learning program and that are 100% online will log-on and view our stable cohort's in-person lesson.
- For all grades, Mondays will be an at-home day for all students to allow for the sanitization of the building and classrooms. Students will be required to participate in a daily live check-in and engage in independent or project-based work and at times, live instruction.
- The planned **amount of students** returning in grades TK-8, including SPED, are: 164 students
- The planned **range of staff members** for grades TK-8, including SPED, are: 50-55 adults
- ECP will continue to offer distance learning for families that are not ready to return to in-person learning.
- While indoors, students will be physically distanced 6ft.
- Break times will be staggered or grouped to eliminate the interaction of classrooms and grade levels.
- Signage and markings will be used to keep students physically distanced as much as possible.

If you have departmentalized classes, how will you organize staff and students in stable groups?

7th and 8th grade are the only grade levels with departmentalized classes. The amount of students in our single cohort, cohort A, for 7th and 8th grade is 36. There are four homerooms. Students are assigned to one homeroom. There are nine adults who will be working with the 7th and 8th grade cohort. There are two teachers assigned to each homeroom. There are four teachers who will be changing homerooms mid-week, but they will not change homerooms more than once in the week, nor will they change homerooms during a single day. The majority of teachers will teach live in one class and zoom into the other homerooms with which they work.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

Science and PE are the only electives that are taught by instructors not assigned to one classroom. In order to prevent in-person contact for members of different stable groups, these electives will be scheduled for every classroom to occur on at least one of their at-home/online instructional days or blocks.

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.

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

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: _____ feet

Minimum: _____ feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

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

Testing of 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. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

Testing of Students: How school officials will ensure that students 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. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:

Student testing will take place prior to first day of in-person instruction and after any potential positive test or confirmed exposure, regardless of tier.

Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

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.

Consultation: (For schools not previously open) Please confirm consultation with the following groups

Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name: _____

Date: _____

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name: ECP Community via monthly cafecitos

Date: 12/8/20, 1/12/21, 2/9/21, and 3/9/21

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

Local Health Officer Approval: The Local Health Officer, for (state County) _____. County has certified and approved the CSP on this date: _____. If more than 7 business days have passed since the submission without input from the LHO, the CSP shall be deemed approved.

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)