

School Plan for Safe Reopening

School Information

School Name	School Administrator	Plan Date	Closure Date	Planned Reopening Date
Donald E. Suburu School	Valerie Garcia			

Introduction

The following School Plan for Safe Reopening is based on the California Department of Education’s (CDE) guidance publication, *Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools*.

Per CDE, this guidance was created through the statewide reopening schools task force that fostered a collaborative process for our educators and stakeholders to lend their important voices. Also informed by the technical assistance and advice of many health and safety organizations including the Centers for Disease Control, California Department of Public Health, California Division of Occupational Safety and Health, the intent of this document is to be a guide for the local discussion on safely reopening schools.

Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools, as well as additional guidance can be downloaded at <https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>.

The following checklist provides information regarding Donald E. Suburu School’s plan for safe reopening and covers the following main categories:

Main Categories
Local Conditions to Guide Reopening Decisions
Plan to Address Positive COVID-19 Cases or Community Surges
Injury and Illness Prevention Plan
Campus Access
Protective Equipment
Physical Distancing
Cleaning/Disinfecting
Employee Issues
Communication with Students, Parents, Employees, Public Health Officials, and the Community

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Local Conditions to Guide Reopening Decisions

Flexibility or Lifting of State Stay-Home Order

Condition Met	Condition Assessed
Yes	The state has lifted or relaxed the stay-home order to allow schools to physically reopen.

FLEXIBILITY OR LIFTING OF STATE STAY-HOME ORDER

California schools have been closed for in-person instruction since mid-March 2020 due to the COVID-19 pandemic. School closures to in-person instruction were part of a broader set of recommendations intended to reduce transmission of SARS-CoV-2, the virus that causes COVID-19. CDPH developed the framework to support school communities as they decide when and how to implement in-person instruction for the 2020-2021 school year. New evidence and data about COVID-19 transmission, including variations by age, and the effectiveness of disease control and mitigation strategies continues to emerge regularly. Recommendations regarding in-person school reopening and closure should be based on the available evidence as well state and local disease trends. Schools and school districts may reopen for in-person instruction at any time if they are located in a local health jurisdiction that has not been on the county 1 monitoring list within the prior 14 days. If the local health jurisdiction has been on the monitoring list within the last 14 days, the school must conduct distance learning only, until their local health jurisdiction has been off the monitoring list for at least 14 days.

Flexibility or Lifting of County Stay-Home Order

Condition Met	Condition Assessed
Yes	The county has lifted or relaxed the stay-home or shelter-in-place order to allow schools to physically reopen.

FLEXIBILITY OF LIFTING OF COUNTY STAY-HOME ORDER

COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year states Schools and school districts may reopen for in-person instruction at any time if they are located in a local health jurisdiction that has not been on the county 1 monitoring list within the prior 14 days. Schools may re-open for in-person instruction when Kern County has been in the state's "Red Tier" for 14 consecutive days. The Red Tier is California's second highest risk level and is defined by a county having a positivity rate of less than 8% and between 4-7 daily cases per 100K county residents.

Local Public Health Clearance

Condition Met	Condition Assessed
Yes	Local public health officials have made determinations, including, but not limited to, the following: <ol style="list-style-type: none"> i. Testing Availability. Consult with local public health officials to ensure adequate tests and tracking/tracing resources are available for schools to reopen. Employees have access to COVID-19 testing at regular and ongoing intervals. ii. Sufficient duration of decline or stability of confirmed cases, hospitalizations, and deaths. iii. Sufficient surge capacity exists in local hospitals.

LOCAL PUBLIC HEALTH CLEARANCE

i. TESTING AVAILABILITY

The District Nurse will keep up-to-date information on county COVID-19 testing sites. As of October 1, 2020 there are six free county testing sites with testing turnaround time: average two days, with some sites taking up to ten days.

Surveillance Testing For Staff

Under the guidance of California Department of Public Health (CDPH) and Kern County Public Health Department (KCPHD), the District shall test staff periodically as testing capacity permits and as practicable. School staff are essential workers and staff includes teachers, paraprofessionals, cafeteria workers, janitors, bus drivers, or any other school employee who may have in-person contact with students or school-site based staff. Examples of recommended frequency include testing all staff over 2 months, where 25 percent of staff are tested every 2 weeks or 50 percent every month, to rotate testing of all staff over time. Staff shall be notified of the specific testing frequency and procedure. This testing shall be provided to staff at no cost. The surveillance testing program shall be implemented pursuant to the COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year, effective July 17, 2020. If additional clarity from CDPH is issued, the District will review the surveillance testing program for any necessary changes and notify staff accordingly.

ii. SUFFICIENT DURATION OF DECLINE OR STABILITY OF CONFIRMED CASES, HOSPITALIZATIONS, AND DEATHS

The District Nurse will communicate with Jasmine Ochoa, Kern County Public Health Department, for health clearance.

iii. SUFFICIENT SURGE CAPACITY EXISTIS IN LOCAL HOSPITALS

The District Nurse will communicate with Jasmine Ochoa, Kern County Public Health Department, for health clearance.

Equipment Availability

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none">i. Have sufficient protective equipment to comply with California Department of Public Health (CDPH) guidance for students and staff appropriate for each classification or duty, as well as relevant California Division of Occupational Safety and Health Administration (Cal/OSHA) requirements.ii. Have a plan for an ongoing supply of protective equipment.iii. Purchase a sufficient number of no-touch thermal scan thermometers for symptom screenings.iv. Consider the differing requirements of PPE/EPG for the differing populations of students with disabilities (i.e., for those requiring medical procedures, toileting, lifting and mobility assistance).

EQUIPMENT AVAILABILITY

The District has developed a monthly site-delivery plan for all necessary PPE, sanitation, and cleaning supplies. Additionally, office staff has an ordering procedure to procure additional supplies if needed. The District's Director of Maintenance, Operations, and Transportation is tracking supplies as used, and has developed a plan for reordering to ensure the District has all necessary COVID-19 response items.

Cleaning Supply Availability

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"><li data-bbox="329 205 1484 268">i. Have enough school-appropriate cleaning supplies to continuously disinfect the school site in accordance with CDPH guidance.<li data-bbox="329 275 1455 338">ii. Ensure sufficient supplies of hand sanitizers, soap, handwashing stations, tissues, no-touch trash cans, and paper towels.

CLEANING SUPPLY AVAILABILITY

The District has developed a cleaning program based on CDE and state public health guidelines. Specifically, the District will be using cleaning products that are on the Environmental Protection Agency's list of approved disinfectants for use against SARS/CoV2 (COVID-19) and consistent with ventilation requirements, Healthy Schools Act requirements, and Cal/OSHA and CDPH requirements.

All custodians have been trained by the Director of Maintenance, Operations, and Transportation. Once a week, after students are dismissed, each classroom, restrooms and other facilities, transportation included, used by students and staff will undergo deep cleaning by trained custodial/transportation driving staff with the use of the Electrostatic Sprayer with Bioesque Botanical Disinfectant Solution.

Throughout the school day, all frequently touched surfaces, but not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, students desk, chairs will be regularly cleaned and sanitized by classified staff including custodians and SDC aides whom have been trained on the chemical hazards, manufacturer's directions, ventilation requirements and Cal/OSHA requirements for safe use.

The District has procured an inventory of cleaning supplies and PPE (including disinfectant wipes, disinfectant spray, gloves, face coverings, shields). All cleaning products will be stored safely and properly away from students.

Plan to Address Positive COVID-19 Cases or Community Surges

Plan for Repeated Closure

Condition Met	Condition Assessed
Yes	Establish a plan to close schools again for physical attendance of students, if necessary, based on public health guidance and in coordination with local public health officials.

PLAN FOR REPEATED CLOSURE

The Lakeside Union School District will follow the direction of the Department of Public Health. If necessary, closure for a minimum of two weeks and full sanitation would take place by the custodial team.

SCHOOL CLOSURE PROTOCOLS

Full or partial closures are recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19 and following consultation with KCPHD.

A classroom should be closed, when there is one positive case in a classroom.

A school should be closed, when at least 5 percent of the total number of students/staff/teachers positive for COVID-19 cases within a 14-day period, depending on the size and physical layout of the school.

An entire school district should be closed, when 25 percent or more of schools in a district have closed due to positive for COVID-19 within 14 days, and in consultation with the local public health department.

Response to Positive Tests

Condition Met	Condition Assessed
Yes	<p>In accordance with CDPH guidance, when a student, teacher, or staff member or a member of their household tests positive for COVID-19 and has exposed others at the school implement the following steps:</p> <ol style="list-style-type: none"> i. In consultation with the local public health officials, the appropriate school official may consider whether school closure is warranted and length of time based on the risk level within the specific community as determined by the local public health officer. ii. 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. iii. Additional close contacts at school outside of a classroom should also isolate at home. iv. Additional areas of the school visited by the COVID-19-positive individual may also need to be closed temporarily for cleaning and disinfection. v. Develop a plan for continuity of education, medical and social services, and meal programs and establish alternate mechanisms for these to continue.

RESPONSE TO POSITIVE TESTS

In guidance with the COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year our District will do the following when responding to positive COVID-19 tests.

Report positive test results as required by applicable law.

The COVID-19 Response Coordinator, District Nurse, and/or the COVID-19 Response Team, will notify the Health Department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school ground, including students, faculty, staff, and visitors. The District Nurse will inform administration and complete the COVID-19 Case Report Form and email it to Jasmine Ochoa to Kern County Public Health Department (KCPHD) at ochoaja@kerncounty.com, and follow up with a phone call to (661) 204-1718. KCPHD may work with staff to conduct contact tracing, identify potential exposure, and provide a guidance on next steps. Confidentiality will be maintained as required by federal and state law and regulations. The District Nurse will follow direction from the local Public Health Department regarding cases and contacts. The District Nurse will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of education records.

i. SCHOOL CLOSURE PROTOCOLS

Full or partial closures are recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19 and following consultation with KCPHD.

A classroom should be closed, when there is one positive case in a classroom.

A school should be closed, when at least 5 percent of the total number of students/staff/teachers positive for COVID-19 cases within a 14-day period, depending on the size and physical layout of the school.

An entire school district should be closed, when 25 percent or more of schools in a district have closed due to positive for COVID-19 within 14 days, and in consultation with the local public health department.

ii. & iv. TEMPORARILY CLOSURE OF CLASSROOM OR OFFICE OR ADDITIONAL AREAS OF THE SCHOOL

A classroom or office where there was close contact of COVID-19-positive individual may need to be temporarily closed while students or staff isolate at home and classroom or office cleaned and disinfected.

iii. CONFIRMED COVID-19 CASES OF ADDITIONAL CLOSE CONTACTS

Confirmed COVID-19 Cases and Exposures

- Positive Cases and Close Contacts:

Parents/caregivers or students and/or staff should notify school administration immediately if the students or staff have tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19. Those with a confirmed exposure are required to remain at home until they are released to return by KCPHD or a primary physician based on the criteria outlined below. Any school area which had contact with a confirmed or close contact COVID-19 individual will be cleaned and disinfected.

SYMPTOMATIC

Individuals who test positive for COVID-19 may return 10 days after symptoms first appeared. Symptoms must have improved and the persons must be fever-free for 24 hours without the use of fever-reducing medications. Any school area which had contact with a confirmed or close contact COVID-19 individual will be cleaned and disinfected.

ASYMPTOMATIC

Individuals who test positive for COVID-19 may return 10 days after their positive test result. Any school area which had contact with a confirmed or close contact COVID-19 individual will be cleaned and disinfected.

INDIRECT CONTACT OF CONFIRMED COVID-19 CASE

No action needs to be taken for persons who have not had direct close contact to a confirmed COVID-19 case, but who have had close contact with persons who were in direct contact. Close contact is a person who is within 6 feet of another person for more than 15 minutes.

Per CDPH, requiring a negative COVID-19 test prior to returning to work or school is not recommended. Instead, employers and schools should follow the time-and symptom-based approach described above in determining when individuals can return to work or school following COVID-19 diagnosis.

Lakeside Union School District will work closely with KCPHD to determine if a limited or full school closure is warranted. Donald E. Suburu School will communicate the confirmed exposure and/or limited or full school closures and next steps to stakeholders, while preserving confidentiality.

Administration will reach out to any impacted employees regarding leave considerations. Any school area which had contact with a confirmed or close contact COVID-19 individual will be cleaned and disinfected.

v. CONTINUITY PLAN

Students who must isolate at home will receive their learning through distance learning. Parents/caregivers can contact our District Nurse to set up a plan for meal pick-up.

Injury and Illness Prevention Program (IIPP)

Plan for Repeated Closure

Condition Met	Condition Assessed
Yes	Update the IIPP to address unique circumstances during the COVID-19 crisis and make updates accessible to employees and parents.

In order to maintain a safe and healthy work environment the Lakeside Union School District has developed and implemented the Injury and Illness Prevention Program (IIPP) for all employees to follow. The document describes the goals, statutory authority, and responsibilities of all employees under the IIPP. Section Five of the IIPP addresses unique circumstances during the COVID-19 crisis. The district IIPP is included in our Maintenance, Operation and Transportation Manual and the Comprehensive Safe School Plan.

Campus Access

Develop a plan to minimize access to campus, and limit nonessential visitors, facility use permits, and volunteers.

People Showing Symptoms of COVID-19

Condition Met	Condition Assessed
Yes	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.

HEALTH SCREENINGS FOR STUDENT, PARENT, CAREGIVER, VISITOR OR STAFF SHOWING SYMPTOMS OF COVID-19

SYMPTOM COVID-19 SCREENING FOR STUDENT:

The District is directing parents/caregivers to perform daily symptom screening and temperature checks on their child(ren) each morning prior to arriving at school. Parents/caregivers will be advised that students with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for students with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, you have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus. Before a student enters campus or boards district transportation, school staff will perform an assessment of symptoms of COVID-19 screening and temperature check with a no-touch thermal scan thermometer. Any student exhibiting symptoms of COVID-19 at arrival or while boarding district transportation will not be allowed on campus and they will be directed to stay with their parent/caregiver. If the student's parent/caregiver is not present, the student will be transferred to the isolation room on campus, Rm. 403, until a parent/responsible party can pick the student up from school. If the student's parent/caregiver is not present at the bus stop, staff will create an area for the child on the bus where the child can sit isolated from others (i.e., no other children in the rows surrounding the child with the fever) so that the child could be transported to school and transferred to the isolation room on campus until a parent/responsible party can pick the student up from school. School staff will recommend parent/caregiver to contact their child's physician for further guidance. Any student exhibiting symptoms of COVID-19 while on campus will be immediately isolated in the designated isolation area, Rm. 403, where they will wear a face covering and parent will be contacted by school staff. School staff will recommend parent/caregiver to contact their child's physician for further guidance.

SYMPTOM COVID-19 SCREENING FOR PARENT, CAREGIVER, VISITOR:

School staff will perform screening for symptoms of COVID-19 screening and temperature check with a no-touch thermal scan thermometer prior to entering campus. Parent, caregiver, visitor exhibiting symptoms of COVID-19 at arrival will not be allowed on campus and will be told to contact their physician for further guidance. Parent, caregiver, visitor exhibiting symptoms of COVID-19 while on campus will be immediately isolated in the designated isolation area, Rm. 403, and then sent home with recommendation to contact provider.

SYMPTOM COVID-19 SCREENING FOR STAFF:

Staff will complete a Health Screening Form and a temperature check each day at their designated Health Screening Station before entering campus to certify they are symptom free. Any staff member who indicates a concern on the Health Screening Form will be referred to the District Nurse for additional screening and recommendations. At any time if a staff member has symptoms of COVID-19, they will be immediately isolated in the designated isolation area, Rm. 403, and then sent home with recommendation to contact provider. If staff requests a test, the District will assure that a test is completed. The COVID-19 Response Coordinator and/or the COVID-19 Response Team will contact the staff member and give directions of COVID-19 testing locations available. While waiting for results, staff will self-quarantine at home. Staff who become symptomatic at work will be immediately isolated in the designated isolation area, where they will be immediately sent home. Staff will be referred to their healthcare provider for further assessment.

ISOLATION ROOMS

Isolate symptomatic and confirmed positive individuals in separate rooms. More than one individual may be isolated in a room at a time so long as they can be kept physically distant (more than 6 feet apart). If the isolation room is not large enough to accommodate more than one individual with 6 feet of physical distance, multiple isolation rooms shall be used. After an isolation room has been used, it will be appropriately disinfected using the protocols described in this Plan.

Monitoring Staff

Condition Met	Condition Assessed
Yes	Monitor staff and students throughout the day for signs of illness. Determine any special or unique needs for students with disabilities related to planned district or schoolwide procedures.

MONITOR STAFF AND STUDENTS FOR COVID-19 SYMPTOMS

All staff will receive a Health and Wellness Training provided by COVID-19 Response Coordinator and/or the COVID-19 Response Team. The training will include which symptoms to look for, how to take a temperature, and when to contact District Nurse for further evaluation. Staff have also been provided an informational Health Screening Folder for reference. All students who have specific needs related to safety have had appropriate adjustments related to their specific plan.

Students Entering Campuses

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Passive Screening. Instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to 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. ii. Active Screening. Engage in symptom screening as students enter campus and buses, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. <ul style="list-style-type: none"> 1. If a thermometer requiring a touch method (under the tongue or arm, forehead, etc.) is the only type available, it should only be used when a fever is suspected and caution is taken by temperature screeners, such as by wearing gloves, eye protection, and a mask. 2. Thermometers must be properly cleaned and disinfected after each use. iii. All students must wash or sanitize hands as they enter campuses and buses. iv. Provide supervised, sufficient points of access to avoid larger gatherings. v. Use privacy boards or clear screens when practicable. vi. If a student is symptomatic while entering campus or during the school day: <ul style="list-style-type: none"> 1. 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. 2. 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. 3. Students should remain in isolation with continued supervision and care until picked up by an authorized adult. 4. Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related. 5. Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation. vii. Develop a plan for if students are symptomatic when boarding the bus.

STUDENTS ENTERING CAMPUS

PASSIVE STUDENT SCREENING FOR COVID-19 SYMPTOMS:

The District is directing parents/caregivers to perform daily symptom screening and temperature checks on their child(ren) each morning prior to arriving at school. Parents/caregivers will be advised that students with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for students with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, you have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus.

ACTIVE STUDENT SCREENING FOR COVID-19 SYMPTOMS:

Before a student enters campus or boards district transportation, school staff will perform a visual symptom of COVID-19 screening and temperature check with a no-touch thermal scan thermometer. Any student exhibiting symptoms of COVID-19 at arrival on campus or boarding district transportation will not be allowed on campus and they will be directed to stay with their parent/caregiver. If the student's parent/caregiver is not present, the student will be transferred to the isolation room on campus, Rm. 403, until a parent/responsible party can pick the student up from school. If the student's parent/caregiver is not present at the bus stop, staff will create an area for the child on the bus where the child can sit isolated from others (i.e., no other children in the rows surrounding the child with the fever) so that the child could be transported to school and transferred to the isolation room on campus until a parent/responsible party can pick the student up from school. School staff will recommend parent/caregiver to contact their child's physician for further guidance.

WASH OR SANITIZE HANDS

Staff will work with students to wash or sanitize hands when entering campus or district transportation.

AVOID LARGE GATHERINGS

Staff will provide supervised access points to safely enter and exit campus and use privacy boards or clear screens to increase and enforce separation between staff and students as practicable to avoid large gatherings. Staff will be present at the start of day and at the end of the school day to ensure physical distancing, 6-feet, is maintained during student drop-off and pickup.

COVID-19 SYMPTOMATIC STUDENTS

Any student exhibiting symptoms of COVID-19 at arrival will not be allowed on campus or board district transportation and they will be directed to stay with their parent/caregiver. If the student's parent/caregiver is not present, the student will be transferred to the isolation room on campus, Rm. 403, until a parent/responsible party can pick the student up from school. If the student's parent/caregiver is not present at the bus stop, staff will create an area for the child on the bus where the child can sit isolated from others (i.e., no other children in the rows surrounding the child with the fever) so that the child could be transported to school and transferred to the isolation room on campus until a parent/responsible party can pick the student up from school. School staff will recommend parent/caregiver to contact their child's physician for further guidance. Any student exhibiting symptoms of COVID-19 while on campus or while riding in district transportation will be immediately isolated in the designated isolation area, Rm. 403, where they will wear a face covering and parent will be contacted by school staff. School staff will advise parent/caregiver sick students are not to return until they have met CDC criteria to discontinue home isolation and will be recommend to contact their child's physician for further guidance.

Staff Entering Campuses

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Passive Screening. Instruct staff to self-screen before leaving for work (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, check for symptoms outlined by public health officials) and to stay home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19. ii. Active Screening. Engage in symptom screening as staff enter worksites, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all staff about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. <ul style="list-style-type: none"> 1. If a thermometer requiring a touch method (under the tongue or arm, forehead, etc.) is the only type available, it should only be used when a fever is suspected. 2. Thermometers must be properly cleaned and disinfected after each use. iii. All staff must wash or sanitize hands as they enter worksites. iv. Exclude employees who are exhibiting symptoms from the workplace. <ul style="list-style-type: none"> 1. Staff members who develop symptoms of illness should be sent to medical care. Have emergency substitute plans in place. 2. Create a procedure for reporting the reasons for the exclusions. 3. Advise sick staff members not to return until they have met CDC criteria to discontinue home isolation.

STAFF ENTERING CAMPUS

PASSIVE STAFF SCREENING FOR COVID-19 SYMPTOMS:

The District is directing staff to perform daily symptom screening and temperature checks each morning prior to arriving to work. Staff with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for staff with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, and have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus.

ACTIVE STAFF SCREENING FOR COVID-19 SYMPTOMS:

Staff will complete a Health Screening Form and a temperature check each day at their designated Health Screening Station before entering campus to certify they are symptom free. Any staff member who indicates a concern on the Health Screening Form will be referred to the District Nurse for additional screening and recommendations. At any time if a staff member has symptoms of COVID-19, they will be immediately isolated in the designated isolation area, Rm. 403, where they will wear a face covering and then be sent home with recommendation to contact provider. COVID-19 Response Coordinator and/or the COVID-19 Response Teams will contact the staff member and give directions of COVID-19 testing locations available. While waiting for results, staff will self-quarantine at home until they have met CDC criteria to discontinue home isolation. Each grade level will have emergency substitute plans if needed. District Nurse will document reasons of exclusions.

WASH OR SANITIZE HANDS

Staff will wash or sanitize hands when entering campus or district transportation.

Outside Visitors and Groups

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Limit access to campus for parents and other visitors. ii. 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. iii. Review facility use agreements and establish common facility protocols for all users of the facility. iv. Establish protocol for accepting deliveries safely. v. Charter School Co-locations Update facility use agreements to address unique circumstances during the COVID-19 crisis, ensuring that organizations that are using the same facility have agreed to the same understandings about how to reopen in a healthy and safe way. Establish a protocol for responding to site concerns regarding health and safety issues that arise during the pandemic that is collaborative and meets the needs of all stakeholders.

OUTSIDE VISITORS AND GROUPS

Parents and visitors will have limited access to campus except in emergencies or required circumstances. School staff will perform screening for symptoms of COVID-19 and temperature check with a no-touch thermal scan thermometer for all visitors prior to entering campus. Parent, caregiver, visitor exhibiting symptoms of COVID-19 at arrival will not be allowed on campus and will be told to contact their physician for further guidance. Parent, caregiver, visitor exhibiting symptoms of COVID-19 while on campus will be immediately isolated in the designated isolation area, Rm. 403, and then sent home with recommendation to contact provider.

External community organizations who use the school campus will follow the school's health and safety plans and CDPH guidance. Director of Maintenance, Operations, Transportation will review facility use agreements and establish facility protocols for all users of the facility.

Hygiene

Plan to address hygiene practices to ensure personal health and safety in school facilities and vehicles.

Handwashing

Condition Met	Condition Assessed
Yes	<p>In accordance with CDPH and Cal/OSHA guidance and in consultation with local public health officials, develop a plan for handwashing that includes:</p> <ol style="list-style-type: none">Providing opportunities for students and staff to meet handwashing frequency guidance.Ensuring sufficient access to handwashing and sanitizer stations. Consider portable handwashing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent possible.Ensuring fragrance-free hand sanitizer (with a minimum of 60 percent alcohol) is available and supervised at or near all workstations and on buses. Children under age nine should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222. Note: frequent handwashing is more effective than the use of hand sanitizers.

HANDWASHING

All students and staff will have access to sinks and/or hand sanitizing stations on campus and on district transportation. Staff will provide opportunities for students and staff to meet handwashing frequency guidance. CDC Hand Washing posters have been placed on all towel dispensers on campus to assist students and staff with following proper hygiene protocols.

Training of Proper Handwashing Techniques and PPE/EPG Use

Condition Met	Condition Assessed
Yes	<p>Train staff and students on proper handwashing techniques and PPE/EPG use, including the following:</p> <ol style="list-style-type: none">Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.Wash hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.CDC guidance on proper PPE use.

TRAINING OF PROPER HANDWASHING TECHNIQUES AND PPE/EPG USE

All staff has been trained on and will teach, model, and assist students with proper hygiene practices including handwashing and hand sanitizing and PPE/EPG.

Training for Face and Nose Covering

Condition Met	Condition Assessed
Yes	<p>Teach staff and students to:</p> <ol style="list-style-type: none">Use tissue to wipe the nose and cough and sneeze inside the tissue.Not touch the face or face covering.

TRAINING FOR FACE AND NOSE COVERING

All staff has been trained on and will teach, model, and assist students with proper hygiene practices including how to properly not touch the face or face covering, use tissue to wipe the nose and cover the cough as well as sneezing inside the tissue.

Protective Equipment

Plan to address protective equipment needs to ensure personal health and safety in school facilities and vehicles.

PPE Training

Condition Met	Condition Assessed
Yes	<p>According to CDC guidance:</p> <ul style="list-style-type: none"> i. Training and information should be provided to staff and students on proper use, removal, and washing of cloth face coverings. ii. Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. LEAs should make reasonable accommodations such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons. Per Cal/OSHA, considerations for face shields should include a cloth drape attached across the bottom and tucked into shirt. iii. Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). Cloth face coverings are not surgical masks, respirators, or personal protective equipment.

PPE TRAINING

All staff have completed COVID-19 School-Based Guidelines on getsafetytrained.com.

All staff has been trained on and will teach, model, and assist students with proper hygiene practices including the proper use, removal, and washing of cloth face coverings. Any health and/or safety concerns will be reported to the site administrator or the COVID-19 Coordinator, our District Nurse. Anyone having medical conditions who are unable to wear face covering will have access to the greatest extent possible, face shields with a cloth drape.

Staff Protective Equipment

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. As recommended by the CDC, all staff should wear face coverings. Per CDPH guidance, teachers could use face shields, which enable students to see their faces and to avoid potential barriers to phonological instruction. ii. Provide masks if the employee does not have a clean face covering. iii. Provide other protective equipment, as appropriate for work assignments. <ul style="list-style-type: none"> 1. For employees engaging in symptom screening, provide surgical masks, face shields, and disposable gloves. 2. For front office and food service employees, provide face coverings and disposable gloves. 3. For custodial staff, provide equipment and PPE for cleaning and disinfecting, including: <ul style="list-style-type: none"> A. For regular surface cleaning, provide gloves appropriate for all cleaning and disinfecting. B. Classified staff engaged in deep cleaning and disinfecting should be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions. All products must be kept out of children’s reach and stored in a space with restricted access. C. Cal/OSHA requires that PPE be provided and worn to effectively protect employees from the hazards of the cleaning products used and training be provided to staff on the hazards of chemicals.

STAFF PROTECTIVE EQUIPMENT

Staff are required to wear face coverings that cover the nose and mouth when on campus. Staff who need to provide phonological instruction to students, will have access to face shields. Upon request, the district will provide face coverings and face shields.

Staff who engage in symptom screening will be provided surgical masks, face shields and disposable gloves.

Front office staff and food service employees will be provided face coverings and disposable gloves to the greatest extent possible.

Transportation staff and custodial staff will wear disposable gloves and eye protection in addition to face coverings when using COVID-19 disinfectant supplies.

Student Protective Equipment

Condition Met	Condition Assessed
Yes	<p>i. Students should use cloth face coverings, especially in circumstances when physical distancing cannot be maintained. If an LEA requires students to wear face coverings, then the LEA must provide face coverings to be used. Consider how the LEA will address students with disabilities who refuse or are not able to wear masks. At a minimum, face coverings should be worn:</p> <ol style="list-style-type: none">1. While waiting to enter the school campus.2. While on school grounds (except when eating or drinking).3. While leaving school.4. While on a school bus. <p>Driver has access to surplus masks to provide to students who are symptomatic on the bus.</p>

STUDENT PROTECTIVE EQUIPMENT

Students in grades Preschool-2nd grade will be encouraged to wear a face covering and students in grades 3rd-5th grade will be required to wear a face covering while waiting to enter campus, on school grounds, leaving campus and while participating in district transportation. A face shield is an acceptable alternative for children who cannot wear face coverings properly. Students with a medical note from their physician will be exempt from wearing a face covering. The District recognizes that wearing a face covering will not be practical at all times. Thus, students and staff may remove or lower their face covering in the classroom when social distancing can be achieved. The following will be exempt from wearing a face covering:

1. Any person who is unable to safely wear a face covering due to age, an underlying health condition, or is unable to remove the face covering without the assistance of others;
2. While a person is in their private individual office; and
3. While actively eating or drinking.

Physical Distancing

Plan to meet physical distancing standards in school facilities and vehicles. Clearly define how staff can honor physical distancing recommendations, yet meet student medical, personal, or support needs. Determine how adequate space and facilities will be utilized to maintain health and safety of students and staff, especially when tending to individual student medical or personal needs.

Plan to Limit the Number of Persons in Campus Spaces

Condition Met	Condition Assessed
Yes	Plan to limit the number of people in all campus spaces to the number that can be reasonably accommodated while maintaining a minimum of 6 feet of distance between individuals. (6 feet is the current minimum recommendation for physical distancing from the CDC, but it is important to pay attention to future modifications in public health recommendations.)

LIMITING THE NUMBER OF PERSONS IN CAMPUS SPACES

Signage for maximum capacity will be placed in common meeting areas.

Creating Smaller Student/Educator Cohorts & Minimizing Movement

Condition Met	Condition Assessed
Yes	To the extent possible, and as recommended by the CDC, attempt to create smaller student/ educator cohorts to minimize the mixing of student groups throughout the day. Minimize movement of students, educators, and staff as much as possible.

SMALLER STUDENT/EDUCATOR COHORTS/MINIMIZING MOVEMENT

Students will receive instruction through a hybrid learning model including in-person instruction and virtual instruction. Students will be assigned to an A or B Hybrid Schedule where each group will receive in-person instruction two days per week and virtual instruction three days per week. All students have the option of distance learning during the usage of a Hybrid Schedule.

Alternative to Physical Distancing

Condition Met	Condition Assessed
Yes	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.

ALTERNATIVE TO PHYSICAL DISTANCING

Physical distancing, six feet from person to person, may be difficult or impossible at times. When physical distancing is difficult or impossible, all individuals, including students and staff, will wear face coverings that cover the nose and mouth per public health guidance. Face coverings will not eliminate physical distancing, but will help to mitigate virus spread when physical distancing is not feasible.

Student Physical Distancing

Condition Met	Condition Assessed
Yes	<p>LEAs should plan to:</p> <ul style="list-style-type: none"> i. Limit number of students physically reporting to school, if needed to maintain physical distancing. <ul style="list-style-type: none"> 1. Determine student and staff capacity of each school meeting 6-foot physical distancing objectives. 2. Consider various strategies outlined in the Instructional Program Models in the guidance document, such as early/late start times and blended learning models. ii. The CDC recommends virtual activities in lieu of field trips and intergroup events. iii. Post signage and install barriers to direct traffic around campus. iv. Buses <ul style="list-style-type: none"> 1. Determine maximum capacity for students of each vehicle while meeting 6-foot physical distancing objectives. 2. Create a plan for seating based on maximum capacity determined above, and develop a plan for bus routes that accommodates the capacity limitations. Mark or block seats that must be left vacant. Sample seating options: <ul style="list-style-type: none"> A. Option 1: Seat one student to a bench on both sides of the bus, skipping every other row. B. Option 2: Seat one student to a bench, alternating rows on each side to create a zigzag pattern on the bus. 3. Instruct students and parents to maintain 6-foot distancing at bus stops and while loading and unloading. 4. Seat students from the rear of the bus forward to prevent students from walking past each other. To prevent students from walking past one another, afternoon runs should be boarded based on the order in which students will be dropped off. (Students who get off first should board last and sit in the front.) 5. Students and staff should wear face coverings at bus stops and on buses. v. Playgrounds/Outside Spaces/Athletics <ul style="list-style-type: none"> 1. Increase supervision to ensure physical distancing. 2. Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials. vi. Classrooms <ul style="list-style-type: none"> 1. Determine maximum capacity for students of each classroom while meeting 6-foot physical distancing objectives. 2. In accordance with CDC and CDPH guidance, ensure desks are a minimum of 6 feet apart and arrange desks in a way that minimizes face-to-face contact. 3. If necessary, utilize other campus spaces for instructional activities (e.g., lecture halls, gyms, auditoriums, cafeterias, outdoors). 4. If necessary, broadcast to other classrooms and students distance learning at home. 5. Increase staffing to ensure physical distancing for younger students and students with special needs. 6. Arrange developmentally appropriate activities for smaller group activities and rearrange furniture and play spaces to maintain separation, when possible. 7. Address physical distancing objectives as students move between classrooms. 8. Address potential issues from physical distancing rules that could result in unintended segregation of students with disabilities on campuses away from peers without disabilities. vii. Food Service <ul style="list-style-type: none"> 1. Consider strategies to limit physical interaction during meal preparation and meal service (e.g., serving meals in classrooms, increasing meal service access points, staggering cafeteria use).

2. Suspend use of share tables and self-service buffets for food and condiments.
3. Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult.
4. With an approved National School Lunch Program waiver, offer meal delivery for students quarantined or in a home-based cohort.
5. If providing meal service in classrooms, plan for cleaning and trash removal.

STUDENT PHYSICAL DISTANCING

i. LIMIT NUMBER OF STUDENTS REPORTING TO SCHOOL

Our District will work with our District Advisory Committee to create a learning model with staggered start and end times to the greatest extent possible to limit the number of students who report for in-person instruction to ensure physical distancing.

ii. VIRTUAL ACTIVITIES

Virtual learning will be accessed when possible in place of field trips and group events.

iii. SIGNAGE/BARRIERS

Signage and barriers will be used when needed to direct traffic on school campus.

iv. DISTRICT TRANSPORTATION

Staff will maximize space between students and between the driver. When possible, students of the same household will be assigned the same seat to limit the possibility of exposure. Transportation windows will be open to the greatest extent possible. Each district transportation vehicle will be disinfected before and at the end of each trip. Parents and caregivers will be instructed to maintain 6-foot social distancing at bus stops and while loading and unloading. Students in grades Preschool-2nd grade will be encouraged to wear a face covering and students in grades 3rd-5th grade will be required to wear a face covering while waiting at the bus stop and while participating in district transportation. Students with a medical note from their physician will be exempt from wearing a face covering.

v. PLAYGROUNDS/OUTSIDE SPACES/ATHLETICS

Outside play areas will be limited to grass and blacktop areas, with no physical contact with other students or staff. There will be no sharing of equipment.

vi. CLASSROOMS

Classrooms and learning areas will be arranged with desks 6-feet apart and arranged in a way to minimize face-to-face contact. Students will be assigned the same desk throughout the course and be instructed to not share items. All developmentally appropriate activities will be arranged for smaller group activities and maintain separation to the greatest extent possible. Staff will monitor and provide guidance for students to maintain physical distancing when students move between classrooms.

vii. FOOD SERVICE

Student meals will be provided to students at dismissal from school in a grab and go method. Sharing of food or items should not occur; this includes items for celebrations such as cupcakes, candy or cookies.

Staff Physical Distancing

Condition Met	Condition Assessed
Yes	i. Develop a plan that ensures physical distancing among staff in their work environment to reduce spread of the virus that includes: <ol style="list-style-type: none"> 1. Avoiding staff congregation in work environments, break rooms, staff rooms, and bathrooms.

	<ul style="list-style-type: none">2. Avoiding grouping staff together for training or staff development. Consider conducting the training virtually or, if in-person, ensure distancing is maintained.ii. Adjust staff schedules (through negotiations) to accommodate new student schedules and physical distancing strategies.iii. In accordance with Cal/OSHA regulations and guidance, evaluate all workspaces to ensure that employees can maintain physical distancing to the extent possible.<ul style="list-style-type: none">1. Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students.2. If physical distancing between workspaces or between employees and students and visitors is not possible, add physical barriers that cannot be moved to separate workspaces.
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STAFF PHYSICAL DISTANCING

Staff will be instructed to maintain physical distancing and not congregate in work environments, break rooms, staff rooms and bathrooms, etc. Meetings and trainings will be conducted virtually to the greatest extent possible. If a meeting or training is unavoidable, physical distancing will be maintained. Clear dividers for secretaries, school psychologist, counselor, special education staff and administrators will be provided.

Cleaning and Disinfecting

Plan to meet cleanliness and disinfecting standards in school facilities and vehicles.

Overall Cleanliness Standards

Condition Met	Condition Assessed
Yes	Schools must meet high cleanliness standards prior to reopening and maintain a high level during the school year.

OVERALL CLEANLINESS STANDARDS

Custodial staff are responsible for the daily cleaning and disinfection for any portion of the school facility being used. The District Maintenance, Operations and Transportation Director is responsible for trainings and supervising custodial staff on implementing high cleanliness standards. Custodial staff will routinely clean and disinfect surfaces and objects that are frequently touched surfaces, but not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, students desk, chairs.

Sharing Avoidance

Condition Met	Condition Assessed
Yes	In accordance with CDC guidance, avoid sharing of electronic devices, toys, books, and other games or learning aids.

SHARING AVOIDANCE

Students will be instructed to not share items such as electronic devices, toys, books and other games or learning aids to the greatest extent possible. All developmentally appropriate activities will be arranged for smaller group activities and maintain separation to the greatest extent possible.

Items Difficult to Clean and Sanitize

Condition Met	Condition Assessed
Yes	Limit stuffed animals and any other toys that are difficult to clean and sanitize.

ITEMS DIFFICULT TO CLEAN AND SANITIZE

Stuffed animals and any other toys that are difficult to clean and sanitize will be prohibited on school campus.

Safe Use of Disinfectants

Condition Met	Condition Assessed
Yes	In accordance with CDC and California Department of Pesticide Regulation (CDPR) guidance, and in consultation with local public health officials, develop a plan that includes: <ol style="list-style-type: none">i. A safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning.ii. Disinfecting surfaces between uses, such as:<ol style="list-style-type: none">1. Desks and tables

	<ul style="list-style-type: none"> 2. Chairs 3. Seats on bus 4. Keyboards, phones, headsets, copy machines <p>iii. Disinfecting frequently—at least daily—high-touch surfaces, such as:</p> <ul style="list-style-type: none"> 1. Door handles 2. Handrails 3. Drinking fountains 4. Sink handles 5. Restroom surfaces 6. Toys, games, art supplies, instructional materials 7. Playground equipment <p>iv. When choosing disinfecting products, using those approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 and follow product instructions.</p> <ul style="list-style-type: none"> 1. To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products on the EPA List N with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid). 2. Avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma. 3. Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. <p>v. When cleaning, airing out the space before children arrive. Plan to do thorough cleaning when children are not present.</p> <p>vi. Closing off areas used by any sick person and not using before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible.</p>
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SAFE USE OF DISINFECTANTS

The District has developed a cleaning program based on CDE and state public health guidelines. Specifically, the District will be using cleaning products that are on the Environmental Protection Agency’s list of approved disinfectants for use against SARS/CoV2 (COVID-19) and consistent with ventilation requirements, Health Schools Act requirements, and Cal/OSHA and CDPH requirements.

All custodians have been trained by the Director of Maintenance, Operations, and Transportation. Once a week, after students are dismissed, each classroom, restrooms and other facilities, transportation included, used by students and staff will undergo deep cleaning by trained custodial/transportation driving staff with the use of the Electrostatic Sprayer with Bioesque Botanical Disinfectant Solution.

Throughout the school day, all high frequently touched surfaces, but not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, students desk, chairs will be regularly cleaned and sanitized by classified staff including custodians and instructional aides whom have been trained on the chemical hazards, manufacturer’s directions, ventilation requirements and Cal/OSHA requirements for safe use.

Areas used by any sick person will not be used, cleaned or disinfected until 24 hours after exposure.

Plan for Adequate Outdoor Air Circulation

Condition Met	Condition Assessed
Yes	In accordance with CDC guidance, ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible by opening windows and doors and other methods. Do not open windows and doors if doing so poses a safety or health risk to children using the facility (for example, allowing pollen in or exacerbating asthma symptoms). Maximize central air filtration for heating, ventilation, and air conditioning (HVAC) systems (targeted filter rating of at least MERV 13).

ADEQUATE OUTDOOR AIR CIRCULATION

Windows and doors may be open when appropriate and weather permitting. When using air conditioning, the district will use the setting that brings in outside air and will replace and check air filters and filtration systems to ensure optimal air quality.

Safe Water Systems and Features

Condition Met	Condition Assessed
Yes	Take steps to ensure that all water systems and features (e.g., drinking fountains, decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.

SAFE WATER SYSTEM AND FEATURES

The District Maintenance, Operations and Transportation Director will ensure all water systems and features are safe to use after prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.

Handling Student Belongings

Condition Met	Condition Assessed
Yes	Keep each child's belongings separated and in an individually labeled storage container, cubby, or area. Send belongings home each day to be cleaned.

HANDLING STUDENT BELONGINGS

All student's belongings will be stored in separate storage containers, cubby or area and will be sent home daily to be cleaned to greatest extent possible. Students are discouraged from bringing items to school.

Employee Issues

Engage employees on COVID-19 plans and provide necessary training and accommodations.

Revisit existing bargaining agreement.

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none">i. Engage the exclusive representatives of labor groups and work collaboratively in tailoring bargaining agreements to address the relevant employee issues in this checklist. Ideally, these are matters that would be resolved as part of the reopening planning process and prior to school starting so as to provide clarity for reopening.ii. Create a plan for future bargaining that may be necessary as additional issues arise.

REVISIT EXISTING BARGAINING AGREEMENT

The District will engage the exclusive representatives of labor groups and work collaboratively in tailoring bargaining agreements to address the relevant employee issues in reopening.

Staffing Ratios

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none">i. Ensure staffing levels are sufficient to meet unique facility cleanliness, physical distancing, student learning, and health and safety needs to address COVID-19.ii. Consider rolling staff cohorts to meet needs and avoid overwork.

STAFFING RATIOS

The District along with site administration will monitor staffing levels to meet unique facility cleanliness, physical distancing, student learning, and health and safety needs to address COVID-19.

Staff Training

Condition Met	Condition Assessed
Yes	<p>Develop and provide staff training or utilize state-provided training on:</p> <ul style="list-style-type: none">i. Disinfecting frequency and tools and chemicals used in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations. For staff who use hazardous chemicals for cleaning, specialized training is required.ii. Physical distancing of staff and students.iii. Symptom screening, including temperature checks.iv. Updates to the Injury and Illness Prevention Program (IIPP).v. State and local health standards and recommendations, including, but not limited to, the following:<ul style="list-style-type: none">1. Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. Also include training on removal and washing of cloth face coverings.2. Cough and sneeze etiquette.3. Keeping one's hands away from one's face.4. Frequent handwashing and proper technique.

	<ul style="list-style-type: none"> 5. Confidentiality around health recording and reporting. vi. Training for school health staff on clinical manifestations of COVID-19, pediatric presentations, and CDC transmission-based precautions. vii. Training on trauma-informed practices and suicide prevention.
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STAFF TRAINING

All staff have completed COVID-19 School-Based Guidelines on getsafetytrained.com. All staff has been trained on and will teach, model, and assist students with proper hygiene practices including handwashing and hand sanitizing and PPE/EPG.

Staff Liaison

Condition Met	Condition Assessed
Yes	Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. Employees should know who they are and how to contact them.

STAFF LIAISON

District Nurse, Heather Sarti, is designated as the COVID-19 liaison. If the District COVID-19 Liaison is unavailable, staff will contact the District COVID-19 Response Team (site Vice-Principals).

Reasonable Accommodations

Condition Met	Condition Assessed
Yes	<ul style="list-style-type: none"> i. Protect and support staff who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing options such as telework or negotiated change in classification or duties. ii. If reasonable accommodations are not practicable, the LEA should work with the employee to develop a flexible leave plan that endeavors to avoid exhausting the employee’s earned leave.

REASONABLE ACCOMMODATIONS

Staff are required to contact their site supervisor immediately if they are at higher risk of severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing options, following the Family First Corona Virus Response Act.

Communication

Stakeholder Engagement

Condition Met	Condition Assessed
Yes	School leaders should engage stakeholders, including families, staff, and labor partners in the school community, to formulate and implement the plans in this checklist.

STAKEHOLDER ENGAGEMENT

It's intended that this plan be reviewed by the Leadership Team, School Site Council, District Advisory Committee, and bargaining units prior to students returning to school. The school will work to solicit recommendations from all stakeholders, and plan and prepare the best possible educational options for our students in the face of the COVID-19 Pandemic. The focus of the plan is the safety of students and staff.

Communicating COVID-19-related Protocols

Condition Met	Condition Assessed
Yes	Communicate to staff, students, and parents about new, COVID-19-related protocols, including: <ul style="list-style-type: none">i. Proper use of PPE/EPG.ii. Cleanliness and disinfection.iii. Transmission prevention.iv. Guidelines for families about when to keep students home from school.v. Systems for self-reporting symptoms.vi. Criteria and plan to close schools again for physical attendance of students.

COMMUNICATING COVID-19 PROTOCOLS

i. Proper use of PPE/EPG

All staff has been trained on and will teach, model, and assist students with proper hygiene practices including handwashing and hand sanitizing and PPE/EPG.

ii. Cleanliness and disinfection

Custodial staff are responsible for the daily cleaning and disinfection fo any portion of the school facility being used. The District Maintenance, Operations and Transportation Director is responsible for trainings and supervising custodial staff on implementing high cleanliness standards.

Custodial staff will routinely clean and disinfect all frequently touched surfaces, but not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, students desk, chairs.

iii. Transmission prevention

Our District will work with our District Advisory Committee to create a learning model with staggered start and end times to the greatest extent possible to limit the number of students who report for in-person instruction to ensure physical distancing. All staff has been trained on and will teach, model, and assist students with proper hygiene practices including handwashing, hand sanitizing and PPE/EPG. Activities where there is increased likelihood for transmission from contaminated exhaled droplets such as band and choir practice and performances are not permitted. Youth sports and physical education are permitted only when the following can be maintained: (1) physical distancing of at least six feet; and (2) a stable cohort, such as a class, that limits the risks of transmission (see CDC Guidance on Schools and Cohorting). Activities should take place outside to the maximum extent practicable.

iv. Guidelines for families about when to keep students home from school.

Parents/caregivers will be advised that students with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for students with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, you have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus.

v. Systems for self-reporting symptoms.

PASSIVE STUDENT SCREENING FOR COVID-19 SYMPTOMS:

The District is directing parents/caregivers to perform daily symptom screening and temperature checks on their child(s) each morning prior to arriving at school. Parents/caregivers will be advised that students with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for students with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, you have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus.

PASSIVE STAFF SCREENING FOR COVID-19 SYMPTOMS:

The District is directing staff to perform daily symptom screening and temperature checks each morning prior to arriving to work. Staff with a temperature 100.4 degrees or higher, have a sore throat, new uncontrolled cough (for students with chronic allergy/asthma, a change in cough from normal), diarrhea, vomiting or abdominal pain, new onset headache, often coupled with high fever, and if in the past 14 days, and have been in close contact with anyone who has been diagnosed with COVID-19 will not be allowed on campus.

ACTIVE STUDENT SCREENING FOR COVID-19 SYMPTOMS:

Before a student enters campus or boards district transportation, school staff will perform a visual symptom of COVID-19 screening and temperature check with a no-touch thermal scan thermometer. Any student exhibiting symptoms of COVID-19 at arrival on campus or boarding district transportation will not be allowed on campus and they will be directed to stay with their parent/caregiver. School staff will recommend parent/caregiver to contact their child's physician for further guidance.

ACTIVE STAFF SCREENING FOR COVID-19 SYMPTOMS:

Staff will complete a Health Screening Form and a temperature check each day at their designated Health Screening Station before entering campus to certify they are symptom free. Any staff member who indicates a concern on the Health Screening Form will be referred to the District Nurse for additional screening and recommendations. At any time if a staff member has symptoms of COVID-19, they will be immediately isolated in the designated isolation area, Rm. 403, where they will wear a face covering and then be sent home with recommendation to contact provider. COVID-19 Response Coordinator and/or the COVID-19 Response Teams will contact the staff member and give directions of COVID-19 testing locations available. While waiting for results, staff will self-quarantine at home until they have met CDC criteria to discontinue home isolation. Each grade level will have emergency substitute plans if needed. District Nurse will document reasons of exclusions.

vi. Criteria and plan to close schools again for physical attendance of students.

Full or partial closures are recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19 and following consultation with KCPHD.

A classroom should be closed, when there is one positive case in a classroom.

A school should be closed, when at least 5 percent of the total number of students/staff/teachers positive for COVID-19 cases within a 14-day period, depending on the size and physical layout of the school.

An entire school district should be closed, when 25 percent or more of schools in a district have closed due to positive for COVID-19 within 14 days, and in consultation with the local public health department.

Communication for Vulnerable Members of the School Community

Condition Met	Condition Assessed
Yes	Target communication for vulnerable members of the school community.

COMMUNICATION FOR VULNERABLE MEMBERS OF THE SCHOOL COMMUNITY

Staff are not to report to worksite if they are ill, or experiencing any of the symptoms on the Health Screening Form. Staff member who indicates a concern on the Health Screening Form will contact the District Nurse for additional screening and recommendations.

Communication Plan for Positive COVID-19 Case

Condition Met	Condition Assessed
Yes	<p>Create a communications plan for if a school has a positive COVID-19 case.</p> <ol style="list-style-type: none"> i. Address the school’s role in documenting, reporting, tracking, and tracing infections in coordination with public health officials. ii. Notify staff and families immediately of any possible cases of COVID-19. Review legal responsibilities and privacy rights for communicating about cases of the virus. iii. Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere. iv. Provide information to parents regarding labor laws, Disability Insurance, Paid Family Leave, and Unemployment Insurance. v. Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation.

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| | vi. Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home isolation. |
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COMMUNICATION PLAN FOR POSITIVE COVID-19 CASE

The District Nurse will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposure and/or closures, while maintaining confidentiality, as required by HIPPA, FERPA and other federal and state laws related to privacy of educational and medical records. There will be a detailed staff training on practices and procedures prior to the first day of school for all school personnel that will be working on campus.