

Date: 1/29/2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Pacific View Charter School District 2.0

Number of schools:

2

Enrollment:

164

Superintendent (or equivalent) Name:

James Malloy

Address:

115 Henderson Street

Phone Number:

707-269-9490

City

Eureka

Email:

jmalloy@pacificviewcharter.com

Date of proposed reopening:

Not yet determined

County:

Humboldt

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Non-Classroom Based Independent Study Charter

Grade Level (check all that apply)

TK

X 2nd

X 5th

X 8th

X 11th

X K

X 3rd

X 6th

X 9th

X 12th

X 1st

X 4th

X 7th

X 10^t

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

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, James Malloy, 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:

- Cohorting (AKA Stable Grouping)
- Health Screenings for Students and Staff
- Visitors
- Face Coverings and Other Essential Protective Gear
- Physical Distancing
- Healthy Hygiene Practices
- Isolation Spaces
- Outdoor Space (Recess, Breaks)
- Cleaning and Disinfection
- Air Quality and Indoor Ventilation
- Identification and Tracing of Contacts
- Transportation
- Triggers for Transitioning to Distance Learning

Guiding Documents:

COVID-19 School Site-Specific Protection Plan (SSPP) - Updated 01/26/2021

COVID-19 Prevention Program (CPP) - AKA Cal/OSHA

The elements of the COVID-19 Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year

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.

Stable classroom groups (up to the number to ensure six feet between desks or no more than 11) are maintained throughout each school day, and through each quarter or semester, with an assigned primary teacher, and systems are in place to prevent the mixing of stable classroom groups: including recess and eating periods. Stable classroom groups have designated entry/exit paths and staggered to ensure non-mixing of stable groups. Movement throughout the school facility will be limited to emergencies and for essential bathroom breaks.

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?)

10 students per stable classroom group and 1 teacher.

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

Staff and students will be placed in stable groups with strict social distancing measures in place.

If you have electives, how will you prevent or minimize in-person contact for members of different 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: Each classroom has an exterior door that has been designated as the entry/exit point, with staggered arrival/dismissal times. Movement within the school will be strictly limited to emergencies and essential passage to bathroom facilities.

Staff: Staff members will maintain social distancing and adhere to all established protocols: limit the number of staff members in each room, ensure proper masking, and ensure proper sanitation procedures.

Parents: Parents will monitor their child/ren's entrance and egress from outside of the facility. Non-essential person's access to interior facilities will be strictly monitored and limited.

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

Site administrators and office personnel will monitor AND enforce proper face covering for all staff members. Staff who refuse to adhere to the CDPH guidelines will be professionally disciplined.

Classroom teachers, as well as all other school personnel, will enforce proper face covering for all students. Students who refuse to adhere to the CDPH guidelines will be excluded from attending on-site instruction.

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.

Staff are expected to self-screen at home applying the protocols established by the Humboldt County Public Health Department and CDPH guidelines. Staff will receive a temperature check upon arrival each scheduled workday.

Staff who are ill are expected to remain at home or immediately leave the facility when symptoms develop.

Parents are expected to screen their child/ren the on-line app "Qualtrics" or completing the paper questionnaire.

Students will receive a temperature check upon arrival. Students who are ill are expected to remain at home or immediately be isolated when symptoms develop.

The library shall be designated are the isolation area.

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.

- Time has been allotted in the daily schedule for a minimum of two soap and water hand washings for students and teachers. Teachers may opt for additional student hand washings at their discretion.
- Approved hand sanitizers are located in each classroom (by each internal and each external doors), outside of each student bathroom, the front lobby, and in all staff bathrooms.
- Essential protective equipment is provided for the cleaning of the classrooms between stable student groups.
- Promotion of Healthy Hygiene Practices:

o Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

o Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.

o Students and staff should 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.

o 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, for lower grade levels, use bathroom time 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. Hand sanitizers are ineffective on soiled hands.
- Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children.

o Isopropyl hand sanitizers are more toxic when ingested or absorbed in skin.

o Do not use hand sanitizers that may contain methanol which can be hazardous when ingested or absorbed.

o Children under age 9 should only use hand sanitizer under adult supervision.

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.

1. Schools must adhere to required reporting requirements and notify, as indicated, the LHD of any newly reported case of COVID-19 in a student or staff member if the LHD has not yet contacted them about the case.
2. If the case is present at school at the time the school is notified, the case must go home and be excluded from school for at least 10 days from symptom onset date or, if asymptomatic, 10 days from the date the specimen was collected for the positive test.
3. Send a notice, developed in collaboration with the LHD, to parents and staff to inform them that a case of COVID-19 in a student or staff member has been reported and that the school will work with the LHD to notify exposed people.
4. Arrange for cleaning and disinfection of the classroom and primary spaces where case spent significant time (see Cleaning and Disinfection above for recommendations). This does not need to be done until students and staff in the area have left for the day.
5. Implement online/distance learning for student cases if they are well enough to participate.

HSCR designated person: Bobby Mullins, Principal
MARC designated person: Silas Radcliffe, Principal

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

Distance staff desks at least 6 feet from student desks. Where practicable, physical distancing of six feet is maintained between students within a classroom or instructional area. Maximize distancing between desks to the extent possible by redesigning classroom space and removing non-essential furnishings. Facial coverings and other measures are intended to support the effectiveness of all levels of distancing.

Routines will be adjusted to avoid interaction between stable classroom groups.

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

Maximum: feet

Minimum feet

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

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 members have been trained on the application and enforcement of the plan. Prior to any future opening date, staff members will receive additional safety and health training.

Families will be educated on the application and enforcement of the plan via Zoom meetings, prior to any future opening date. Training sessions are a requirement for families who wish to have their child/ren attend any future in-person instruction.

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.

Students or staff members who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be tested on site or immediately through their personal health provider.

Actions to take if there is a confirmed or suspected case of COVID-19 in a school Student or Staff with:

1. COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)

Symptom screening: per CDC Symptom of COVID-19.

Action

- Send home if at school

- Recommend testing (If positive, see #3, if negative, see #4).
- School/classroom remain open.

Communication with school community

- No action needed.

2. Close contact (†) with a confirmed COVID-19 case.

Action

- Send home if at school.
- Exclude from school for 10 days from last exposure, per CDPH quarantine recommendations.
- Recommend testing 5-7 days from last exposure (but will not shorten 10-day exclusion if negative).
- School/classroom remain open.

Communication with school community

- Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.

3. Confirmed COVID-19 case infection.

Action

- Notify the LHD.
- Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date.
- Identify school contacts (†), inform the LHD of identified contacts, and exclude

contacts (possibly the entire stable group (††)) from school for 10 days after the last date the case was present at school while infectious.

- Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 10-day exclusion).
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- School remains open.

Communication with school community

- School community notification of a known case.
- Notification of persons with potential exposure if case was present in school while infectious

4. Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition.

Action

- May return to school after 24 hours have passed without fever and symptoms have started improving.
- School/classroom remain open.

Communication with school community

- Consider school community notification if prior awareness of testing.

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

Weekly and/or bi-weekly testing (dependent of tier level) will be conducted on-site in conjunction with Valencia Laps and cooperation from HCOE.

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.

1. COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)

Symptom screening: per CDC Symptom of COVID-19.

Action

- Send home if at school
- Recommend testing (If positive, see #3, if negative, see #4).
- School/classroom remain open.

Communication with school community

- No action needed.

2. Close contact (†) with a confirmed COVID-19 case.

Action

- Send home if at school.
- Exclude from school for 10 days from last exposure, per CDPH quarantine recommendations.
- Recommend testing 5-7 days from last exposure (but will not shorten 10-day exclusion if negative).
- School/classroom remain open.

Communication with school community

- Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.

3. Confirmed COVID-19 case infection.

Action

- Notify the LHD.
- Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date.
- Identify school contacts (†), inform the LHD of identified contacts, and exclude

contacts (possibly the entire stable group (††)) from school for 10 days after the last date the case was present at school while infectious.

- Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 10-day exclusion).
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- School remains open.

Communication with school community

- School community notification of a known case.

- Notification of persons with potential exposure if case was present in school while infectious
4. Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition.
- Action
- May return to school after 24 hours have passed without fever and symptoms have started improving.
 - School/classroom remain open.
- Communication with school community
- Consider school community notification if prior awareness of testing.

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

Weekly and/or bi-weekly testing (dependent of tier level) will be conducted on-site in conjunction with Valencia Laps and cooperation from HCOE.

- 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](#).
- 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.

Consistent with the privacy requirements of FERPA and HIPAA, students, staff, and families will receive an automated call (followed up with a written letter), stating that "a member of our school community as a confirmed case of COVID-19."

- X **Consultation:** (For schools not previously open) Please confirm consultation with the following groups
- Our sites are not currently open, have not been open since March 13, 2020, and are considering opening at a later date - that has yet to be determined, until all mitigating factors have been addressed.

Labor Organization

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

Name:

Date:

- X **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:

Staff received the entire document and had the opportunity to comment and provide additional considerations. Additionally, staff representatives are part of the re-opening planning committee.

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

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Humboldt. 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](#)