

Date:

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Knights Ferry Elementary School District

Number of schools:

1

Enrollment:

144

Superintendent (or equivalent) Name:

Dr. Janet A. Skulina

Address:

PO Box 840

Phone Number:

209-881-3382

City

Knights Ferry

Email:

jskulina@kfesd.org

Date of proposed reopening:

County:

Stanislaus

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

single school-elementary

Grade Level (check all that apply)

<input checked="" type="checkbox"/> TK	<input checked="" type="checkbox"/> 2 nd	<input checked="" type="checkbox"/> 5 th	<input checked="" type="checkbox"/> 8 th	<input type="checkbox"/> 11 th
<input checked="" type="checkbox"/> K	<input checked="" type="checkbox"/> 3 rd	<input checked="" type="checkbox"/> 6 th	<input type="checkbox"/> 9 th	<input type="checkbox"/> 12 th
<input checked="" type="checkbox"/> 1 st	<input checked="" type="checkbox"/> 4 th	<input checked="" type="checkbox"/> 7 th	<input type="checkbox"/> 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, Janet A. Skulina, 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:

This opening plan was approved by the LHO on September 16, 2020

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.

Each classroom is its own cohort. Cohorts (individual class) eat together in designated areas and have designated play areas on the playground. Cohorts are not allowed to mix and movement during recess and lunch is structured so that cohorts are separated. Volunteers are not allowed and each class has one teacher and a consistent staff person to support where practicable. The entire full time staff is 14 adults.

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?)

Cohort sizes listed include one teacher and one staff for kindergarten. Grade K-15; Grade 1-19; Grade 2-23; Grade 3-22; Grade 4-18; Grade 5-23; Grade 6-15; Grade 7-8 (one class) 18.

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

We have no departmentalized classes.

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

All classrooms are self-contained.

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.

Knights Ferry School has no interior hallways. Students will enter and exit the school from the same spot due to traffic mitigation issues. Students will be screened for COVID-19 symptoms daily prior to entering the campus and will exit their cars in their family units and allowed onto campus in their family unit group once they have passed the screening. Only students who live in town are allowed to walk to and from school, minimizing student mixing of groups before and after school. Student cohorts do not move together throughout the school campus at any time without adult supervision. They are escorted to break and recess; escorted to lunch; and students are dismissed in individual or family unit groups at the end of the school day

and go directly to their parent or family member in a vehicle. Multiple lunch and recess schedules will allow students to eat in smaller cohort specific groups: some groups will eat in class; some in the cafeteria and another group will eat outside. There are three different lunch rotations and recess locations are also rotated and cohort dependent. Students must stay in their cohort groups in their assigned areas during recess.

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

All students are required to wear masks or other face coverings at school. Following CDPH guidance, only students with specific medical exemptions will not wear facing coverings. Disposable face masks will be made available at all times for staff and students. Additionally, cloth masks are also available for staff and students. Nitrile gloves are provided for staff checking temperatures in addition to face coverings. Plexiglass shields have been placed in the front office, in the resource support room and will be placed in 2nd grade for students to work in small groups, while still wearing masks. Students are encouraged and supported in their mask wearing. Students who will not wear masks will be excluded from campus; however, positive behavior methods have so far been successful in helping students be consistent in their mask wearing while at school.

- 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 take their temperatures and self-screen prior to coming to work. Each day, staff are expected to sign a certification relative to their health. Each student is checked in their vehicle for temperature and other symptoms prior to entering the campus. Ill staff will be immediately excluded from their assignment and asked to go home. Students exhibiting symptoms will be promptly isolated from their classroom, and will wait for their parents/guardians to retrieve them immediately from school. The isolation area is away from other students and staff as much as practicable. The isolation area will be closed as practicable and cleaned and disinfected after each use.

- 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.

Every classroom has a sink with soap dispensers. Sinks and soap dispensers are also available in each bathroom and in the cafeteria. Four portable hand sanitizing dispensers are placed strategically around the school. Each classroom has multiple bottles of age appropriate hand sanitizer, some provided by the state, for student and staff use. Students are encouraged to wash hands rather than use hand sanitizer. Students will be taught to wash their hands in the morning when they arrive at school; before and after eating; before and after recess(es) and / or playing on the playground. Staff and students are expected to wash their hands for 20 seconds.

- 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.

Dr. Janet Skulina-superintendent/principal is the contact person for COVID-19 monitoring; Mrs.Amiee Ryan submits all positive staff and student cases to the Stanislaus County Health Service Agency's STANTRAC data collection system (syndromic and COVID surveillance systems). KFS works extremely closely with SCPHSA in determining exposure risks for staff and students and whether classes/ students or staff must quarantine and for how long. KFS in conjunction with the SCHSA and SCOE will notify affected individuals in writing via our mass communication system. Additionally, information from affected individuals such as the date of the onset of symptoms, date of test if any, result of test, other close persons to which they may have had close contact (more than 125 minutes and less than 6') at school; places in the site they may have been; and if there have been workplace close contact, with whom, for how long and where did these take place.

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

All instructional spaces (where large group instruction is given by teacher) is 6' from the students. Desks were then meticulously measured to be a minimum of 4' and 5' apart depending on which axis the desks are being measured. Teachers have placed visual markers in the classroom for students to know where their desks need to be as well as 6' space markers for students to stand in line inside the classroom. Six feet space markers have also been placed all around the campus on the outdoor sidewalks and on the playground for students to line up to return to class after recess. Students have been instructed to walk in lines 6' apart and to maintain a 6' distance at all times. Students have also been taught to visually judge the distance of 6' while on the playground, walking in line and when entering and exiting their vehicles. Desks have replaced tables in the cafeteria and all desks are 5-6' apart therein. Students eat in different areas of the campus where desks or tables place the children 5'-6' apart. Students and staff are practiced in the weekly rotational schedules for cohort groups. The staff room has also been closed to staff except for meal prep and staff are encouraged to eat in their classrooms or outside weather permitting and to maintain a distance of 6' from other staff at all times.

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.

Each desk / chair space was meticulously measured in all dimensions of separation. In order to provide instruction to additional students as well as maintain a 6' distance between students and teachers in the instructional space, the distance between student chairs facing the instructional space needs to be 4': the minimum allowed by the new CDPH guidelines.

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

General COVID-19 safety procedures will be posted on the KFESD website and in the classrooms. Social distancing guidelines for staff and students are frequently reviewed and monitored daily. All staff received on-site training on the specifics of the social distancing and safety protocols. The KFESD reviewed this information with parents and the community stakeholders was held on September 10, January 25 and January 28th. The KFESD website and social media accounts will be utilized to communicate with families and other stakeholders on a regular basis.

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.

A small number of staff are tested each week for asymptomatic surveillance testing. KFS is currently collaborating with Stanislaus County Health Services Agencies and utilizing county operated testing sites. Staff or students who have been exposed to the virus will likewise be directed to the county health testing sites or to utilize their insurance as allowed. Staff and students will be directed to quarantine at home pending testing results and if the results are positive, will be directed to quarantine for 14 days from the date of the test or if negative, staff or student may return when symptoms have abated and they are fever free for at least 24 hours without medication.

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

A small number of staff will be tested weekly.

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.

A small number of staff are tested each week for asymptomatic surveillance testing. KFS is currently collaborating with Stanislaus County Health Services Agencies and utilizing county operated testing sites. Staff or students who have been exposed to the virus will likewise be directed to the county health testing sites or to utilize their insurance as allowed. Staff and students will be directed to quarantine at home pending testing results and if the results are positive, will be directed to quarantine for 14 days from the date of the test or if negative, staff or student may return when symptoms have abated and they are fever free for at least 24 hours without medication.

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

NA

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](#).

Upon a confirmed case of the virus, the County's Health Service Agency will be contacted immediately. We will follow CDPH guidance for contact tracing and we will work with the Stanislaus County Health Services Agency to report each positive case into the STANTRAC syndromic and COVID surveillance system.

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.

Parents and staff will be notified through our mass communication system both in writing and via short text each time their child or class had : potential exposure (exposure to a person with close contact to COVID) and actual exposure (to someone with COVID). The date of the exposure will be included and further steps that the District may take (closing the class) and what steps staff and parents should take such as testing for the virus and whether they need to quarantine or not. No personally identifiable or medical information will be released to the public.

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

Our school opened for instruction on September 14, 2020. Consultation will all stakeholder groups was conducted as required and continues to be ongoing.

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 Stanislaus. 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](#)