



## BOGUS ELEMENTARY SCHOOL

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### Procedures for 2020-2021 School Year

August 17<sup>th</sup> , 2020

Dear Students, Parents, and Community Members:

The COVID-19 pandemic has brought great changes to the world, and the Bogus Elementary School District is no exception. The District has monitored safety requirements and recommendations from the Siskiyou County Health & Human Services Agency and has developed new protocols and processes to help ensure the safety of our students, staff, and visitors for the upcoming school year. Any person entering District property or attending District-sponsored activities **must** follow all safety protocols, as summarized below. These protocols may change as we receive new information from local and state authorities.

While we are doing all we can to protect you, an inherent risk of exposure to COVID-19 exists in any public place where people are present. Given the extremely contagious nature of COVID-19, the District cannot guarantee that you will not be exposed to the virus while on District property or at District events, even with safety measures in place.

**By working at, attending, or entering District property or District events, you are acknowledging that the inherent risk of exposure to COVID-19 exists, and you voluntarily assume all risks related to exposure to COVID-19.**

Please read through this information in its entirety **and sign and return the acknowledgement below by Friday, August 28<sup>th</sup> 2020**. We are working hard to protect you in the midst of this pandemic, but it is essential that everyone does their part to protect each other.

#### Protocols for Students

1. Do not come to a school site or District event if you are sick or showing symptoms of COVID-19 (including but not limited to 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, and diarrhea).
2. Inform the District within 24 hours if you or a member of your household contracts COVID-19.

- a. A health care provider's release must be provided before returning to a school site if you have tested positive for COVID-19.
  - b. Consider 14-day quarantine requirement if tested negative, but someone else in household tested positive COVID-19, or demonstration of negative COVID-19 test.
3. Students may have their body temperature verified before entering a school site.
  - a. A District representative may scan students' foreheads with a touchless thermometer.
  - b. The student's temperature must read 100.3°F or under to enter a school site.
  - c. If a fever is recorded, then you must leave the site immediately. A fever is 100.4°F/38°C or higher.
4. Consistent with California Department of Public Health mandates, students in third grade and above must wear face coverings when others are present and prior to entering District property.
  - a. Students between the ages of 2 years old and second grade are strongly encouraged to wear face coverings if they can be worn properly.
  - b. A face shield is an acceptable alternative for children between the ages of 2 years old and second grade who cannot wear a face covering properly.
  - c. Space between student desks will be maximized where practicable.
  - d. Face coverings must be worn on the face as designed for coverage of mouth and nose.
  - e. Face coverings may be pulled down towards chin for quick positioning if no other people are present.
  - f. Face coverings can be a fabric self-supplied style or medical style.
  - g. Face coverings must be worn by students in the third grade and above at all times when inside of a classroom.
  - h. Face coverings may be removed for meals, snacks, naptime, outdoor recreation, or when it needs to be replaced.
  - i. Inform the District as soon as possible if you have a medical condition that prevents you from wearing a mask.
5. Utilize hand-sanitizing/hand-washing procedures.
  - a. Best practice is to wash hands with soap and water frequently. Sanitizer must be used if soap and water is not readily available, and upon entering a building or classroom, and when otherwise necessary.
  - b. Use hand sanitizer station or personal bottle of sanitizer at personal workstation.

## Protocols for Visitors

1. Visitors must sign in at front desk of the school site.
2. Visitors must have their District-issued ID pass readily available when requested.
3. Visitors who are sick or showing symptoms of COVID-19 (including but not limited to 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, and diarrhea), will not be allowed onto District property or to attend District events.
4. The District may verify the body temperature of visitors before they before enter a school site.
  - a. A District representative will scan your forehead with a touchless thermometer.
  - b. Your temperature must read 100.3°F or below to enter a school site.
  - c. If a fever is recorded, then you must leave the site immediately. A fever is 100.4°F/38°C or higher.
5. Visitors must wear face coverings when others are present and prior to entering District property.
  - a. Social distancing of 6 feet minimum must be maintained whenever possible.
  - b. Face coverings must be worn on face as designed for coverage of mouth and nose.
  - c. Face coverings may be pulled down towards chin for quick positioning if no other people are present.
  - d. Face coverings can be a fabric self-supplied style or medical style.
  - e. Face coverings must be worn at all times when inside a classroom.
  - f. Inform the District as soon as possible if you intend to visit District property and you have a medical condition that prevents you from wearing a face covering.
6. Utilize hand-sanitizing/hand-washing procedures.
  - a. Best practice is to wash hands with soap and water frequently. Sanitizer must be used if soap and water isn't readily available, and upon entering a building or classroom, and when otherwise necessary.
  - b. Use hand sanitizer station or personal bottle of sanitizer at personal workstation.

## What We're Doing

1. We will strictly enforce all safety and health protocols for employees, students, and community members.
2. Protocol signage will be posted at every entrance.
3. Employees will be provided appropriate personal protective equipment ("PPE") for their position, including face coverings for teachers.

4. We encourage all staff and students to be tested before returning to school in August.
5. We have arranged multiple cleaning and disinfecting of areas throughout the day.

The safety and well-being of our students, staff and visitors is our utmost priority. We encourage you to contact us with any questions, concerns or comments about the above protocols. Please contact Erika Salvestro at (530) 459-3163.

**Pledge & Acknowledgment**

I have read and understand the content of this notice. I agree to abide by all guidelines and procedures in this notice, which may change over time as circumstances change over time. I understand that COVID-19 is a serious and highly contagious virus and it is possible to be exposed to or infected by COVID-19 even if I or my child/ward follow all safety precautions above and those recommended by the CDC, local health department, and others.

I understand that my signature below is a condition to my/my child/ward attending school on a hybrid-model in-person for the 2020-2021 school year, and that I/my child/ward have/has the option to engage in distance learning in lieu of in-person instruction, and any attendance at the school site is strictly voluntary and I assume all risks related to exposure to COVID-19, including but not limited to contracting COVID-19, transmitting COVID-19, illness, injury, hospitalization, and/or death as a result of the same.

**For students/visitors under 18 years:**

Parent/Guardian Name	On behalf of Student/Visitor Name
Parent/Guardian Signature	Date

**For students/visitors over 18 years:**

Student/Visitor Name	
Student/Visitor Signature	Date

# *Bogus Elementary School District*

## *School Opening Plan 2020-2021*



*A Guide to Address the Challenges of Covid-19 in School*

## OVERVIEW

The health and safety of students and staff is the top priority when making decisions on how to reopen our school. Bogus Elementary School District has worked together with Siskiyou County Office of Education and Siskiyou County Public Health to prepare a reopening plan. All of the public schools in Siskiyou County share a common set of best practices when it comes to guiding each school and districts return to instruction on school sites as safely and effectively as possible, with as much normalcy as possible.

Back to school immunizations are especially important this year. Doing all we can to reduce the occurrence of other vaccine preventable diseases such as influenza will avoid confusion and unnecessary concern for COVID-19.

Bogus Elementary will apply the California Department of Public Health Guidance. However, because our school is unique in student numbers, facilities, staff, and resources available, how that looks exactly may look differently than other schools.

With the release of California Department of Public Health Guidance on June 5, 2020, and California Department of Education Guidance on July 17, 2020 Bogus is planning to return to school on August 26, 2020. The school will open in phases and re-evaluating the schools status every 4 weeks. We plan to start with an orientation for each family to get supplies and familiar with online learning. After that we plan to have several options for families to choose which learning format best suits their family. Keep in mind that this plan might change before the start of school depending on the guidance of Siskiyou County Department of Public Health.

## Back to School!

Week 1 (Aug. 26th- 28th) : Orientation for individual families with a teacher. Families will get supplies, computers, and lunches for the week. Teachers will walk both the student and parents through Zoom, Google Classroom, G-Mail, and other learning applications. Paper packets will also be provided for students. We ask that families start to be mindful of where they take their children and who they have contact with starting this week and for the following two weeks. This is in hopes that the slow start will allow students to adjust from summer to school in their home as well as set our community up for success for opening in-person.

Week 2 & 3 (Aug. 31st - Sept. 11th : Distance learning will begin on Monday with a Zoom meeting at 8:30 in the morning. Attendance will be taken at 8:30 each morning during the Zoom meeting. After the meeting, students will be sent to break out groups depending on grade level and teacher. Meals will be provided on Monday for the whole week. Students will be taking the STARR test in order to better plan what supports they will need during the year in addition to our regular curriculum. Parents will have the option to come into the classroom voluntarily for a check-in and for the student to test. These two weeks will mainly consist of review for students to help mitigate any learning loss during the school closure in the spring.

Week 4 (Sept. 14th -Sept. 18th) : The school will be re-evaluating where the county and school are in the process of fully re-opening. With our small number of students and unique setting, our hope is to re-open for in-person learning at this time. Families will have the option to send students to school at this time or continue distance learning. ( See all protocols for opening in-person below)

2020-2021 New Routines for Students  
Parent Version  
Face to Face Instruction with the option of DL Model

**Bus**

AM bus pick up will be at designated stops.

- Face coverings are mandatory while on the bus. Siblings can sit together.
- Students will be actively screened (temperature checked) when entering the bus.

**Car Drop Off**

School doors will open at 8:00AM

- Students will be actively screened (temperature checked) when entering the school.
- If a parent wishes to walk a student to the classroom they will be actively screened.

**Temperatures**

All staff and students will be fever screened when they enter campus. If they have a temperature of 100.4 or over and COVID symptoms, they will be sent home. That student or staff member will not be allowed to return until they have a negative covid test or after 14 days.

**Face coverings**

All staff will be required to wear a mask or face shield. District is providing for all staff.

- All students 3-8 will be required to wear a face covering.
- K-2 students will be strongly encouraged to wear a face covering when unable to be socially distanced.

**Handwashing**

All staff and students should wash their hands or sanitize once they enter campus and classrooms.

**Recess**

All recesses - face coverings are not mandatory when playing or exercising. If in a small group - face coverings need to be worn.

- Playground equipment will be taped off until TBD.
- Students may only use their classroom playground balls which will be wiped down at the end of each recess.

**Lunch**

Lunch will be outdoors as much as possible. Students should bring towels to sit on when eating outside. Towels can be left at school during the week and taken home on Fridays. Student lunches can be homemade, store bought or school bought.

**After School Program**

All health and safety precautions will remain in place for the duration of the ASP.

- Parent pick up - buzz in at the door and the child will be brought to the parent. Parents will sign the child out at the door.

**Travel**

Due to a large number of COVID cases in Siskiyou county being linked to traveling, we ask that if your family travels outside the county that you notify the school and then self-quarantine for 14 days, meaning your student would distance learn for two weeks after returning from the trip.

**Supply List:**

Bogus is providing most school materials (markers, colored pencils, pens, pencil, pencil sharpener, scissors, notebooks etc.) but we are asking for families to provide the following for each student to enable less sharing of materials and students health.

- Headphones
- Hand Sanitizer
- Beach Towel
- Water Bottle

# READY. SET. START SMART!

## 2020-2021 SCHOOL YEAR

### PARENT & STUDENT AGREEMENTS

# Parents:

#### MAKE THE CHOICE THAT IS RIGHT AND SAFE FOR YOUR CHILD:

Option 1:

I plan for my child(ren) to return to a traditional classroom setting when school resumes on August 26, 2020, they will commit to following the safety guidelines outlined below to protect themselves, their peers, and their teachers.

Option 2:

I prefer for my child(ren) to start the school year with digital learning at Bogus Elementary School, and return to the traditional classroom when conditions further improve. Digital learning will follow the traditional daily schedule with paper packets and online applications if available.

If you choose this option please answer the following questions.

- Do you have access to wifi? \_\_\_\_\_
- Do you have access to cell phone service? \_\_\_\_\_
- If yes, what provider? \_\_\_\_\_
- Do you have a device for your student? \_\_\_\_\_

Students Name(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent Signature: \_\_\_\_\_

# Students:

## GETTING READY AND TO SCHOOL SAFELY:

- ❖ Before I come to school, I will check my temperature and assess my symptoms; if I have a fever of 100.4 or higher, or a cough, shortness of breath, or loss of taste or smell, or if I have been in direct contact with someone who has COVID-19, I will stay home and contact my medical provider.
- ❖ I will get my temperature checked as I board the bus. If I have a fever of 100.4 or higher, or a covid-19 symptom, I will go back to my guardian and not board the bus. I will wear my face covering. My bus will be cleaned nightly. I can sit with my siblings.
- ❖ If I ride in a car to school, my guardian will drop me off in the car rider area and I will get my temperature checked as I enter the school.

## SAFETY AT SCHOOL

- ❖ When I am moving about the classroom or school, I will wear my face covering and practice social distancing.
- ❖ I will bring a water bottle to school, as water fountains will be closed for regular use; water fountains may only be used to refill water bottles throughout the day.
- ❖ When I am in the classroom, I may remove my face covering when working independently at my desk or when the teacher is providing whole group instruction. I will wear my face covering when working in small groups with the teacher or my peers. Desks and tables will be spaced four-feet apart and will face in one direction.
- ❖ I will wash my hands frequently or use hand sanitizer throughout the day.
- ❖ In the cafeteria, I will wear my face covering when waiting in line for food, and I will practice social distancing. Before picking up my food, I will use hand sanitizer. At outside tables, no more than four students may sit at any one table. I may remove my mask while eating but will put my mask back on before leaving the table.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

# Parents and Students:

## SAFETY PROCEDURES FOR EVERYONE

- ❖ Any student or staff member traveling internationally or on cruise ships will be expected to self-quarantine for 14 days upon return to the United States, based on federal and state executive orders. Students will be provided an opportunity to continue learning during the quarantine period through digital learning or paper packets with instructional support.
- ❖ If a student has a temperature and symptoms of Covid-19, the student can only return to school after they receive a negative covid test or after 14 days.
- ❖ Parents and guardians will use their best judgement in exposing themselves and students to high risk behaviors such as traveling, not practicing social distancing, etc. If a family has been in direct contact with someone who has COVID-19, they will stay home and contact a medical provider to get tested.
- ❖ Parents who will be picking up a child for early dismissal due to illness or a medical appointment will be expected to call the front office when they arrive at the school and remain in their vehicle in front of the main office; or if they enter the building, they must be fever screened. A staff member will bring the child to the vehicle, check your identification, and assist you in signing out the student. Only parents, guardians, or other individuals identified on the student's contact list, with appropriate identification, will be allowed to leave with the student.
- ❖ The school will have a designated isolation area in the event that a child or a staff member comes to school and presents COVID-19 symptoms. Parents will be contacted to pick ill students up immediately. Contact tracing will be used to identify students or staff members who may need to self- quarantine for 14 days. Students will transition to digital learning during the self-quarantine period.
- ❖ All buildings and work spaces will be cleaned and disinfected nightly.

## AFTER SCHOOL PROGRAM:

- ❖ **All** health and safety precautions (face coverings, social distancing) will remain in place for the duration of SAFE.
- ❖ Parents picking up students will buzz in at the door and the child will be brought to the parent. Parents will sign the child out at the door.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

