

2021 COVID-19 SUSD Safety Plan

Date: February 1, 2021 (Updated 4/6/21)

Eric Fredrickson, Superintendent

efredrickson@sylvan.k12.ca.us

Sylvan Union School District

605 Sylvan Avenue

Modesto, CA 95350

(209) 574 - 5000

Type of LEA: Public School

Number of schools: Thirteen (13) schools - ten (10) elementary and three (3) middle schools

Enrollment: 7,902 (TK-8)

2,028 (TK-3, in-person)

TBD (4-8, in person)

Date of proposed reopening: Currently open as of Nov 2, 2020 under school waiver process

County: Stanislaus County

Current Tier: Red

Grade Level (check all that apply)

✓ TK ✓ 2nd ✓ 5th ✓ 8th 11th

✓ K ✓ 3rd ✓ 6th 9th 12th

✓ 1st ✓ 4th ✓ 7th 10th

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

✓ I, Eric Fredrickson, 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:

✓ **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. 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?)*

- SUSD will utilize a phased approach to bring back grade levels for in-person learning, starting with transitional kindergarten and kindergarten and continuing with first through third grade. These cohorts of students will attend five days per week.
 - These cohorts will be no more than 20 students.
- Students in transitional kindergarten through grade will cohort to the extent possible and where issues arise the stable grouping will be used.
- SUSD will bring back for in-person learning additional grade level spans, including fourth through eighth grade, as the ability to physically distance permits. These will be served using a hybrid model, alternating A and B cohorts during the school week, in order to serve smaller numbers of students to maximize physical distance. As physical distancing permits we will return all students in a grade level to four or five days a week.
- Students in sixth through eighth grade will attend on a block schedule. Students will attend three periods, in person, during their cohort day to minimize the switching of classes.
- Students in sixth through eighth grade will leave before lunch to avoid multiple interactions during unstructured times.

✓ **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.*

- Signage will be posted throughout the campuses to remind individuals of social distancing guidelines.
- Movement within the school will be directed by clearly marked signage indicating direction of movement while on campus.
- All lobby and entrance areas of worksites and school sites will have clearly marked social distancing reminders and postings.
- Adults checking students in and out of school will be required to adhere to social distancing guidelines and wear a face covering unless they have a valid medical reason preventing them from wearing one.
- Visitors and classroom volunteers will not be permitted to access the grounds or rooms on the school/work sites until the Public Health Officer allows their access. The exception to this directive will be the parent/guardian of any student who is participating in 1:1 or small group assessment/instruction or visitors/vendors conducting necessary school business. Parents/guardians, community members, and other visitors must report to school entrance. When a member of the public enters a lobby area or other shared space, the member of the public and the employee must wear a face covering and ask the visitor or community member to keep a personal distance of at least six feet.

- Students will remain in their classrooms to attend “specials” such as library, art and music. They may leave their classrooms for activities such as lunch, recess and PE, but they will remain in their cohorts for these activities.
 - Music will be restricted to music appreciation and rhythm classes.
 - If vocal lessons are occurring they will be outdoors with required 6foot or more physical distancing.
- Staggered drop-off/pick-up times or assigned entry/exit gates may be utilized for students before and after while adhering to physical distancing expectations.
- When students arrive at school in the morning, they will go directly to classrooms.
- Students will line up in a scheduled fashion adhering to social distancing guidelines, to the extent possible, when necessary.

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

- Face coverings will be used in accordance with [CDPH guidelines](#) unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease transmission.
- Exemptions:
 - Students and staff who will not be required to wear a face covering are those with medical exemptions or specific medical or disability based reasons verified in writing by a medical professional.
 - Persons exempted from wearing a face covering due to a medical condition, as confirmed by school district health team and therapists, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
 - Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- Students and staff will be frequently reminded to not touch the face covering and to wash their hands frequently.
- Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings.
- Employees will be required to wear a face covering. A face covering may include a face mask, or face shield with a drape.
- A face covering or face shield should be removed for meals, snacks, or outdoor recreation, or when it needs to be replaced.
- SUSD will exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school.
 - Alternative educational opportunities for students who are excluded from campus will be provided.
- Face masks will be provided at all times to staff and students who do not have their own.

✓ **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.*

- All health screening information is confidential.
- SUSD requires that staff and students who are ill or symptomatic or who have recently had close contact with a person who is symptomatic, pending test results or has tested positive for COVID-19, to stay home.
- School staff will monitor staff and students throughout the day for signs of illness and send home students and staff with a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms.
- Staff will be responsible for completing a daily Self Screening Log. By signing the log, the staff member agrees and acknowledges that he/she is healthy and able to be at work. The completed log will be turned into the administrator/supervisor on the last day of each month.
- Students will participate in a wellness check as part of passive symptom control with families taking responsibility to check temperatures and COVID-19 possible symptoms. Any student who exhibits COVID-19 symptoms will remain at home or if any student becomes ill while at school, the protocol for COVID-19 symptomatic students will be followed.

✓ **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.*

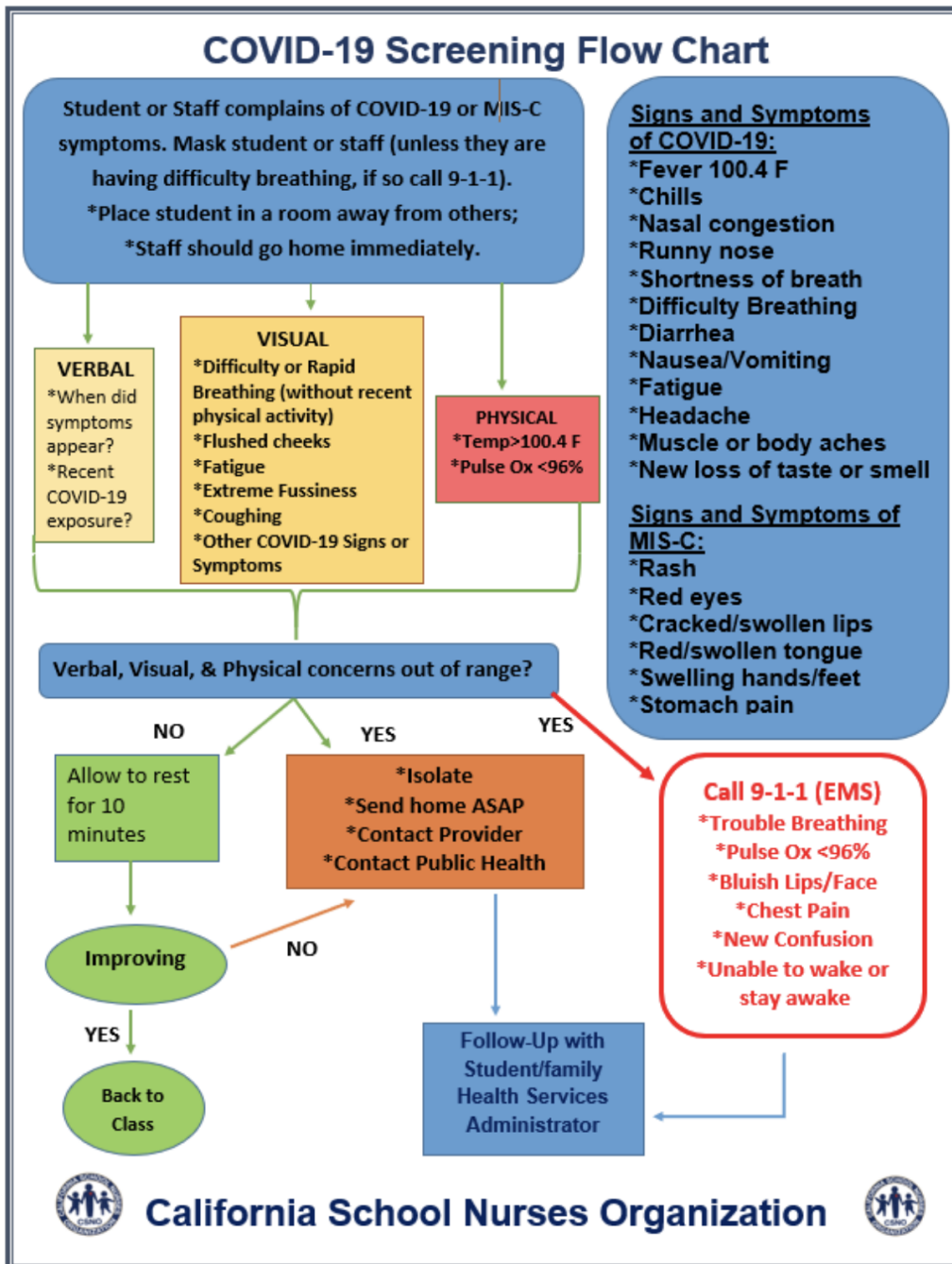
- Signage will be posted throughout the campuses to remind individuals of health hygiene practices.
- Staff will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
 - Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
 - Students and staff will wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, or art; and before and after using the restroom.
 - Staff will model and practice handwashing.
- Staff and students will follow guidelines for hygiene and sanitation including:
 - Frequently wash hands with soap and water for at least 20 seconds.
 - When soap and running water are unavailable, students and staff will use hand sanitizer.
 - Avoid touching eyes, nose, or mouth with unwashed hands.
 - Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
 - Avoid close contact with people who are ill.
- Handwashing stations with soap and water and/or hand sanitizer in each classroom and shared areas/spaces.

- Additional, portable handwashing stations will be provided in areas with less than adequate access to other hand washing stations.
- Information contained in the CDPH Guidance for the Use of Face Coverings will be provided to staff and families, which discusses the circumstances in which face coverings must be worn and the exemptions, as well as any policies, work rules, and practices the employer has adopted to ensure the use of face coverings.
- SUSD will provide and ensure staff use face coverings in accordance with CDPH guidelines and all required protective equipment.
- Buses will be equipped with hand sanitizing stations for students to use as they enter and exit the bus.
- Drinking fountains will only be used for refillable bottles. Families will bring a refillable water bottle. If they do not have a refillable water bottle, a cup will be provided to them.
- Snacks, breakfasts, and lunches will not be shared among students.
- Breakfast/lunch will be provided as a grab and go option.

✓ **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.*

- SUSD will close off areas used by any ill person and will not use it before cleaning and disinfection. To reduce risk of exposure, staff will wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, they will wait as long as practicable. Staff will ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Staff will keep disinfectant products away from students.
- SUSD will report a positive case of COVID-19 in a student or staff member to the Stanislaus County Public Health Provider Line immediately at 209-558-5678. The HR Department will notify public health to report employee positive cases; school nursing staff will notify public health to report student positive cases. SUSD will notify staff and families of students, who were in close contact of confirmed or suspected cases, of any positive case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disability Act (ADA).
- When an employee or student tests positive for COVID-19, any employee or student who was in close contact with the positive case, will be notified by HR or school nursing staff and may be asked to quarantine or self-isolate depending upon the timeline of exposure. HR or school nursing staff will ask for a list of close contacts and contact the listed employees or students. Confidentiality will be maintained for all employees and students and specifics, including the name or role of the employee or student, who tested positive, will not be shared. Employees or families who have concerns about exposure are encouraged to contact their medical provider.
- Any staff or student member testing positive for COVID-19 or who is suspected of having COVID-19 will be asked a series of questions related to contact tracing. A family member may complete the COVID-19 questions for the student if the student is unable to answer the posed questions.

- All staff and student screening logs will be maintained by the HR Department (staff) and Nursing Staff (students) and kept in a secure location.
- A COVID-19 Contact Record Log will be maintained by the HR Department for staff and by the nursing staff for students. This log will track when SUSD was notified of testing positive for COVID-19 or who is suspected of having COVID-19, the date SUSD was notified, the date the nurse or HR Department contacted the infected person, the date Public Health was contacted and the infected individuals quarantine window.
- SUSD will work with Stanislaus County Public Health using StanTrack, a syndromic and COVID surveillance system for case reporting and tracking.” A close contact is described as anyone who was within 6 feet for 10 minutes or more of an individual who tested positive for COVID 19 during their infectious period. An individual’s infectious period starts 48 hours before symptom onset or, if someone is asymptomatic, 48 hours before the positive COVID test was taken. The individual is required to isolate during the infectious period (typically 10 days from onset of symptoms and 24 hours without a fever and improving symptoms).
- Isolation/Quarantine
 - If a child or staff member is a close contact to a person who is COVID positive they must quarantine at home for 10 days. It is recommended that they are tested for COVID on, or around, day 5-7 and again at day 14. Testing will not decrease the quarantine time nor delay return to school while waiting on results. If the individual develops symptoms of COVID they are advised to test. If positive they will follow the instructions below.
 - If a staff person or child is COVID positive they must follow current isolation guidelines and stay in isolation for 10 days and be fever free for 24 hours without the use of fever reducing medication and have a reduction in symptoms. A doctor's note is not required to return to school if they meet these criteria.
 - If a child or staff member is symptomatic with COVID symptoms they will be sent home and advised to see a medical provider for testing. If the medical provider tests the individual and the test result is negative the person can return to the school after the resolution of symptoms. If the medical provider writes a note and provides a reasonable alternative diagnosis the individual can return to school immediately based on the medical provider's guidance. If a student or staff member is unable or unwilling to get a COVID test or get a doctor’s note they must remain in isolation for 10 days and be symptom free.
 - SUSD will follow mandates and laws as established by county, state and federal government, as they pertain to public schools, regarding the actions taken in response to a COVID-19 related illness including but not limited to isolation, quarantine, notification, and medical documentation. .
- Screening process flow chart will be posted at each school site. See flow chart below.



✓ **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff. Please provide the planned maximum and minimum distance between students in classrooms.

- Signage will be posted throughout the campuses to remind individuals of social distancing guidelines.
- Plexiglass barriers will be used in areas where the public enters and where one to one assessments are being conducted.
- SUSD has instructed staff to use face coverings and maintain physical distancing from each other in order to reduce transmission between adults.
- Desks in each classroom will be spread apart to the maximum extent that still meets current California Department of Health Guidelines. . Every student desk has a plexiglass barrier. In addition, where needed plexiglass barriers will be installed to separate learning areas.
- All additional, non-essential furniture and supplies will be removed to maximize all space possible.
- All other non-classroom spaces, such as offices and staff meeting rooms, will be limited to accommodate a six foot social distance.
- Employees are encouraged to stagger break and lunch periods, if practicable. In a shared staff room or break room, there may only be as many employees as can be present with six feet socially distanced.
- All in-person meetings will be limited. To the extent possible, meetings will be held by telephone or virtual platforms. The exception to this would be for 1:1 student assessments or small group instruction or assessment (3-5 students), with face coverings provided and social distancing practices by all participants. During in-person meetings, avoid more than 10 people gathered in a group and participants must remain six feet apart and wear a face covering. These meetings will preferably be held in an outdoor space, if feasible.
- Staff will monitor and remind students of social distancing expectations.
- All sporting events, music concerts, field trips, schoolwide assemblies, and other large audience events have been cancelled until permissible by the Public Health Officer.
- Buses will transport students sitting one person every other seat, to the extent possible, with the exception of members of the same household will sit in the same seat together.

Distance between desks - Maximum: 6 feet and minimum: 3 feet.

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

The classroom desks are spread as far as they are able with in the classroom. All additional furniture has been removed to maximum all space available. Some classroom spaces are not large enough to accommodate the classroom cohort. Every student desk in the classroom has an individual plexiglass barrier to reduce the possibility of exposure.

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

- This plan including the COVID-19 Prevention Plan and COVID-19 School Guidance Checklist will be posted on the SUSD website.
- SUSD website, Aeries Communication, and social media platforms will be utilized to educate families on school precautionary procedures related to COVID-19.

- General COVID-19 safety procedures and protocols will be posted on the SUSD website.
- SUSD will make sure staff and families are aware of COVID-19 symptoms, when emergency medical attention may be required, people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness and symptoms may appear 2-14 days after exposure to the virus.
- Teachers will provide COVID-19 prevention and information to students.
- All staff will receive onsite training of the specifics of this application.
- Social distancing guidelines will be reviewed with staff and students prior to school opening.

✓ **Testing of Staff and Students:** *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 or student testing cadence. Please note if testing cadence will differ by tier:*

We will follow the minimum testing requirement standards established by [Cal/OSHA](#). These standards include response testing for exposed cases and outbreak testing for everyone weekly until no longer considered an outbreak. Please refer to Cal/OSHA [guidance](#) for complete details.

✓ **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.*

- SUSD will notify local health officials, staff and all families immediately of any positive case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disability Act (ADA). SUSD will report a positive case of COVID-19 in a student or staff member to the Stanislaus County Public Health Provider Line immediately at 209-558-5678. The HR Department will notify public health to report employee positive cases; school nursing staff will notify public health to report student positive cases.

✓ **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.*

- In coordination with the County Public Health Officer, SUSD will use Aeries Communication and electronic mail/distribution to immediately communicate to affected stakeholders of potential virus exposures. This communication will be consistent with legal counsel guidance regarding the Family Educational Rights and Privacy Act.

❑ **Consultation:** *(For schools not previously open)*

Please confirm consultation with the following groups (CSEA and SEA) - **Not Applicable as SUSD is already open under the school waiver process.**

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

(For schools not previously approved under the Waiver Process)

Local Health Officer Approval: The Local Health Officer, for (state County) _____ 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.

Approval “Not Applicable” as SUSD has been approved under the school waiver process and is currently open (per page 10 and 12 CDPH Guidance dated January 14, 2021).