

DRAFT-UPDATED 9/15/2020

**Reopening Plan
Camptonville Union Elementary School District
Fall 2020**



Camptonville Union Elementary School District (CUESD) will reopen for student attendance on October 8, 2020. Our plan and timeline to reopen aligns with other districts in our region who are requesting a waiver for reopening. The plan will be reviewed by the Bi-County Public Health Officer to provide feedback on recommended safety measures and protocols to help slow and reduce the spread of COVID-19 during the continued pandemic. We are confident that our plans and procedures will allow our students to return safely and receive the education they deserve.

In this plan you will not only see the safety measures we have in place for our campus as well as events, but also the supports we have in place should a student become ill or live in a household with an infected family member and need to have an extended absence. We pride ourselves at CUESD in already having a wide variety of educational options for our students and now is no different. We are sure that whatever your student or family may be facing, we have a solution for them. As with all best laid plans, this plan is subject to change and grow in this ever-changing pandemic environment.

Table of Contents:

CDE Checklist for reopening schools	3
Reopening Timeline	4
Custodial Practices and Procedures	5
General Health and Safety Guide	6
Classroom Logistics and Practices	8
Campus Logistics and Practices	9
Procedures for confirmed Covid-19 infection	10
Athletics and Extracurricular Guide	12
Transportation	13
Office Practices and Procedures	14
Distance Learning Options	15
Daily Check in Procedures	16
Campus Map and Movement Patterns	17

CUESD Meets the California Department of Education's Checklist for Reopening Schools

The following checklist covers the following main categories:

- ✓ Local Conditions to Guide Reopening Decisions
- ✓ Protective Equipment
- ✓ Plan to Address Positive COVID-19 Cases or Community Surges
- ✓ Physical Distancing
- ✓ Cleaning / Disinfecting
- ✓ Injury and Illness Prevention Plan
- ✓ Employee Issues
- ✓ Campus Access
- ✓ Communication with Students, Parents, Employees,
- ✓ Hygiene Public Health Officials, and the Community

Timeline

(Our timeline is based on our most current information and can change based on factors when school starts or if state guidance changes.)

Present Day

CUESD is closed to students and the community, with all instruction occurring online via distance learning. Only Staff members are able to access the campus and must carry personal protective equipment (PPE) with them.

October 8, 2020

- Classroom-based “Traditional” school begins for K-6 grade with safety protocols at Camptonville Elementary School.
- Distance Learning starts for 7th and 8th grade.
- Distance Learning is available for all students that wish to not return to campus. Virtual instruction, lessons and testing are an option in lieu of traditional school.
- Home to School Transportation will not be offered at this time. Bus service will be re-evaluated on a continuous basis. Once it is determined that bus transportation can begin safely the community will be notified.
- After school practices and activities may continue with safety protocols.
- Extracurricular contests/events may begin without spectators (subject to change depending on the status of the county).

Tentative Spring 2020 (Pending ongoing improvement to Covid cases and county status)

- Spectators allowed at sporting events, performances, etc.
- School dances, rallies, etc. may resume.

- Student and staff travel to conferences and conventions may begin. The destination city/county must also be in a stage that allows for public events.

Custodial Practices and Procedures

CUESD Maintenance and Operations takes great pride in the care and cleanliness of our facilities. Details of all cleaning practices and procedures can be found in our district custodial guide and in our Injury and Illness Prevention Program (IIPP). In this plan we highlight some key areas on which we are focusing, and additional procedures, equipment, and practices being added to ensure a safe return to school.

- Hand Sanitizing Stations in all classrooms, gyms, offices, etc.
- Disinfecting Spray Bottles and paper towels in all classrooms, offices, etc. for student and staff interim disinfecting.
- Disinfecting Foggers on site for daily disinfecting.
- Soap and Paper Towel Dispensers checked and stocked regularly.
- Posting and floor markings for disinfecting where needed.
- Classroom furniture arrangements to improve distancing capabilities.
- Student and staff face coverings required
- Removal of unnecessary furnishings and clutter from classrooms and office areas.

All Students, Staff, and Visitors Should...

Wash Your Hands Often

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 70% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Cover Coughs and Sneezes

- Avoid touching your eyes, nose, and mouth with unwashed hands. If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw used tissues in the trash

Cover your mouth and nose with a Cloth Face Cover when around others in accordance with CDPH Guidance

- Although it is now considered rare, you could spread COVID-19 to others even if you do not feel very sick.
- The cloth face cover is meant to protect other people in case you are infected.
- Cloth face coverings should not be placed on anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- Cloth face coverings should not be worn during strenuous exercise such as during PE or athletic practices.
- Students and staff **MUST** wear face coverings when riding on buses and vans. As of 6/21/20 face coverings are required for students and staff. In the event face coverings are encouraged but not required, face coverings will be required on buses each day until the

student arrives on campus and goes through the check-in procedure.

- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 70% alcohol.

Monitor Your Health

- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19. Use the CDC Self-checker to help you.
- Take your temperature daily. Temperature checks will be part of the daily check in process (see Daily Check-In Process).
- Don't take your temperature within 30 minutes of exercising or after taking medications that could lower your temperature, like acetaminophen.

Clean and Disinfect Regularly

- In addition to daily cleaning and disinfecting from custodial staff, everyone should clean AND disinfect frequently touched surfaces regularly. This includes desk, tables, doorknobs, light switches, countertops, handles, phones, keyboards, faucets, and sinks.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- Disinfecting solutions and towels will be in every classroom, office, and common areas. Both students and staff should take precautions to wipe their areas down after use.

Staff, Student and Family Training

- Staff receives on-going updated in-person training on how to properly clean, disinfect, and self monitor during Covid. Training is provided by the Superintendent and mandatory for all staff.
- Students received daily instructions and reminders about personal hygiene, sanitation and health practices as part of their routines. These instructions are provided by the classroom teachers.
- Families are provided a training video which along with this manual, is designed to educate families on the practices and procedures required for our school to remain safe, compliant and open.

Classroom Logistics and Practices

CUESD believes that classroom-based instruction and the structure of attending school on a daily basis is critical to our students' educational and social-emotional well-being. To ensure they can have that opportunity, we have implemented some of the following practices for our classroom spaces. We ask for all staff to abide by the following guidance to the degree practicable for their space. The following serves as guidance, but each space has nuances that staff members will take into consideration as they prepare their rooms. Although classroom spaces are being cleaned and disinfected daily by custodial staff, these additional practices are designed to increase safety throughout the day.

Classroom Arrangements

Instructional Practices

- To the degree practicable, all student desks and tables should be arranged to allow for maximum student to student distancing
- Although we know cooperative learning is a best practice, during this time, students should not participate in cooperative learning structures that require physical contact or close proximity.
- During this time consider assignments and projects that reduce the need for collaboration and sharing of materials.
- All students should face the same direction rather than sitting in groups or facing each other.
- In situations in which students or staff must be face to face, a physical partition will be used.

School Schedule while attending in-person instruction via county waiver

Students grade TK-6 will be allowed to attend school in-person for a hybrid learning model. In-person instruction will occur daily from 8:30am-1:00pm with additional at-home work occurring from 1:30pm-2:30pm daily.

Students in grades 7th and 8th will continue on distance learning until Yuba County has been cleared to allow all students to return to in-person instruction.

Cohorting

The total enrollment for grades K-6 at Camptonville school is 40 students. Because of the family crossover between grades, and the low number of students, 2 cohorts will be

established (K-2 and 3-6). These cohorts will consist of 20 students and 2 adults, will not cross mingle to maximum extent possible and will have separate recess and lunch schedules. Seating will be 6 feet apart in all situations.

Provisional Plans

In situations in which a student may become ill and need to stay home for an extended period of time or if a family member is ill and the student is asked to stay home until they are cleared to return, it will be critical that simple access to classwork be available. Also, in a worst-case scenario in which the school would be forced to close for a period of time, instruction needs to remain as seamless as possible.

Using Google Classroom extensively can aid in this case. To that end, students and teachers SHALL:

- Ensure Google Classroom is being utilized as part of or in tandem with daily in-class instruction.
- Students and parents must ensure that student devices are readily accessible and able to connect to Wi-Fi and check both Gmail and Google Classroom daily.
- Reinforce student use of Google Suite Apps, particularly Google Docs to align with Google Classroom usage.
- Reinforce the use of student Gmail as the common means of student communication

Campus Logistics and Practices

Our schools include many areas for student daily activities including cafeterias, gyms, quads, libraries, etc. Areas will be clearly marked with reminders to distance along with general safety protocols to remind students of the importance of proper hygiene and personal protection. These spaces are cleaned and disinfected daily, but we will take extra precautions to promote distancing and cleanliness around campus and all facilities.

Common Areas

- Areas will be clearly marked with reminders to distance along with general safety.
- Water fill stations will still be available although water fountains may be blocked.
- Restrooms will remain stocked with proper hand washing supplies.

- Only one student will be allowed in a restroom at one time.
- Students in close proximity or close physical contact will be asked to separate.

Cafeteria / Food Service

- Students will be served breakfast and lunch in the cafeteria line.
- Lines will be marked for distancing.
- Dining will have a limited number of seating options in the cafeteria due to distancing which will be clearly marked. Additional outside seating will be provided.
- Students will give their number to the Food service worker.
- Food service workers will wear appropriate personal protective equipment.

School Offices

- CUESD will be limiting outside guests to individuals or agencies providing direct services to our students.
- Parents and guardians will be limited to waiting areas in offices unless they have an appointment on campus with an individual.
- All guests must wear face coverings until the guidance from CDPH says otherwise. Guests will go through the Check-In Process if they are interacting with students and staff.

What Happens When a Student Becomes Sick?

The COVID-19 virus is spreading throughout our county and will continue to do so until either a vaccine or herd immunity ends the spread altogether. As we learn more and more about the virus, we now know that our youth are affected. We also know much more about how the disease spreads and for how long a person may be contagious. With that knowledge, we are well prepared for what to do when a student or staff member exhibits symptoms or tests positive for COVID-19. Students, staff, and parents need to remember to self-screen daily. If they are exhibiting symptoms, they need to stay home and schedule an appointment with their health care provider to determine if they need to be tested. The CDC offers this Self-Checker to aid in this decision.

If a student, staff member, or family member within the household tests positive for COVID-19:

1. Seek medical care from your healthcare provider in accordance with CDC and County Guidelines.
2. Alert the school administration as quickly as possible to ensure the student can be provided with resources and to get started on Independent Study.
3. School campus will close for a 2 week (14 day) quarantine period. All students will begin distance learning. The campus will be disinfected and sanitized.
4. Positive tested students should not come to school until they have been cleared to do so by a licensed healthcare provider. If a family member is the one who is sick, you must follow the guidance from Public Health prior to returning to school.
5. Administration will notify the community of a positive COVID-19 test and recommend testing for all students. Staff who are symptomatic must provide a negative COVID-19 test to return to campus.
6. Contact Tracing will begin, with the school Superintendent and Office Manager acting as contact tracing officials in coordination with the county health office.

If a student becomes sick while at school or begins to exhibit any symptoms:

Student will be sent directly to the Office where they will be:

- a. Evaluated by Administration.
- b. Recommended for testing for COVID-19. School will contact public health to determine next steps.
- c. Asked whom they have been in close physical contact with (i.e. share food or beverage, held hands, hugged, etc.)
- d. Held in an isolation area until a parent/guardian comes to pick them up.
- e. Asked to remain home until test results either clear the student to return or

confirm a positive case.

Students sent home for exhibiting symptoms or awaiting test results will be provided Distance Learning opportunities while they are out.

Athletics and Extracurricular Activities

CUESD believes that classroom-based instruction, athletics, and other extracurricular and co-curricular activities play an integral role in student educational success and social-emotional wellbeing.

Coaches, Assistants, etc. will receive additional guidance as to safety protocols in alignment with athletic league rules and regulation Some protocols include, but are not limited to:

- Daily Health Screening
- Daily Equipment Disinfecting
- Hand Sanitizer in Practice Facilities
- Hydration and hygiene practices
- When and when not to wear face coverings

Athletic Contests/Games

Athletics contests and games will be suspended until CUESD and the competing schools' counties Covid levels have reached "moderate" or "orange" levels

Once Athletics are permitted, teams will be allowed to play other schools in our leagues that also plan to allow athletics. Typical year schedules and championships are not likely. More information will be provided as we receive it. For now, CUESD will abide by the following guidance for athletic events:

- No spectators, including parents, will be allowed at games until the county approves spectator attendance as part of the blueprint for covid-19

- Transportation to games is provided on school buses, but parents will be allowed to transport their students to and from games during this time.
- It is important to note that the home school we are playing will likely also not allow spectators, so parents will have to wait elsewhere.

Transportation Practices and Procedures

Bus service and transportation is suspended until it is deemed safe by the county health office to resume services.

CUESD remains committed to transporting its students to and from school and to school events. There has been much debate about how students could be socially distanced on school buses across the country with some districts opting out of bussing altogether for the next school year. Although CUESD is not required to provide bussing to all students, we know that it is in their best interest to continue doing so. However, there is not a realistic or feasible way in which we can substantially distance students on our school bus. Once it is determined we can successfully implement bussing, the following procedures will be followed:

- Disinfecting and cleaning after each route.
- Hand sanitizer on the bus.
- Open windows on buses as much as practicable, weather permitting
- Adjusted routes and possibly expanded routes to reduce more congested stops.
- Face coverings are required for students and staff. In the event face coverings are encouraged but not required, face coverings will be required on the bus each day until the student arrives on campus and goes through the check-in procedure.
- Any student exhibiting symptoms associated with COVID-19 will be sent directly to the Health Aide office.

Office Practices and Procedures

Our school and district offices are here to support students and parents. However, during this time, it is critical that we reduce the number of outside visitors to our sites as much as possible. To assist in this, we ask that parents and guardians:

- Use phone calls and emails as often as possible to handle office communication and attendance.
- When coming on campus we ask that parents and visitors maintain social distance and must wear a mask.
- Ensure all contacts are up to date in case we need to contact you or an approved contact for student pick-up.
- Limit school visits to just one family member.
- Wear a facial covering.
- Remain in designated areas only.

General Office Protocols

- Distancing signage and markers
- Hand Sanitizer Stations
- Wipe down and disinfect desks and chairs after office visitors
- Facial Coverings available for guests who need one
- Additional Spacing or Partitions for first point of contact areas

Distance Learning Options for Students

Although we believe that classroom-based instruction is still the best option for students from an educational and social-emotional standpoint and that our campuses will provide a safe learning environment for our students, we are aware and prepared for students and parents who may not feel ready to physically return to school daily. We also want to ensure that we have options for students who may be medically fragile or have compromised immune systems. CUESD has multiple options to meet the needs of these families. Students with disabilities will require an IEP decision to be placed in the appropriate educational setting if the setting is different from the current IEP.

Distance Learning Option

- Any Family who wishes to voluntarily remain on a distance learning program must notify administration prior to the start of in-person instruction (October 5th)
- Distance learning will be at the direction of the Classroom Teachers. Students in distance learning will participate in all daily class instruction via remote portals (google meets and classroom) to synchronously participate in real-time with their classmates.
- All work while on distance learning will be graded. Students **MUST** participate in all work to receive credit for school.
- 7th and 8th grade will continue utilizing distance learning until such time as Yuba County has been cleared to allow full in-person instruction for all grades.

Daily Check-In Process for Students

- Students will be screened while still in the car at the drop off line starting at 8:15am. Students should not arrive at campus earlier.
- Temperature Checks – 100.2° is the maximum temperature to stay at school. Temperature will be taken while the student is still in the car. Should their temperature exceed 100.2, they will not be allowed to enter the campus.
- Students walking to campus will have their temperature checked upon arriving at the entrance. Any student with a temperature exceeding 100.2 will be held in isolation until a parent or guardian can pick them up.
- Hands stamped when students have had their temperature checked
- Students will not be allowed in the class once the tardy bell has rung and will need to go to the office to check in if they are tardy.
- Students grade K-8 are required to wear face coverings throughout the day with students in K-2 allowed to wear face shields in lieu of masks.

Daily Check-In Process for Staff

Bus Drivers: Temperature Screenings conducted by Maintenance and Transportation Lead prior to Departure for Bus Routes

Certificated and Classified: Temperature Checks for Staff when arriving to campus (conducted by the health clerk or District Office staff) – 100.2° is the maximum temperature to stay at school – *Staff must have temperature taken prior to removing mask and contact with anyone on campus.*

Campus Map and Movement Patterns

