



Goleta Union School District

COVID Safety Plan

www.goleta.k12.ca.us

Introduction and Intent

The Coronavirus COVID-19 Pandemic has radically altered our lives and the way we interact with one another. During this time, the District and each of our schools will take reasonable measures to protect the health and safety of our students and staff. The District recognizes the impact when there are changes to the COVID Safety Plan, and we do our best to minimize the effects of the impacts while keeping everyone safe. We appreciate everyone's flexibility and patience as we respond to recommendations and mandates released by various agencies. Although we are doing our best to respond to guidelines, inevitably there will be more changes to come.

The purpose and intent of the COVID Safety Plan is to provide a safe environment at school. The District is committed to balancing the health and safety of its students, staff, and families while continuing to provide a top tier educational program. Our intent is to optimize instructional time and support the social and emotional needs of our students and staff.

This plan is based on the various guidelines issued by the California Department of Education (CDE Reentering Schools Guidelines), the Center for Disease Control (CDC), California Public Health Department (CDPH), and the Santa Barbara County (SBC) Public Health Department (PHD). Goleta Union School District is in collaboration with local agencies to ensure safety for students and safety. Additionally, the District reviews information provided by federal, state, and local agencies as indicated below.

- **Federal Level** – Center for Disease Control (CDC), Department of Education
- **State Level** – CA Department of Education (CDE), CA Department of Public Health (CDPH), SB 117 (March 2020), SB 98 (June 2020)
- **Local Level** – Santa Barbara County Department of Public Health (SBCDPH)

Learning Options

GUSD is prepared to return to our regular full-time, in-person schedule of instruction with students in stable learning groups. A stable group is a group with fixed membership that stays together without mixing with other groups. Class size will be reduced in all grades preschool - 6th grade to support physical distancing. All subjects will be taught during the in-person school day, including specialist subjects (art, music, PE, STEAM), although classroom teachers may use

virtual resources to supplement their instruction. Some specialist teachers may be employed to support specialist programming, with stable cohorts remaining in effect. Physical field trips may be considered, but must meet all safety plan guidelines in order to be approved. If a student is required to be quarantined, an independent study packet will be provided to the student to ensure ongoing learning.

Staff Training and Family Education

Principals at each school site will host a virtual Parent Night via Zoom with Spanish interpretation during the first month of the 2021-22 school year. During the Parent Night, Family Education will be provided for COVID-19 policies and procedures to protect people from COVID-19 hazards. A Family Education video in English and Spanish will be posted on each school's website and the District website to be available for parents who are not able to attend.

Staff and Family education will include:

- Proper use, removal, and washing of face coverings. Information contained in the [CDPH Guidance for the Use of Face Coverings](#) will be provided to staff and families of students.
- Physical distancing guidelines and their importance.
- Symptoms screening practices. GUSD monitors and adheres to guidance by the SBPHD concerning COVID-19 symptoms. Please see communication provided by SBPHD on January 28, 2021. [Santa Barbara Public Health Protocol 1-28-21](#)
- COVID-19 specific symptom identification, which are (1) fever of 100.4 degrees Fahrenheit or higher or chills; (2) cough; (3) shortness of breath or difficulty breathing; (4) fatigue; (5) muscle or body aches; (6) headache; (7) loss of taste or smell; (8) sore throat; (9) nausea or vomiting; or (10) diarrhea.
- How COVID-19 is spread.
- Enhanced sanitation practices.
- The importance of staff and students not coming to school if they have symptoms, or if they or someone they live with or they have had close contact with has been diagnosed with COVID- 19.
- For staff, COVID-19 specific symptom identification and when to seek medical attention.
- The employer's plan and procedures to follow when staff or students become sick at school.
- The employer's plan and procedures to protect staff from COVID19 illness.

All staff are required to complete online training informing them of COVID-19 policies and procedures to protect people from COVID-19 hazards. The website for the training is <https://www.getsaftytrained.com/TRAIN/Mod91/mod91home.htm>.

Health Screening

Goleta Union School District expects all staff and families to self-screen symptoms daily. Parents/guardians shall screen their child or their symptoms everyday prior to entering a district school site/work site or a GUSD bus. If a student, family member of a student, or employee has any of the following symptoms, they will not enter a school site and will notify their school

administrator:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Nausea or vomiting
- Diarrhea

Transportation

To ensure that Home-to-School Transportation is safe and efficient, the following procedures will be implemented:

- Buses will be sanitized prior to leaving the bus facility. This will include wiping down all touch surfaces, such as handrails, seats, backrests, backs of seats, steering wheel and shifter handles, door handles, mirrors, etc.
- Parents will self-screen their students prior to entering the bus.
- Hand sanitizer will be available for students as they enter the bus.
- Students lined up to get on the bus are expected to maintain three feet physical distance and will wear masks in anticipation of boarding the bus.
- Parents will remain with students until cleared to enter the bus. Parents will also maintain three feet physical distance and wear masks while waiting with their child to board the bus.
- Masks will be required (provided if necessary) to improve protection while riding the bus.
- Only students and school staff will be permitted on the school bus.
- Maximize physical distancing between student to student and between students and the driver when seated on the bus.
- Siblings or students from the same household will be seated together.
- Students will wear masks while on the bus.
- At least two bus windows will remain open to increase airflow/ventilation.
- The bus will be equipped with extra unused face coverings for students who may have inadvertently failed to bring one.
- Buses should be thoroughly cleaned daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers should be provided cleaning materials, including but not limited to wipes and disposable gloves, to support cleaning of frequently touched surfaces during the day.

Entering, Exiting, and Movement on Campus

Goleta Union School District will monitor movement among students and staff to minimize and avoid close contact between stable groups. Schools have designated routes for entry and exit using as many access points as feasible.

As students enter and exit campus, signage will be posted to limit the number of students in a

given hallway. Large directional arrows will be placed on the floor directing students to travel in a given direction to minimize potential exposure.

During recess, lunch, and bathroom usage, schedules will be utilized to limit the number of students congregating in specific areas. Additionally, a schedule rotating students through visually separated zones of play will be identified to support students remaining in their stable cohorts.

Visitors on School Sites or Campuses

To protect the health and safety of our students and staff, school sites and campus access will be limited to students, teachers, and school/district staff during the instructional day.

- If a visitor has any questions or concerns, they will be directed to the school office.
- Nonessential visitors and volunteers will be limited. Although exceptions to allowing visitors on campus may occur rarely, a school administrator or designee will make the determination for urgent, emergent, and essential visitors. All visitors will need to self-screen for symptoms prior to entering the school, and the visitor must wear a mask at all times.
- Allowances may be made for partner organizations (e.g., Explore Ecology, Partners in Education, Isla Vista Youth Project) upon approval of site administration.
- Office areas will restrict visitors to the reception lobby. A posted sign will explain how the visitor can notify the office for assistance. 6 feet physical distancing will be practiced during face-to-face interactions.
- The preferred methods of conducting business include, if possible, phone, video conference, or email.
- Reception areas will be cleaned regularly with special attention to frequently touched surfaces.
- Students shall be dropped-off and picked-up in the drop-off and pick-up area only.
- When returning information or forms parents shall send the item to school with the child through the classroom teacher.

Physical Distancing

The Goleta Union School District is committed to the implementation of maximal physical distancing between individuals on each site. As suggested by CDPH, student desks will be spaced three (3) feet apart, and there will be six (6) feet distance between the teacher's desk and the students' desks. The District hired extra instructional staff to reduce classroom ratios; classes may be larger to minimize combination classes or inclusion services. This will allow for six (6) feet distance between teacher and student; likewise, this will allow for three (3) feet distance between student chairs.

The Goleta Union School District has also adopted several methods to maximize the implementation of physical distancing including, but not limited to, the following: (1) reducing the number of persons in an area at one time; (2) posting visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel; and (3) providing outdoor learning environments.

Face Coverings and Other Essential Protective Gear

All students in all grades, staff, and others on campus are required to wear a mask while on a school campus or GUSD site. Although GUSD does not serve students two years old and younger, it should be noted that students two years and younger should not wear masks. Staff will teach and reinforce the use of face coverings.

The policy provides for the following exceptions to the face coverings requirement:

- Students and staff will be allowed to remove face coverings while eating and drinking during lunch and snack recess, while physically distanced at least six (6) feet apart and outside.
- Students may work with their teacher or yard supervisor on how and where to take a short “mask break” outdoors and at least six (6) feet away from others, and still under adult supervision.
- Other considerations for students and staff with medical exemption may be approved by the District on an individual basis for those with disabilities.

The Goleta Union School District posts signage to inform students, employees, and community members that the Goleta Union School District requires the use of face coverings at Goleta Union School District worksites and facilities.

The Goleta Union School District policy adheres to orders and guidance provided by the CDPH and the local health department regarding face coverings, including as provided at the following web address: [CDPH Guidance for the Use of Face Coverings](#)

Healthy Hygiene and Hand Washing Practices

Hand washing is an important action to prevent transmission of infectious disease. All students and staff should practice good hygiene by regularly washing their hands with soap for a minimum of 20 seconds. Teachers will instruct students on effective handwashing practices. We will post handwashing posters in common areas. CDC posters are available at: <https://www.cdc.gov/handwashing/posters.html>. Most classrooms have sinks where students can wash hands regularly. Hand washing stations are also available for outdoor learning environments.

Handwashing will be encouraged at the following times:

- Before leaving home for school
- Before getting on a school bus
- When getting off a school bus
- Before or when entering a classroom
- Before recess
- After recess
- Before eating
- After eating
- Before entering an alternate learning space (such as the gym or MPR)
- After leaving an alternate learning space
- Before getting on a school bus to return home
- When getting off a school bus

- Immediately when you arrive at home

Goleta Union School District will encourage the following healthy hygiene practices:

- Promote, demonstrate, and monitor regular, thorough hand washing and positive hygiene behaviors.
- Ensure soap and water is available at age-appropriate hand washing facilities.
- Place approved hand sanitizers in outdoor hand sanitizer stations, classrooms, hallways, and near exits where possible.
- Wear face coverings at all times.
- Clean and disinfect school buildings, classrooms, and especially refillable water stations and restroom facilities daily, particularly surfaces that are touched by many people, such as railings, lunch tables, door and window handles, etc.
- Students will be encouraged to have individual essential school supplies and manipulatives.
- Encourage increased airflow and ventilation by opening windows and doors and the use of fans; and air conditioning (where available). Encourage students and staff to bring sweaters and coats so ventilation is possible on cooler days.
- Promote the use of outdoor learning spaces.
- Post signs encouraging good hand and respiratory hygiene practices.
- Ensure trash is removed daily and disposed of safely.
- Prop doors open to reduce the number of people touching handles.
- Staff will avoid congregating in work environments, including break rooms, staff rooms, and bathrooms. Shared food resources will not be allowed.
- Teach and reinforce [washing hands](#), avoiding [contact with one's eyes, nose, and mouth](#), and [covering coughs and sneezes](#) among students and staff.
- Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze into a tissue or their elbow.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
- Staff should model and practice handwashing. For example, use bathroom time in lower grade levels as an opportunity to reinforce healthy habits and monitor proper handwashing.
- Students and staff should use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.
- Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children.
- Do not use hand sanitizers that may contain methanol which can be hazardous when ingested or absorbed.
 - Call Poison Control if consumed: 1-800-222-1222.
- Develop routines enabling students and staff to regularly wash their hands at staggered intervals.

Cleaning and Disinfection

- Perform routine environmental cleaning following CDC Guidelines:

- Routinely clean all frequently touched surfaces. Use cleaning agents that are usually applied in these areas and follow the directions on the label. The following touch surfaces should be cleaned: desks; tables; doorknobs; light switches; countertops; handles; phones; keyboards and mouse; toilets; faucets and sinks; bus seats and handrails; touch screens; and play and sports equipment.
- Teachers and staff who voluntarily take an online course are qualified to use proper cleaning supplies. Go to www.getssafetytrained.com.
- When choosing cleaning products, staff will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions.
- Staff will ensure safe and correct application of disinfectant and keep products away from students. Ensure proper ventilation during cleaning and disinfecting, while maintaining proper ventilation during cleaning and disinfecting.
- Continue routine cleaning and disinfecting. This includes everyday practices normally used to maintain a healthy environment
- Buses should be thoroughly cleaned daily and after transporting any individual who is exhibiting symptoms of COVID-19.
- When choosing disinfection products after an in-school COVID-19 case has been identified (see “What to do if there is a case of COVID-19 in a School”), use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions.
- Use of all drinking fountains will be suspended. Refillable water stations will be available and be cleaned/disinfected daily.

Three Levels of Site Cleaning

1. Daily cleaning
2. Specific location
3. Schoolwide cleaning

Level	Description	Method
Daily or More	Cleaning touch surfaces	Custodial staff will provide regular cleaning. Teachers and staff who voluntarily take an online course are qualified to use proper cleaning supplies. Go to www.getssafetytrained.com . See instructions below.
Specific Location	Cleaning of an area in which a person with symptoms of an infectious disease was present.	Custodial staff will provide this cleaning following CDC Guidance https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html .

Schoolwide	Cleaning an entire school site due to a confirmed person with COVID-19.	A team of custodial staff will be assembled or a contractor hired. Guidance provided by CDC https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html .
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Cleaning and Disinfecting If Someone Is Sick

- Close off areas used by the person who is sick. Schools do not necessarily need to close operations, if they can close off affected areas.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before staff clean or disinfect.
- Clean and disinfect all areas used by the person who is sick, such as classrooms, offices, bathrooms, common areas, and shared electronic equipment like tablets, touch screens, keyboards, remote controls.
- Vacuum the space if needed. Use a vacuum equipped with a high-efficiency particulate air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. For common spaces, wait until the room or space is and will remain empty before vacuuming, such as at night. Private rooms may be vacuumed during the day.
 - Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once the area has been appropriately disinfected, it can be opened for use.
- Workers without close contact with the person who is sick can return to work immediately after disinfecting.
- If more than seven (7) days have elapsed since the sick person visited or used the facility, additional cleaning and disinfecting is not necessary.

Limit Sharing of Supplies and Equipment

GUSD will encourage the limiting of sharing instructional supplies and materials by the following:

- Keep each student’s belongings separated from others’ and in individually labeled containers, baggies, cubbies, or areas.
- Ensure adequate essential supplies to minimize sharing of high-touch materials (e.g., assigning each student their own electronic devices, paper, crayons, pencils, required math manipulatives).
- Discourage sharing of items that are difficult to clean or disinfect.
- Allow teachers the option to clean and disinfect supplies and equipment between uses or ensure at least two days wait time before use by another student.
- Limit water fountains to refill stations only and encourage students to bring individual water bottles.

Identification of COVID-19 Cases and District Response

Testing of Students and Staff

All staff members, who are not fully vaccinated, will participate in COVID-19 surveillance testing at least once every two months (one quarter of the staff every two weeks). Asymptomatic testing will occur during regular hours of operation.

The Workplace Infection Control Coordinator (WICC), a school nurse, has been designated as staff liaison to be responsible for responding to COVID-19 concerns. All staff have been informed of how to contact the WICC. The liaison is trained to coordinate the documentation and tracking of possible exposures, in order to notify local health officials, staff and families in a prompt and responsible manner. This will support local health department contact tracing efforts.

The Goleta Union School District will investigate and respond to people who have had potential positive results or exposure to COVID-19. If a student or staff member tests positive for COVID-19 or are diagnosed with COVID-19 by a healthcare provider, GUSD will instruct the student or staff member to remain at or return to their home or place of residence and not report to attend school until such time as they satisfy the minimum criteria to return to school.

The District will report information about COVID-19 cases to the local health department whenever required by law, and provide any related information requested by the local health department.

The Local Health Department will guide GUSD whether the District must report any positive cases to the Center for Disease Control. If there is a serious illness or death, the District will report immediately to Cal/OSHA, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment. GUSD will maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).

Procedures for Contact Tracing

The Goleta Union School District will investigate and respond to people who had potential positive results or exposure to COVID-19. If a student or staff member tests positive for COVID-19 or are diagnosed with COVID-19 by a healthcare provider, GUSD will instruct the student or staff member to remain at or return to their home or place of residence and not report to attend school until such time as they satisfy the minimum criteria to return to school. If a student is required to quarantine, the student will be offered an independent study pack to ensure ongoing learning.

The contact tracing procedure provides for the following: (1) the verification of COVID-19 case status; (2) receiving information regarding COVID-19 test results; (3) receiving information regarding the presentation of COVID-19 symptoms; and (4) identifying and recording all COVID-19 cases.

If possible, the Goleta Union School District will interview the COVID-19 cases in order to

ascertain the following information: (1) the date on which a person tested positive, if asymptomatic, or the date on which a person first presented COVID-19 symptoms, if symptomatic; (2) the COVID-19 cases recent attendance at school, including the day and time they were last present at an Goleta Union School District facility; and (3) the nature and circumstances of the COVID-19 cases' contact with other people during the high-risk exposure period, including whether there were any close contact COVID-19 exposure.

If the Goleta Union School District determines that there were any close contact COVID-19 exposures, the Goleta Union School District will instruct those people to remain at their home or place of residence and not attend school until such time as they satisfy the minimum criteria to return.

The Goleta Union School District (GUSD) will notify GUSD parents, guardians, employees and subcontracted employees of any potential COVID-19 exposure when he/she is believed to have close contact with another person who tested positive for COVID-19. The District will notify of such potential exposures within one (1) business day, in a way that does not reveal any personal identifying information of the COVID-19 case. Notification will occur via telephone, email, and/or US mail.

The Goleta Union School District will protect the confidentiality of the COVID-19 cases, and will not disclose to others that they tested positive for or were diagnosed with COVID-19. The Goleta Union School District will keep confidential all personal identifying information of COVID-19 cases unless expressly authorized to disclose such information or as other permitted or required under the law.

The Goleta Union School District will maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures, exclusions, and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.

Communication Plan Regarding Confirmed or Suspected COVID-19 Cases

Our goal is to ensure that we have effective two-way communication in a form that is readily understandable.

Goleta Union School District policy requires employees to immediately report to their manager or supervisor or to the Department of Human Resources any of the following:

- (1) An employee's presentation of COVID-19 symptoms;
- (2) An employee's possible COVID-19 close contact exposures;
- (3) Possible COVID-19 hazards at Goleta Union School District worksites or facilities.

If a student or staff member has any potential exposure to COVID-19 and is believed to have close contact with a person that tested positive, the District will notify parents of such exposure. The notification will occur within one (1) business day, in a way that does not reveal any personal identifying information of the COVID-19 case. Notification will occur via Parent Square communication, telephone, email, and/or US mail.

A student or staff who tested positive for COVID-19 or experienced COVID-19 symptoms will not return to school until all the following have occurred:

- At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
- COVID-19 symptoms have improved.
- At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test will not be required for students to return to school
- If an order to isolate or quarantine is issued by a local or state health official, a person will not return until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

Maintaining Healthy Operations

- When possible, the school will support staff and students who are at a higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as telework (see Options for Higher Risk Individuals below), or virtual learning (see Learning Options above).
- GUSD will monitor staff absenteeism and maintain a roster of trained back-up staff (see Testing of Students and Staff above).
- GUSD will support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as distance learning (see Learning Options above).
- Options for Higher Risk Individuals: While our understanding of the coronavirus 2 (SARS-CoV-2) has been continually evolving, the Centers for Disease Control and Prevention (CDC) has consistently identified the following as those who are at higher risk for developing serious illness from COVID-19:
 - People 65 years and older
 - People who live in a nursing home or a long-term care facility
 - People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - People with diabetes
 - People with severe obesity (body mass index [BMI] of 40 or higher)
 - People with chronic kidney disease undergoing dialysis
 - People with liver disease
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised

Employees who believe they are at a higher risk have been directed to contact the GUSD Human Resources department.