

Date: January 29, 2021

## 2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Yreka Union School District

Number of schools:

3

Enrollment:

906

Superintendent (or equivalent) Name:

Chris Harris

Address:

309 Jackson Street

Phone Number:

530-842-1168

City

Yreka

Email:

charris@yrekausd.net

Date of proposed reopening:

County:

Siskiyou

Current Tier:

Purple

*(please indicate Purple, Red, Orange or Yellow)*

Type of LEA:

Public

Grade Level (check all that apply)

X TK

X 2<sup>nd</sup>

X 5<sup>th</sup>

X 8<sup>th</sup>

11<sup>th</sup>

X K

X 3<sup>rd</sup>

X 6<sup>th</sup>

9<sup>th</sup>

12<sup>th</sup>

X 1<sup>st</sup>

X 4<sup>th</sup>

X 7<sup>th</sup>

10<sup>t</sup>

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

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is [K12csp@cdph.ca.gov](mailto:K12csp@cdph.ca.gov)

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

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

X I, Chris Harris, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

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

X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Students will remain in their stable group throughout the school day. They will receive and eat their breakfasts in their classrooms, receive instruction in their classroom and take breaks and recess together. Each stable group will perform all tasks of the school day as one cohesive group.

Please provide specific information regarding:

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

Class sizes are designed to be kept to a minimum to increase social distancing. We have approximately 20 students in a stable group of in-person instruction with no more than 2 adults. (on rare occasions, we may have more than 2 adults for students that receive 1:1 services)

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

Students in a departmentalized class will remain with the same stable group of students and remain with the one teacher throughout the day. The only additional teacher will be when they go to PE. The "homeroom" teacher will facilitate and direct ALL instruction from within the single classroom. Other teachers within that grade level will upload their lessons and instruction for all classes to view and so that their teacher can facilitate.

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

Elective teachers are uploading their lessons for other staff to show and facilitate with each stable group of students. This decreases exposure by not having teachers rotate among stable groups.

X **Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

Students are allowed to enter the school building at 7:45am and they are directed to report immediately to their classrooms to avoid any congregation of students. Staff will be present to supervise incoming students and prepare for the day by performing daily screening, which may include temperature checks. Students are allowed to go to restroom one at a time and the overall number of students at the restroom at one time is monitored via a shared google document. Parents are only allowed on campus for emergent situations, but may call the main office, or wait in the outside foyer for their student for non-emergent situations. Students

are rarely allowed to come to the office to avoid a congregation of students. After school, students are escorted outside, using different exits, by their teacher. From there, they are free to go to their parent, walk home or get on the bus to be transported home.

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

The district has provided each student and staff member no less than 2 cloth face coverings. Additionally, the district will supply a disposable mask when needed. All staff is encouraged to hold ALL stakeholders accountable to ensure masks/face coverings are being worn properly. Our Health Services Department will send frequent reminders as to proper techniques to wear the masks.

X **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Students and staff are asked to perform a daily wellness check and go through the COVID Checklist. Any person exhibiting symptoms of COVID are encouraged to stay home. Each teacher has a thermometer and may take a temperature screening at any time. Any person exhibiting signs of COVID and/or a temperature of 100.4 or greater will be isolated immediately and arrangements will be made for that person to leave the campus as soon as possible. Each person is then advised to get tested for COVID and remain in quarantine per the guidelines set forth by the department of public health. Our Health Services Department communicates this with each person impacted by these symptoms.

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

Each classroom has a handwashing station and is supplied with hand sanitizing supplies. Teachers have taught and implemented routines and procedures to ensure the appropriate use of these supplies. Staff have explicitly taught, and provided reminders, as to proper handwashing techniques.

X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

When there is a confirmed case, our Health Services Department works in conjunction with administration and staff to perform contract tracing. We quickly, yet thoroughly, develop the list of exposed students and staff and follow the established protocols. Currently, we do this all "in house" and only communicate these cases to our County Office of Education and county public health.

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

Routines are established in each classroom as to how to maximize distancing between students and staff. Students are not allowed to congregate, masks are required for all. In the classroom and 4' of distance is not possible for educational purposes, we ensure masks are worn, and ensure plexiglass partitions are used for their intended purpose. Staff is trained to inform students on proper techniques, time requirements, etc.

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

Maximum: 10' feet

Minimum 4' feet

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

If there are times spacing is less than 4', it is due to small group instruction or intervention. During these times, staff are aware to have these incidents take less than 15 minutes and try and minimize the frequency of such interactions.

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

Staff receive weekly updates from the Health Services Department and administration. Families will receive information via our BlackBoard notification system, our social media pages, our district website and from their student's teacher.

X **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

The district has purchased saliva based PCR tests. This has allowed the district to quickly get a staff member tested when there is concern of possible exposure. These tests are used for asymptomatic testing of employees every two months. Currently, we do not test students, but our Health Services Department strongly encourages families to have their children tested if they have possibly been exposed, or if they are symptomatic.

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

The district will test all staff once every two months, or more if deemed appropriate. Staff will be offered the saliva PCR test, or they may choose to be tested by a health care provider of their choosing.

X **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Currently, we do not test students, but our Health Services Department strongly encourages families to have their children tested if they have possibly been exposed.

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

We are not requiring routine testing of students at this time.

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

When we are aware of a positive case, our school nurse will report and communicate to the Health Services Department at the County Office of Education. They will then report to county public health. Internally, our Human Resources Department will document and report confirmed cases for our state reporting.

X **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

The superintendent will notify the entire district of any confirmed cases on campus, as well as any classes that may be placed on quarantine. The superintendent will designate site admin, health services department and individual teachers to communicate directly to students and parents of those classes that may have been exposed.

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

The superintendent communicates with the presidents of each bargaining unit. They are encouraged to provide input and engage in dialogue regarding the policies and procedures of COVID-19.

Labor Organization

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

Name:

Date:

Parent and Community Organizations

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

Name:

Date:

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

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

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

**Additional Resources:**

[Guidance on Schools](#)

[Safe Schools for All Hub](#)