

Hillbrook School COVID-19 Response Plan

Risk Level	Campus Access Control	Educational Delivery	Co-Curricular Programs	Community Events	Field Trips	School Operations	Personnel	Emergency Care	Communications
Level 1 Low Risk	Students must be kept at home if flu symptoms occur Faculty and staff stay home if flu symptoms occur	Regular school program Hygiene and handwashing emphasized Homework provided for any student at home for an extended period	No change	No change	Field trips allowed	Increased cleaning of school Continued manual disinfecting by facilities team Crisis team covens as necessary	Normal working conditions All faculty and staff report to work (unless with symptoms)	Normal emergency medical protocols	Use of email and webpage to faculty/ staff and community in conjunction with information as required Faculty meetings to ensure all understand protocol Student assemblies to ensure students understand protocol and proper hygiene procedures
Level 2 Moderate Risk Board Informed	Students, faculty, and staff must stay at home if flu symptoms occur Campus open only to Hillbrook students and parents Access for all others by appointment and interview at the entrance only	Regular school program - Homework for any quarantined students provided online Confirm contingency plan	All regularly scheduled activities allowed All visitors will be interviewed re travel and symptoms	Regularly scheduled events and gatherings allowed for students, parents, faculty/staff only	All field trips suspended	Increased cleaning of school Continual disinfecting throughout the day Professional disinfecting every 3 days	Normal working conditions All faculty and staff report to work (unless with symptoms)	Emergency medical protocols Deep cleaning All traveling students tracked and monitored	School webpage updates as necessary in conjunction with the official agencies E-blast on Email, text and App to update daily
Level 3 Medium Risk	Students, faculty, and staff must stay at home if flu symptoms occur or if they have had contact with someone with flu Interview of all faculty/ staff and students as they enter campus Campus closed to visitors (no exceptions) Students not allowed off-campus during the school day	Regular school program in parallel with the implementation of online learning options In-servicing of parents via email and webpage on the use of online learning program Classed/Divisions closed	Co-curricular program suspended Large gatherings (i.e. assemblies) suspended Only students and families allowed on campus	All special events and community gatherings canceled	All field trips suspended	Increased manual disinfecting by increased number of cleaning personnel Continual disinfecting throughout the day Professional disinfecting every evening	Board emergency meeting to determine how the school should continue to operate No full faculty/staff gatherings	Authorities will advise which hospitals are prepared for the possible pandemic	Email and webpage updates to faculty/staff and community Ongoing communication with health authorities School must respond to health authority directions Communications Eblast to Community daily
Level 4 High Risk	School facility closed for an indeterminate period of time	Full implementation of online learning protocol for students and faculty	Not applicable; school facility closed	Not applicable; school facility closed	Not applicable; school facility closed	Full campus disinfecting procedures	All faculty and staff to remain at home, providing online	Not applicable; school facility closed	Daily updates on webpage to faculty/staff and community - Further communication using online learning link

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						implemented before school resumes	learning support either via email or Google		
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Risk Level Indicators

Schools will follow the [Center for Disease Control](#) and [local health department](#) recommendations for school closures and level of risk. The following are attempts to create risk levels in the absence of local closures and quarantines. [Johns Hopkins Outbreak Map](#)

Risk Level 1 (Low Risk)

- No Hillbrook community cases of Coronavirus
- Very few reported cases of COVID-19 in San Francisco Bay Area
- Some countries declare public health emergency (not the US)
- Airports implement informal screening mechanisms

Risk Level 2 (Moderate Risk)

- Limited cases of COVID-19 in San Francisco Bay Area
- Travel advisories recommended by WHO, CDC, government
- No school students, families, faculty or staff identified with
- Average student attendance remains high 90-100%
- No advisories against non-essential travel to CA and San Francisco Bay Area
- CDC, WHO, and/or regional health authorities declare a pandemic

Risk Level 3 (Medium Risk)

- Few COVID-19 cases within school community
- Increased community spread of COVID-19 in San Francisco Bay Area
- Average student attendance below 80 – 90%
- Increasing evidence of potential restrictions on airline travel / other forms of international public transportation
- COVID-19 disease behavior or contagiousness changes to higher risk level

Risk Level 4 (High Risk)

- Spread of COVID-19 cases within the Hillbrook community
- COVID-19 cases quickly increasing in the San Francisco Bay Area rapidly increasing
- Government directs that schools be closed

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- Evidence that hospitals are unable to manage or meet health care needs related to COVID-19
- Evidence of restricted airline travel or major travel restrictions
- Staffing and attendance issues at Hillbrook

Home Learning Resources and Suggestions

Use of Google Classroom or other