

Date: January 31, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

French Gulch-Whiskeytown Elementary School

Number of schools:

1

Enrollment:

29

Superintendent (or equivalent) Name:

Moira Casey

Address:

POB368

Phone Number:

5303592151

City

French Gulch

Email:

mcasey@frenchgulchschool.com

Date of proposed reopening:

Reopened in hybrid format with

County:

Shasta

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

TK-8 single school Public ElementaryDistrict

Grade Level (check all that apply)

TK

2nd

5th

8th

11th

K

3rd

6th

9th

12th

1st

4th

7th

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, Moira Casey, 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:

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.

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?)

*FGWS has two instructional groups: K-4 (17 students divided between two conjoined rooms 10 in one 7 in the other) and 5-8 (12 students) minimum number of students in each configuration is based on the availability of adult supervision 14 student maximum number of students in each space to maintain social distance of 6 ft

*Original reopening plans were based on a hybrid model scheduled by parent preference/ work schedules: Monday/Tuesday cohort Thursday/Friday cohort Wednesday designated as an intensive tutoring 1:1 or small group instructional day based on teacher determination and/or parent request (Students on IEPs given first priority) first day of school under the hybrid format: August 14, 2020

*Students ate lunch in their cohort classrooms during the hybrid period

*5 day a week face to face reopening started on November 16, 2020

*Rooms reflect furniture placement maintaining 6 ft of social distancing during instructional time

*Return to eating lunch in the cafeteria on November 16, 2020. Cafeteria benches marked with stickers to give a visual reminder to maintain social distancing.

*K-4 students seated at tables with lunch trays brought to them to avoid a serving line.

*One cohort eats at a time. Tables and benches sanitized between cohort dining

*Play structure is sanitized between different cohort use

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

Classes are not departmentalized

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

No elective programs

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.

*Parents are asked to wait in the vestibule of the school or just outside the main entrance while their students are brought to them.

*Recess and lunch periods are scheduled to avoid mixing of the two cohorts.

*Lunch rooms tables and benches are sanitized between seatings.

*An air purifier is located in the gym/lunch room area. Doors are left open, weather permitting, to promote fresh air flow.

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

Masks required by all entering the school. Disposable masks are provided to those without them.

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.

*Parents are requested to check their students each morning before school for any Covid like symptoms. A Covid symptom "decision tree" was distributed to all families earlier in the year.

*Staff members are also asked to do self checks at home prior to coming to work.

*All persons entering the building are temperature checked. Temperatures are recorded .

*A student registering a temperature of 100.4 or higher is isolated in Room 3 with a PPE protected staff member supervising. Student's parent is contacted with a request to pick the child up as soon as possible. Room 3 thoroughly sanitized 24 hours after occupancy by symptomatic student

*Staff members registering a symptomatic temperature are asked to return home immediately.

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.

*Hand sanitizer is available at the entrance to the school, outside each classroom and at sinks in each classroom.

*Liquid soap dispensers are available in each classroom.

*Students are asked to wash hand frequently: upon entering the classroom each morning, before and after lunch and before and after recess.

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.

*FGWS' Covid-19 liaison will contact the family/staff member to determine the quarantine period.

* Incident(s) will be recorded on the SCOE data base.

*County health department officials will be informed.

*Contact tracing within the school will begin immediately with school notification to parents of the incident and the action the school will take.

*Determination of the need to further quarantine a class or the school will be communicated with a connect ed message, posting on the school website and teacher class group text messaging.

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

*Student desks are spaced 6 ft a part.

* Distancing stickers are in place in classrooms, the gym/lunch room and on the lunchroom benches as visual reminders to safely socially distance.

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

Maximum: 10 feet

Minimum 6 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 was trained prior to the opening of school. They proof read and contributed to the opening plan itself. Families were given the FGWS opening plan that outlined the safety measures and guidelines that were necessary to open and keep school open. Parents met with their student(s)' teacher(s) prior to school opening. The FGWS Covid-19 school opening plan requirements and practices were discussed.

*Frequent comments regarding our progress in maintaining the articulated CDC guidelines are mentioned in the weekly newsletter.

*Teachers and students are reminded to increase social distance when necessary.

*Students are reminded to properly wear their masks as needed (nose covered!).

*New disposable masks are issued to students as needed throughout the day to maintain the integrity of the masking guideline.

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.

*Quarantine of those exhibiting Covid-19 symptoms will begin immediately and maintained until a Covid test is administered to rule a positive case in or out. In the case of minor symptoms as detailed on the Covid-19 Decision Tree, student or staff member will remain home until a 24 hour symptom free period has lapsed without taking OTC fever reducing pain medications (Tylenol, aspirin, etc)

*Testing sites are available on Shasta Ready by the public health department but will be printed out for families or staff as needed.

* Persons with first hand exposure to someone verified as positive for the virus will be asked and expected to comply with a 14 quarantine period based on the first day of exposure to the individual who tested positive .

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

Staff has participated in voluntary Covid-19 testing since August.

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.

*Student test results are asked to be made available to the school.

*Home quarantine is required for 14 days both with or in the absence of verification of a Covid test as long as symptoms persist.

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

none at this time

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.

SCOE and the Shasta County Health Department have teamed together to provide written communication to families and staff regarding possible exposure to the virus at school. These communications detail needed information to stay safe and act responsibly while maintaining the privacy of the individual who presented with the virus while in physical attendance at school at the onset of symptoms.

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

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:

Both certificated and classified staff members have been notified of the process of quarantine based on circumstances (direct and indirect exposure to the virus), the steps that will be taken to assure that the virus is not spread, the need for contact tracing in positive cases, and the value of periodic asymptomatic testing. Following CDC guidelines with students and other staff members is an ongoing reminder and check in process.

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

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Shasta. County has certified and approved the CRP on this date: TBA. 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](#)