



Throughout this time of pandemic, One-Eighty has tried different methods of reaching out to the students and families in our programs. We've delivered care packages, made socially distant home visits, called and text students, and sent old fashioned cards in the mail to our students.

We, like you, were hoping that when the school year started, students would be going back to school for a normal day. That just isn't the case this year. School for the first quarter is going to be online and distance learning.

For most of our city, families have the means to find child care, have quality internet, and the supplies and resources for their kids to get through the first quarter of school. However, for some families, this just isn't possible and we've received panicked messages from parents asking what they can do.

We brainstormed, and the idea we have is to create Distance Learning Centers. We hope to open up space at The One-Eighty, Horizon Church—Lodi Campus, and two classrooms at First Baptist Church to host 8-10 students everyday to help facilitate their distance learning. Students that attend will be expected to bring their school ChromeBooks and to do their best to participate in class.

We are going to follow the guidelines given by the CDC and our local school principals so that we can keep our students and staff safe. We've laid out our plan in the pages that follow.

This program is not directly affiliated with LUSD, but seeks to offer help to teachers and families who are adversely affected by distance learning.

If this is something you would like to do in your church building or at your organization, the pages that follow is the plan One-Eighty is going to use. You are welcome to use this information and are free to make changes so that the paperwork matches your church or organization.

Thank you for considering serving our community in this way. If you have any questions, please feel free to reach out to us.

One-Eighty
17 W.Lockeford Street
Lodi, CA 95240

Office Phone: (209) 339-2308
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DISTANCE LEARNING CENTERS

Overview

The purpose of a Distance Learning Center (DLC) is to provide students in the community with a safe and supportive environment while they attend their online classes. We all agree that being in school is the best way for students to learn, and while that is not possible right now, we hope that a DLC can create a similar environment.

DLCs will follow the Lodi Unified School District's calendar. As of right now, we will be open starting August 10, 2020 and our last day will be October 2, 2020. After the break, the hope is to have students return to their classrooms on school campuses.

We will be open Monday-Friday 8am-12pm.

We are hoping to coordinate with Lodi Unified Food Services to find out the best way to provide meals to the students in these centers. In the meantime a light, prepackaged snack will be provided.

Students will be expected to bring their LUSD Chromebooks (or other personal computer), battery chargers, headphones to use for their school work.

At this time, DLCs are recommended to only have 8-10 students at each site.

The following is a basic outline for each DLC. For more information, visit <https://www.cde.ca.gov/ls/he/hn/documents/strongertogether.pdf>

******Many of the DLCs will be hosted at a church or faith based organization's campus. At One-Eighty, it is our belief that the Gospel is something that is displayed in our everyday life, not just preached from a stage during a church service. That being said, we expect our staff and volunteers not to proselytize (or force our beliefs on) the students that enter a DLC.

This program is not directly affiliated with LUSD, but seeks to offer help to teachers and families who are adversely affected by distance learning.

Setup for Distance Learning Centers

This is the recommended setup for DLCs based on the recommendations from the CDC.

Center Setup

- Good, fast internet for student connections.
- Lines that mark the 6 foot physical distance space between student work areas.
- Tables and chairs
 - Easy to clean and disinfect
 - Easily moved
 - Tables setup 6 feet apart from one another
- Signs posted
 - Entrance
 - Exit
 - Pickup/Drop off locations
 - COVID-19 Precautions
- Enough PPE and cleaning supplies
 - Masks or face shields
 - Gloves
 - Disinfectant spray or wipes
 - Hand sanitizer
 - Hand sanitizer should be 60% alcohol or more
 - Soap
 - Thermometers (preferably no-touch thermometers)
- Designated cubbies for each student where their personal materials can be stored.

Protocol For Distance Learning Centers

General protocol

- For front office and food service employees, provide face coverings and disposable gloves.
- For custodial staff, provide equipment and PPE for cleaning and disinfecting.
- All staff, students and volunteers will be required to fill out a "Hold Harmless Form".
- Maintain a minimum of 6 feet of distance between individuals.
- Minimize movement of students, educators, and staff as much as possible.
- In a circumstance where sufficient physical distancing is difficult or impossible, such as when students enter or exit a school bus in proximity to the bus driver, all individuals, including staff and students, should wear face coverings that cover the mouth and nose consistent with public health guidance. **To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.**

Student protocol

- All students must wash or sanitize hands as they enter campuses and buses.
- Passive Screening
 - Instruct parents to screen students before leaving for school.
 - Check temperature to ensure temperatures below 100.4°F (We suggest 99.8°F) .
 - Observe for symptoms outlined by public health officials.
 - Keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- Active Screening
 - Engage in symptom screening as students enter campus and buses, consistent with public health guidance.
 - Visual wellness check.
 - Check temperature to ensure temperatures below 100.4°F (We suggest 99.8°F).
 - Ask all students about COVID-19 symptoms within the last 24 hours.
 - Ask whether anyone in their home has had COVID-19 or a positive test.
- In accordance with standard guidance for isolation at home after close contact, the classroom or office where the COVID-19 positive individual was based will typically need to close temporarily as students or staff isolate.
- Exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff should discuss with the parent or caregiver and refer to the student's health history form or emergency card to identify whether the student has a history of allergies, which would not be a reason to exclude.

- If a student is symptomatic while entering campus or during the school day:
 - Students who develop symptoms of illness while at school should be separated from others right away, preferably isolated in an area through which others do not enter or pass.
 - If more than one student is in an isolation area, ensure physical distancing.
 - Any students or staff exhibiting symptoms should be required to immediately wear a face covering and wait in an isolation area until they can be transported home or to a health care facility.
 - Students should remain in isolation with continued supervision and care until picked up by an authorized adult.
 - Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related.
 - Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation.

Staff and Volunteer Protocol

- All staff and volunteers must wash or sanitize hands as they enter worksites.
- Passive Screening
 - Instruct staff and volunteers to self-screen before leaving for work.
 - Check temperature to ensure temperatures below 100.4°F (We suggest 99.8°F).
 - Observe for symptoms outlined by public health officials.
 - Stay home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- Active Screening
 - Engage in symptom screen as staff enter worksites consistent with public health guidance.
 - Visual wellness check.
 - Check temperature to ensure temperatures below 100.4°F (We suggest 99.8°F).
 - Ask all staff and volunteers about COVID-19 symptoms within the last 24 hours.
 - Ask whether anyone in their home has had COVID-19 symptoms or a positive test.
- Have emergency substitute plans in place.
- Develop and provide staff and volunteer training or utilize state-provided training on:
 - Disinfecting frequency and tools and chemicals used
 - Physical distancing of staff and students
 - Symptom screening, including temperature checks
 - Updates to the Injury and Illness Prevention Program (IIPP)
 - State and local health standards and recommendations

Visitor and Group Protocol

- All visitors must wash their hands as they enter the facility.
- All visitors must wear a face covering while they are on the premises.
- Limit access to campus for parents and other visitors.
- Evaluate whether and to what extent external community organizations can safely utilize the site and campus resources. Ensure external community organizations that use the facilities also follow the school's health and safety plans and CDPH guidance.
- Establish protocol for accepting deliveries safely.

Transportation Protocol

- Create a plan for seating based on maximum capacity determined above and develop a plan for bus routes that accommodates the capacity limitations. Seating capacity must be reduced.
- Mark or block seats that must be left vacant.
- Students, staff, and volunteers should wear face coverings at bus stops and on buses.
- Create and clearly mark loading and unloading zones.
- Assign a bus aide to ensure distancing and do symptom screenings.
- Ensure 6-foot distancing at bus stops and while loading and unloading.
- Prevent students from walking past each other by taking the following measures:
 - Seat students from the rear of the bus forward
 - Board afternoon runs based on the order in which the students will be dropped off
Students who get off first should board last and sit in front
- Vehicles must be disinfected after each use.

Hygiene and Cleaning Protocols for Distance Learning Centers

Staff, Volunteer and Student Hygiene

- Wash or sanitize hands frequently.
- Hand sanitizer should be 60% alcohol or more.
- Wash hands when:
 - arriving
 - leaving home
 - after playing outside
 - after having close contact with others
 - after using shared surfaces or tools
 - before and after using restrooms
 - after blowing nose
 - coughing
 - sneezing
 - before and after eating and preparing foods
- Teach staff, volunteers and students to use tissue to wipe the nose.
- Teach staff, volunteers and students to cough and sneeze inside tissues.
- Teach staff, volunteers and students not to touch the face or face coverings.
- In accordance with CDC guidance, avoid sharing electronic devices, toys, blocks, and other games or learning aids.

Cleaning Protocols

- Disinfect surfaces between uses, such as:
 - Desks and tables
 - Chairs
 - Seats on bus
 - Keyboards, phones, headsets, copy machines
- Disinfect frequently—at least daily—high-touch surfaces such as:
 - Door handles
 - Handrails
 - Drinking fountains
 - Sink handles
 - Restroom surfaces
 - Toys, games, art supplies, instructional materials
 - Playground equipment
- Keep each child's belongings separated and in an individually labeled storage container, cubby, or area. Send belongings home each day to be cleaned.

Parent and Student Forms

Passive Screening Student Form

- A Passive Screening Student Form is to be turned in everyday and checked by DLC staff member.
- If a student does not have the form with them, they will not be permitted to enter the DLC for the duration of that day.

Passive Screening Student Form			
Date			
Student Name		Yes	No
	Have you or your child had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days?		
	Have you or your child tested positive for COVID-19 OR experienced any cold or flu-like symptoms in the last 14 days (fever, cough, shortness of breath or other respiratory problem)?		
<p>If you answered yes to any question above, your child will not be permitted to enter the Distance Learning Center for the day.</p> <p>Parent/ Guardian signature: _____</p> <p>Distance Learning Center Staff signature: _____</p>			
OFFICE USE:			
Student Temperature: AM: _____ PM: _____			

Hold Harmless Clause

- The Hold Harmless Clause must be signed by a parent or guardian of every student at the DLC.

I understand that COVID-19 cases are on the rise in the State of California and in San Joaquin County. I understand that exposure to disease-causing organisms and objects, such as COVID-19, and personal contact with others, including but not limited to One-Eighty staff members, First Baptist Church staff members, volunteers, other students in the program, involves a certain degree of risk that could result in illness, permanent disability or death. I also acknowledge that it is impossible to screen and/or monitor all such individuals.

After fully and carefully considering all the potential risks involved, I hereby assume the same and agree to release and hold-harmless One-Eighty and First Baptist Church of Lodi, its employees, and volunteers from and against, all claims and liability resulting from exposure to disease-causing organisms and objects, such as COVID-19.

Student Name _____

Signed (Parent) _____ Date _____



One-Eighty Distance Learning Center Application

17 West Lockeford Street
Lodi, CA 95240
(209) 339-2308

Welcome to the One-Eighty Distance Learning Center. This form is to be signed by both the students and parent and must be returned to the One-Eighty before August 5.

This program is not directly affiliated with LUSD, but seeks to offer help to teachers and families who are adversely affected by distance learning.

PERSONAL INFORMATION: PLEASE PRINT CLEARLY

Student's Name _____ Home Phone _____

___ Male ___ Female Email Address _____

Address _____

City _____ State _____ Zip Code _____

Birthday _____ School _____ Grade _____ Age _____

Please list any Medical Conditions we need to know about:

DISTANCE LEARNING SITE (CHECK THE ONE THAT MATCHES YOUR SCHOOL)

___ The One-Eighty Teen Center: 17 W. Lockeford Street (Lawrence Elementary School)

___ Horizon Community Church: 415 S. Garfield Street (Heritage Elementary School)

___ First Baptist Church: 267 N. Mills Avenue (Woodbridge Elementary School and Washington Elementary School)

EMERGENCY CONTACT INFORMATION

Who may we contact in case of emergency? _____ Relationship _____

Home Phone _____ Cell Phone _____ Work Phone _____

Doctor's Name _____ Phone _____

THE FOLLOWING RULES AND GUIDELINES ARE CURRENTLY IN EFFECT AT ONE-EIGHTY PROGRAM

- No disrespect of One-Eighty staff, volunteers, property, or programs.
- No fighting or violence.
- No bullying or verbal abuse.
- No profanity or inappropriate language.
- No inappropriate attire (the Lodi Unified School District dress code will be enforced)
- No PDA (Public Display of Affection). This applies to anything beyond holding hands or hugging.
- No alcohol, drugs or corresponding paraphernalia.
- No weapons of any kind (knives, spiked bracelets, etc).
- No sexually immoral paraphernalia (pornography, etc.)

Students who come to the One-Eighty Distance Learning Center agree to abide by One-Eighty rules. Consistent disrespect and failure to cooperate with us in making the Distance Learning Center a safe, fun, positive experience for all students will result in expulsion from the program. We reserve the right to refuse admission to any student on the basis of disrespect of our guidelines. By signing below, you agree to follow the above guidelines.

Signed (Student) _____ Date _____

Signed (Parent) _____ Date _____

PHOTO RELEASE

I give permission to One-Eighty and its staff to take and use pictures of my child and stories written by my child in their flyers, pamphlets, and Internet publications.

Thank you for your cooperation.

____ Yes _____ No

DEMOGRAPHIC INFORMATION

In order to improve the program, some of the following information may be required. The information being requested will be kept securely and will not be made available to the public. Thank you for your cooperation.

Ethnicity:

Hispanic (Check One) ____ Yes ____ No

Race (Check One):

- ____ White
- ____ Black/African American
- ____ Asian
- ____ American Indian/Alaskan Native
- ____ Native Hawaiian/Other Pacific Islander

Multi-Race:

- ____ American Indian/Alaskan Native & White
- ____ Asian & White
- ____ Black/African American & White
- ____ Am. Indian/AK Native & Black/African Am.
- ____ Other Multi-Racial

Household Characteristics: Disabled Member in Household ____ Yes ____ No

Female Head of Household ____ Yes ____ No

Number of Household Members (Circle One): 1 2 3 4 5 6 7 8 8+

Income: Please circle the number of members in your household. Then circle whether your gross household income is more or less than the amount shown in that column. Gross income means the total income of everyone in your household before taxes and deductions are taken out.

1	2	3	4	5	6	7	8
Less							
\$35,350	\$40,400	\$45,450	\$50,500	\$54,550	\$58,600	\$62,650	\$66,700
More							

I hereby certify that the above information is true and correct to the best of my knowledge. I understand that this self-certification may be subject to further verification by the agency providing services, the City, or HUD.

Signed (Parent) _____ Date _____

List of Student Materials provided by DLCs

- Crayons
- Markers
- Pencils
- Pens
- Spiral Notebooks
- Folders
- Scissors
- Ruler
- White board markers
- White board
- Erasers
- Pencil pouch
- Personal Hand Sanitizer

Staff and Volunteer Guidelines

Philippians 1:27

“Whatever happens, conduct yourselves in a manner worthy of the Gospel of Christ. Then, whether I come and see you or only hear about you in my absence, I will know that you stand firm in one spirit, contending as one man for the faith of the Gospel.”

When you are called to come and volunteer with One-Eighty, you accept the fact that as a mentor you are taking on a level of responsibility and trust that goes beyond the norm. You recognize that we are “held to a higher standard” (James 3:1) as teachers and leaders, and recognize that the students we lead and teach are often insecure, broken and vulnerable. We must do everything in our power to lead lives that are exemplary both when we are doing programs and when we are not. In light of this, it is difficult but necessary that we define what our Higher Standards are and agree to live by them.

As a volunteer of One-Eighty Distance Learning Centers, I agree to abide by the following:

- I will not disobey state or federal law
- I will not place a minor in harm’s way
- I will wear a face covering when I enter a Distance Learning Center and leave it on the entire time I am volunteering
- I will have my temperature checked when I arrive and when I leave the Distance Learning Center and answer their screening questions every time I volunteer
- I will do my best to assist students with any question they may have
- I will maintain good hand washing hygiene
- I will not proselytize or force my beliefs on students that attend Distance Learning Centers. However, if a student asks a question about my beliefs, I will answer those questions honestly
- I will submit myself to background checks or fingerprinting
- Knowing that disagreements and conflict may arise, even in the midst of them, I will treat my coworkers with respect, work together with them as a team, and defer to the One-Eighty Executive Director should unresolved disagreements or questions of character arise
- I will not publicly question any staff member or volunteer, especially when students are present

Signed _____

Date _____

Staff and Volunteer Hold Harmless Clause

- All staff and volunteers are required to sign the Hold Harmless Clause before their first day.

I understand that COVID-19 cases are on the rise in the State of California and in San Joaquin County. I understand that exposure to disease-causing organisms and objects, such as COVID-19, and personal contact with others, including but not limited to One-Eighty staff members, First Baptist Church staff members, volunteers, other students in the program, involves a certain degree of risk that could result in illness, permanent disability or death. I also acknowledge that it is impossible to screen and/or monitor all such individuals.

After fully and carefully considering all the potential risks involved, I hereby assume the same and agree to release and hold-harmless One-Eighty and First Baptist Church of Lodi, its employees, and volunteers from and against, all claims and liability resulting from exposure to disease-causing organisms and objects, such as COVID-19.

Name _____

Signed _____

Date _____

One-Eighty Staff and Volunteer Active Screening Form

Staff Name: _____

Date	Time In Temperature	Have you been in contact with anyone that you know has been diagnosed with COVID-19?	Have you had a positive- COVID-19 test for active virus in the past 10 days	Do you have symptoms that you cannot attribute to another condition?	Time Out Temperature

Staff Signature: _____

Administrator Signature: _____