



# Covid-19 Reopening Plan

**2020-2021**

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## **HEALTH AND SAFETY**

The health and safety of students and staff is the top priority when making the decision to physically reopen school campuses for use by students, staff, and others. STREAM is working with Butte County Public Health and Butte County Office of Education officials in making the decision to safely reopen. Per CDC recommendations, the CDE requires all staff and students (recommended and encouraged for K-2 students) to wear cloth face coverings or face shields while at school and maintain 6 feet of physical distance during school activities.

STREAM has established plans and protocols to provide as safe of a campus as possible for our students and staff. Knowing that there is not a “one-size-fits-all” solution for opening schools across California’s 1,000 schools/districts, the CDE has created a comprehensive checklist of health and safety items that schools/districts should use to guide the important reopening decisions they will be making. This checklist was developed in consultation with the California Department of Public Health, the California Division of Occupational Safety and Health, school labor and management representatives, California LEAs, and officials from other states to provide a comprehensive menu of considerations for LEAs.

While the checklist focuses on statewide guidance, the final decision to reopen will be made by STREAM while working in close collaboration with Butte County Public Health and community stakeholders, including families, and staff. Should a waiver be granted by Butte County Public Health, then STREAM would need to decide when to reopen under waiver provisions. A waiver does not waive any health or safety protocols, it simply waives the order to close and would allow STREAM to begin reopening with our younger students. When STREAM reopens, it is important that we continue to communicate with local and state authorities to monitor current disease levels and the capacities of the local health providers and health care systems. This checklist will support our ongoing collaboration with our school community and health professionals about reopening strategies.

### **The following checklist covers the following main categories:**

1. Local Conditions to Guide Reopening Decisions
2. Plan to Address Positive COVID-19 Cases or Community Surges
3. Injury and Illness Prevention Plan
4. Campus Access
5. Hygiene
6. Protective Equipment
7. Physical Distancing
8. Cleaning/Disinfecting
9. Employee Issues
10. Communication with Students, Parents, Employees, Public Health Officials, and the Community
11. When a Staff Member, Student, or Visitor becomes Sick
12. Instructional Program
13. STREAM Timeline for Reopening
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# CDE HEALTH AND SAFETY CHECKLIST

## LEA Checklist for Physically Reopening Campuses for Students

**Local Conditions.** Ensure that the following local conditions are in place:

**a. Flexibility or Lifting of State Stay-Home Order**

**i.** The state has lifted or relaxed the stay-home order to allow schools to physically reopen.

**b. Flexibility or Lifting of County Stay-Home Order or the granting of a waiver to reopen**

**i.** The county has lifted or relaxed the stay-home or shelter-in-place order or has provided an opportunity to submit a request a waiver to allow schools to physically reopen.

**c. Local Public Health Clearance.** Local public health officials have made determinations, including, but not limited to, the following:

**i. Testing Availability.** STREAM will consult with local public health officials to ensure adequate tests and tracking/tracing resources are available for schools to reopen. Employees have access to COVID-19 testing at regular and ongoing intervals. Testing of staff will take place every other month, as practicable, when in contact with students. Rapid testing can be obtained at the primary care provider, immediate care clinic, or community testing site. Free tests are available by appointment at the fairgrounds in Chico, <https://lhi.care/covidtesting> (or at 888-634-1123), or visit [buttecounty.net/ph](https://buttecounty.net/ph) to see other options.

**ii.** Sufficient duration of decline or stability of confirmed cases, hospitalizations, and deaths.

**iii.** Sufficient surge capacity exists in local hospitals.

**iv.** If a waiver is available, STREAM may apply for a waiver to reopen with a limited capacity of students.

**d. Equipment Availability**

**i.** STREAM has sufficient protective equipment to comply with California Department of Public Health (CDPH) guidance for students and staff appropriate for each classification or duty, as well as relevant California Division of Occupational Safety and Health Administration (Cal/OSHA) requirements. The state has also provided some PPE.

**ii.** STREAM has a plan for an ongoing supply of protective equipment with accounts at several vendors.

**iii.** STREAM has purchased a sufficient number of non-contact thermal scan thermometers for symptom screenings. The state has also provided a few.

**iv.** STREAM has considered the differing requirements of PPE/EPG for the differing populations of students with disabilities (i.e., for those requiring medical procedures, toileting, lifting and mobility assistance) or staff preference for teaching and purchases face shields as well as masks.

**e. Cleaning Supply Availability**

**i.** STREAM has enough school-appropriate cleaning supplies to continuously disinfect the school site in accordance with CDPH guidance. We have purchased a several month supply.

**ii.** STREAM has sufficient supplies of hand sanitizers, soap, handwashing stations, tissues, no-touch trash cans, and paper towels. We have purchased a several month supply.

## **Plan to Address Positive COVID-19 Cases or Community Surges**

a. STREAM has a plan to close school again to physical attendance of students, if necessary, based on public health guidance and in coordination with BCPH. **Appendix 1**

b. In accordance with CDPH guidance, when a student, teacher, or staff member or a member of their household tests positive for COVID-19 and has exposed others at the school implement the following steps:

i. In most cases, the infected student/employee will notify the employer of a positive test result. If so, the STREAM Director will notify BCPH.

1. If the infected student/employee is at home, they will be instructed to stay home.

2. If the infected employee is at school, they will be sent home immediately.

3. If the infected student is at school, they will put on a mask and be isolated until a parent/guardian arrives. The isolation area is the green bench just outside the back door of the school office (in a covered, but little trafficked area, with windows for visibility by staff).

4. BCPH will determine whether the infected student/employee had prolonged direct contact (within 6 feet for more than 15 minutes) with other students/employees during the two days before symptoms first started or since the case tested positive.

5. BCPH and STREAM will assess full or partial closure of the school based on employee/student close contact during infectious period and physical presence on campus. In conjunction with BCPH, the school will identify students and employees who may have had close contact with the infected student/employee and the last date of exposure.

6. STREAM will perform assessment of the facility and arrange for thorough cleaning and disinfecting areas where the infected student/employee was present while infectious. BCPH will work with STREAM to notify all close contacts of infected employee.

7. STREAM may allow an infected student/employee to learn/work remotely if they are well enough and are able to do so from home.

8. Infected students/employees should not return to class/work until meeting the criteria. BCPH will determine when the infected student/employee is released from isolation. Written documentation of release from isolation can be provided by BCPH.

**A. No Symptoms** – At least 10 days have passed since positive test result and no symptoms have developed since a positive test result. Positive results after 10 days do not necessarily mean that the infected student/employee is still infectious to others. There are reports of patients having positive tests for weeks and months after no longer being infectious. BCPH will determine when the infected student/employee is released from isolation.

**B. Symptoms** – At least 10 days have passed since symptom onset (or from the testing date if asymptomatic) and the infected student/employee must have no fever (without the use of fever-reducing medication) for 24 hours and the infected student/employee's symptoms have improved. The recovered student/employee may return to work. The student/employee should follow all recommendations by their healthcare provider and BCPH (if any), maintain good hygiene practices, and continue to self-monitor for any symptoms.

**C. Exposure** – Close contact is being within 6 feet of a person with confirmed COVID-19 for 15 minutes or more, direct physical contact - such as hugging or kissing, and/or contact with respiratory secretions – such as a close cough or sneeze.

**Close Contact** – BCPH will monitor a student/employee for symptoms during the quarantine period. It is recommended that all those in quarantine get tested for COVID-19 on day 3 to 5 and day 14 of their quarantine period. Rapid testing can be obtained by the primary care provider, immediate care clinic, or community testing site. No cost tests are available at the fairgrounds in Chico, by appointment at <https://lhi.care//covidtesting> (or at 888-634-1123), or visit [buttecounty.net/ph](http://buttecounty.net/ph) to see other options.

If a student/employee has been in close contact with someone who has tested positive or is being tested for COVID-19, they should self-quarantine and self-monitor.

If a student/employee has been in close contact with someone who might have been exposed to someone with COVID-19, whether that person is exhibiting symptoms or not, they should self-monitor and maintain physical distance.

If a student/employee has been in close contact with someone else who might have been exposed to COVID-19, they should maintain physical distance.

**Contact Tracing** – STREAM will document/track incidents of possible exposure and notify local health officials, staff and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records. The Director and/or staff liaison will serve a coordinating role to ensure prompt and responsible notification. If a student is exhibiting symptoms of COVID-19, staff will communicate with the parent/caregiver and refer to the student's health history form and/or emergency card. STREAM will continue to track daily attendance in each classroom, including adults who visit classrooms, to trace potential exposure contacts. STREAM will cooperate and work alongside BCPH to provide notification of exposed persons/staff/families with attention to confidentiality (HIPPA/FERPA). STREAM will notify and submit contact lists to BCPH of exposed students and staff immediately (in descending order of attempt) via phone, text, or email.

- ii. In accordance with standard guidance for isolation at home after close contact, the classroom or office where the COVID-19-positive individual was based will typically need to close temporarily as students or staff isolate.
- iii. Additional close contacts at school outside of a classroom should also isolate at home.
- iv. Additional areas of the school visited by the COVID-19-positive individual may also need to be closed temporarily for cleaning and disinfection.
- v. STREAM has developed a plan for continuity of education, medical and social services, and meal programs and established alternate mechanisms for these to continue.

### **Injury and Illness Prevention Program (IIPP)**

a. STREAM has updated the IIPP to address unique circumstances during the COVID-19 crisis and make updates accessible to employees and parents.

**Campus Access.** STREAM has developed a plan to minimize access to campus, and limit nonessential visitors, facility use permits, and volunteers.

a. STREAM will exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff should discuss with the parent or caregiver and refer to the student's health history form or emergency card to identify whether the student has a history of allergies, which would not be a reason to exclude.

**b.** STREAM will monitor staff and students throughout the day for signs of illness and determine any special or unique needs for students with disabilities related to planned procedures.

**c.** Students—Entering Campuses

**i. Passive Screening.** STREAM will instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.

**ii. Active Screening.** STREAM will engage in symptom screening as students enter campus, consistent with public health guidance, which includes visual wellness checks and temperature checks with non-contact thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test. Document/track incidents of possible exposure and notify local health officials, staff and families immediately of any exposure to a positive case of COVID-19 at school while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.

**iii.** All students must wash or sanitize hands as they enter campuses.

**iv.** STREAM will provide supervised, sufficient points of access to avoid larger gatherings.

**v.** STREAM will use privacy boards or clear screens when practicable.

**vi.** If a student is symptomatic while entering campus or during the school day:

**1.** Students who develop symptoms of illness while at school will be separated from others right away and isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, we will ensure physical distancing. Our isolation area is a landscaped area just outside the backdoor to our school office, but visible through the floor to ceiling windows. We have benches that are separated by more than six feet, there is no traffic through there, and the benches are covered by the eave of the roof and on a sidewalk. There is a locked gate, in relative proximity, where parents can pick up their child. Although this is the area we always use, as it is covered and protected on all sides, we will also use the first room off the school office, if necessary, due to inclement weather conditions or if we have a high number of students requiring isolation.

**2.** Any students or staff exhibiting symptoms will be required to immediately wear a face covering and wait in an isolation area until they can be transported home or to a health care facility.

**3.** Students will remain in isolation with continued supervision and care until picked up by an authorized adult.

**4.** STREAM will follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related.

**5.** STREAM will advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation.

**vii.** STREAM will protect and support students who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing virtual learning.

**d.** Staff—Entering Campuses

**i. Passive Screening.** STREAM will instruct staff to self-screen before leaving for work (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, check for symptoms outlined by public health officials) and to stay home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.

**ii. Active Screening.** STREAM will engage in symptom screening as staff enters, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all staff about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.

**iii.** All staff must wash or sanitize hands as they enter worksites.

**iv.** STREAM will exclude employees who are exhibiting symptoms from the workplace.

1. Staff members who develop symptoms of illness will be sent to medical care. Teachers will have emergency substitute plans in place.

2. STREAM will create a procedure for reporting the reasons for exclusions. **Appendix 2**

3. STREAM will advise sick staff members not to return until they have met CDC criteria to discontinue home isolation.

4. STREAM will adhere to CDPH guidelines for periodic testing of staff for COVID-19.

**e. Outside Visitors and Groups**

**i.** STREAM will limit access to campus for parents and other visitors.

**ii.** STREAM will evaluate whether and to what extent external community organizations can safely utilize the site and campus resources. Ensure external community organizations that use the facilities also follow the school's health and safety plans and CDPH guidance.

**iii.** STREAM will review facility use agreements and establish common facility protocols for all users of the facility.

**iv.** STREAM has established protocol for accepting deliveries safely. **Appendix 3**

**Hygiene.** STREAM will address hygiene practices to ensure personal health and safety in school facilities and vehicles.

**a. Handwashing.** In accordance with CDPH and Cal/OSHA guidance and in consultation with local public health officials, STREAM has developed a plan for handwashing that includes:

**i.** We have sanitizing stations just outside each classroom so students and staff will sanitize their hands prior to entering classrooms/office. All students and staff will be encouraged to wash their hands as soon as practicable after entering the classroom. Students and staff will also be encouraged to wash hands prior to eating lunch and sanitize hands after lunch, recess, and P.E.

**ii.** Ensuring sufficient access to handwashing and sanitizer stations, including portable sanitizing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent possible.

**iii.** Ensuring fragrance-free hand sanitizer (with a minimum of 60 percent alcohol) is available and supervised at or near all workstations and on buses. Children under age nine should use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222. Note: frequent handwashing is more effective than the use of hand sanitizers.

**b.** STREAM will train staff and students on proper handwashing techniques and PPE/EPG use, including the following:

- i.** Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.
- ii.** Wash hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
- iii.** CDC guidance on proper PPE use.

**c.** STREAM will teach staff and students to:

- i.** Use tissue to wipe the nose and cough and sneeze inside the tissue.
- ii.** Not touch the face or face covering.

**Protective Equipment.** STREAM will address protective equipment needs to ensure personal health and safety in school facilities and vehicles.

**a.** According to CDC guidance:

- i.** Training and information will be provided to staff and students on proper use, removal, and washing of cloth face coverings.
- ii.** Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. The school should make reasonable accommodations such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons. Per Cal/OSHA, considerations for face shields should include a cloth drape attached across the bottom and tucked into shirt.
- iii.** Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). Cloth face coverings are not surgical masks, respirators, or personal protective equipment.
- iv.** A cloth face covering or face shield should be removed for meals, snacks, map time, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.

**b.** Staff Protective Equipment

- i.** As recommended by the CDC, all staff should wear face coverings. Per CDPH guidance, teachers could use face shields, which enable students to see their faces and to avoid potential barriers to phonological instruction.
- ii.** STREAM will provide masks if the employee does not have a clean face covering.
- iii.** STREAM will provide other protective equipment, as appropriate for work assignments.
  - 1.** For employees engaging in symptom screening, STREAM will provide surgical masks, face shields, and disposable gloves.
  - 2.** For front office and food service employees, STREAM will provide face coverings and disposable gloves.
  - 3.** For custodial staff, STREAM will provide equipment and PPE for cleaning and disinfecting, including:

A. For regular surface cleaning, gloves appropriate for all cleaning and disinfecting.

B. Classified staff engaged in deep cleaning and disinfecting should be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions. All products must be kept out of children's reach and stored in a space with restricted access.

C. Cal/OSHA requires that PPE be provided and worn to effectively protect employees from the hazards of the cleaning products used and training be provided to staff on the hazards of chemicals.

c. Student Protective Equipment

i. Students will use cloth face coverings, especially when physical distancing cannot be maintained. STREAM will individually address students with disabilities who refuse or are not able to wear masks. At a minimum, face coverings should be worn:

1. While waiting to enter the school campus.
2. While on school grounds (except when eating or drinking).
3. While leaving school.
4. Students in grades TK through second will be encouraged to wear face coverings.

**Physical Distancing.** STREAM will work to meet physical distancing standards in school facilities and vehicles, will clearly define how staff can honor physical distancing recommendations, yet meet student medical, personal, or support needs, and will determine how adequate space and facilities will be utilized to maintain health and safety of students and staff, especially when tending to individual student medical or personal needs.

a. STREAM will limit the number of people in all campus spaces to the number that can be reasonably accommodated while maintaining 6 feet of distance between individuals. (6 feet is the current minimum recommendation for physical distancing from the CDC, but it is important to pay attention to future modifications in public health recommendations.)

b. To the extent possible, and as recommended by the CDC, STREAM will create smaller student/educator cohorts, by classroom, to minimize the mixing of student groups throughout the day and minimize movement of students, educators, and staff as much as possible.

c. In a circumstance where sufficient physical distancing is difficult or impossible, all individuals, including staff and students (with the exception of TK-second grade students who will be encouraged to wear a mask), will wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible.

d. Student Physical Distancing. STREAM plans to:

i. Limit number of students physically reporting to school, if needed to maintain physical distancing.

1. Determine student and staff capacity of meeting 6-foot physical distancing objectives.
2. Consider various strategies outlined in the Instructional Program Models in the guidance document, such as early/late start times and blended learning models.
3. Gates and sidewalks will be marked with sign to indicate traffic patterns for entry and exit. Gates will be marked as entry or exit only. Sidewalks will indicate a clockwise pattern as students/staff move through campus between gates and/or classrooms.

4. Line up areas for classrooms will be marked in six foot intervals.
- ii. The CDC recommends virtual activities in lieu of field trips and intergroup events.
- iii. STREAM will post signage and install barriers to direct traffic around campus.
- iv. Buses – not used at STREAM
- v. Playgrounds/Outside Spaces/Athletics
  1. Increase supervision to ensure physical distancing. While on campus, during recess, each classroom will have their own space/time so that the cohorts remain stable
  2. Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.
  3. Larger gates will be in use to allow for distancing requirements.
- vi. Classrooms
  1. Determine maximum capacity for students of each classroom while meeting 6-foot physical distancing objectives.
  2. In accordance with CDC and CDPH guidance, ensure desks are a minimum of 6 feet apart and arrange desks in a way that minimizes face-to-face contact. Sneeze guards are installed on tables, to create cubicle spaces, when desks are not available.
  3. If necessary, utilize other campus spaces for instructional activities (e.g., lecture halls, gyms, auditoriums, cafeterias, outdoors).
  4. If necessary, broadcast to other classrooms and students distance learning at home.
  5. Increase staffing to ensure physical distancing for younger students and students with special needs.
  6. Arrange developmentally appropriate activities for smaller group activities and rearrange furniture and play spaces to maintain separation, when possible.
  7. Address physical distancing objectives as students move between classrooms.
  8. Address potential issues from physical distancing rules that could result in unintended segregation of students with disabilities on campuses away from peers without disabilities.
  9. Each classroom/office has a single user restroom, so distancing is not a problem there.
- vii. Food Service
  1. STREAM will limit physical interaction during meal service and use pre-packaged food and beverages. While on campus, during lunch, each classroom will have their own space/time so that the cohorts remain stable.
  2. Suspend use of self-service buffets for food and condiments.
  3. Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult.
  4. With an approved National School Lunch Program waiver, offer meal delivery for students quarantined or in a home-based cohort.
  5. If providing meal service in classrooms, plan for cleaning and trash removal.
- e. Staff
  - i. Use a plan that ensures physical distancing among staff in their work environment to reduce spread of the virus that includes:

1. Avoiding staff congregation in work environments, break rooms, staff rooms, and bathrooms.
  2. Avoiding grouping staff together for training or staff development. Consider conducting the training virtually or, if in-person, ensure distancing is maintained.
- ii. Adjust staff schedules to accommodate new student schedules and physical distancing strategies.
  - iii. In accordance with Cal/OSHA regulations and guidance, evaluate all workspaces to ensure that employees can maintain physical distancing to the extent possible.
    1. Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students.
    2. If physical distancing between workspaces or between employees and students and visitors is not possible, add physical barriers that cannot be moved to separate workspaces.

**Cleaning and Disinfecting.** STREAM will continue to meet cleanliness and disinfecting standards in school facilities and vehicles.

- a. Overall Cleanliness Standards. STREAM will meet high cleanliness standards prior to reopening and maintain a high level during the school year.
- b. In accordance with CDC guidance, avoid sharing of electronic devices, toys, books, and other games or learning aids.
- c. Limit stuffed animals and any other toys that are difficult to clean and sanitize.
- d. In accordance with CDC and California Department of Pesticide Regulation (CDPR) guidance, and in consultation with local public health officials, develop a plan that includes:
  - i. A safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning.
  - ii. Disinfecting surfaces between uses, such as:
    1. Desks and tables
    2. Chairs
    3. Keyboards, phones, headsets, copy machines
  - iii. Disinfecting frequently—at least daily—high-touch surfaces, such as:
    1. Door handles
    2. Handrails
    3. Drinking fountains
    4. Sink handles
    5. Restroom surfaces
    6. Toys, games, art supplies, instructional materials
    7. Playground equipment
  - iv. When choosing disinfecting products, using those approved for use against COVID-19 on the Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 and follow product instructions.

1. To reduce the risk of asthma related to disinfecting, aim to select disinfectant products on the EPA List N with asthma-safer ingredients (hydrogen peroxide, citric acid, or lactic acid).
  2. Avoid products that mix these ingredients with peroxyacetic acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma.
  3. Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
- v. When cleaning, airing out the space before children arrive. Plan to do thorough cleaning when children are not present.
- vi. Closing off areas used by any sick person and not using before cleaning and disinfection. To reduce risk of exposure, wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible.
- e. Adequate Outdoor Air Circulation
- i. In accordance with CDC guidance, ensure that ventilation systems and fans operate properly and increase circulation of outdoor air as much as possible by opening windows and doors and other methods. Do not open windows and doors if doing so poses a safety or health risk to children using the facility (for example, allowing pollen in or exacerbating asthma symptoms). Maximize central air filtration for heating, ventilation, and air conditioning (HVAC) systems (targeted filter rating of at least MERV 13). STREAM also uses air purifiers during the school day.
- f. Take steps to ensure that all water systems and features (e.g., drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
- g. Keep each child's belongings separated and in an individually labeled storage container, cubby, or area. When not in use, masks will be stored in a clean paper bag in the student's cubby or backpack. Belongings will be sent home each day to be cleaned.

**Employee Issues.** Engage employees on COVID-19 plans and provide necessary training and accommodations.

- a. Revisit existing agreements.
- i. Engage in addressing the relevant employee issues in this checklist. Ideally, these are matters that would be resolved as part of the reopening planning process and prior to school starting so as to provide clarity for reopening.
- b. Staffing Ratios
- i. Ensure staffing levels are sufficient to meet unique facility cleanliness, physical distancing, student learning, and health and safety needs to address COVID-19.
  - ii. Consider rolling staff cohorts to meet needs and avoid overwork.
- c. Develop and provide staff training or utilize state-provided training on:
- i. Disinfecting frequency and tools and chemicals used in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations. For staff who use hazardous chemicals for cleaning, specialized training is required.
  - ii. Physical distancing of staff and students.
  - iii. Symptom screening, including temperature checks.

**iv.** Updates to the Injury and Illness Prevention Program (IIPP).

**v.** State and local health standards and recommendations, including, but not limited to, the following:

- 1.** Proper use of protective equipment, including information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. Also include training on removal and washing of cloth face coverings.
- 2.** Cough and sneeze etiquette.
- 3.** Keeping one's hands away from one's face.
- 4.** Frequent handwashing and proper technique.
- 5.** Confidentiality around health recording and reporting.

**vi.** Training for school health staff on clinical manifestations of COVID-19, pediatric presentations, and CDC transmission-based precautions.

**vii.** Training on trauma-informed practices and suicide prevention.

**d.** Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. Employees should know who they are and how to contact them. STREAM's liaisons are Don Phillips and Shannan Miller.

**e.** Reasonable Accommodations

**i.** Protect and support staff who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing options such as telework or negotiated change in classification or duties.

**ii.** If reasonable accommodations are not practicable, STREAM will work with the employee to develop a flexible leave plan that endeavors to avoid exhausting the employee's earned leave.

**e.** Staff Testing

**i.** Once we have reopened to at least some in-person instruction, STREAM will engage in screening testing based on the local disease trends. If epidemiological data indicates concern for increasing community transmission, we will increase testing of staff to detect potential cases as lab testing capacity allows.

Staff includes any STREAM employee that may have contact with students or other staff. STREAM will test periodically, as testing capacity permits and as practicable, including a frequency of testing all staff over each two month period – testing half of the staff each month.

School staff are essential workers, and staff includes teachers, paraprofessionals, cafeteria workers, janitors, bus drivers, or any other school employee that may have contact with students or other staff. In accordance with CDC recommendations that acknowledge the importance of transmission of the COVID-19 virus (SARS-CoV-2) from asymptomatic individuals

School districts and schools shall "screen" staff periodically as testing capacity permits and as practicable, using only FDA-approved PCR test methods and not "antigen" or "antibody" methods, in accordance with CDPH guidelines for testing symptomatic vs asymptomatic individuals. Examples of recommended frequency include testing all staff over 2 months,

where 25% of staff are tested every 2 weeks, or 50% of staff every month to rotate testing of all staff over time.

School staff will be tested by collecting specimens on site, or they may choose to go to their primary health care provider, or local community testing site. Available testing sites in Butte County can be found at <https://www.buttecounty.net/Portals/21/COVID-19/COVIDTestingLocations.pdf?ver=2020-06-26-092239-917>.

## **Communication with Students, Parents, Employees, Public Health Officials, and the Community**

**a.** School leaders will engage stakeholders, including families, staff, and labor partners in the school community, to formulate and implement the plans in this checklist. Primary means of communication will be via a general email or through Bloomz.

**b.** STREAM will communicate (via general email or through Blooms) to staff, students, and parents about new, COVID-19-related protocols, including:

- i.** Proper use of PPE.
- ii.** Cleanliness and disinfection.
- iii.** Transmission prevention.
- iv.** Guidelines for families about when to keep students home from school.
- v.** Systems for self-reporting symptoms.
- vi.** Criteria and plan to close schools again for physical attendance of students.
- vii.** STREAM will provide educational materials and virtual education to families in the following safety actions:
  - Enhanced sanitation practices
  - Physical distancing guidelines and their importance
  - Proper use, removal, and washing of face coverings
  - Screening practices
  - How COVID-19 is spread
  - COVID-19 specific symptom identification
  - Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19
  - For workers: COVID-19 specific symptom identification and when to seek medical attention
  - The plan and procedures to follow when children or adults become sick at school
  - The plan and procedures to protect workers from COVID-19 illness

A certificate of completion will be required from families/staff prior to returning to in-person instruction.

**c.** Target communication for vulnerable members of the school community via phone or an individualized, confidential email.

**d.** Implement the communications plan if the school has a positive COVID-19 case.

**i.** Address the school's role in documenting, reporting, tracking, and tracing infections in coordination with public health officials.

**ii.** Notify staff and families immediately of any possible cases of COVID-19. Review legal responsibilities and privacy rights for communicating about cases of the virus.

Communications will be general, not targeting any student/staff person as the transmitter of the virus, always following FERPA and HIPAA protocols.

**iii.** Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.

**iv.** Provide information to parents regarding labor laws, Disability Insurance, Paid Family Leave, and Unemployment Insurance.

**v.** Advise sick staff members and children (via individual notification by phone or email) not to return until they have met CDC criteria to discontinue home isolation.

**vi.** Inform those who have had close contact with a person diagnosed with COVID-19 (via phone or email – while sensitive to FERPA and HIPAA laws) to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance.

### **When a Staff Member, Student, or Visitor Becomes Sick**

**a.** Anyone who exhibits symptoms of COVID-19 will be separated to an isolation room or area and will wear a face covering until they can be transported home or to a healthcare facility as soon as practicable.

**b.** A person should be transported home or to a healthcare facility when they are exhibiting COVID-19 symptoms:

- Fever
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Fatigue
- Muscle Pain
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

For severe injury or illness, call 911 without delay. Seek medical attention if COVID-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face.

**As required by the state/county:** Any student or staff person with Influenza-like or COVID-19-like symptoms that have not been explained by another condition as diagnosed by a medical professional needs to be tested for COVID-19 with an FDA EAU-authorized test, according to the most up to date guidance from CDC and CDPH (available at:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>

And

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/testing-overview.html>

- c. STREAM will notify local health officials immediately of any positive case of COVID-19 and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws.
- d. Areas used by any individual suspected of being infected with the virus that causes COVID-19 will be closed off and not used before cleaning and disinfection. To reduce risk of exposure, employees will wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as practicable. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation recommended for cleaning. Keep disinfectant products away from students.
- e. Sick staff members and students will be advised to not return until they have met CDC criteria to discontinue home isolation, including at least 24 hours with no fever, and no fever-reducing medication.
- f. STREAM will ensure that students, including students with disabilities, have access to instruction when out of class, as required by federal and state law.
- g. STREAM will offer distance learning based on the unique circumstances of each student who would be put at risk by an in-person instructional model (such as: students with or family members with a health condition, those who regularly interact with high risk individuals, those identified by parents/guardians as high risk, or circumstances that merit distance learning)
- h. The necessary processes and protocols, in accordance with CDPH guidelines, will be implemented if STREAM has an outbreak.
- i. The Director will investigate the COVID-19 illness and exposures and determine if any work related factors could have contributed to the risk of infection. Protocols will be updated, as needed, to prevent further cases.

## **Returning to Distance Learning (if necessary)**

### Criteria for a return to distance learning

- a. If two students in a cohort test positive that cohort will switch to distance learning for 14 days and if two or more cohorts have 2 students test positive the school will switch back to distance learning.
- b. Considerations include:
  - Director will check state and local orders and health department notices daily about transmission in the area or closures and adjust operations accordingly.
  - When a student, teacher or staff member tests positive for COVID-19 and has exposed others at the school, STREAM will refer to the CDPH Framework for K-12 Schools and implement the following steps:
    - o In consultation with the local public health department, the Director may decide whether school closure verses cleaning and quarantine of exposed persons or other intervention is warranted, including the length of time necessary, based on the risk level within the specific community.
    - o Close off the classroom or office where the patient was based and not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, start an air purifier in the room and wait as long as possible.
    - o Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
    - o Implement communication plans for exposure at school and potential school closure to include outreach to students, parents, teachers, staff, and the community.

- Include information for staff regarding labor laws and information regarding disability insurance, paid family leave, and unemployment insurance, as applicable to schools.
- Provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
- Return to the STREAM distance learning plan, which includes use of a device and all of our cloud-based curriculum that we already use every day. Return to Friday material drop-off and pick-up, including breakfast program food.

## **INSTRUCTIONAL PROGRAMS**

### **Instructional Scheduling**

When allowed to reopen, STREAM will ensure each grade level classroom is a cohort, with table group cohorts within the classroom. We will livestream all classes and provide a mix of livestreamed and recorded music and PE classes. However, it appears, at this point, that STREAM will begin with all students participating via distance learning. All students will check out an iPad and some curricular materials and manipulatives. The bulk of curriculum at STREAM is cloud-based and available through the STREAM account with Google.edu (a closed system). We will use Google Meet for livestreaming and recording purposes and for individual student tutoring help with staff. While engaging in distance learning, students will be required to participate in, at the least, a daily live check-in. After being allowed to reopen, for as long as allowed, STREAM will continue to livestream classes for those families who feel safer at home.

STREAM will apply for a waiver, not from health or safety protocols, but from being disallowed to provide in-person instruction. All health and safety protocols in this plan will be engaged. STREAM would like to begin with grade TK-2 students, as these students are served much more appropriately in person, although it is likely that some will still participate via livestreaming and distance learning, according to their parents' desire. Stage two of reopening would include the highest need students (and some essential employee's children) in grades 3-4, with the remainder participating via livestream and distance learning. Depending upon space, STREAM would consider adding about half of the higher need/essential employee children at 5-6<sup>th</sup> grades (due to space restrictions). The 7<sup>th</sup> and 8<sup>th</sup> graders will not return in-person until allowed by the state.

### **At STREAM:**

STREAM does not have the space, staff, or budget to practically separate all students to a six-foot distance in all classrooms or campus areas. So, grade levels and classroom size will be a consideration, regarding class size, for a waiver or upon a return to in person learning.

Students will be in cohorts by classroom and efforts will be made to keep cohorts isolated from other cohorts during the school day.

Students will stay with class and teacher and minimize interactions to a table group, as practicable, with sneeze guards installed on tables to create cubicles.

Classes will be livestreamed for families who prefer to participate from home.

The Music teacher will provide instruction virtually, rather than students leaving classroom – 5-8 band students kept to grade level. This will minimize the number of contacts in the MPR.

PE continues outside with appropriate distancing and non-contact activities.

All gates will be engaged to access the campus, in order to maintain proper distancing.

All students will have an iPad checked out to them, curriculum is cloud based, STREAM uses google.edu and google meet to communicate with students, and uses Bloomz to communicate with parents. So, the time necessary for a switch from distance learning to in-person instruction and/or back is minimal.

## **STREAM TIMELINE FOR REOPENING**

- March 2020 – Classrooms and Offices immediately cleaned and sanitized - **Completed**  
Purchase non-contact thermometers for temperature check – **Completed**  
Purchase sneeze guards for school office - **Completed**  
Director attends County Webinar on Covid-19 – **Completed**
- April 2020 – Director attends County Webinar Series on Covid-19 – **Completed**  
Director and some Staff attend State Webinar on Reopening – **Completed**  
Purchase air purifiers for all classrooms/offices – **Completed**
- May 2020 – Director attends County Webinar Series on Reopening – **Completed**  
Director and some Staff attend State Webinar on Reopening – **Completed**  
Purchase hand sanitizing dispensers for various points on campus – **Completed**  
Purchase materials for sneeze guards for classroom tables - **Completed**  
Have 400+ masks made for students and staff – **Completed**  
Survey results sent to Board and Staff - **Completed**
- June 2020 – Survey parents regarding reopening of campus – **Completed**  
Chromebooks are collected back for disinfecting and repair – **Completed**  
Purchase additional Chromebooks – **Completed**  
Director and some Staff assess campus for reopening – **Completed**  
Director and Staff develop a reopening plan. – **Completed**  
Director and Staff meet to create new cleaning and sanitizing plan - **Completed**  
Purchase extra PPE (masks, shields, thermometers, sanitizer) - **Completed**  
Receive PPE from State (masks, shields, thermometers, sanitizer) - **Completed**
- July 2020 – Construct/install sneeze guards for classroom tables – **Completed**  
Ensure iPads are ready for distance learning or in-person instruction – **Completed**  
Carpet Cleaning scheduled for July 20-22 – **Completed**  
Classroom Sanitizing scheduled for July 23-24 - **Completed**  
Letter to Parents re: reopening plans – **Completed, Updates in process**
- August 2020 – Install sanitizer dispensers around campus – **Completed**  
August 6 - Staff Training on reopening plans and sanitizing – **Completed**  
August 11 – First Day of School – ensure protocols are in place – **Suspended**
- ? – First Day of In-Person Instruction – ensure protocols are in place – **Pending**

### **Specific to STREAM – In Person Instruction**

- Students and staff self-screen at home each morning
- Staff stops by the office for a temperature check each morning
- Staff performs temperature checks at gates/classrooms

- Masks Required – available in office and classrooms (TK-2 encouraged)
- Staff – shields available
- 6’ Recommended spacing encouraged
- Sanitizing Stations outside classrooms, sinks and sanitizer available in classrooms
- Sneeze Guards at classroom tables and air purifiers running in classrooms/offices
- Breakfast program safety protocols in place
- Lunch tables spread out and cleaned between uses and covered by shade cloth
- Restrooms recleaned at lunchtime with COVID-19 cleaning protocols in place
- Classrooms become a cohort to minimize mixing. Table groups become smaller cohort.
- K-4 music will take place virtually, rather than MPR
- 5-8 Genius Hour will be discontinued until a return to campus
- Point person for contact with BCPH is determined
- No assemblies
- Sick students wait in or just outside of the classroom (monitored) for an office staff person to come to them for a temperature check/illness assessment.
- Sick students will wait on the green bench, just outside the back door of the office, until a parent/contact person can come and pick them up.
- Students or staff who demonstrate symptoms of COVID-19 or have been exposed will be rapidly tested (by primary care provider, immediate care clinic, or community testing site). **See Appendix 4 – BCPH Guidance**
- Behavioral expectations - Inappropriate behavioral choices by students will be referred to an administrator. The teacher/staff member will contact the office and the student will wait at the classroom/playground for an administrator to come and address the behavioral concern as outlined in the STREAM handbook.
- Visitors/Volunteer classroom helpers will be minimized to one or two (total, not at a time) per classroom for at least the first few months of school.
- Visitors to the school office will be limited to three inside the lobby and will remain in the lobby. The school office has sneeze guards and a door to minimize transmission of the virus. More than three visitors to the school office will be required to wait outside until someone leaves the lobby.

## **Specific to STREAM – Distance Learning**

- All students will be provided a device for distance learning, preloaded with the appropriate apps. Distribution will take place throughout the day on Monday, August 10.
- STREAM will provide livestreaming of classrooms, via google meet, following the regular schedule as much as is practicable, and will record the curricular content portions of the day for those distance learners who need access later in the day.
- Each student will check in live, each school day.
- Teachers, specialists, and interventionists will check in periodically with higher need students to ensure needs are met.
- Manipulatives and other class materials will be distributed either each or every other Friday, according to grade level. Completed projects will be collected at the same time. Turn-in and check out tubs will be placed outside and monitored through the morning.

## **Appendix 1**

### **Closing Campus for Safety Purposes**

STREAM has a plan to close campus again for physical attendance of students, if necessary, based on public health guidance and in coordination with local public health officials.

In preparation for the possibility of a closure, the following will occur:

1. At the start of the school year, the STREAM staff, board, and parents/community will be provided with guidance on the closing plan.
2. During the first week of school, teachers will compile a list of students who will need a Chromebook if/when the campus is closed for safety reasons.
3. Teachers will ensure students know how to access/use cloud-based curriculum and Zoom/Google Meet. Teachers and class will use these occasionally during class time to ensure ability to access.
4. Students will store all personal items in their backpack so that belongings can be taken home each day to be cleaned.

Once receiving notification from the county that schools/STREAM must close for safety purposes, the following will occur:

1. The STREAM staff, board, and parents/community will be notified.
2. Students who have previously been listed as requiring a Chromebook will be notified to pick up a Chromebook from STREAM.
  - a. If notification to close campus occurs during a school day, then students on the Chromebook list will take a device home with them.
  - b. If notification to close campus occurs during an evening/weekend, then parents will be notified via Bloomz and email to come to the school to pick up a Chromebook.
3. Teachers will notify students/parents of distance learning meetings via Bloomz and email.
4. Students will take their backpack home each day so that belongings can be taken home to be cleaned and will be accessible if a campus closure occurs on an evening or weekend.

## **Appendix 2**

### **Reporting the Reasons for Exclusions**

STREAM will create a procedure for reporting the reasons for exclusions.

## **Appendix 3**

### **Protocols for Accepting Deliveries Safely**

STREAM has established a plan to accept deliveries safely, based on public health guidance and in coordination with local public health officials.

1. All deliveries will be made to the STREAM business office, at the conference room end.
2. Deliveries will be dropped off by carrier and left in a designated location.
3. Staff will spray a sanitizing spray before opening deliveries.
4. Staff will distribute delivered items after following safety protocols.

## **Appendix 4**

### **BCPH Guidance for Schools Regarding COVID-19 Infection and Exposure**

STREAM will follow the protocols on the following pages from the BCPH website

(<http://www.buttecounty.net/ph/COVID19>):

Butte County Public Health COVID-19 Links:

Covid-19 Exposure:

[http://www.buttecounty.net/Portals/21/COVID-19/COVID19Exposure\\_WhatToDo.pdf?ver=2020-07-31-105727-897](http://www.buttecounty.net/Portals/21/COVID-19/COVID19Exposure_WhatToDo.pdf?ver=2020-07-31-105727-897)

Resources:

<https://www.buttecounty.net/ph/COVID19/Resources>

Guidance Regarding Covid-19 Infection and Exposure:

<http://www.buttecounty.net/Portals/21/COVID-19/COVID-19Guidance-Employers-FINAL-072820.pdf?ver=2020-07-30-152949-317>

Guidance for Employers Regarding Covid-19 Infection and Exposure:

<http://www.buttecounty.net/Portals/21/COVID-19/COVID-19Guidance-Employers-FINAL-072820.pdf?ver=2020-07-30-152949-317>

Covid-19 Frequently Asked Questions:

<http://www.buttecounty.net/Portals/21/COVID-19/COVID-19FrequentlyAskedQuestionsEmployers-FINAL-072820.pdf?ver=2020-07-30-152950-963>