

# Clear Creek Elementary School District

## Reopening Plan Protocol

August 12, 2020

The following Document outlines preparations for reopening Clear Creek Elementary School for the 2020-2021 school year as permitted by the Nevada County Public Health Department. This plan was developed in conjunction with guidance from the California Department of Public Health, the Nevada County Public Health Department as well as the Nevada County Superintendent of Schools office.

Clear Creek School recognizes that the existence of a chronic health condition or other circumstances within each home may influence a parent/guardian's decision to return to physical attendance on campus. Your concerns are respected and the school does offer a Learn @ Home option for students.

The following protocols and procedures will be in place on campus for all students, staff, and visitors:

### **Physical Distancing**

While on campus both inside and outside students and staff will maintain 6 feet of physical distance between themselves and others as practicable. Excess furniture will be removed from classrooms and desks will be spaced at least 6 feet apart and facing in the same direction.

### **Face masks**

The District will follow the CDPH and local health department guidelines on face masks. All staff and students in grades 3<sup>rd</sup> and up are required to wear face masks on campus. Students in TK-2<sup>nd</sup> are strongly recommended to wear masks. In order to protect all students and staff, Clear Creek will ask all students TK-8<sup>th</sup> grade to wear masks during drop-off before school, dismissal after school, and while walking in public areas of the school. TK-2<sup>nd</sup> grade students may take a mask break in the classroom once they are settled and situated with physical distance.

### **Symptom Check Student**

A new procedure for this school year will be a Daily Symptom Check. Each family will receive one in your first day packet. Please post this check list by the door or on your refrigerator so that each morning before you leave for school, you will ask each of your children these questions. If they say "No" to all then you are good to proceed to campus. If your child exhibits any symptoms on this list, please let the school know and keep them home. A staff member will confirm with you when you drop off that the check has been completed and use a No Touch thermometer to complete a temperature check before sending students to class.

## Temperature Checks

As students arrive at the drop-off area, they should have on their masks and a staff member will do a temperature check with a No Touch thermometer. If the child has a temperature of 100.4 or higher, they will be asked to return home until they are fever free without medication for 24 hours.

## Morning Drop off Procedure

In the morning, you will follow the cones and drive up the first ramp to where staff will be waiting. Your child/ren will need to put on their mask, we will ask if the daily symptom check has been completed, and take their temperature before you leave. Then you will pull forward and exit the far ramp. **As on campus visitors are limited to essential personnel only, we are asking that parents do not park and walk their kids up to campus.** I know this is different and not like our usual mornings with parents and kids milling about, but we need to maintain physical distance and not mix class cohorts. Also, please do not drop your child off before 8:15. Students must be dropped off only between 8:15-8:30. Staggering drop off alphabetically will help to alleviate back up in the parking lot. If your last name begins with A-L, please drop off between 8:15-8:25 and if your last name begins with M-Z, please drop off between 8:20-8:30. If your child arrives after staff have left the drop off area, they should come to the office as usual and we will check them in and then send them to class after a temperature and symptom check.

## Dismissal Procedure

At 11:30 dismissal, also please stagger your pick up based alphabetically by last name. Again, drivers will follow the cones up the first ramp to pick up their children. Students with last names that begin with A-L should arrive between 11:30-11:40 and students with last names that begin with M-Z should arrive 11:40-11:50. **In order to reduce the chance of mixing student groups and alleviate congestion, the M-Z students will not be released from class until 11:40, so please do not drive up to the pick-up area until your designated time.** All students will need to wear a mask at dismissal until they get into their cars. This will be a learning experience for all of us, so please be patient, considerate and cooperative. Your help in keeping all students, staff, and family members safe is of paramount importance to us.

## Staff Symptom and Temperature Check

Staff members are asked to complete a daily symptom and temperature check before beginning their work day. If they have symptoms or a fever, they should notify the school, secure a sub, and provide sub plans for the day.

## Hand Washing

Students and staff are encouraged to wash their hands frequently while on campus. The teachers will provide student training on proper hand washing technique. All classrooms have sinks with soap, water, and paper towels to be used frequently. The school will also have two portable outdoor hand washing stations on the black top to provide additional opportunities for handwashing.

## **Hand Sanitizer**

Every room on campus will also have access to hand sanitizer. The teachers will monitor use for younger children. We will install four wall mounted no-touch hand sanitizer dispensers in the office, Room 2, the Library, and the Copy/Work Room.

## **Lunch**

Students who order lunch or milk will receive them prior to dismissal and will be allowed to take lunches home to eat.

## **Pop up shade structures**

The school will set up pop up shade structures with tables so that teachers can use the spaces as an outdoor instructional area.

## **Designated Isolation Area**

The school will set up an area that will be designated as an isolation area so that a student or staff member on campus can wait safely and privately until they can be transported home.

## **Sports**

After school sports will not begin until at least January. At that point, the county status will be reevaluated to determine when/if sports can begin.

## **Assemblies, Field Trips, Clubs, Meetings**

The school will not schedule assemblies, field trips, after school clubs, or meetings at this time to avoid large gatherings or allow non-essential visitors on campus.

## **Parent Volunteers**

Based on the current health department guidelines, our school will be restricted to staff and students only. Initially, on campus parent volunteers will not be allowed. Parents may check with their child's teacher to find out how they can provide support at home. We will reevaluate as we get updates from our county health department.

## **Playground Structures and Equipment**

At this time, it is recommended by the health department that play structures be off limits and equipment be discouraged. Physical activities that do not require equipment are encouraged and recommended. Any school equipment used must be cleaned after use. Students will not be allowed to bring personal sports equipment to school.

## **Food in Classrooms**

While we recognize the importance of celebrations in children's lives, food brought for celebrations and other activities will not be permitted. Students may bring an individual snack from home and eat outside of the classroom at the teacher's discretion.

## **Water Fountains and Water Bottles**

The water fountains will not be used. Students are encouraged to bring their own water bottle from home. Water bottles may be kept at their desk. We will provide paper cups to be used in the classroom for students who do not have a water bottle. Students will be encouraged to bring their water bottle outside during outdoor time.

## **Manipulative Items**

Teaching manipulatives will either be limited or provided in small groups or individually. The items will be cleaned after use and prior to further use.

## **Computers**

The school is purchasing additional computers so that each student may be assigned their own computer for use on campus. They should be wiped down between uses. Based on the huge need for technology devices across the state, we may not have all of the devices by the first day of school. Computers are backordered all across the state.

## **Computer Check out for Learn @ Home Students**

If a Learn @ Home student needs a computer, please contact the school office and we will work with the parent to check out a device for student use.

## **Office Front Desk**

A plexi glass shield has been installed around the front office desk to protect visitors and staff. Please respect the boundaries. Visitors on campus should be limited to essential visits only. Please wait outside if there is already someone at the front desk.

## **Cleaning and Sanitation**

Our maintenance and custodial staff members will conduct daily cleaning of classrooms, bathrooms, and common areas. Maintenance, custodial, and instructional aide staff will conduct period cleaning throughout the day of frequently touched surfaces, door handles, and desks and chairs. We will be wiping surfaces as well as using an electro static sprayer to clean and sanitize surfaces daily. All cleaning products are on the EPA approved list.

## **Staff and Work Rooms**

Congregating in the staff and work room will follow physical distance guidelines. Staff may eat in the staff room, outside or in the gym if they need a larger area for collaboration. Staff should bring and maintain their own utensils, plates, cups, mugs, etc. Shared treats or food should not be placed in the staff room.

## **COVID-19 Testing Recommended**

While Clear Creek School will strictly enforce all California Health Department Guidelines as well Nevada County Health guidelines exposure to the virus can occur anywhere. For this reason, all students and Clear Creek School staff members are strongly recommended to get

tested prior to the beginning of the school year and periodically thereafter. Students and staff only need to notify the school of a positive COVID-19 test result. Clear Creek School staff will be given release time when students are not present to be tested. Staff members should notify the office to secure release time. Students and staff may seek testing at their local health providers office, OptumServe (free testing), or Yuba Docs.

### **Exposure and Communication protocol**

The school will work with our school nurse and the Nevada County Health Department to follow their guidance on when and what to communicate to families and staff on a case by case basis. We have distributed and posted the COVID-19 Exposure and Communication Protocol that was developed by the Nevada County Public Health Department and the Nevada County Superintendent of Schools Office.

### **Site Specific School Safety Plan**

The school has written a safety plan that has been reviewed by the Nevada County Health Department. It has also been distributed to staff, School Site Council and the School Board for review and input. It will be posted on our school website and will be modified as new information becomes available.

### **Enrollment Questionnaire**

Parents were sent an enrollment questionnaire on July 23, 2020 and asked to indicate their instructional model choice to begin this school year. Parents were asked to choose a Hybrid model or a DL/Learn @ Home model. Staff and student schedules were based on the information parents provided. At this time, based on the number of students on the Distance Learning/Learn @ Home model, we will have our Hybrid students on campus in the morning only. Because of the physical distance requirements, we require parents who chose the Distance Learning/Learn @ Home model to continue with that choice until at least October break. The school will contact Learn @ Home parents in late September to determine if any changes are requested. If we can accommodate changes, they will occur upon return from October break.

I understand all of these changes are new and different. There will be an adjustment period for all of us. While we get used to the new look of on campus instruction, please understand that these guidelines are required in order to reopen to in person instruction and stay open. Your patience, cooperation, and collaboration will be greatly appreciated.

Thank you!