



COVID-19 Safety Plan

February 1, 2021

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Local Conditions.

a. Flexibility or Lifting of State, County/Local Stay-Home Order

b. Local Public Health Clearance

i. Consult with county public health officials for re-entry under the current reopening guidance from California Department of Public Health using the tier-based graph below. County-level data is reviewed weekly and the graph is updated on Tuesdays (see web address below).

<https://covid19.ca.gov/safer-economy/>

County risk level	Adjusted cases	Positive tests
WIDESPREAD Many non-essential indoor business operations are closed	More than 7 Daily new cases (per 100k)	More than 8% Positive tests
SUBSTANTIAL Some non-essential indoor business operations are closed	4-7 Daily new cases (per 100k)	5 – 8% Positive tests
MODERATE Some indoor business operations are open with modifications	1 – 3.9 Daily new cases (per 100k)	2 – 4.9% Positive tests
MINIMAL Most indoor business operations are open with modifications	Less than 1 Daily new cases (per 100k)	Less than 2% Positive tests

Schools in the Widespread (purple) tier aren't permitted to reopen for in-person instruction, unless they receive a waiver from their local health department for TK-6 grades.

Schools can reopen for in-person instruction once their county has been in the Substantial (red) tier for at least two weeks. Schools must follow [these guidelines](#) when they reopen or if they have to close again.

e. Equipment Availability

i. Sufficient protective equipment will be made available to comply with [COVID-19 Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year](#) 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. (see [Workplace Safety Plan](#))

- ii. A supply of protective equipment is made available by the State of California, and distributed by Fresno County Superintendent of Schools.
 - iii. No-touch thermal scan thermometers for symptom screenings are available in the nurses' office of each school site.
 - iv. Considerations are made for the differing requirements of PPE/EPG for the various populations of students with disabilities (i.e., for those requiring medical procedures, toileting, lifting and mobility assistance).
- f. Cleaning Supply Availability
- i. School-appropriate cleaning supplies are available for use to continuously disinfect the school site in accordance with CDPH guidance.
 - ii. Sufficient supplies of hand sanitizers, soap, handwashing stations, tissues, no-touch trash cans, and paper towels will be monitored by classroom teachers, classroom aides, custodial and maintenance staff on a daily basis.
 - lii. Cleaning supplies must be safely stored away from child access.

Plan to Address Positive COVID-19 Cases or Community Surges

The Superintendent will consider an individual school closure based on the [Cohort Stable Group-School-District Closures](#)

The Superintendent will consider an individual school closure based on the number of cases, on the percentage of the students and school staff that are positive for COVID-19, and following consultation with the Fresno County Department of Public Health. Individual school closure may be appropriate when there are multiple cases in multiple groupings at a school or when at least 5 percent of the total number of students and school staff positive cases, within a 14-day period, depending on the size and physical layout of the school.

Fresno County Department of Public Health may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

The Superintendent will consider closing the school district, in consultation with the local public health department, if 25% or more of schools have closed due to COVID-19 within 14 days.

In case of a classroom/site/district closure, instruction will immediately revert to the Distance Education model. In this Distance Education virtual model, students will receive instruction in accordance with the requirements of SB 98 through a standardized instructional delivery model that will include daily live interaction via online, face to face instructional session (synchronous) and independent, guided work (asynchronous) utilizing the District's Board adopted guaranteed and viable curriculum. These daily interactions will satisfy the minimum instructional minutes outlined by the California Department of Education (CDE) of three (3) hours per day for kindergarten, three (3) hours and fifty (50) minutes for grades 1-3, and four (4) hours for grades 4-12. Contributing to the meeting of these instructional minutes, time value of assignments will be determined for assignments that are completed during both synchronous and asynchronous instruction. Traditional grading practices will be in place for all grade levels (TK-5 Standards Based Grading and Grades 6-12 Letter Grades).

a. 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 the following steps will be used (see flow chart), in accordance with CDPH guidance:

i. [Sierra Unified COVID-19 Positive Response Process for SUSD Employees](#)

1. The employee will communicate a positive response to immediate supervisor, who will report to the Director of Personnel.
2. The Director of Personnel will notify the Director of Facilities and Transportation, the Superintendent, the Chief Business Officer, and the District Nurse. The Director of Personnel will interview the employee.
3. The Superintendent, CBO, District Nurse and Director of Personnel will

determine actions required and draft communications.

4. The District Nurse will initiate contact tracing and report to the Director of Personnel and Superintendent.
5. Director of Facilities will direct closure and disinfecting of affected areas.

ii. **Sierra Unified COVID-19 Screening Flow Chart for SUSD Students**

- a. Any student that presents to the Health Office will be evaluated by staff for signs and symptoms of COVID-19, and appropriate actions taken based on the results of the evaluation.
- iii. Continuation of education, medical and social services, and meal programs will be established for the individual student as appropriate for age and grade-level based on current services and need.

Sierra Unified Workplace Safety Plan

- a. A current [workplace safety plan](#), that includes COVID-19 response and updates, established in partnership with California Risk Management Authority (CRMA) is accessible to employees of Sierra Unified.

Campus Access A plan to minimize access to campus, and limit nonessential visitors, facility use permits, and volunteers is in place during the COVID-19 crisis to minimize risks to the health and safety of the students and employees of Sierra Unified School District.

- a. Exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference [CDC](#) and [CDPH](#) guidelines for COVID-19 symptoms) and use the [Sierra Unified COVID-19 Screening Flow Chart for SUSD Students](#). Staff will 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. Monitor staff and students throughout the day for signs of illness. Determine any special or unique needs for students with disabilities related to planned district or school wide procedures.
- c. Students—Entering Campuses
 - i. Passive Screening. Families should perform this screening prior to their child leaving for school:
 1. Is my child feverish?
 2. Does my child have the chills?
 3. Does my child have a new or worsening cough?
 4. Does my child have shortness or breath?
 5. Has a member of the household screened positive for COVID-19 in the past 14 days?
 - A. If the answers are “No” to all questions, the child is safe to attend school.
 - B. If the answers are “Yes” to any of the questions, the child should stay home and the family should consult with their doctor.
 - ii. Active Screening. Engage in symptom screening as students enter the classroom, consistent with public health guidance, which includes:
 1. Ask all students about COVID-19 symptoms within the last 24 hours.
 - A. Are you feverish?
 - B. Do you have the chills?
 - C. Do you have a new or worsening cough?
 - D. Have you or a member of your household screened positive for COVID-19 in the past 14 days?
 2. Complete a visual check for signs and symptoms of illness.
 - A. If the answers are “No” to all questions, the student is safe to attend classes.

B. If the answer is “Yes” to any of the questions or on the visual screening the screener feels the student may be exhibiting signs and symptoms of illness the student will be referred to the health office and begin the protocols in the [Sierra Unified COVID-19 Screening Flow Chart for SUSD Students](#)

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

iv. Sufficient points of access will be supervised to avoid larger gatherings.

v. When practicable, privacy boards or clear screens may be utilized.

d. Staff—Entering Campuses

i. Passive Screening. All staff reporting to work “in-person” will self-certify their health by answering the questions below prior to entering their assigned work location:

1. Are you feverish?

2. Do you have chills?

3. Do you have a new or worsening cough?

4. Do you have shortness of breath?

5. Have you or a member of your household screened positive for COVID-19 in the past 14 days?

6. Have you traveled outside of the country in the past 14 days?

*If the answers are “No” to all questions, the employee is safe to report to work.

*If the answer is “Yes” to any of the questions, the employee should stay home and call their immediate supervisor for further instructions.

ii. Active Screening. Engage in symptom screening as staff enter worksites, consistent with public health guidance, which includes visual wellness checks 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. Exclude employees who are exhibiting symptoms from the workplace. See [Sierra Unified COVID-19 Positive Response Process for SUSD Employees](#)

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

2. Create a procedure for reporting the reasons for the exclusions.

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

e. Outside Visitors and Groups

- i. All campus visitors must wear a face covering when entering and moving about SUSD facilities, and must report to the office for verbal and visual screenings. When it is determined that they are clear to enter, visitors will be provided with a pass.
 1. If any non-employee is present on campus without a pass they are to be immediately referred to the office to check in for screening.
- ii. External community organizations that use the facilities will follow the school's health and safety plans and [CDPH guidance](#).
- iii. Facility use agreements will include common facility protocols for all users of the facilities.
- iv. Protocols for accepting deliveries safely have been established at the district warehouse and each school site.
- v. Meetings with parents/families and community members will be conducted virtually as much as possible (e.g., 504, IEP, SST, community forum meetings).

Hygiene. Hygiene practices to ensure personal health and safety in school facilities and vehicles are in place following [CDPH and Cal/OSHA guidelines](#).

a. Handwashing plan is established that includes:

- i. Opportunities for students and staff to meet handwashing frequency guidance.
- ii. Sufficient access to handwashing and sanitizer stations are available. Plans for facility use are established 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. Proper handwashing techniques and PPE/EPG use training and signage are available at school sites, in the classroom and throughout the facilities 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. Signage and training opportunities are utilized from CDC guidance on proper PPE use.

c. 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.
- iii. Proper wearing of face coverings

Protective Equipment. Protective equipment to ensure personal health and safety in school facilities and vehicles is available.

a. According to CDC guidance:

- i. Staff and students will receive training and information 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. Reasonable accommodations, such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons will be made. 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 not surgical masks, respirators, or personal protective equipment and are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms).

b. Staff Protective Equipment

- i. Staff are required to wear face protection in accordance with [CDPH guidelines](#) unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease transmission.
- ii. Masks will be available to the employee as needed to ensure they have a clean face covering.
- iii. Other protective equipment will be made available, as appropriate for work assignments.
 1. For employees engaging in symptom screening, provide surgical masks, face shields, and disposable gloves.
 2. For front office and food service employees, provide face coverings and disposable gloves.
 3. For custodial staff, provide equipment and PPE for cleaning and disinfecting, including:
 - A. For regular surface cleaning, provide 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.

4. For staff providing health care procedures at school that involve aerosol/aspiration (e.g. Trach suctioning, oral suctioning, nebulizers, etc.) it is recommended that this be done in a separate room with only the student and appropriate staff present. Staff will need to wear appropriate personal protective equipment (PPE) (e.g., gown, mask, face shield, gloves that will not break during the procedure, etc.) and the room and supplies will need to be appropriately disinfected following the procedure. PPE will need to be changed between students and/or procedures as appropriate; thus, sufficient PPE will need to be secured before students return to school.

c. Student Protective Equipment-masks

An appropriate face covering is one that covers the nose and mouth. It may be secured to the head with ties or straps or simply wrapped around the lower face. It may be made of a variety of materials, such as cotton, silk or linen. Acceptable cloth face covering options include, but are not limited to:

- Face covering provided by SUSD
- Bandana
- Neck gaiter
- Homemade face covering
- Scarf
- Face shield (consider a shield with a cloth drape on the bottom)
- Tightly woven fabric, such as cotton T-shirt and some types of towels

Face coverings that do not comply with this protocol include, but are not limited to ones that:

- No longer cover the nose or mouth
- Have stretched out or damaged ties or straps
- Cannot remain securely attached to a person's face
- Have holes or tears in the fabric
- Obstruct the student's vision

1. Grades TK-12 are required to wear a face covering while using SUSD facilities.

Individual considerations for use of face masks for students with disabilities who are not able to wear masks will be addressed through the student's Individual Education Plan (IEP). At a minimum, face coverings should be worn:

2. While waiting to enter the school campus.
3. While on school grounds (except when eating or drinking) where physical distancing is not able to be maintained.
4. While on a school bus.
 - A. Driver has access to surplus masks to provide to students.

Physical Distancing. Physical distancing standards will be met in school facilities and vehicles while meeting student medical, personal, or support needs.

- a. The number of people in all campus spaces are limited to the number that can be reasonably accommodated while maintaining a minimum of 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, smaller student/educator cohorts to minimize the mixing of student groups throughout the day have been considered. Students, educators, and staff movement will be minimized as much as possible.
 1. Student and staff capacity of each school building has been determined to meet 6-foot physical distancing objectives, and will require the wearing of face coverings.
 2. With community input, solutions have been considered for strategies to limit the number of students reporting to school.
- ii. The CDC recommends virtual activities in lieu of field trips and intergroup events.
- iii. Signage will be posted and visual tools will be in place to direct traffic around campus.
- iv. Buses
 1. Maximum capacity has been determined for students of each vehicle
 2. Plans for seating based on maximum capacity determined above, and plans for bus routes that accommodate the capacity limitations have been developed by the Transportation Department.
 3. Students and parents will be instructed to maintain 6-foot distancing at bus stops and while loading and unloading.

4. Students will be seated from the rear of the bus forward to prevent students from walking past each other. To prevent students from walking past one another, afternoon runs should be boarded based on the order in which students will be dropped off. (Students who get off first should board last and sit in the front.)
5. Students and staff should wear face coverings at bus stops and on buses.

v. Playgrounds/Outside Spaces/Athletics

1. Increased supervision to ensure physical distancing and students will be in cohorts to assist with minimizing exposure.
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.

vi. Classrooms

1. Maximum capacity for students of each classroom while meeting 6-foot physical distancing objectives has been determined.
2. In accordance with CDC and CDPH guidance, desks are a minimum of 6 feet apart and arranged in a way that minimizes face-to-face contact.
3. Utilizing other campus spaces for instructional activities (e.g., lecture halls, gyms, auditoriums, cafeterias, outdoors) has been part of our planning.
4. Physical distancing markers will be in place as students move between classrooms.

vii. Food Service

1. Limit physical interaction during meal preparation and meal service (e.g., serving meals in classrooms, increasing meal service access points, staggering cafeteria use).
2. Suspend use of shared tables and 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. If providing meal service in classrooms, plan for cleaning and trash removal.

c. Staff

- i. Develop a plan that ensures physical distancing among staff in their work environment to reduce spread of the virus that includes:
 1. Avoid staff congregation in work environments, break rooms, staff rooms and bathrooms.
 2. Avoid grouping staff together for training or staff development. Trainings and meetings are conducted virtually or, if in-person, distancing is maintained.
- ii. Adjust staff schedules (through negotiations) to accommodate new student schedules and physical distancing strategies, as needed.
- 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. Cleanliness and disinfecting standards in school facilities and vehicles follow state, and county guidelines.

- a Overall Cleanliness Standards. Schools will meet high cleanliness standards prior to reopening, and staff is assigned to maintain a high level of cleanliness during the school year.
- b. In accordance with CDC guidance, sharing of electronic devices, toys, books, and other games or learning aids will be minimized.
- d. In accordance with CDC and California Department of Pesticide Regulation (CDPR) guidance, and in consultation with local public health officials, communication regarding use of products 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. Seats on bus
4. Keyboards, phones, headsets, copy machines

iii. Disinfecting frequently high-touch surfaces, such as:

1. Door handles and light switches
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, use 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, programs should 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, 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).

- f. All water systems and features (e.g., drinking fountains, decorative fountains) have been brought to healthy standards and are safe to use after a prolonged facility shutdown.
- g. Each child's belongings will be stored separately and in an individually labeled storage container, cubby, or area. Belongings will be sent home each day to be cleaned.

Employee Issues. Employees were included in staff meetings, and community forums on COVID-19 plans for re-opening

a. Revisit existing bargaining agreement.

- i. The District will engage representatives of labor groups and work collaboratively in tailoring bargaining agreements to address the relevant employee issues. 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.
- ii. Create a plan for future bargaining that may be necessary as additional issues arise.

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.

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 of self and students. iv. Update 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.

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

- a. Stakeholders, including families, staff, and labor partners in the school community, have been engaged with school and district leadership in formulating and implementing the plans in this check- list.
- b. Communicate to staff, students, and parents about new, COVID-19-related protocols, including:
 - i. Proper use of PPE/EPG.
 - 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.
- c. Target communication for vulnerable members of the school community.
- d. Create a communications plan should a school have 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.
 - 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 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 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 for home isolation

Foothill COVID-19 Safety Plan

Symptom Checks

- Parents will administer a health screening each morning before sending students
- Teachers will do a health screening when entering the classroom

Bussing

- Masks required
- Siblings and students of the same residence are required to be seated together.

Arriving to Campus

- TK-6th grade face coverings required at all times except when eating, and during supervised mask-breaks while physical distance is maintained.
- Cohort Location
 - Cohort's will be by grade level
- Equipment provided
- Maintain 6ft physical distance with face coverings in cohort (TK-2 strongly recommended)

Classroom

- Sanitizer/hand washing in, Sanitizer/hand washing out
- Health Screening by teacher
 - TK-2 Temp Checks
 - 3rd-6th- Verbal Screening
- 18-24 students per classroom
 - Physically Distanced, 6ft apart
 - TK - 6th face coverings required
- Alternative spaces for larger class groups
- Cohorts by grade level
- Sanitizing surfaces throughout the day
- Sanitizing by custodians each night (including fogger)

Restrooms/Office

- Sanitizer/hand washing in, Sanitizer/hand washing out
- Alternative drinking stations provided
- Cleaning of touch surfaces throughout the day
- Physical distancing of office space, face coverings required
- Limited visitors
 - All visitors are required to wear face coverings
 - All visitors required to check-in at office first

Breakfast/Recess/Lunch

- Breakfast/Lunch in Cohort locations
 - Breakfast before school in cohort location
 - Lunch TK-2 in Cafeteria
 - Lunch 3rd-6th outside covered area
- Recess
 - equipment and play structures available (Sani in, Sani out)

Leaving Campus

- Staggered times to buses
- One big circle to buses (starting at first bus and moving around to back to pick up)
- One parent pick-up area
 - Grade level groups at pick-up

REI/LEAP

- Service students in designated REI/LEAP classrooms
- Sanitizing between cohorts

Specials (PE, Art, Music)

- Students will deploy to specials
- TK-6th face coverings required (Including PE)

SOAR Center/Wonder Room

- Maria- regulation breaks, minor behavior (Come to classroom)
- Katrina- Major (Soar Center)

Sierra Junior/Senior High COVID-19 Safety Plan

Before School Symptoms Check

- Families do a health screening each morning before sending students
 - Health screening guidelines will be provided for each family to follow
 - When in doubt, do not send your student to school
- Teachers will do a verbal health screening when entering the classroom
 - The health screening questions will be posted in each classroom
 - Teachers trained in the screening process
- Protocol in place with the SUSD Nurse if a student begins to display symptoms during the day
 - Please refer to the detailed SUSD plan
- An isolation room is set up next to the nurses office for the student to wait in while family is contacted
- Families are to keep their contact information in Aeries accurate and up to date in case staff needs to have them pick up their student during the day
- Staff and students will be trained in how to self-monitor symptoms and at the same time reminded that many people suffer from allergies and seasonal illnesses

Traveling to and Arriving on Campus

- Masks are required on the bus
 - Students will bring a mask from home, extra masks will be available for those that forgot a mask
- Must ride assigned routed bus only
 - No request for afternoon bus changes
- Students are to wash hands at handwashing stations or sanitize when entering the campus
 - Hand sanitizer will be available by every classroom
 - Handwashing stations will be accessible near each quad
- Rainy day and or heat advisory plan for students who want to go inside
 - Large gym for JR high, sit in bleachers by grade level
 - Small gym for High school, sectioned by class
- Masks are required while on school grounds (except when eating or drinking) where physical distancing is not able to be maintained outside of buildings
- Students go straight to assigned cohort(grade level) location until the first bell
 - Staff will be monitoring the campus and supervising for when reminders for physical distancing are needed
 - Maintain physical distance of 6 ft on campus
 - It is important that students and staff follow this health guideline and will be reminded when they forget
- Follow the traffic flow of the campus that provides for physical distancing
 - Clearly marked hallways and spacing markers will be placed around the campus

Classroom

- Sanitize in and Sanitize out of each room
 - If a student has a sensitivity to hand sanitizer, please call the school nurse so this may be noted and these students will then go to a handwashing station to clean
- Health screen by teacher
 - The health screening questions will be posted in each classroom
 - Teachers trained in the screening process
- Classrooms will follow physical distancing protocols

- Masks are required at all times except when eating
- Class size dependent on the square footage of the classroom
 - Most rooms are designated as one of the following: 22, 25, or 30 student capacity to maintain 6 ft of physical space
- Alternative classroom for larger classes
 - Presentation Center, Library, Portables, Small Gym, Design room
- Sit at individual desk with physical distancing
 - Designated rooms can use tables and maintain physical distancing
- Stay within cohort group (grade level) throughout the day
 - Classes with multiple grade levels will separate grade levels with assigned seating
- Students are to bring their school issued Chromebook to school each day fully charged
- Students are to bring their own supplies to school each day (pencil, notebook, paper...)
 - Specialized supplies will be provided and cleaned between each period (art, lab materials, welding supplies and equipment...)
- Locker rooms follow physical distancing protocols
 - Assign lockers with space between
 - Activities dependent on current health protocols
- 5 minute cleaning period at the end of each class
 - Staff will clean the touch surfaces with products from the recommended list provided by the Health Department
 - Staff is trained in the use of these products
- Follow the traffic flow of the campus that provides for physical distancing to the next class

Restrooms/Offices

- Sanitize in and Sanitize out or wash hands
- Scheduled cleaning of touch surfaces during the day by custodial staff
- Physical distancing of office space
 - Masks required

Breakfast/Break/Lunch

- Lunch in cohorts sitting in outside designated areas
 - Areas have sun and shade, tables and grass
 - Activities and equipment based on current health guidelines
- Rainy day or heat advisory plan for students who want to eat inside
 - Large gym for JR high, sit in bleachers by grade level
 - Small gym for High school, sectioned by class
 - School may be closed due to weather or air quality
- Boxed meals served out of carts

Leaving Campus

- Sanitize or wash hands before leaving campus
- Follow the traffic flow of the campus that provides for physical distancing
- Physical distancing while waiting for bus or parent pick up
- Masks required if riding on the bus
- Must ride assigned bus
 - No request for afternoon bus changes
 - Please refer to SUSD plan for bussing

Sports and Extracurricular

- Clubs and activities will follow current health guidelines for numbers in attendance and activities based on health guidelines and the Chapter or club guidelines
 - Students who are enrolled with Sierra@Home will be eligible to participate
- Shared equipment is dependent on current health guidelines and will be cleaned accordingly
- Sports game schedule set in coordination with CIF
- FFA schedule set in coordination with the State and National FFA Organization
- Music events in coordination with the various county venues that host the events
- No afterschool homework club during phase 3
 - A virtual homework club will be developed
- No late bus routes during phase 3
- Activities Director is working with the student body to create fun activities that align with the County Health guidelines

Sierra Alternative High School COVID-19 Safety Plan

In this phase of reopening students will be returning to school five days a week and will be following health protocols and changes to our campus. If a family is not able to return to school or does not desire to return to school with the following protocols, SUSD will be offering Sierra@Home Education as an option.

Before School Symptoms Check

- Families do a health screening each morning before sending students
 - Health screening guidelines will be provided for each family to follow
 - When in doubt, do not send your student to school
- Teachers will do a verbal health screening when entering the classroom
 - The health screening questions will be posted in each classroom
 - Teachers trained in the screening process
- Protocol in place with the SUSD Nurse if a student begins to display symptoms during the day
 - Please refer to the detailed SUSD plan
- An isolation room is set up in the main office for the student to wait in while family is contacted
- Families are to keep their contact information in Aeries accurate and up to date incase staff needs to have them pick up their student during the day
- Staff and students will be trained in how to self-monitor symptoms and at the same time reminded that many people suffer from allergies and seasonal illnesses

Traveling to and Arriving at Campus

- Masks are required on the bus
 - Students will bring a mask from home, extra masks will be available for those that forgot a mask
- Must ride assigned routed bus only
 - No request for afternoon bus changes
 - Siblings and students of the same residence are required to be seated together.
 - Please refer to SUSD plan for busing
- Students are to wash hands at handwashing stations or sanitize when entering the campus
 - Hand sanitizer will be available in every classroom
 - Student restrooms will be accessible near the classrooms for handwashing
- Rainy day and or heat advisory plan for students who want to go inside
 - Classrooms or the Main office will be available
 - School may be closed due to weather or air quality
- Students then go straight to an open bench or assigned classroom until the first bell
 - Staff will be monitoring the campus and supervising for when reminders for social distancing are needed
 - Rainy day plan for students who want to go inside
 - Assigned classroom or Main office
 - Maintain physical distance of 6 ft on campus
 - It is important that students and staff follow this health guideline and will be reminded when they forget
- Follow the traffic flow of the campus that provides for physical distancing
 - Clearly marked hallways and spacing markers will be placed around the campus

Classroom

- Sanitize in and sanitize out of each room

- If a student has a sensitivity to hand sanitizer, please call the school so this may be noted and these students will then go to a handwashing station to clean
- Health screen by teacher
 - The health screening questions will be posted in each classroom
 - Teachers trained in the screening process
- Classrooms will follow physical distancing protocols
 - Masks required
- Class size dependent on the square foot age of the classroom
 - Most rooms are designated as one of the following: 10 to 15 students to maintain 6 ft of physical space
- Alternative classroom for larger classes
 - Unused classrooms
- Sit at individual desk with physical distancing
 - Designated rooms can use tables and maintain physical distancing
- If students attend classes at Sierra High School, they need to remain separated from SHS students.
 - Classes with multiple grade levels will separate grade levels with assigned seating
- Students are to bring their own supplies to school each day (pencil, notebook, paper...)
 - Specialized supplies will be provided and cleaned between each period (art, lab materials, welding supplies and equipment...)
- Locker rooms follow physical distancing protocols
 - Assign lockers with space between
 - Activities dependent on current health protocols
- 5 minute cleaning period at the end of each class
 - Staff will clean the touch surfaces with products from the recommended list provided by the Health Department
 - Staff will be trained in the use of these products
- Follow the traffic flow of the campus that provides for physical distancing to the next class

Restrooms/Offices

- Sanitize in and sanitize out or wash hands
- Scheduled cleaning of touch surfaces during the day by custodial staff
- Physical distancing of office space
 - Masks required

Breakfast/Break/Lunch

- Lunch sitting outside in designated areas
 - Areas have sun and shade, tables and grass
 - Activities and equipment based on current health guidelines
- Rainy day or heat advisory plan for students who want to eat inside
 - Classrooms or Main office
- Boxed meals served out of carts

Leaving Campus

- Sanitize or wash hands before leaving campus
- Follow the traffic flow of the campus that provides for physical distancing
- Physical distancing while waiting for bus or parent pick up
- Masks required if riding on the bus
- Must ride assigned bus

- No request for afternoon bus changes
- Please refer to SUSD plan for bussing

Sports and Extracurricular

- Clubs and activities will follow current health guidelines for numbers in attendance and activities based on health guidelines and the Chapter or club guidelines
 - Students who are doing Sierra@Home Education will be eligible to participate
- Shared equipment is dependent on current health guidelines and will be cleaned accordingly
- Sports game schedule set in coordination with CIF
- FFA schedule set in coordination with the State and National FFA Organization
- Music events in coordination with the various county venues that host the events
- No afterschool homework club during phase 3 reopening
 - A virtual homework club will be developed
- No late bus routes during phase 3 reopening
- Activities Director is working with the student body to create fun activities that align with the County Health guidelines

Facilities & Transportation Return to School Protocols

Transportation Procedures/ Protocols for Parents & Students:

With COVID-19 present in our environment and for the foreseeable future, we are committed to developing protocols and procedures that reflect current public health guidance where practicable on how to stop the spread of COVID-1

Parents are required to perform health screening of children at home before leaving for the bus each day. [CDC Household/General Public Seasonal Flu link https://youtu.be/9APKBBR18Cc](#)

Face Coverings:

Each student will be required to wear a face-covering before boarding the school bus. It is the parents' responsibility to teach their child how to wear a face-covering properly. If a student refuses to wear a face-covering properly, the parent or guardian will be required to pick them up. [CDC About Cloth Face Coverings](#)

- Bus stop and route change requests for convenience are suspended. Students will only be allowed to ride the bus from one home to school and school to home stop. Exceptions will be made for students who have moved or relocated. Parents must notify the school of the change in address three days in advance. After approval from the school, the student will be issued a "Permission to Ride" form to be given to the bus driver.
- Maximum capacity on the bus will be determined for each vehicle while meeting the physical distancing objectives of one student per bench seat. Siblings and students of the same residence are required to be seated together.
- Physical distancing will be followed where practicable. Alternating rows on each side to create a zigzag pattern on the bus when space allows.
- Parents and bus drivers will remind students to follow physical distancing guidelines at their designated bus stop while waiting to board the bus.
- Site supervision will ensure the 6-foot distancing while loading and unloading the buses at the school site.
- Personal use of hand sanitizers is allowed and encouraged while riding the school bus.

Students will be limited from walking past one another by taking the following measures:

- **AM:** Students must sit from the rear of the bus forward based on the order in which students are picked up. Students who get on first should sit in the back of the bus.
- **PM:** Students will board afternoon routes based on the order in which students will be dropped off. Students who get off first will board last and sit in the front of the bus. Every effort will be made to ensure students ride the same bus and sit in the same seat every day where practicable.

VENTILATION:

Busses will operate with windows slightly opened to increase ventilation, weather permitting. Ensure ventilation systems operate correctly and increase the circulation of outdoor air as much as possible; for example, by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children.

DISINFECTION:

Busses and vehicles must be disinfected at a minimum:

- Before starting a route to pick up students
- After the completion of a route once students have exited the bus
- All school busses and vehicles will be equipped with cleaning, sanitation and disinfectant supplies (i.e., hand sanitizer, gloves, sanitizing wipes and disinfectant solutions) to ensure proper disinfection of the vehicles between each bus route.
- Each bus will have a supply of disposable face coverings for anyone who is unable to provide their own.
- Transportation support staff will be equipped with GenEon's Mist Fogger/Blowers. The support staff will disinfect all busses and vehicles daily.
- [School Bus Disinfecting Checklist](#)

Allergies, Self-Monitoring, Compassion, and Support:

We know that many of us experience seasonal allergies that can cause sneezing, coughing, runny nose, etc. We also know that in the not too distant past co-workers may not have particularly noticed when a colleague sneezed or coughed, and now we are all on heightened alert. We need to take care of one another and trust that each of us will take responsibility to self-monitor and stay home if we are feeling sick. If you develop symptoms during your workday that are unusual and are not related to seasonal allergies, you should go home. If you work in an area of the office where a coworker is experiencing seasonal allergies, please be compassionate and supportive.

Facilities and Transportation staff are required to notify their site office or immediate supervisor without delay if a student or staff member is observed exhibiting COVID-19 related symptoms.

All Staff are required to health screen at home. Screening of bus drivers will occur daily at the transportation yard before the start of each workday. Staff must not report to work if they suspect they are sick or if they have symptoms of COVID-19

Parents are required to perform health screening of children at home before leaving for the bus each day. [CDC Household/General Public Seasonal Flu Video](#)

Parents are required to pick up their child without delay if they are exhibiting these symptoms

COVID-19 related symptoms:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing

- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Facilities Cleaning:

- Everyone Cleans and Disinfects. Staff will be provided with an orientation on the use of cleaning and disinfecting products and equipment. Staff will be expected to clean and disinfect their own work stations and any common areas they use. Custodians will clean and disinfect every night as well. [Classroom Cleaning Checklist](#)

All custodians and school sites will be equipped with GenEon's Mist Fogger/Blowers. Operations staff will disinfect all school facilities daily.

- [How GenEon Sanitizing and Disinfecting Solution Kills Germs](#)
- [GenEon Mist Fogger Blower Demonstration](#)
- All facilities will be equipped with cleaning, sanitation, and disinfectant supplies (i.e., hand sanitizer, gloves, paper towels, disinfectant solutions).
- PPE inventory will be available in the Facilities & Transportation warehouse.
- All staff will be trained to regularly clean and disinfect high touch areas and surfaces in their work areas in accordance with the Centers for Disease Control (CDC) [How to clean and disinfect](#)
- Clean visibly dirty surfaces prior to disinfection. Clean and disinfect all [frequently touched surfaces](#) daily including tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- [Six Steps for Safe & Effective Disinfectant Use \(PDF\)](#)
- Setting and following a handwashing schedule for staff upon arrival, before and after meals or snack time, before and after going to the restroom, and regular intervals throughout the day. [Clean hands](#)
- Frequent monitoring of cleaning and disinfecting protocols will be conducted by the Director of Facilities and Transportation.

Essential Protective Equipment (EPE):

All staff will be trained to implement best practices in the use of Essential Protective Equipment (EPE), including, but not limited to:

- Wearing a face covering at all times (see additional information below).
- Wearing gloves when cleaning and disinfecting copy machines, light switches, thermostats, etc.
- Physical barriers or face shields when working closely with students.

Signage:

Reminders at entrances, classrooms, restrooms, copy room and break rooms:

- Don't visit if you are sick or symptomatic reminders outside of doors
- Occupancy signs at every room that follow 6 ft. distancing guidance.
- Reminders re handwashing, physical distancing, face coverings, and cough/sneeze habits
- [COVID-19 Notification Posting](#)

Staff Training:

- Staff training will occur prior to the start of physical instruction and will include health and safety practices described in this plan to answer questions related to guidelines.
- An emphasis in all staff training will be placed on teaching and practicing infection control measures. Active participation in health and safety protocols is a schoolwide responsibility.

Shared Workspaces:

- Meeting rooms, break rooms, offices and outside areas will have maximum occupancy signs posted. Signage must be posted indicating health and safety protocols physical distancing reminders and maximum occupancy.
- All staff will be trained in the use of cleaning and disinfecting products and will be expected to clean and disinfect any food preparation/storage equipment used.
- Day and Night Custodians will clean and disinfect at regular intervals.

Restroom Usage for Staff:

- Staff should use one of the staff restrooms in your immediate area. In an emergency, staff can use any restroom. Most importantly everyone should take responsibility for washing hands after each use, including wiping down handles and knobs and sink areas after washing hands.

BEST PRACTICES:

All staff will be required to follow Public Health Guidelines for physical distancing, face-covering, and hygiene, plus additional measures as noted below:

- Perform a daily self-check before you come to work (you may want to take your temperature)
- Do not come to work if you are feeling sick.
- Practice required physical distancing (6' or more).
- Enter and exit the building at the main entrance at the required physical distance.
- Wear a face covering while in the building, lobby, hallways including open work areas at all times.
- Practice regular hand washing for 20 seconds when entering the building, regularly throughout the day, and before exiting. Use hand sanitizer as needed.
- Utilize Personal Protective Equipment (PPE): gloves, extra face coverings, Clorox wipes, hand sanitizer (or disinfectant and paper towels).

- Maintain clutter-free surfaces and workstations for efficient and regular cleaning and disinfecting of workstations.
- Facilities and Transportation staff will make every effort to implement and share best practices including:
 - Regular safety meetings with all staff
 - Screen all students/family/staff/delivery drivers and contractors before entry
 - Post signage for COVID-19 preventative measures
 - Restrict activities and visitors, including volunteers and parents, delivery drivers and contractors
 - Require students and staff to conduct hand washing or sanitizing as their first activity upon arrival each day and regularly throughout the day
 - Stock cleaning supplies and PPE for all Facilities & Transportation. (based on availability)
 - Have a stock of facial coverings in the event that a child or staff member exhibits symptoms
 - Clean and disinfect frequently
 - Implement physical distancing best practices including no hugs or shaking hands, no fist or elbow bumps.
 - Teach and model social distancing greetings,
 - Keep emergency contact information up to date

RESOURCES:

- [Classroom Cleaning Checklist](#)
- [COVID-19 Notification Posting](#)
- [mask-required-on-this-bus-decal](#)
- [Centers for Disease Control and Prevention](#)
- [COVID-19 Industry Guidance: Schools and School-Based Programs](#)
- [Fresno County Dept of Public Health COVID-19 Website](#)
- [CDE Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)
- [Illness Guidelines](#)