

Date: January 25, 2021

## 2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Weed Union Elementary School District

Number of schools:

1

Enrollment:

330

Superintendent (or equivalent) Name:

Jon Ray

Address:

575 White Avenue

Phone Number:

5309382715

City

Weed

Email:

jray@weedelem.k12.ca.us

Date of proposed reopening:

August 24, 2020

County:

Siskiyou

Current Tier:

Purple

*(please indicate Purple, Red,  
Orange or Yellow)*

Type of LEA:

Union

Grade Level (check all that apply)

TK

2<sup>nd</sup>

5<sup>th</sup>

8<sup>th</sup>

11<sup>th</sup>

K

3<sup>rd</sup>

6<sup>th</sup>

9<sup>th</sup>

12<sup>th</sup>

1<sup>st</sup>

4<sup>th</sup>

7<sup>th</sup>

10<sup>t</sup>

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is [K12csp@cdph.ca.gov](mailto:K12csp@cdph.ca.gov)

**LEAs or equivalent in Counties with a case rate  $\geq 25/100,000$  individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.**

### **For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:**

X I, Jon Ray, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Confirmed

X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

We have implemented the "Cohort" model with class sizes capped at 16 students per room. With the square footage of each room, each individual (including adults) will have at least 36 square feet in each room. Larger rooms (i.e. gymnasium, cafeteria) will allow for two cohorts (32 students maximum) at one time. All cohorts will stay together in their designated room with a designated schedule and the adults (teachers, instructional assistants) will move from place to place.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

16

If you have departmentalized classes, how will you organize staff and students in stable groups?

All cohorts will stay together and the adults will move from class to class

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

All cohorts will stay together and the adults will move from class to class

X **Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

All cohorts will stay together and the adults will move from class to class

X **Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be and enforced for staff and students.satisfied

All PPE will be provided to students upon entry if they don't have one available

X **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

School has two entry points and all individuals will be screened upon entry with parents/guardians waiting for screening results. Anyone showing any signs will be directed to the office where two isolation rooms are available. Additionally, teachers will screen all students upon entry to the classroom, after every break and at anytime during the day.

X **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Hand sanitizer stations are installed throughout the campus and students are directed to use them at all transitions.

X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Superintendent/Principal has implemented practices in which staff, parents and community members will notify staff and tracing can be conducted

X **Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff.

Cohort model based on square footage

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: 8 feet

Minimum 6 feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

X **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

All staff have completed the COVID-19 safe practices provided by Keenan's Safe Schools. Additionally, plans are reviewed at our monthly staff meetings

X **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Working with Shasta Cascade Health Clinics, all staff are tested on a rotating basis with our Administrative Assistant tracking results.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

- X **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Refer family to their health provider

Planned student testing cadence. Please note if testing cadence will differ by tier:

- X **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

Per Siskiyou County Health Department's plan, we report to our nurse who then reports to the Health Department

- X **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

We will utilize our Parent Communication platform

**Consultation:** (For schools not previously open) Please confirm consultation with the following groups

- X Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name: Weed Teachers Association, CSEA #391

Date: August 14, 2020

- X Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name: School Re-Opening Committee

Date: August 14, 2020

*If no labor organization represents staff at the school, please describe the process for consultation with school staff:*

## For Local Educational Agencies (LEAs or equivalent) in PURPLE:

- X Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Siskiyou. County has certified and approved the CRP on this date: August 14, 2020. If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

### Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)