

Corning Union High School District Reopening Plan



Every Student, Every Day!

*Adapted from Tehama County Schools' Reopening Plan
to include additional details specific to CUHSD*

Introduction

As a result of the COVID-19 pandemic and subsequent state of emergency declared by Governor Newsom, Tehama County schools have been closed since March 16, 2020. We recognize that school and education, as we have known them, have changed in unprecedented ways. We recognize the call for a thoughtful reopening plan moving forward to ensure the health and safety of all our students and staff.

The Tehama County Schools' Reopening Plan ensures that we are moving together as a county to best support the families and employees we serve. It is expected that this plan will commence with the onset of the 2020-2021 academic year.

The following guidance was used in generating this plan:

- World Health Organization (WHO): *Considerations for school-related public health measures in the context of COVID-19* (10 May 2020)
- Centers for Disease Control and Prevention (CDC): *Interim Guidance for Administrators of US K-12 Schools and Child Care Programs* (15 May 2020)
- California Department of Public Health (CDPH): *Guidance for Schools and School-based Programs* (17 July 2020)
- California Department of Public Health (CHDP): *Covid-19 and Reopening In-Person Learning Framework for CA Public Schools in CA, 2020-2021 School Year* (17 July 2020)
- California Department of Education (CDE): *Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools* (8 June 2020)

The base plan of the Reopening Plan was reviewed and approved by the Tehama County Health Services Agency (TCHSA) to ensure that the plan met all requirements for health and safety. Each school district then added subsequent appendices to attend to the uniquenesses of the details at each district/school site. Finally, the Reopening Plan with additional appendices was presented and approved by each School Board in the county, respectively.

It is our greatest intention to resume in-person educational opportunities for all of our students as soon as is safely possible. We continue to promote our unified vision, "Every student, every day!" It indeed will take all of us working collaboratively together to ensure we are able to meet the needs of all of our students in our community during this unprecedented time. We thank you in advance for your patience as you join us in this journey to get the children of Tehama County back to school!

The Tehama County Schools' Reopening Plan is supported by the following Districts:

Antelope Elementary School District

Corning Union Elementary School District

Corning Union High School District

Evergreen Union Elementary School District

Flournoy Union School District

Gerber Union Elementary School District

Kirkwood Elementary School

Lassen View Union Elementary School District

Los Molinos Unified School District

Red Bluff Joint Union High School District

Red Bluff Union Elementary School District

Reeds Creek Elementary School

Richfield Elementary School District

Tehama County Department of Education: Regional Special Education Programs

The Corning Union High School District Reopening Plan was approved by the Tehama County Health Services Agency:

Dr. Wickenheiser, August 7, 2020.

The Corning Union High School District Reopening Plan was approved by the Corning Union High School District Board of Trustees on August 4, 2020.

Local Conditions

Physically reopening our Districts and enacting the TCS Reopening Plan will be guided by a continual risk-based approach to maximize the educational and health benefits for students, staff, and the wider community in Tehama County. We will continue to work in collaboration with Tehama County Health Services Agency (TCHSA) to ensure that our plan acts in response to the ever-changing local conditions; it will be scaled up or down for Districts/sites depending upon local cases and community spread until we are able to resume full operations in Phase 4 as classified by the Centers for Disease Control and Prevention (CDC) and California Department of Public Health (CDPH) (Plan A+). We will continue to seek out information from TCHSA, CDC, and CDPH as new scientific knowledge and subsequent guidance from them and the California Department of Education is given; we will then work in coordination with our local stakeholders to refine the details of our appendices as necessary.

The Tehama County Schools' Reopening Plan

The TCS Reopening Plan can be seen on the next page. All parts of the plan are rooted in a promotion of communication, promotion of healthy hygiene practices, the intensifying of cleaning, disinfecting, and ventilation, and illness prevention to ensure the health and safety of our students and staff.

School Status

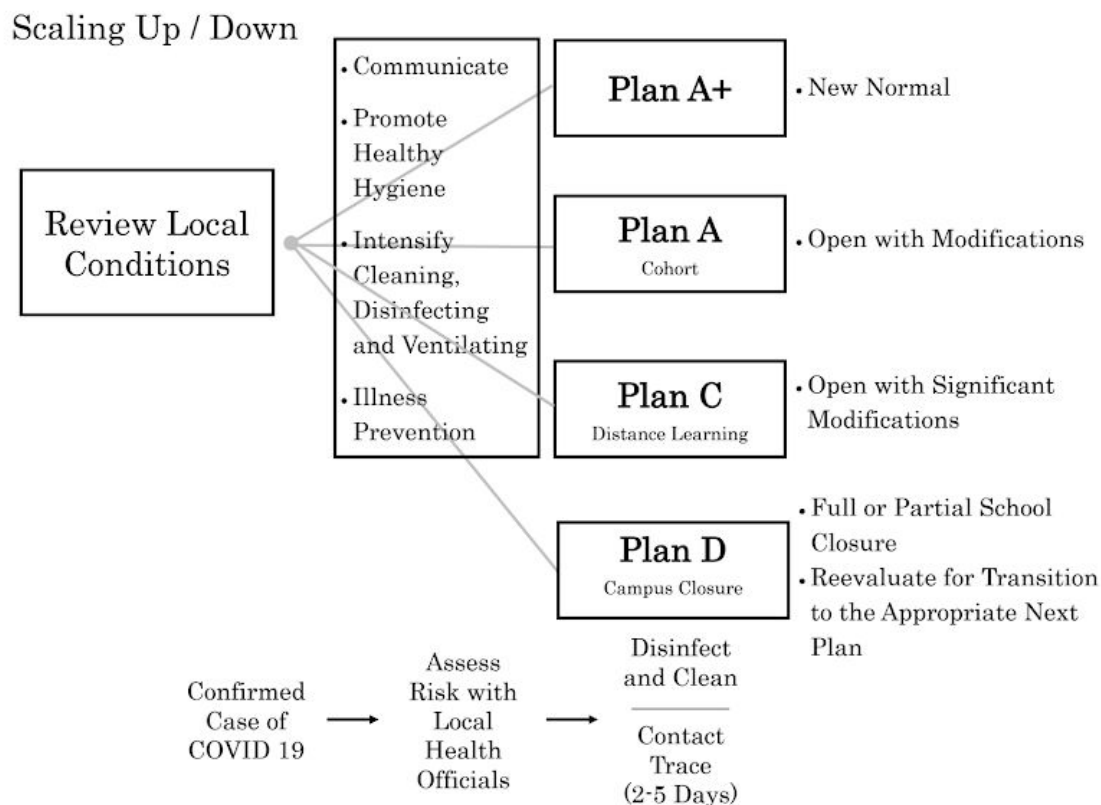
When approved/directed by the county health official and when a school/school district is located in a local health jurisdiction (LHJ) that has not been on the county monitoring list within the prior 14 days,, our school/s will offer Plan A to families - open with modifications. This plan includes a full-time in-person program for students who select it and an at-home Independent Study Program for those families who prefer to keep their children home. This plan will include screening, monitoring, contact tracing, and the use of face coverings when physical distancing is not feasible.

When/if the local public health official directs/approves and when the school/school district is located in a local health jurisdiction (LHJ) that has been on the monitoring list within the last 14 days,, our school/s will offer Plan C to families - open with significant modifications. This plan includes an at-home Distance Learning Program and continues to offer the at-home Independent Study Program. This plan includes screening, monitoring, contact tracing, and the use of face coverings when physical distancing is not feasible.

When/if we experience a positive Covid-19 case on a campus or a community surge, our school/s or site will implement Plan D. An Individual school closure is recommended based on the number of cases and the percentage of the teacher/students/staff that are positive for COVID-19. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school. The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data. This plan involves assessing the risk within the specific community and fully or partially closing the school/site/portion of a site for a short period of time based upon public health guidance. It involves intensifying cleaning and disinfecting areas, contact tracing, and promoting social isolation.

	Phase 1 Campus Closure Plan D	Phase 2 Distance Learning Plan C On Monitoring List	Phase 3 Cohort Plan A Off Monitoring List-14 Days	Phase 4 Plan A+
School Status	Full or partial closure	Open with significant modifications	Open with modifications	New Normal
Illness	N/A	Screening & Monitoring	Screening & Monitoring	Monitoring

Prevention		Contact Tracing	Contact Tracing	
Physical Distancing/ Face Coverings	N/A	FC required for staff and for students (parents when on campus) in indoor environments and areas where physical distancing alone is not sufficient to prevent disease transmission	FC required for staff and for students in indoor environments and areas where physical distancing alone is not sufficient to prevent disease transmission	N/A
Educational Programs	A-Expected Packet B-Independent Study	A-Distance Learning B-Independent Study	A-In Person-regular schedule B-Independent Study/Distance Learning	In-person regular schedule
Movement on Campus	N/A	N/A	Classroom, playground, gym assigned space and time in cohort	Regular movement
Transportation	N/A	N/A	Bus-loading @ regular capacity for eligible students, assigned seating Staggered private vehicle-drop off/pick up	Open to eligible students
Food Service	Possible (curbside)	Grab and Go (curbside)	Classrooms/Cafeteria Grab and Go (assigned area with cohort)	Cafeteria/Outside Spaces
SERRF Extended Learning Program	N/A	N/A	Open to eligible students	Open to eligible students
Extracurricular Activities	N/A	Not available	Possible w/further guidance	Open to eligible students
Campus Access	N/A	Restricted	Restricted	Probable



Communication

The TCS Reopening Plan involves transparent, clear, and consistent communication with parents/guardians and staff to minimize chaos and confusion. Among the most important communication will attend to the health and safety of all. Beyond work done at the District level, all Districts will continue to work together to ensure the message - “Every student, every day!” - echoes throughout Tehama County; we want our community to understand the implementation measures we are taking in unison to ensure healthy and safe educational opportunities for the children we serve. In addition, consistent communication with TCHSA will be essential to ensure that our plan acts in response to the ever-changing local conditions. Specific District details about communication can be found in Appendix A.

Promoting Healthy Hygiene Practices

The TCS Reopening Plan includes promoting healthy hygiene practices as recommended by CDE and CDC. This includes teaching about and ensuring hand washing and contact/covering when coughing and sneezing. It also includes posting signage about healthy practices. In addition, we will continuously ensure we have the equipment necessary to enact all hygiene aspects of the plan. Specific District details can be found in Appendix B.

Intensifying Cleaning, Disinfecting, and Ventilating & Personal Protective Equipment

Additional cleaning measures as recommended by CDE and CDC are part of the TCS Reopening Plan. This includes cleaning and disinfecting buses and vehicles, school spaces and things, and providing increased ventilation whenever possible. In addition, we will continuously ensure we have the cleaning supplies necessary to enact all aspects of the plan; personal protective equipment will ensure personal health and safety for the staff who clean school facilities and vehicles. Our Districts aim to meet high cleanliness standards prior to reopening and to maintain a high level during the school year. Specific District details can be found in Appendix B.

Illness Prevention

The TCS Reopening Plan attends to illness prevention and focuses on daily screening staff and students to check for signs and symptoms of Covid-19 at the school bus steps/upon arrival at school; this screening includes a visual wellness check, temperature check, and Covid-19 questions. In addition, the Plan ensures a consistent process for when a staff member or student becomes ill, including always ensuring contact tracing to limit continued spread. Our Districts aim to maintain healthy operations as we transition to Stage/Phase 4 and a healthy community and have plans for teaching students and staff about illness prevention, self-reporting, and monitoring health throughout the day. Specific District details can be found in Appendix C.

Physical Distancing and Face Coverings (Plans A and C, D as appropriate)

Our Districts recognize the need to attend to the physical distancing standards in all school facilities and vehicles as recommended by the CDC when specific phases call for such and also understand the need to meet individual student medical, personal, or support needs, when necessary. The CDC currently recommends a minimum of 6 feet of distance between individuals. Because we have many varied facilities on our campuses, how space and facilities will be utilized will vary to ensure the 36 square feet per person standard is met when specific phases call for such. Students will be

required to wear face coverings in grades 3 and above when in the classroom; they are encouraged in grades 2 and below. In addition, all students will be required to wear face coverings when on the bus, when entering/leaving campus, when using the restroom, and when seeking a health check in the screening room/office. Staff are required to use face coverings when with students and with each other. Instruction in physical distancing and the appropriate use of face coverings will be provided for students and staff. Specific District details can be found in Appendix D.

Educational Programs - Whole Child Supports

The TCS Reopening Plan recognizes that this pandemic and school closure have undoubtedly impacted students' social emotional health in ways we may not yet recognize. As such, our priority will continue to be on focusing on the social emotional needs of our students. When our students return to school, it will be essential that we continue to provide the mental health supports they need. We believe that our student health and well-being must be attended to in order for student academic learning to occur. As such, our Districts will continue to provide quality instruction in these areas when school resumes. In addition, extracurricular activities to enhance the educational experience will be provided as allowed. District details can be found in Appendix E.

Educational Programs - Instructional Programs for Academics

Our Districts understand the uniqueness of each family as they navigate through this pandemic. As such, they will offer a long-term Independent Study (some Districts will call this Distance Learning) for students, on a quarter by quarter/trimester basis; in this program, students will complete their learning at home. When allowed, we will implement Plan A, an In-Person Regular Schedule. Students will attend school five days a week with some modifications to arrival and departure times and a focus on keeping students in their cohort as much as possible. Plan C, Distance Learning, will be implemented when we are directed by the local public health official that there is significant community spread and our community is on the county monitoring list; most likely this will come following a school closure (Plan D), as we scale up. Students on Independent Study (Distance Learning for those Districts who call it that) will remain in their program; however, all other students would be provided with Distance Learning opportunities. When/if we experience a positive Covid-19 case on a campus or community surge, our school/s will implement Plan D. Students will have an opportunity to engage in learning at home during this time. Students with Individualized Educational Plans, 504 Plans, and English Learners will continue to receive their designated supports in all plans. Specific District details can be found in Appendix E.

SERRF Extended Learning Program

Our Districts recognize the need for continued quality child care as we transition to reopening. In the TCS Reopening Plan, the SERRF Expanded Learning Program will be available in part until we move to Phase/Stage 4. When/if we are in Plan A, the SERRF Extended Learning Program will be available for eligible families. However, when/if we are in Plan C (and D), it will not be available at this time. At all sites, staff will work to ensure communication, the promotion of healthy hygiene, intensifying cleaning, disinfecting, and ventilation, and illness prevention. Physical distancing standards will be expected to be adhered to and barriers, face coverings, and the organization of class/family cohorts will be used. Specific District details can be found in Appendix E.

Campus Access

Tehama County school campuses will not be accessible beyond students and staff until we move to Phase/Stage 4 and fully reopen. This includes parents/guardians, visitors, volunteers, and community members/others who request Use of Facilities. All Board Meetings, Local Control Accountability Meetings, Site Council Meetings, Title I Meetings, District English Learner Advisory Committee Meetings, English Learner Advisory Committee Meetings, and Parent Club meetings will be held virtually; in-person accommodations will be made for those with limited/no digital access from home and illness prevention and physical distancing measures will be followed. Protocols will be established for accepting deliveries safely. In addition, protocols will be established for student and parent/guardian campus access for Distance Learning meetings by appointment when/if we are in Plan C.

Employee Support

Our Districts are committed to ensuring that staff have the necessary training and support. As such, we will continue to work with our stakeholder groups as new scientific knowledge and subsequent guidance is given in order to refine the details of our plan. We will develop/provide staff training on all aspects of this plan, in general, and specifically for those who work in certain areas of our systems. District details can be found in Appendix F.

Appendix A

Communication

Communication will be provided:

- In varied communication platforms (email, Aeries Communication, website posts, social media, printed mailings/handouts) aimed to meet the needs of the preferred audience/s and in families' primary language.
- About the CUHSD Reopening Plan and accessible to families/staff on the CUHSD website or in print if requested.
- About which plan (A, C, or D) is currently being implemented at each school site in response to Covid-19. This includes communication about Plan D when there is a positive case for Covid-19. This may be noted on the school marquee.
- From the CUHSD District Office that includes critical information about Covid-19 to reduce confusion, anxiety, or misunderstandings and ensure one consistent message.
- On the health and safety measures the District is taking to ensure students can return to school buildings safely including:
 - Teaching and modeling healthy hygiene practices
 - Intensifying cleaning, disinfecting, and ventilating protocols
 - Screening, monitoring, and contact tracing
 - Expectations for physical distancing and the proper use of face coverings
- About basic information on COVID-19 and measures families/staff can take to stay safe when not at school.
- In the Parent/Student handbook on when to keep a student home and the process for notifying the school.
- In the Parent/Student handbook on procedures for when a sick child is sent home and when to return; this includes information on self-reporting symptoms.
- In the Parent/Student handbook on the expectation, use of, and cleaning of face coverings as well as the policy for exemptions.

Appendix B

Promoting Healthy Hygiene Practices

Intensifying Cleaning, Disinfecting, and Ventilating

Personal Protective Equipment

Equipment Availability

Cleaning Supply Availability

Promoting Healthy Hygiene Practices

- Handwashing

- Teach and reinforce washing hands for 20 seconds with soap, rubbing thoroughly after application, and using paper towels to dry hands thoroughly when:
 - Entering the bus
 - Arriving at school
 - Before and after eating
 - After coughing, sneezing, or blowing the nose
 - After being outside
 - Before and after using the restroom
 - After having close contact with others
 - After using shared surfaces or tools
- Staff should model and practice handwashing when:
 - Arriving at school
 - Before and after eating
 - After coughing, sneezing, or blowing the nose
 - After being outside
 - Before and after using the restroom
 - After having close contact with others
 - After using shared surfaces or tools
- Use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers. Children under the age of 9 should only use hand sanitizer under adult supervision. Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic and can be absorbed through the skin.
- Built in time throughout the day for routine hand washing by both students and staff.
- Contact/Covering
 - Teach avoiding contact with one's eyes, nose, and mouth.
 - Teach covering coughs and sneezes: use a tissue to wipe nose and cough/sneeze inside a tissue or their elbow.
- Signage
 - Post signs on how to stop the spread of COVID-19, properly wash hands, and promote everyday healthy hygiene practices.

Intensifying Cleaning, Disinfecting, and Ventilating & Personal Protective Equipment

- Busses should be thoroughly cleaned and disinfected daily. Drivers should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during route transportation.

- School spaces should be thoroughly cleaned and disinfected daily by trained custodial staff:
 - Handrails
 - Door handles/surfaces on doors that are touched frequently
 - Light switches
 - Sink handles
 - Tables
 - Student desks
 - Chairs
 - Staff desks
 - Keyboards, phones, copy machines
 - Restroom surfaces
 - Playground equipment
- School staff should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during the school day and as needed when children are present:
 - Door handles/surfaces on doors that are touched frequently
 - Light switches
 - Sink handles
 - Tables
 - Student desks
 - Chairs
 - Staff desks
 - Keyboards, phones
 - Toys, games, art supplies
 - Instructional materials
 - Physical education equipment
 - Technology (following the directions from the technology department)
- Ensure safe and correct application of disinfectant and keep products away from students. Provide employees training on manufacturer's directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
- Custodial staff with the responsibility of cleaning and disinfecting the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions. All products must be kept out of children's reach and stored in a space with restricted access.
- Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable. When cleaning, air out the space before children arrive; plan to do

thorough cleaning when children are not present. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.

- If opening windows poses a safety or health risk (e.g., allowing pollen in or exacerbating asthma symptoms) to persons using the facility, consider alternatives. For example, maximize central air filtration for HVAC systems (targeted filter rating of at least MERV 13).
- Depending upon which plan we are in (Plan A or C), we will suspend the use of drinking fountains and encourage the use of non-refillable water bottles.
- Take steps to ensure that all water systems and features (for example, drinking fountains and decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.

Equipment Availability

- Students will be issued one cloth mask every 30 days. We will have disposable masks on hand for students who forget their mask. The nurses office will have PPE for themselves and any students or staff exhibiting COVID symptoms.
- All teaching staff and other strategically placed staff will be issued no-touch thermal scan thermometers. Every student will have a temperature check at the door 1st period. Any student above 100.4 will be sent directly to the nurses office. Any student arriving late to school will be scanned at the attendance office when they check in.
- All staff members will receive a temperature screening upon entry to the campus. There will be 4 designated staff members who will use no touch thermometers and roster to ensure that all staff members are checked daily. Screeners will be located at 4 different points of entry for the main campus and one entry point at the alternative site. They will be available by 7:00 am each day. Maintenance, Transportation, Technology, and Food Service staff who arrive earlier will be screened in their own department. If any teachers or administrators arrive prior to 7:00, they will check in to the cafeteria to be screened by the staff there.

Cleaning Supply Availability

- All classrooms have hand sanitizer stations, teachers will monitor students entering the classroom and make sure they sanitize on their way in and out. **Staff will sanitize any electronic devices and surfaces as necessary.**
- Plans have been made for ongoing supply of school-appropriate cleaning supplies to comply with CDHP guidance. When choosing cleaning products, the District will choose those that are approved for use against Covid-19 on the

Environmental Protection Agency (EPA) approved list and follow product instructions.

- To reduce the risk of asthma related to disinfecting, programs will aim to select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid).
- The District will seek to avoid products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
- District staff will use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
- District staff has established a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Plans for ongoing supply of hand sanitizer, soap, handwashing stations, tissues, no-touch trash cans, and paper towels have been made.

Appendix C

Illness Prevention

Illness Prevention

- Educate students on the Covid-19 virus and the signs of illness, utilizing school nurses, when available, and incorporating professional development for the staff in order to assist in efforts.
 - Fever, cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle or body aches, headache, sore throat, new loss of taste or smell
- Staff and students will be trained in self-screening for symptoms.
- Encourage staff and students who are sick or who have recently had close contact with a person with Covid-19 to stay home and self-monitor for symptoms. If symptoms do not develop, follow appropriate CDC guidance for home isolation.
- Strongly recommend that all students and staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:
 - Protect the school community
 - Reduce demands on health care facilities
 - Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.

Self-Reporting

- Parents/guardians of students are encouraged to report their child's symptoms and subsequent absence to the attendance clerk of the respective school site. Attendance clerks will follow-up with parents/guardians each day of students who have not called in to report an absence. This information will be recorded in the Student Information System.
- Staff members are required to report to their supervisor if they are absent. This information will be recorded in Aesop (for those sub-groups who are enrolled in this program) or on our Absence From Duty Forms (for other staff).

Screening

- Screening procedures for staff and students will be used upon entering the facility under Plans A, C, and D (when applicable), daily, and confidentiality will be maintained:
 - Visual wellness checks
 - Temperature screening (100.4) with a no-touch thermometer that is properly cleaned and disinfected after each use:
 - For students, at bus stop prior to boarding
 - For students, at the car at drop off
 - For staff, in the screening room
 - For staff children, in the screening room
 - Covid-19 questionnaire

Monitoring

- Monitoring procedures for staff and students will be used throughout the day and confidentiality will be maintained:
 - Visual wellness checks
 - Temperature screening (100.4) when sent to the screening room for a health check, as necessary (taking personal belongings with them at that time) with a no-touch thermometer that is properly cleaned and disinfected after each use.

When there is a fever of 100.4 or higher:

- Sick staff and students at school will be required to put on a face mask and be isolated until they can be sent home. School nurses and other healthcare providers should use Standard and Transmission-Based Precautions when caring for sick people:
 - The isolation space should ideally be cleaned and disinfected after 24 hours of remaining empty. If it is not possible to wait 24 hours, wait as long as is practicable. Ensure a safe and correct application of disinfectants using PPE and ventilation recommended for cleaning.

- If Covid-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face, 9-1-1 will be called.
- Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation. Access to instruction will be provided while that student is home.

When there is a positive case of Covid-19:

- Health staff should notify local health officials if there is a positive case of Covid-19 and vice-versa.
- In consultation with local public health officials, consider whether in-person school closure is warranted and length of time based on the risk level within the specific site and potentially across sites.
- The students/most staff will need to be dismissed for 2 to 5 days while contact tracing and cleaning/disinfection can occur (Plan D).
- The health staff in coordination with local public health officials should track incidents of possible exposure through contact tracing.
- The classroom/office where the Covid-19 positive individual was based will need to close temporarily (1-2 days) for cleaning and disinfecting.
- Additional areas of the school visited by the Covid-19 positive individual will need to be closed temporarily (1-2 days) for cleaning and disinfecting.
- District Office Administration will notify staff and families immediately of any positive case of Covid-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.
- Additional close contacts at school outside of a classroom should also isolate at home.
- District Office Administration will work with staff to develop a plan for continuity of education and nutrition and other services as CUHSD transitions to the appropriate next plan (A or C).

Contact Tracing

- Bus drivers keep a record of which students are riding the bus each day. These will be given to the Transportation Supervisor each day who will retain all documents for contact tracing. Bus drivers will also submit a Health Check Form for any student who has been asked to return home due to fever; daily, the Transportation Supervisor will submit these documents to the school main office for documentation into the Student Information System.
- Teachers will take attendance each day and record which students are in attendance.

- Students who are sent home with a fever or Covid-19 symptoms will be signed out by a parent and the health information will be recorded in our Student Information System.
- Students who use the bathroom during the day will be required to sign in and out in their classroom.
- Students who attend Child Care or the After School Program will be required to be signed in and out each day.
- Classified staff will sign in to and out of work each day they are on their respective campus; this includes noting on their Work Report Form which rooms/spaces they worked in that day and submitting them at the end of their work day.
- Certificated staff will check in and out each day at their respective campus and absences will continue to be recorded in Aesop. They will also keep a personal log on the Work Report Form of which rooms/spaces they worked in that day and retain this for contact tracing should it be necessary.
- District Office Staff will continue to sign in/out of work each day in the District Office and also keep a personal log on their Work Report Form and retain this for contact tracing should it be necessary.
- Maintenance/transportation will sign in/out of work each day in the Maintenance building and also keep a personal log on their Work Report Form and retain this for contact tracing should it be necessary.

Appendix D - Plan A and C

Physical Distancing and Face Coverings

Transportation

Arrival/Departure

Classrooms

Movement on Campus

Playgrounds/Outside Spaces/Athletics

Staff Workplaces

Physical Distancing and Face Coverings

- Staff and students will be trained in physical distancing. Teachers will arrange classrooms in a manner that allows for the furthest distance between students AND provides a workspace for themselves that is at least 6 ft from any student work spaces. The monitoring of student spacing inside classrooms will occur by all teachers with assistance from administration. Class sizes will be kept as small as practicable, and the District will attempt to maintain 36 square feet of space per person for indoor spaces (as recommended by the CDC) when practicable. In a typical classroom, this equates to approximately 25 students.

STUDENTS

Age	Face Covering Requirement
Under 2 years old	No
2 years old – 2 nd grade	Strongly encouraged**
3 rd grade – High School	Yes, unless exempt

- Students will be required to wear face coverings that cover the mouth and nose consistent with public health guidance. Note: Students will NOT be required to wear face coverings during exercise in physical education as physical distancing can be maintained at that time.
- ALL students will be expected to wear face coverings that cover the mouth and nose consistent with public health guidance.
 - While waiting for and riding on the bus
 - When entering/leaving campus
 - When using the restroom
 - When seeking a health check in the screening room or visiting the office
- In order to comply with CDPH guidance, schools will **exclude** students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. CUHSD will provide face coverings to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions. In addition, we will offer Independent Study or Distance Learning for students who are excluded from campus for failure to comply with the expectation.
- A cloth face covering or face shield may be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it will be held by the student that owns it or put in a secure location until the student needs it again.
- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the face covering without assistance are exempt from wearing a face covering.
- Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. Students and staff with health issues will work with our Nursing/Human Resources staff to make the appropriate accommodations.

- Staff are required to wear cloth face coverings (or face shields as appropriate), unless Cal/OSHA standards require respiratory protection. Face shields should be used for teachers of younger students to see their teachers' faces and to avoid potential barriers to phonological instruction as well as by teachers who serve hearing impaired students. In addition, staff of students with special needs may prefer a face shield to a mask.
- Staff will teach and reinforce the use of cloth face coverings, masks, or face shields; remind students and staff not to touch the face covering and to wash their hands frequently.
- Food Service staff will wear cloth face coverings and gloves as well as aprons.
- Front Office staff will use cloth face coverings and gloves when interacting with the public if physical barriers are not available.
- Employees engaging in symptom screening should wear surgical masks or face shields and gloves.
- Information should be provided to all staff and families on appropriate removal and washing of cloth face coverings.

Transportation

- Students are required to wear face coverings at bus stops and on buses.
- Students and parents will be instructed to maintain 6-foot distancing at bus stops and while loading and unloading, and parents must remain present until their children have been screened.
- Students should be seated with their family in the same bus seat and all seats will be pre-assigned by the bus driver.
- Clear barriers may be used to provide a space for students who need to be isolated and for those who are unable to wear face coverings.
- Windows will be opened for ventilation when practicable.

Arrival/Departure

- Arrival and departure times will be staggered as practicable as to minimize cohort cross over, scheduling challenges for families, and the staff's abilities to attend to health checks. (Family cohorts will have consistent arrival and then departure times.)
- Students are required to wear face coverings when arriving and departing from school.

Classrooms

- Teachers will reinforce appropriate social skills encouraging minimal physical contact.

- While students are enrolled in 7 courses, they will only attend 4-5 classes per day in order to minimize interactions between different cohorts.
- Desks will be arranged apart from one another when possible and arranged in a way that minimizes face-to-face contact. Clear physical barriers may be used between students.
- Other campus spaces will be utilized for instructional activities, as necessary.
- Teacher and other staff desks will be placed at least six feet away from student desks. The District will consider ways to establish separation of students through other means if practicable, such as, six feet between desks, where practicable, partitions between desks, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact.
- Teachers will develop instructions for minimizing movement in both their indoor and outdoor spaces that are easy for students to understand and developmentally appropriate.
- Teachers will develop procedures for turning in assignments to minimize contact.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Prohibit sharing of pencils and pens and other school supplies/learning tools.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.
- Activities that involve singing must only take place outdoors.
- Windows will be opened for ventilation when practicable.
- The District will promote virtual activities in lieu of field trips and avoid intergroup events (such as assemblies).

Movement on Campus

- Routes for entry and exit will be put in place to limit direct contact with others as much as practicable.
- Signage will be posted to direct traffic around campus.
- Minimize congregate movement through hallways as much as practicable.
- Provide physical guides, such as tape on floors or sidewalks and signage on walls to ensure that students remain at least 6 feet apart.

Outside Spaces/Athletics

- Increase supervision to ensure physical distancing.
- 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. Physical distancing

should be maintained during physical education and face coverings should not be worn.

Food Service

- Physical interaction will be limited during meal service by providing meals in four separate areas throughout the main campus and staggering release times of students.
- Individually plated or bagged meals will be served.
- The sharing of foods and utensils will be prohibited.
- With an approved National School Lunch Program waiver, we will ensure Grab and Go meals for students on Independent Study as well as during Plan C.

Staff Workspaces

- Physical distancing among staff in their work environment will be encouraged to reduce spread of the virus that includes:
 - Avoid staff congregation in work environments, break rooms, staff rooms, and bathrooms.
 - Avoid grouping staff together for training or staff development. Training may be offered virtually or, if in-person, ensure distancing is maintained.
- In accordance with Cal/OSHA regulations and guidance, all workspaces will be evaluated to ensure that employees can maintain physical distancing to the extent possible.
- Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students.

Appendix E

Educational Programs

In Person Regular Schedule

- Students will be enrolled in 7 courses
- Attend 5 courses per day (main campus)
- Instruction will be modified as appropriate to increase staff and student safety.
- Teachers, support staff, and administration will work together to develop effective lessons, instructional strategies, and academic support for students in light of restrictions in place due to COVID.

Distance Learning

- Students will be enrolled in 7 courses

- Students that choose distance learning must commit to staying with that model for at least the first semester (CUHS) or **quarter (Centennial)**.
- All work will be assigned online, either through Google Classroom (CUHS) or Odysseyware (Centennial).
- Students will be assigned letter grades based on criteria established in the teacher's course syllabus.
- Case managers will be responsible for coordinating support for students with IEP's on distance learning.
- School counselors will be responsible for coordinating support for students with 504 plans on distance learning.
- English Learner students on distance learning will be provided support through **_____**

Independent Study

- CUHSD will continue to offer Independent Study as it has in previous years.
- This program is separate from CUHS or Centennial, but allows students to complete work in paper packets and turn it in weekly.
- Independent Study does NOT fulfill A-G requirements.
- Students will meet with the teacher (in-person, by phone, or through Google Meet) weekly.
- Students who are English Learners, have an IEP or a 504 will be provided with support/accommodations within Independent Study.
- Depending upon the number of students who enroll in Independent Study, District instructional staff may be asked to voluntarily transfer to ISP.

Short-Term Independent Study

- Short-term Independent Study will be available for students just as it has always been.
- Site administrators will make a determination of whether to grant the ISP.
- Students may need to enter the short-term Independent Study for a medical emergency, family emergency, or have other plans and their child cannot attend in person.
- Students who are English Learners, have an IEP or a 504 will be provided with support/accommodations within their short-term Independent Study.
- Classroom teachers are responsible for preparing and collecting the short-term Independent Study work and submitting it to their site Principal when the student returns to school.

Appendix F

Employee Support

- Training (in-person or virtually) will be provided on:
 - The CUHSD Reopening Plan overarching components and details
 - Healthy hygiene:
 - Frequent hand washing and proper technique
 - Cough/sneeze etiquette
 - Keeping one's hands away from one's face
 - Cleaning, disinfecting, and ventilating frequency, methods, and tools/chemicals in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations.
 - Illness Prevention
 - Covid-19 virus information
 - Symptom screening including temperature checks
 - Self-monitoring
 - Physical distancing of staff and students
 - Proper use and cleaning of face coverings
 - Responding to Illness/Injury
 - Contact tracing
- Staff are encouraged to contact Kristen Mackintosh, District Nurse, if they have Covid-19 health concerns regarding their student. Kristen is trained to oversee illness prevention, coordinate contact tracing, track exposure, and works closely with our local health department to ensure we have updated information about Covid-19 scientific knowledge, updated guidance, and testing information.
- Staff are encouraged to contact Jessica Marquez, Personnel Technician, if they have Covid-19 employment questions in relation to absences. Including information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools.