



SAFE AT SCHOOL

Reopening Plan

*[Safe Return to In-Person Instruction and
Continuity of Services Plan]*

For 2021-22

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Santee School District
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1. INTRODUCTION

On March 13, 2020, the Santee School District, along with the 41 other school districts in San Diego County, made the difficult decision to close schools in order to slow the spread of the coronavirus. At the time, it was anticipated that schools would reopen after Spring Break. However, with the State of California continuing its Stay At Home order issued March 19, 2020, this did not occur and schools remained closed through the end of the 2019-2020 school year.

On June 11, 2020, the District convened a team of sixteen (16) staff members to develop, communicate, and implement plans for smoothly and efficiently reopening school on August 19, 2020 to ensure students are educated and cared for in a safe and effective manner and staff are working within safe conditions.

The outcome is this SAFE AT SCHOOL Reopening Plan. We hope this document will provide parents, students, staff, and the community with a comprehensive and detailed account of all measures put in place by the Santee School District to ensure the safest possible environment for reopening school after the COVID19 shutdown. The SAFE AT SCHOOL Reopening Plan has been developed using guidance provided by the Centers for Disease Control (CDC), the California Department of Public Health (CDPH), the Local Public Health Office (LPHO), the California Department of Education (CDE), and the San Diego County Office of Education (SDCOE). The SAFE AT SCHOOL Reopening Plan is designed to be a(n):

1. COMPREHENSIVE GUIDE for all stakeholders
2. INSTRUCTION MANUAL for “WHAT to do”
3. TRAINING RESOURCE for staff, substitutes, parents, and students
4. COMMUNICATION TOOL to promote confidence and a general sense of safety
5. DYNAMIC DOCUMENT with built-in mechanisms for monitoring and adapting to changing circumstances

The CDC and other agencies issuing guidance on the subject recommend that school districts perform an assessment of COVID-19 cases in the community prior to making a decision on whether to reopen for in-person instruction. As of July 13, 2020, there were 181 confirmed cases in Santee with a population of 58,115 as of 2018. This represents a 0.3% infection rate, significantly lower than many other parts of California and the nation. The American Association of Pediatrics recently issued guidance on reopening that states:

“Local school leaders, public health experts, educators and parents must be at the center of decisions about how and when to reopen schools, taking into account the spread of COVID-19 in their communities and the capacities of school districts to adapt safety protocols to make in-person learning safe and feasible. For instance,

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schools in areas with high levels of COVID-19 community spread should not be compelled to reopen against the judgment of local experts. A one-size-fits-all approach is not appropriate for return to school decisions.”

In addition, California’s Governor Newsom issued an executive order on July 17, 2020 mandating that, in order for schools to open for in-person instruction, they must be in a County that has not been on the Monitoring List for at least 14 consecutive days. Reopening school when there is no vaccine to prevent the spread of COVID-19 creates significant challenges for mitigating risk. The District’s number one goal is to ensure that staff and students are as safe as possible and practicable. In general, having fewer restrictions increases risk and the more restrictions put in place the lower the risk. However, it should be noted that risk cannot be completely eliminated, even if the most austere restrictions are enacted. Furthermore, most would agree that too many restrictions could make it nearly impossible to properly educate students. Consequently, the SAFE AT SCHOOL Reopening Plan has been developed with a focus on the following objectives (“Plan Objectives”):

- Continue providing an extraordinary education in an inspiring environment with caring people
- Provide an optimal balance of restrictions and risk, in changing circumstances, to create a safe environment for students, staff, campus guests, and the community
- In order to provide students the best opportunity to improve their academic achievement, have and maintain social-emotional efficacy and stability, and ensure their physical well-being; as well as minimize childcare needs for working parents; bring students back to school full-time for in-person instruction, including special education and intervention services, when local conditions allow
- Create a learning landscape that promotes the following:
 - Keeping students and staff physically safe
 - Keeping learning coherent by focusing on essential standards with aligned systems of assessments, bound in units of instruction in our core curriculum
 - Caring for the social-emotional and mental health needs of students
 - Meeting the needs of every student by considering the unique experiences of students and by considering students’ families as active partners in learning
 - Designing flexibility into school schedules to implement health and safety protocols, and norms for being together in-person and physically distanced
- Provide an alternative learning program for students and their families who do not wish to participate in in-person learning
- Maintain students in stable cohort groups throughout the day and avoid mixing of groups as much as possible and practicable
- Expect students and staff to use facemasks over their nose and mouth to protect their safety and the safety of others in accordance with CDPH guidance
- Provide additional staff and adequate resources for essential activities that increase the safety of students, employees, and the community, as needed

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The SAFE AT SCHOOL Reopening Plan is the result of the efforts and expertise of numerous individuals. Below is a list of the RLPT and others responsible for developing and drafting the plan:

Name	Position
<i>Reopening Logistics Planning Team</i>	
Abel, Cathy	Director, Child Nutrition
Chisholm, Holly	Coordinator, Health and Nursing Services
Christensen, Karl	Assistant Superintendent, Business Services
Clixby, Chelsey	Teacher - Special Day Class
D'Agostino, Jackie	School Secretary, Rio Seco
Edgerton, Teresa	Instructional Media Technician, Carlton Oaks
Griffin, Debbie	Interim Director, Transportation
Hepner, Travis	Craftworker I, Maintenance
Hirahara, Melanie	Teacher - Primary Grades
Keys, Larry	Site Custodian, Rio Seco
Long, Tory	Director, Fiscal Services
Meaux, Lori	Teacher - Junior High Grades
Ochoa, Jessica	Director, Out of School Time Programs
Southcott, Stephanie	Principal, Carlton Hills
Storm, Bryce	Director, Facilities/Maintenance/Operations
Yeo, Bernard	Director, Information Technology
<i>Other Contributors</i>	
Baranski, Kristin - Ed.D	Superintendent
Brittain, Jean	Parent Reviewer
Larson, Tim	Assistant Superintendent, Human Resources
Pierce, Stephanie - Ed.D	Assistant Superintendent, Education Services

On July 12, 2021 the CDPH issued revised guidance for schools for the 2021-22 school year that prioritizes full-time, in-person instruction. The District has three (3) fundamental objectives for the 2021-22 school year:

1. As much as possible, return school to a state of normalcy for students while continuing to follow adequate safety measures
2. Minimize the number of students missing in-person instruction -- and the amount of time missed -- for Symptoms, Close Contact, and Positive cases
3. Accelerate learning recovery

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2. INSTRUCTIONAL SCHEDULE AND DELIVERY

a. Configuration of School Week and Delivery of Instruction

The SAFE AT SCHOOL Reopening Plan contemplates that the configuration of the school week and corresponding instructional delivery method may change during the year depending on the implementation of restrictions by the Governor and/or the County Public Health Officer at any given time. Therefore, the SAFE AT SCHOOL Reopening Plan contemplates use of any of the following instructional delivery methods and schedules, depending on circumstances:

1. ***In-Person Instruction***: instruction under the immediate physical supervision and control of a certificated employee of the District while engaged in educational activities required of the pupil
2. ***Independent Study***: instruction primarily provided by a parent or caretaker with periodic support provided by a certificated employee of the District. There are two (2) types:
 - a. Short-Term: provided periodically by the school for planned or unplanned absences of students in the In-Person Instruction Program (limited to no more than 15 cumulative days for the year)
 - b. Long-Term: provided by the District's Alternative School Program for students whose parent/guardian has opted out of the In-Person Instruction Program
3. ***Full-Time Schedule***: All students attend full-time on-campus every weekday with instruction delivered in the same fashion as during a normal school year.

The table on the following page explains the various options in more detail:

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Name	Instructional Delivery Method	Condition(s) Precedent	Schedule	Description
<i>Independent Study</i>	Primarily Independent Work	Planned or Unplanned Absence(s) - limited to no more than 14 cumulative CONTRACT DAYS for the year	Short-Term (Basic)	Work provided by teacher for student to do while not attending school in-person
		Planned or Unplanned Absence(s) - On or after 15th cumulative CONTRACT DAY of Short-Term Independent Study	Short-Term (Enhanced)	Work provided by teacher for student to do while not attending school in-person supplemented by live interaction and synchronous instruction, as required by law
		Parent/Guardian Choice	Long-Term	Option available through the District's Alternative School Program for parents not desiring in-person instruction
<i>Full-Time In-Person Program</i>	In-Person	Allowed by public health order with less stringent classroom social distance requirement student to student	Full-Time	Traditional, full-time in-person instruction as was used prior to school closures in March 2020, with some modifications, if needed

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3. TRANSPORTATION

a. Preparation

Parents will be asked to check their child(ren)'s temperature at home each day and do a symptom check before leaving to go to the bus stop. Parents will also be instructed to not send their child(ren) to school if they have a temperature above 100.0F OR if they have any illness symptoms as specified in the [Symptom Check List](#).

With the exception of students whose disability or medical condition prevents them from being able to wear a facemask, all students will be expected to wear a facemask over their nose and mouth when entering a district vehicle, during the entire duration of the route, and when exiting a district vehicle. Drivers will have a supply of disposable facemasks in their vehicle to give to students who do not have one.

b. Embarkation

When the bus or van arrives to pick up students at each bus stop, the driver will check to ensure students are wearing a facemask. Those without facemasks will be given a disposable one and be instructed to wear it while on the bus.

c. Seating

On both General Education and Special Education routes, seating will return to normal with capacity restrictions lifted. Drivers will maintain a seating chart to facilitate contact tracing in the event of a positive COVID case for a transported student.

d. Health and Safety Protocols and Procedures

1. With the exception of students whose disability or medical condition prevents them from being able to wear a facemask, as documented by a doctor's note, all students will be required to wear a facemask over their nose and mouth when entering a district vehicle, during the entire duration of the route, and when exiting a district vehicle
2. Drivers will be required to wear a facemask over their nose and mouth anytime a student is on board the bus/van or when students are entering or exiting. Exceptions must be approved by the supervisor.
3. As weather conditions allow, windows will be opened to mitigate the use of air conditioning to allow for continued, larger than normal, volumes of fresh air to circulate within the vehicle, as feasible per vehicle
4. Schools will notify the Transportation Department of any students who are sent home for quarantine or isolation and the anticipated duration. These students will

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be monitored to ensure they are not transported until they meet the [Return to School/Work Criteria](#).

e. Field Trips

Field trips for students may be allowed under limited circumstances, with approval from the Superintendent or designee. Teachers will maintain a seating chart on busses for field trips to facilitate contact tracing, should it be necessary.

f. Cleaning/Sanitizing

After the last student drop off in the AM and PM, drivers will use disinfecting spray to disinfect the steering wheel, turn signal arms, gearshift, door handles (inside and out), handrails, seats, and any other high touch areas.

After the last student drop off in the PM, the vehicle will be swept and sanitized with disinfecting spray.

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4. STUDENT ARRIVAL PROCEDURES

NOTE: The following procedures apply to ALL students entering the school campus, including those who are children of district/school staff members.

Multiple entry/exit points to/from the campus, as many as possible and practicable, will be identified by name and clearly marked with signage to reduce the number of students queuing at each entry. Schools will develop methods to either assign each student an entry point or ensure that the use of entry points is approximately evenly distributed. Principals will work with the Director, Out of School Time Programs to determine the appropriate entry point for checking in Project SAFE and YALE students so that parent entry to the campus is limited when dropping off their children. Project SAFE and YALE entry points and queuing areas should be separate from other entry points, as much as practicable and possible. Gates to entry points will remain closed and locked until fifteen (15) minutes before the school start time. Only students arriving earlier for Project SAFE before school care, PRIDE Academy ASES, YALE Preschool, or before school breakfast will be allowed into the campus prior to the gate opening for the general population of students.

In limited circumstances, parents will be allowed into the campus to dropoff students for Project SAFE, YALE Preschool, or ASES. Dropoff access inside the campus will cease fifteen (15) minutes before the gates are opened for the general population of students to enter.

With signage and public announcements, students waiting to enter the campus will be encouraged to maintain some distance from others. Parents will not be allowed into the campus during student arrival (see [Section 12: Campus Guests](#) for details).

At each entry point, a large, prominent sign will be posted with the following instruction:

Please TELL your teacher or other school employee if yesterday or today YOU, or someone living with you, had:

1. Fever (above 100.0 degrees)
2. Feeling sick or chills
3. Cough or trouble breathing
4. Head hurts or a runny or stuffy nose
5. Sore throat
6. Feeling “achy”
7. Are sick to your stomach, have “thrown up”, or have runny poop
8. Not able to taste or smell
9. Been around someone with COVID

All students will wash their hands or use hand sanitizer upon entering the classroom.

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5. ON-CAMPUS TRAFFIC FLOW AND GROUPING

a. Grouping/Gathering Controls

1. No large, indoor, in-person assemblies, dances, social gatherings, or other group activities will be conducted until further notice. When gatherings are planned involving multiple cohort groups, groups must be separated from each other by at least 6 feet.
2. For outdoor gatherings sponsored/hosted by, and held at, the school, cohort/family groups must be separated from each other by at least 6 feet
3. Back to school nights, and other normal parent events such as parent-teacher conferences, will be conducted virtually until further notice.
4. Meetings may be held virtually or in-person.

In-person meetings, when desired due to circumstances, are allowed but the following methods should be considered for reducing risk:

- a. Limit/reduce the duration of the meeting
 - b. Limit/reduce the number of attendees
 - c. Maximize distance between attendees or wear masks when indoors
 - d. Conduct the meeting outside or in a larger room with good ventilation and functioning HEPA filter(s)
5. As much as possible and practicable, students should remain in stable groups indoors to facilitate contact tracing and reduce the number of potential [Close Contacts](#).
 6. Elevators – Most schools are equipped with an elevator in the junior high classroom building. Students with temporary or permanent physical conditions prohibiting them from using the stairs are given permission to use the elevator by being issued a pass. They are also generally assigned a “buddy” from their class or grade to assist them into and out of the elevator. Principals will ensure students with permission to use the elevator are instructed to wear a facemask at all times and to stay as far apart in the elevator as physical space allows.
 7. Emergency Drills
 - a. Emergency drills (i.e. fire, lockdown, earthquake) will be conducted in a safe manner with distancing between cohort groups, wearing of masks, and minimal time spent congregated as a large group.
 8. Recess
 - a. Recess times and activities will resume without restrictions. Teachers should encourage students to maintain some distance from others, as much as possible and practicable.
 9. Meal Service
 - a. Breakfast and lunch will be served using methods employed prior to the pandemic for sit-down meals

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- b. Lunch will return to pre-pandemic times, as scheduled by each school, for the 2021-22 school year.
- c. When possible and practicable, an additional service location will be provided to reduce the amount of time students are in-line
- d. Hand sanitizer will be provided for students to use prior to starting to assemble their meal and entering their ID number into the computer system
- e. Students will be allowed to mix while eating and during playtime. Staff should encourage students to maintain some distance from others, as much as possible and practicable.

b. Wayfinding/Movement Patterns

- 1. All walkways with a width less than 10 feet and accessible from both ends will be labeled with arrows to require one-way flow and be paired with another similar walkway with one-way flow in the opposite direction.
- 2. All walkways with a width of 10 feet or more, or only accessible from one end, will be labeled with arrows to differentiate opposite flows 6 feet apart, as much as possible and practicable.

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6. HEALTH AND SAFETY PROTOCOLS

a. Personal Contact Barriers and Spacing

1. Plexiglass or similar shields will be provided to staff members for placement on their desk/table, upon request
2. Chairs in the lobby areas of the school and district offices will be limited to space them 6 feet apart. Visitors will be asked to wait outside and maintain 6 feet of distance from others until called in by office staff.
3. Staff desks will be positioned to be at least 6 feet from other staff members. In cases where an office is shared and 6 feet of social distance cannot be maintained, other options will be employed, such as staggering schedules or relocation, to ensure staff members do not have [Close Contact](#) with each other.

b. Personal Protective Equipment (PPE)

1. Face Coverings: Use of Face Masks and/or Face Shields

- a. In accordance with the [Face Covering Guidance](#), cloth or disposable facemasks with flexible material allowing the mask to form around, and be worn over, the nose and mouth with no holes, perforations, or openings in the cloth or disposable material will be required under certain circumstances
- b. **SURGICAL MASKS:** For staff who come into routine contact with others, the District may provide 3-ply surgical masks to provide increased effectiveness.
- c. **RESPIRATORS:** (K)N95 masks and P100 respirators are designed to filter out certain contaminants and may be appropriate for certain staff to provide a higher level of protection. (K)N95 masks and P100 respirators are both considered “respirators” by CalOSHA (“Respirators”). The District may require certain staff who conduct the following activities to wear a Respirator:
 - i. Those who may be directed to disinfect a room or space in which a positive COVID case was identified [REQUIRED]
 - ii. Those who use chemicals or substances for which the Material Safety Data Sheet recommends or advises use of a respirator [REQUIRED]

The District will provide (K)N95 masks to other staff members not fitting the description of those required to wear a Respirator, upon request. CalOSHA strictly regulates the use of Respirators. Consequently, employees who are issued a Respirator by the District must meet the following conditions:

- i. Be medically cleared by a medical professional (when Requested or Required)
 - a. The use of a respirator by individuals with certain medical conditions can cause hypoxia (oxygen deprivation) which can lead to serious injury or death.
- ii. Be fit tested by a qualified individual (only when Required)

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- a. In order for a Respirator to work properly, it must create a seal over the individual's nose and mouth so that the contaminants the mask is designed to filter out do not penetrate
 - b. The fit test takes about 20 minutes and includes numerous head and body movements and smell tests to ensure the mask seal is not broken under most circumstances
 - c. In order to create the proper seal, the area around the nose and mouth must generally be free of facial hair
- iii. Be trained in the proper methods for donning, use, and removal of the mask (only when Required)

Because of the potential for serious injury or death for using a Respirator with certain medical conditions, employees are strongly cautioned against bringing their own Respirators to work for use unless they have received clearance from their doctor.

See [Respiratory Protection Program](#) for details

D. INSTRUCTIONS

- i. Students and staff will be instructed on the expectations for use of facemasks, the benefits of using them, and the proper use and care of them including:
 - 1. Handle only the straps, do not touch the main part of the facemask
 - 2. Cover both the nose and mouth
 - 3. If using a cloth facemask, hand wash the facemask each night with soap and hot water and hang up to dry or run through the dryer.

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FACE COVERING¹ GUIDANCE			
Group	Location	Fully Vaccinated	Not Fully Vaccinated
STUDENTS²	Outdoors, except at District COVID Testing Center	Not Required	Not Required
	Indoors, except for the School Health Office and in the District COVID Testing	Strongly Recommended	Strongly Recommended
	In School Health Office or at District COVID Testing Center	Required	Required
STAFF²	Indoors or Outdoors through Day 10 of a modified quarantine or shortened isolation period	Required at all times	Required at all times
	Outdoors	Not Required	Not Required
	Indoors When Students are Present	Strongly Recommended; Required for School Health Office	Strongly Recommended; Required for School Health Office
	Indoors When Students and Members of Public Are NOT Present	Not Required	Not Required
	Indoors At Schools When Interacting with Members of the Public	Strongly Recommended	Strongly Recommended
	Indoors Not at Schools When Interacting with Members of the Public	Not Required	Not Required
VISITORS	Outdoors	Not Required	Not Required
	Indoors	Strongly recommended	Strongly recommended

¹A proper facemask is defined as a cloth or disposable facemask with flexible material allowing the mask to form around, and be worn over, the nose and mouth and without holes, perforations, or openings in the cloth or disposable material

²Exemption/Exception allowed only for serious Medical Condition, Mental Health Condition, or Disability certified by a doctor of medicine (M.D), doctor of osteopathic medicine (D.O.), nurse practitioner (N.P.), or physician assistant (P.A.) licensed in the State of California. The certification must be on business letterhead addressed to the Santee School District, contain the full text of the certification statement below, include the medical professional's license number, list the date(s) of examination(s), and be signed by the medical professional.

"I certify, under penalty of perjury and as a licensed Medical Professional in the State of California, that the above referenced patient is under my care for a medical condition, mental health condition, or disability deemed by me to be serious and for which wearing a facemask would cause severe disruption to breathing, oxygen intake, sensory balance, or other essential body functionality such that their life or health stability would be endangered. I, therefore, direct that my patient be exempted from wearing a facemask when it is otherwise required. As an accommodation, my patient can/cannot (circle one) use a face shield, with/without (circle one if patient can wear a face shield) a drape around the neck, in lieu of the facemask. I understand that by signing this certification statement, my name and license number may be provided to the medical board of California."

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- ii. Gloves will be worn by Child Nutrition staff and Custodians; and will be available to other staff members who may wish to use them
- iii. Gowns will be provided for use by staff members in Special Day Classes, Health Clerks, and Licensed Vocational Nurses (LVN).

c. Handwashing/Sanitizing

- 1. Students and staff will be encouraged to wash their hands with soap and water, and/or use hand sanitizer, regularly throughout the day as follows:
 - 1. WHEN
 - 1. HOME: Arriving At and Leaving Home
 - 2. SCHOOL/WORK: Arriving At and Leaving School or Work Site
 - 3. RESTROOM: Before and After Using Restroom
 - 4. TISSUE: After Blowing Nose with Clean Tissue and Throwing it Away
 - 5. EAT: Before and After Eating Food
 - 6. PLAY: Before and After Playing Outside
 - 7. EVERY 60 MINUTES: Each 60 minute increment while continually in learning or work space
 - 2. HOW
 - 1. Get hands wet; apply soap; rub the soap vigorously on palms, between fingers, and on back of hands for 20 seconds, rinse and rub under running water, then dry
 - 2. Sanitize their hands as follows when soap and water is not available for washing:
 - a. Squirt a dime size dollop on their palm
 - b. Rub on palms, between fingers, and back of hands until dry
- 2. Sinks are located in all classrooms and learning spaces EXCEPT for the following:
 - a. Cajon Park: Rooms 20, 21, 22A; Project SAFE Rooms 1, 2, 3; MPR
 - b. Carlton Hills: Rooms 15, 16, 17, 18, 21A; MPR
 - c. Carlton Oaks: Rooms 14, 17; Project SAFE Rooms 1, 2, 3; MPR
 - d. Chet F Harritt: Rooms 17, 20, 21; Library
 - e. Hill Creek: Rooms 4, 15, 17, 18; MPR; Library
 - f. Pepper Drive: Rooms E, F, G, H, I; MPR; Library
 - g. PRIDE Academy: MPR/Library
 - h. Rio Seco: Rooms 14, 17, 21, 22; MPR
 - i. Sycamore Canyon: Room 21; MPR/Library
- 3. Portable handwashing stations will be placed outside at multiple locations to minimize the number of students in restrooms. Students will be informed of the locations of these stations and how they are to be used.
- 4. Hand sanitizer will be available at the following locations:
 - a. School Office
 - b. Health Office - outside of health office entry ways
 - c. In Each Classroom/Learning Space

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- d. In each restroom
- e. Library
- f. Multi-Purpose Room
- g. Entry to food service line(s)
- h. Near or on playgrounds
- i. Other common areas

d. Social Distancing and Grouping Avoidance

Social distancing and grouping avoidance is no longer required but can still help to reduce the risk of transmitting COVID-19. Therefore, staff and campus guests will want to be mindful of maintaining some distance from others and limiting grouping, as much as practicable and possible, and teachers/staff should encourage students to do the same.

Meetings may be held virtually or in-person.

In-person meetings, when desired due to circumstances, are allowed but the following methods should be considered for reducing risk:

- a. Limit/reduce the duration of the meeting
 - b. Limit/reduce the number of attendees
 - c. Maximize distance between attendees or wear masks when indoors
 - d. Conduct the meeting outside or in a larger room with good ventilation and functioning HEPA filter(s)
- e. **Signage:** Posters encouraging social distancing, regular hand cleansing, and the wearing of facemasks will be posted at various locations throughout the campus including entry points, the school office, and on or near entry doors to classrooms and learning spaces. Printable signage can be found [here](#) on the CDC's website.

f. Temperature/Symptom Checking and Close Contacts

1. The following Symptom Check List will be used for determining if students, staff, or guests have any COVID-19 symptoms or have been in [Close Contact](#) with someone testing positive for COVID-19:

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Kid-Friendly Version	Adult Version
<i>Yesterday or today have you had any of the following:</i>	<i>Within the last 24 hours, have you had any of the following :</i>
Fever greater than 100.0 F	Fever greater than 100.0 F
Chills or feeling sick	Chills
Cough* or difficulty breathing	Cough*
	Shortness of breath
	Difficulty breathing
Feeling really tired*	Fatigue*
Head hurts*	Headache*
Feeling "achy"*	Muscle or body aches*
Not able to taste or smell	New loss of taste or smell
Sore throat	Sore throat
Runny or stuffy nose*	Congestion or runny nose*
Feeling sick to the stomach or time you "threw up"	Nausea or vomiting
Runny poop*	Diarrhea*
Contact with someone with COVID	Close contact with someone testing positive for COVID19
<i>*Not attributable to a chronic, pre-existing condition that causes the symptom(s)</i>	

2. All of the following conditions must be met in order for an individual to be deemed a Close Contact ("Close Contact Definition"):
 - a. Individual was less than 6 feet for more than 15 minutes within a 24 hour period; OR individual had unprotected contact with the body fluids or secretions (including, but not limited to, being coughed on or sneezed on, sharing utensils, or drinking out of the same container), of the COVID-19 positive person
 - b. Contact occurred anytime between 48 hours before; 1) the COVID-19 positive person's symptoms began, OR 2) ,if asymptomatic (no symptoms), the COVID-19 positive person's test specimen collection date; AND until the COVID-19 positive individual is no longer required to isolate
 - c. Individual has not tested positive for COVID-19 within the last 90 days
 - d. Individual is not Fully Vaccinated
 - i. Fully Vaccinated means the individual has received their final dose of a COVID-19 vaccine at least two (2) weeks before the contact

3. Upon arrival at their classroom each day, the cohort leader will ask students to let him/her know if they have any symptoms on the [Symptom Check List](#). Those entering the campus early for Project SAFE before school care, PRIDE Academy

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ASES, or YALE Preschool will be asked to respond to the [Symptom Check List](#) upon entry to the program. Students answering Yes to any of the items on the Symptom Check List or displaying COVID-19 symptoms will be sent to the Health Office for additional appraisal.

- a. Principals, teachers and other staff members will actively monitor students for any signs of COVID-19 symptoms and send them to the Health Office for additional appraisal when displaying symptoms
4. Staff will be asked to review the [Symptom Check List](#) at home each day before coming to work or immediately upon arriving at work. Staff with a temperature above 100.0F, answering Yes to any of the items on the Symptom Check List, or displaying any COVID-19 symptoms, will stay or return home, and remain home, until the [Return to School Criteria](#) has been met
 - a. Supervisors will remind staff regularly to go home or stay home if they have any COVID-19 symptoms
 - b. Supervisors will monitor staff and absences to determine if COVID-19 symptoms and absences are increasing and will notify staff and the Superintendent or designee, as appropriate
5. School Office Staff will ask substitutes and guests when they enter the office to review the [Symptom Check List](#) and attest they are symptom free

g. Travel

Staff members and parents will be encouraged to monitor the Center for Disease Control's list of travel destinations ([CDC Travel Advisory List](#)) when making travel plans and avoid traveling for non-essential purposes to destinations that have moderate to high risk for COVID-19. Staff members and parents/students will also be encouraged to be tested for COVID-19 immediately upon return from traveling to any of these destinations.

h. Return to School/Work Criteria:

The District will use the Quarantine Types, Conditions, and Instructions on the following pages for determining when an individual in isolation or quarantine can return to school or work:

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Condition	Type	Quar/ Isln Days	Return Day	From	Applies To	Conditions
Symptoms	Standard	10	11	Symptom Onset	Staff & PreK-8 Students	None, DCL not available for Staff for this type if only condition for not using Modified5 is refusal to wear a mask at all times through Day 10
	Reduced	<10	Varies		Staff & TK-8 Students	1) negative Lab PCR test taken within 48 hours of symptom onset OR negative Rapid Antigen Test taken within 48 hours of symptom onset confirmed by a 2nd Rapid Antigen Test taken the following day 2) symptoms improving (coughing or sneezing, if any, should be mild and intermittent rather than aggressive and regular) 3) no fever for 24 hrs w/o aid of meds
	Exempt	0	0		Staff & PreK-8 Students	Documented pre-existing condition causing symptoms
	Modified5	5	6		PreK-8 Students	1) symptoms resolving (coughing or sneezing, if any, should be mild and intermittent rather than aggressive and regular) 2) no fever for 24 hrs w/o aid of meds 3) negative Rapid Antigen test Day 5 4) SHOULD wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10
					Staff	1) symptoms resolving (coughing or sneezing, if any, should be mild and intermittent rather than aggressive and regular) 2) no fever for 24 hrs w/o aid of meds 3) negative Rapid Antigen test Day 5 4) MUST wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10 in accordance with CalOSHA requirements
Positive	Standard	10	11	Earlier of Symptom Onset, if any, and Test Collection Date	Staff & PreK-8 Students	1) symptoms improved 2) no fever for 24 hrs w/o aid of meds
	Modified5	5	6		PreK-8 Students	1) no symptoms 2) negative Rapid Antigen test Day 5 3) SHOULD wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10
					Staff	1) no symptoms 2) negative Rapid Antigen test Day 5 3) MUST wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10 in accordance with CalOSHA requirements
Unverified Absence	Standard	Varies	Varies	Day 1st Absent	PreK-8 Students	Absence verified as non-COVID related
Vaccine Side Effects	Standard	Varies	24 hrs after effects cease	Onset of Side Effects	Staff & PreK-8 Students	1) side effects start 1-2 days after shot 2) resolve w/in 72 hours 3) no other symptoms/signs of COVID-19

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Condition	Type	Quar/ Isln Days	Return Day	From	Applies To	Conditions
Close Contact	Standard	14	15	Last Date of Close Contact with Positive Individual	Staff	Works within 6 feet of an immunocompromised person
	Exempt	0	0		PreK-8 Students	1) + individual is household member 2) student has no symptoms 3) student completed primary vaccination series at least 14 days ago, if eligible, OR had lab confirmed COVID positive less than 91 days ago
					PreK-8 Students	1) no symptoms 2) primary vaccination series completed at least 14 days ago AND boosted, if booster eligible 3) SHOULD wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10
	Suspended	0	0		Staff	1) no symptoms 2) primary vaccination series completed at least 14 days ago AND boosted, if booster eligible 3) MUST wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10 in accordance with CalOSHA requirements
					PreK-8 Students	1) exposure occurred in school setting 2) applies to all students who shared an indoor space with the infected individual for more than 15 cumulative minutes, regardless of vaccination status 3) notification provided which states that student must test on day 3, 4, or 5 with negative result to remain in school
					Staff	1) infected individual is NOT a member of Close Contact's household 2) fully vaccinated (final dose at least 2 wks ago), including booster, if eligible, OR negative test collected Day 3, 4 or 5 3) MUST wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10 in accordance with CalOSHA requirements
Modified5	5	6	Staff	1) negative Rapid Antigen test Day 5 2) MUST wear mask that fits snugly over nose and mouth indoors always, and outdoors around others, through Day 10 in accordance with CalOSHA requirements		

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Condition	Type	Quar/ Isltn Days	Return Day	From	Applies To	Conditions
Close Contact	Extended20	20	21	Last Date of Close Contact with Positive Individual	PreK Students & Staff	1) + individual is household member 2) + individual cannot isolate in the home 3) neither the + individual nor close contact will test again 4) close contact is not 14 days past their primary vaccination series and not within 90 days of a prior COVID-19 infection
	Extended15	15	16			1) + individual is household member 2) + individual cannot isolate in the home 3) only the close contact will test again on Day 5 after + individual's isolation period ends 4) close contact is not 14 days past their primary vaccination series and not within 90 days of a prior COVID-19 infection
	Extended10	10	11			1) + individual is household member 2) + individual cannot isolate in the home 3) + individual will test again on Day 5 of their isolation period and close contact will test again on Day 5 after + individual tests again 4) close contact is not 14 days past their primary vaccination series and not within 90 days of a prior COVID-19 infection

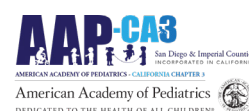
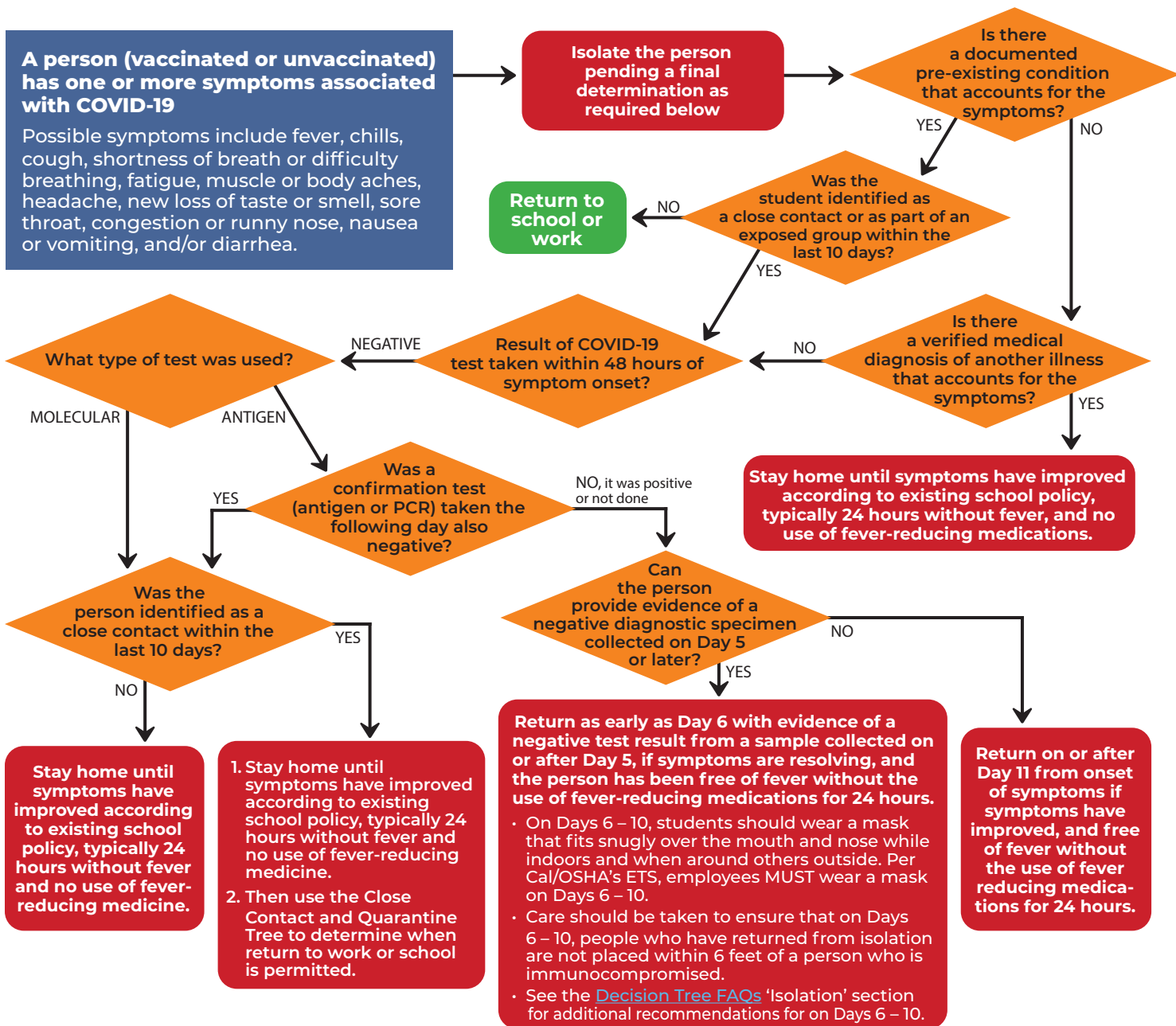
COVID-19 Decision Trees for K-12 Schools

Today's updates: The Symptom and Isolation Tree (Page 1) includes new options for confirmation of symptomatic antigen negative results, and changes masking for students on Day 6-10 from "must" to "should." Pages 2 and 3, also state that students "should" wear masks where it used to say "must." Page 4 includes a note about Cal/OSHA requirements for employee masking on Day 6 - 10, and explains how a second antigen test can be used to confirm a symptomatic antigen negative result.

If the person...

- Has **symptoms**, use the **Symptom and Isolation Tree**
- Has **tested positive** and **does not have symptoms**, use the **Asymptomatic Positive Tree**
- Is identified as a **close contact** and **does not have symptoms**, use the **Close Contact and Quarantine Trees**

Symptom and Isolation Tree for Students and K-12 Workers



Asymptomatic Positive Tree for Students and K-12 Workers

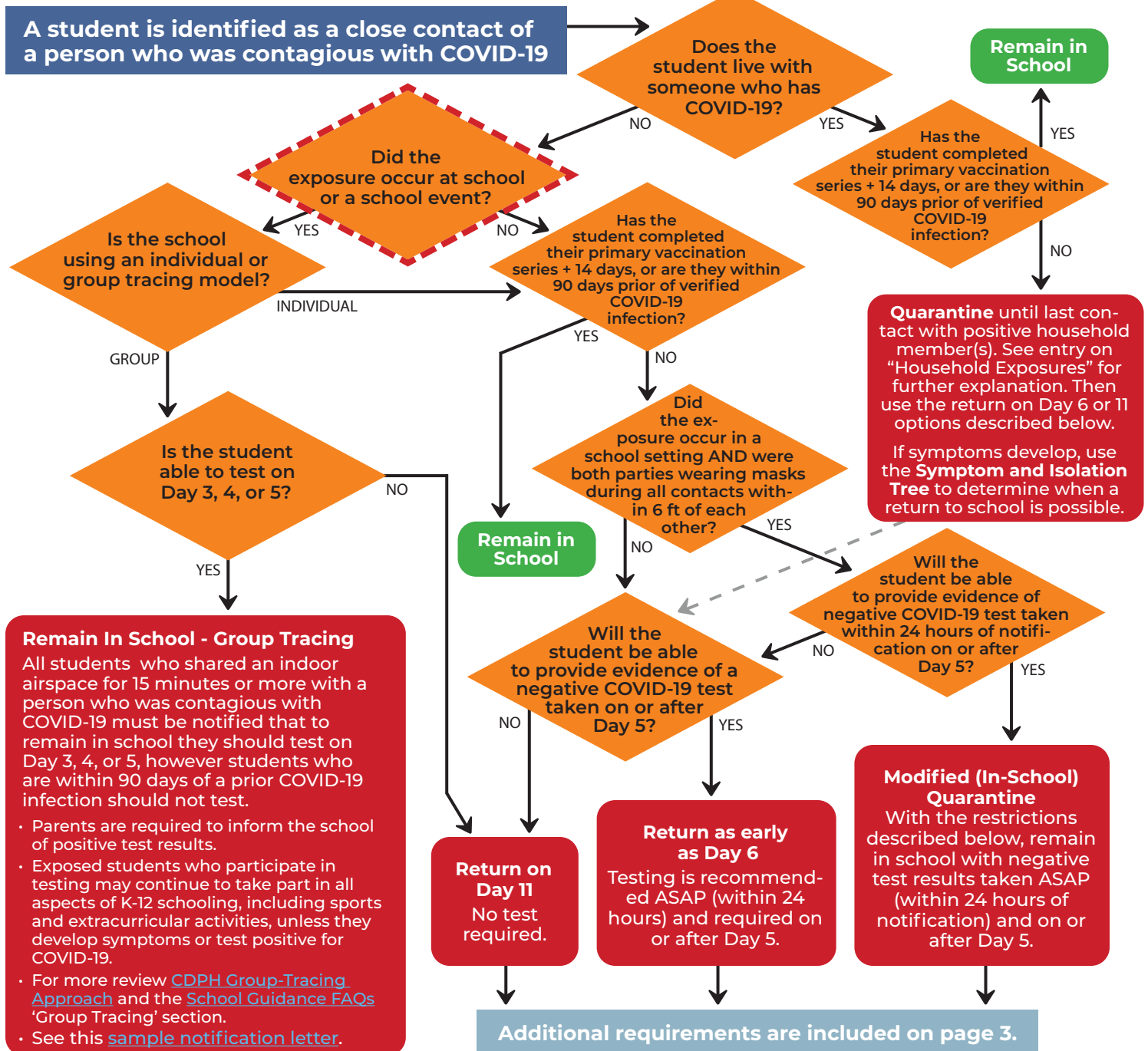
A person (vaccinated or unvaccinated) has tested positive for COVID-19 using any test type and does not have symptoms

Confirmation testing is not recommended

Isolate at home for 5 days from the date on which the first sample was collected.

- Return on or after Day 6 with evidence that a diagnostic sample collected on or after Day 5 is negative.
- On Days 6 – 10, students should wear a mask that fits snugly over the mouth and nose while indoors and when around others outside. Per Cal/OSHA's ETS, employees must wear a mask on days 6 - 10.
- If unable or unwilling to test, return on Day 11.
- If symptoms develop, isolate immediately and follow the **Symptom and Isolation Tree**.

Close Contact and Quarantine Tree for Students



If the student cannot or will not follow the requirements listed below, quarantine for 10 days (return Day 11) is required.

Quarantine Requirements

It's recommended that quarantine be used only for close contact situations that occur in home and community settings. The CDPH recommends that schools use the "group tracing" approach for exposures that occur in school settings.

- **Modified (in-school) Quarantine:** This option may only be used by student close contacts exposed in a setting supervised by school staff, when the COVID-19-positive person and student close contact were both wearing masks during all contacts with each other within 6 feet. To remain in school the student must test within 24 hours of notification, and on or after day 5. Rapid result (antigen) testing is recommended. The student may continue to participate in expanded learning or child care programs offered on the school campus, but must quarantine at home from all other before-school, after-school, and weekend activities. Activities may resume on or after Day 6 with evidence of a negative test sample collected on or after Day 5. (See FAQ answer No. 9).
- **Return on Day 6:** It is recommended that the student close contact test ASAP. Return as early as Day 6 is authorized with evidence provided prior to return that a diagnostic specimen collected on or after Day 5 is negative. For household exposures, see the note below.
- **Return on Day 11:** Allows a student to return on Day 11. Testing is recommended on Day 5, 6, or 7, but not required. For household exposures, see the note below.
- **Household Exposures:** A person who lives with someone who is COVID-positive must quarantine until their last contact with the positive household member(s) while they are contagious. In most cases this will be until the day the last COVID-positive household member is no longer required to isolate. Counting from this date, return is possible using the Day 6 or Day 11 options described above. See questions 6 and 7 of the [Decision Tree FAQs](#) for more information and for instructions on how to isolate a positive individual in a room away from others in the home.
- **If symptoms develop or a positive test result occurs** during quarantine, require isolation at home and consult the Symptom and Isolation or Asymptomatic Positive tree.

Additional Requirements for Return Before Day 11

- Students should wear a face covering over their nose and mouth when indoors, self-monitor for symptoms, use good hand hygiene practices, and use good cough and sneeze etiquette.
- Accommodations (like changes in the close contact's work, room, seat, or bus assignments) should be made to ensure that close contacts returning before Day 11 will not be near others who are immunocompromised (i.e, solid organ or bone marrow transplant, chemotherapy, similarly reduced ability to fight infections). If these accommodations cannot be made the close contact must quarantine for 10 days.

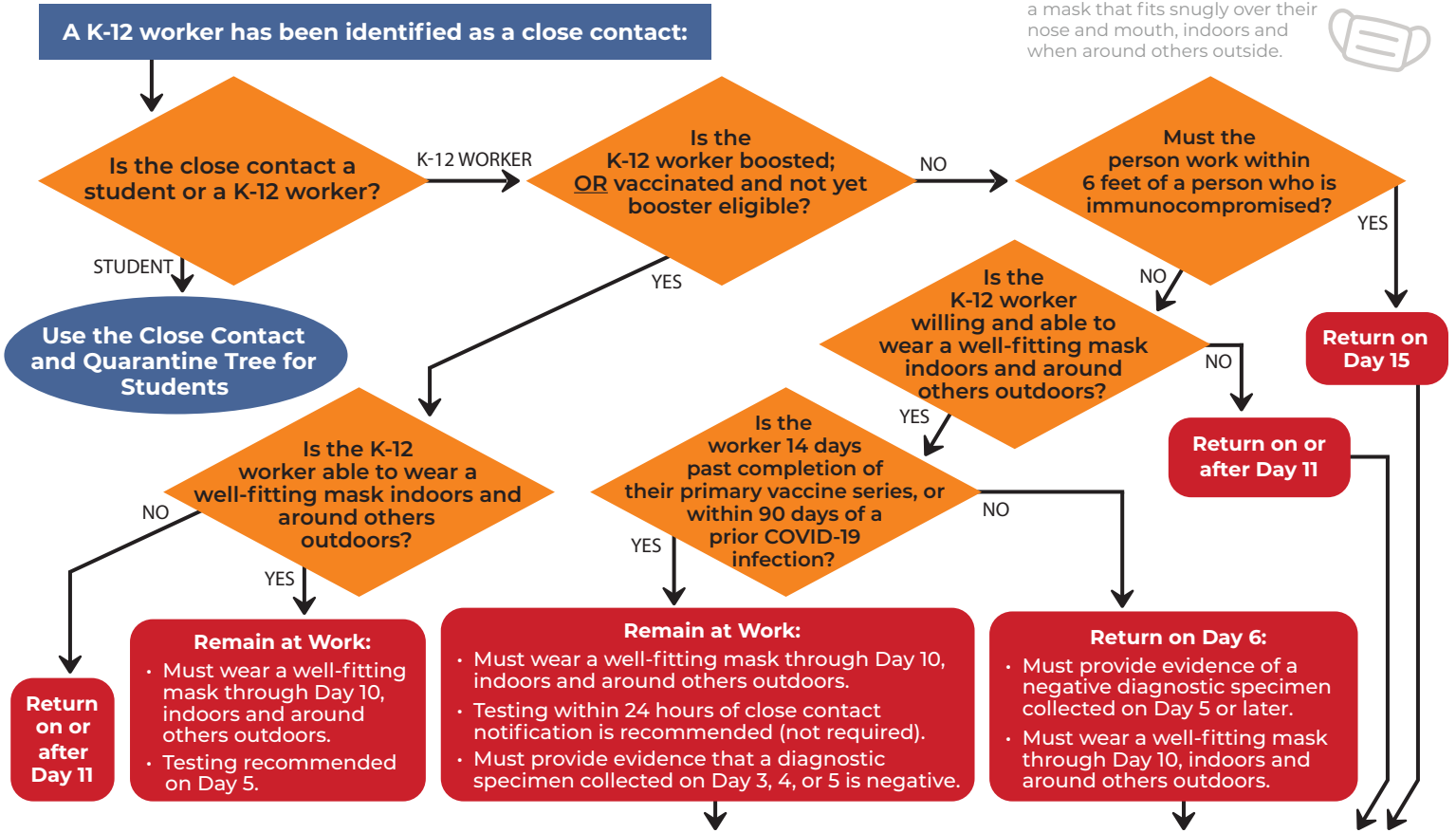
Other Notes on Quarantine

- The number of days required for quarantine is counted from the day after the person's last close contact with a person who is contagious with COVID-19. Please see FAQ No. 1 under "isolation" for information on how long people are considered to be contagious.

Close Contact and Quarantine Tree for K-12 Workers

Note on employee masking through Day 10:

Cal/OSHA's emergency temporary standards require that employee close contacts who are eligible to return to work before Day 11, wear a mask that fits snugly over their nose and mouth, indoors and when around others outside.



Household Exposures: If the person lives with a COVID-positive household member, they must quarantine until their last contact with the positive household member(s) while they are contagious (in most cases this will be until the day the last COVID-positive household member is no longer required to isolate away from others). Day 1 is counted from this date. Then use the appropriate option for return from quarantine. If symptoms develop, use the **Symptom and Isolation Tree**. See the [Decision Tree FAQs](#) answers No. 6 and 7 for additional information and for instructions on how to isolate a positive individual in a room away from others in the home.

Test Types By Situation

Situation	Appropriate Test Types
Person with symptoms (For initial testing in response to symptoms.)	<ul style="list-style-type: none"> Antigen testing is acceptable in response to an onset of symptoms, but if the person with symptoms receives a negative result from an antigen test, they must remain in isolation pending the outcome of a confirmatory test (antigen, PCR or other NAAT). The first antigen test must be administered within 48 hours of symptom onset. If negative, the confirmation test must be administered the following day. If the confirmatory test is also negative the person may return to school or work immediately. For people who are within 90 days of a prior infection and symptomatic antigen negative, please see FAQ No. 23 for instructions. PCR or other NAAT
Return from isolation before Day 11	<ul style="list-style-type: none"> Antigen testing is recommended for people whose symptoms are resolving to determine if they can return to school or work on Day 6 - 10. Antigen tests are less likely to detect virus beyond a person's contagious period. PCR or other NAAT are acceptable.
Return from quarantine before Day 11	<ul style="list-style-type: none"> Antigen PCR or other NAAT
Modified quarantine	<ul style="list-style-type: none"> Antigen is recommended because it returns a result quickly. PCR or other NAAT is acceptable.
Required screenings	<ul style="list-style-type: none"> Antigen is preferred because it returns a quick result. PCR or other NAAT

At-Home Testing

STUDENTS: Schools may accept the results of at-home testing for the same uses for which antigen tests are approved. Schools are encouraged to use a means described in the [Over-The-Counter Tests Guidance](#) to verify the results on tests administered at home. See the "What are best practices for verification of self-test results?" section for specific recommendations.

EMPLOYEES: Per Cal/OSHA, an employer may only accept the results of an at-home test when the administration is observed by the employer or a telehealth proctor.

STUDENTS and EMPLOYEES: When used for a person who has symptoms, the County of San Diego requires that a negative antigen test be confirmed by a follow-up PCR or other NAAT, and that the person isolate pending the result of that test.

Childcare Guide for COVID-19 Isolation and Quarantine

Mar. 1, 2022
8:00 am

If An Attendee...

- **Has symptoms** that are consistent with COVID-19, or **tests positive for COVID-19, the child must isolate**
 - If not already done, testing should be done immediately.
 - Unless a negative molecular test is obtained earlier, attendee can return on day 6 from start of symptom onset (use collection date if no symptoms) as long as the child is fever free and other symptoms are improving. Day 0 is the day of symptom onset or collection date if no symptoms, and day 1 is the next day.
 - Antigen testing on day 5 prior to return to childcare is recommended, especially for those who are not able to or are too young to mask.
 - If fever is present, isolation should continue until fever is resolved
- **Is identified as a close contact and does not have symptoms, quarantine** may be considered due to exposure, including staying home for 5 full days following last date of exposure to a positive case.
 - Testing is recommended immediately, as well as on day 5 following last date of exposure. Day 0 is the last date of exposure, and day 1 is the next day.
 - For exposed contacts under quarantine, return on day 6 is permitted as long as no symptoms have developed. Close contacts should be monitored for symptoms daily. If symptoms occur, the attendee should test and follow the above guidance for those with symptoms or testing positive.
 - Providers may consider permitting asymptomatic exposed children to continue to attend childcare, regardless of vaccination status.
 - Emphasis should be placed on all close contacts to wear an appropriate well-fitted mask around others through day 10, especially if remaining at care.

If a Worker...

- **Has tested positive and does not have symptoms, use the Asymptomatic Positive Tree for Workers**
- **Has symptoms, use the Symptom and Isolation Tree for Workers**
- **Is identified as a close contact and does not have symptoms, use the Close Contact and Quarantine Trees for Childcare Workers**

Asymptomatic Positive Tree for Childcare Workers

A person (vaccinated or unvaccinated) has tested positive for COVID-19 using any test type and does not have symptoms
Confirmation testing is not recommended

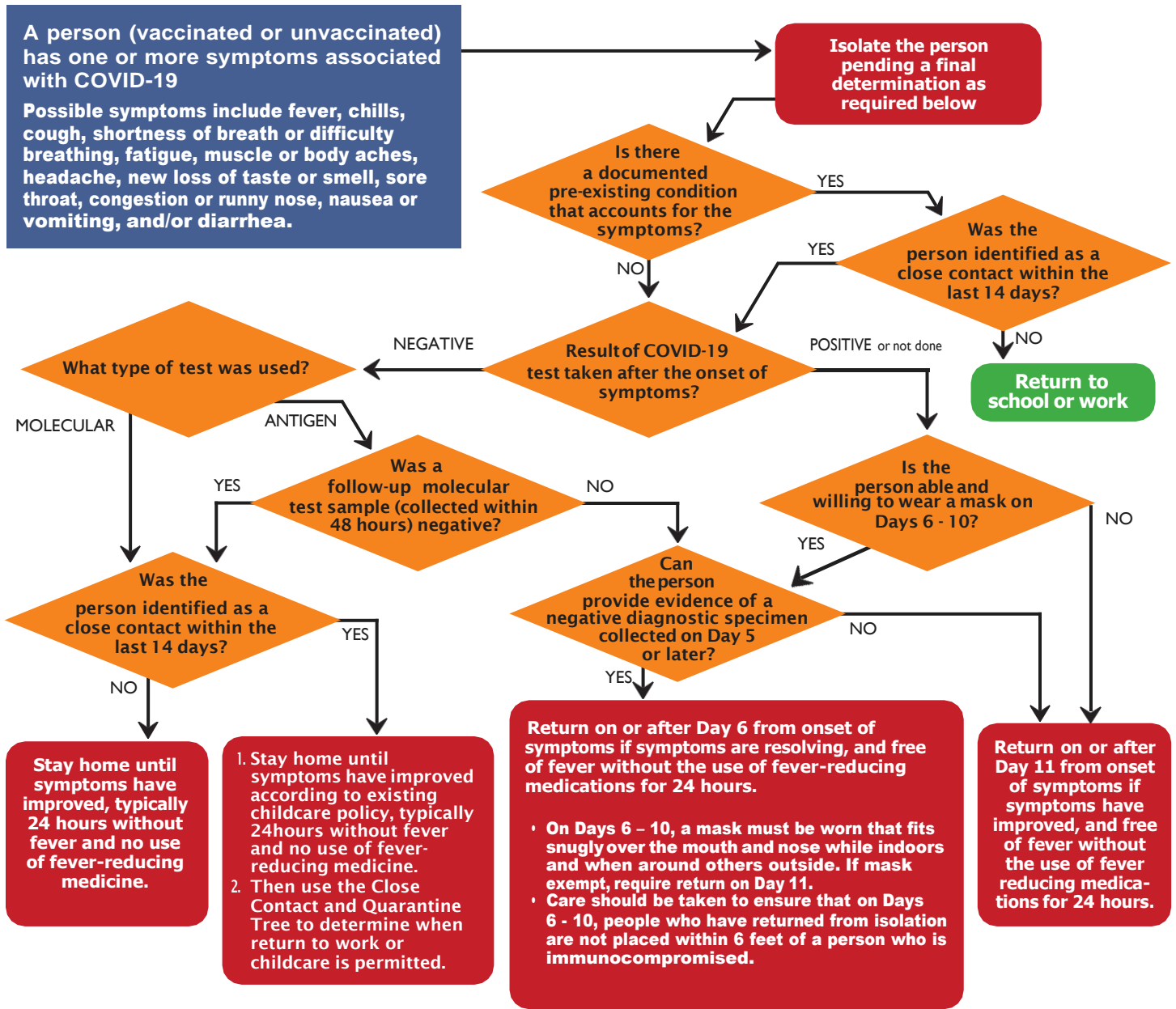


Isolate at home for 5 days from the date on which the first sample was collected.

- Return on or after Day 6 with evidence that a diagnostic sample collected on or after Day 5 is negative.
- On Days 6 – 10, a mask must be worn that fits snugly over the mouth and nose while indoors and when around others outside.
- If unable or unwilling to test or mask as required, return on Day 11.
- If symptoms develop, isolate immediately and follow the *Symptom and Isolation Tree*.



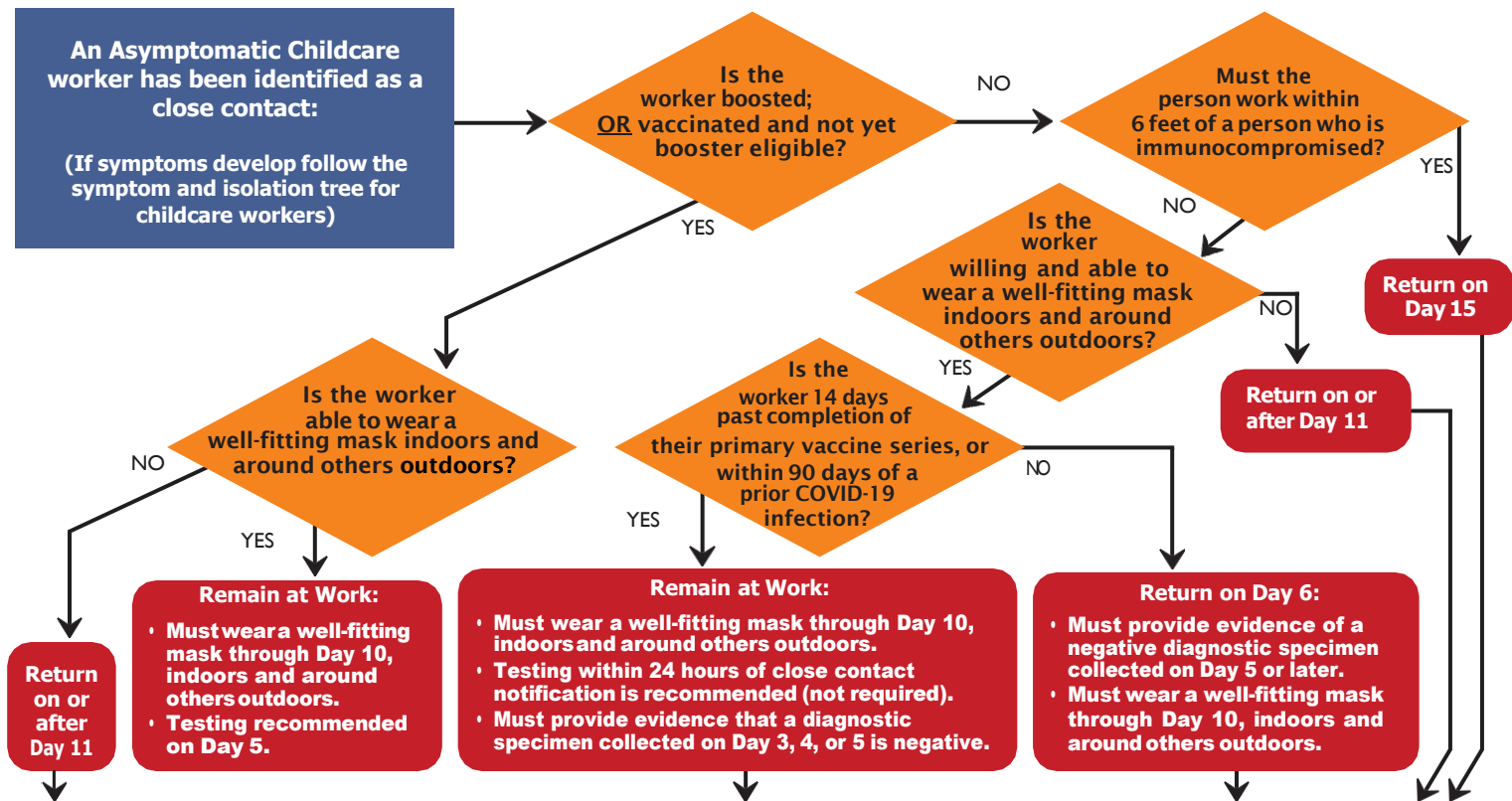
Symptom and Isolation Tree for Childcare Workers



Other Notes on Isolation for Workers:

- Persons returning to work prior to day 11 must wear a well fitted mask and maintain 6 feet of distance from others to the maximum extent possible through day 10.
- Those returning from isolation must be fever free for 24 hours prior to return (without having to take fever reducing medication) and other symptoms must be improving.
- A negative test on day 5 or later is required for early release from isolation. This result must be received prior to returning to work. If the person is unwilling or unable to adhere to the testing requirement, or any other requirement, the person must be excluded for a full 10-days.

Close Contact and Quarantine Tree for Childcare Workers



Household Exposures: If the close contact occurred with a COVID-19 positive household member, day 1 of the quarantine is the day after the COVID positive household member's isolation is complete or effective home isolation has begun. If testing is required for the exposed individual, guidance for testing also follows the same timeline. See Decision Tree FAQs answer No. 4 for additional information and requirements.

Other Notes on Quarantine for Workers:

- **Persons returning to work or care prior to day 11 must wear a well fitted mask and should maintain 6 feet of distance from others to the maximum extent possible through day 10.**
- **Those returning from quarantine must be symptom free. If a person under quarantine develops symptoms, they must follow the symptom/isolation tree and seek testing, if not already performed.**
- **A negative test on day 5 or later is required for early release from quarantine. This result must be received prior to returning to work. If the person is unwilling or unable to adhere to the testing requirement, or any other requirement, the person must be excluded for a full 10-days.**

Test Types By Situation

Situation	Appropriate Test Types
Return from quarantine before Day 11	<ul style="list-style-type: none"> • Antigen • PCR or other NAAT
Return from isolation before Day 11	<ul style="list-style-type: none"> • Antigen is recommended because it is less likely to detect the virus beyond a person's contagious period. • PCR or other NAAT are acceptable.
Person with symptoms	<ul style="list-style-type: none"> • Antigen is acceptable, but if a person with symptoms receives a negative result from the initial antigen test, confirmation with a PCR or other NAAT is necessary to accept the negative result if seeking return prior to day 6. If any prior positive result is received, a minimum 5 day isolation period is still required. • PCR or other NAAT.
At-Home Testing	
<p>Childcares should use one or more means described in the Over-The-Counter Tests Guidance to verify the results on tests administered at home. See the FAQ section, answer #10, for specific recommendations.</p>	

Frequently Asked Questions

1. What is the difference between **quarantine** and **isolation**?

Quarantine: People who have been identified as having been in close contact with someone with COVID-19 are required to quarantine away from others because they may become infected with COVID-19 from 2 to 14 days following their last contact with a person who had COVID-19, though this risk decreases after day 5.

- When calculating quarantine period, last date of contact with the positive case is day "0"

Isolation: People who have one or more of the symptoms associated with COVID-19 and/or have lab confirmed COVID-19 are required to isolate away from others while they may be contagious with COVID-19. A person:

- With symptoms is contagious from 2 days before their symptoms began to 10 days after.
- Who has tested positive and does not have symptoms is considered contagious from 2 days before the date their first positive test sample was collected until 10 days after, if they remain asymptomatic.
- Who tested positive while they were asymptomatic, and develops symptoms later, is considered contagious from 2 days before the first positive test sample was collected until 10 days after their symptoms began.
- Likelihood of contagious infection being present decreases after day 5, especially if a negative antigen test result is obtained.
- When calculating isolation period, date of symptom onset, or test collection date (if no symptoms) is day "0"

2. What counts as a **close contact**?

A "close contact" is a person who has contact with a COVID-19 positive person that occurs anywhere between 2 days before the positive person's symptoms began (or, for asymptomatic cases, 2 days prior to test specimen collection), and until the positive person is no longer required to be isolated, and where they:

1. Were within 6 feet of a COVID-19 positive person for a cumulative total of 15 minutes or more over a 24- hour period; or
2. Had unprotected contact with the body fluids and/or secretions (including, but not limited to, being coughed on or sneezed on, sharing utensils, or drinking out of the same container) of a COVID-19 positive person."

Per CDPH, in childcare settings where it may be difficult to identify individual contacts, all those in a shared indoor airspace for at least 15 minutes with an infectious person may be considered exposed.

3. Who is **exempt from quarantine requirements**?

Providers may consider permitting exposed children *without symptoms* to continue to attend care (See page 1). Workers and attendees are not required to quarantine if they are fully up-to-date on COVID-19 vaccination (have completed their primary vaccine series and a booster dose, or if they have completed their primary series and are not yet eligible for a booster). Testing on day 5 is highly encouraged. Workers who are fully vaccinated (14 days past completion of their primary vaccine series), even if they have not received their booster, can remain working but should test within 24 hours of close contact notification and must provide evidence that a diagnostic specimen

Frequently Asked Questions continued . . .

collected on day 3, 4, or 5 is negative to remain at work. Workers and attendees who are within 90 days of a prior COVID-19 infection are not required to quarantine if they do not have symptoms, and are highly encouraged to test via antigen on day 5. All others not exempt by previous statements, are required to quarantine following close contact. If symptoms occur in anyone (attendee or worker) during quarantine (even people who are fully vaccinated, and those who have already had COVID-19 in the preceding 90 days, they are required to isolate immediately and test. If within 90 days of a COVID infection, consultation with a health care provider may be necessary if the antigen test is negative or the PCR test is positive.

4. **How long do I have to quarantine if a member of my household is COVID positive?**

If I am not exempt from quarantine (as per Question 3 above) and there is ongoing exposure to a positive case, such as a household contact, and the case and contact continue to share a home, the close contact's quarantine will begin once the positive case's isolation period has ended. Typically, this is a period of 10-20 days (5-10 day isolation period + 5-10 day quarantine, with the last day of isolation being the contact's last day of exposure). If the positive case meets all criteria to end isolation on day 6, day 5 can be used as the contact's last day of exposure. If the contact qualifies for a 5 day quarantine period, the period may be as short as a 10-day period (5 day isolation period + 5 day quarantine period). If the COVID-19 positive person is not able to isolate in a separate residence, the county's [home isolation instructions \(translations\)](#) describe the specific requirements for isolation in a home occupied by others. If the person is able to comply with these instructions, quarantine of close contacts can begin when the COVID-19 positive person begins isolation. If a close contact with ongoing exposure starts exhibiting symptoms, but does not test positive for COVID-19 or does not test, they must finish out the remainder of their quarantine period (either 5 or 10-days from the **last** date of exposure). If the close contacts test positive for COVID-19, then the isolation and symptom guidance should be followed.

5. **Does the K-12 guidance apply to childcare settings serving preschool age children on school campuses?**

No, CDPH has published guidance for each sector, K-12 in conjunction with Department of Education and Early Childhood Education in conjunction with Community Care Licensing. As K-12 and ECE serve different populations and have different methods of instruction, different precautions are needed in the ECE setting. The Childcare Decision Tree is based on the CDPH Child Care Providers and Programs guidance, Cal/OSHA Emergency Temporary Standards, the local public health orders, pertinent executive orders, and answers received directly from the CDPH. CDPH has allowed for childcare facilities serving school age children (typically TK and up) and located on K-12 campuses, to follow K-12 guidance. It is anticipated more changes will follow over time. Preschools on K-12 campuses must continue to follow this childcare guidance.

6. **Is contact tracing required for attendees and staff in outdoor childcare settings?**

Yes, but indoor exposures generally are considered higher risk than outdoor exposure. For most unvaccinated persons who have had close contact (within 6 feet for a cumulative total of 15 minutes or more over a 24-hour period) with someone with suspected or confirmed COVID-19, CDPH recommends the exposed person get tested and self-quarantine at home. CDPH does not make a distinction between indoor and outdoor exposure in accounting for the 15 minutes of exposure. Per CDPH, in childcare settings where it may be difficult to identify individual contacts, all those in a shared indoor airspace for at least 15 minutes with an infectious person may be considered exposed.

7. **How should childcare manage eating, drinking, and nap time for attendees who return from isolation or quarantine before Day 11?**

Individuals (staff and children) who return from isolation before Day 11 should wear a mask that fits snugly over their nose and mouth indoors, and outside when they are within 6 feet of others on Days 6 – 10 from the onset of their symptoms. Childcare should make arrangements for attendees to eat and drink outside with physical distancing. Physical distancing of 6 ft. or more should be implemented during nap time since masks are not worn during this time.

Frequently Asked Questions continued . . .

8. **When does it make sense to confirm an antigen test with a PCR test?**

When the person's symptoms don't match the antigen test results.

- A symptomatic person with a negative antigen test should isolate until confirmatory results are available.

9. **Why is it still necessary to use PCR tests to confirm discordant antigen results?**

A recent revision of the CDPH testing guidance suggested that antigen test results do not need confirmation provided that clinical assessment of the person's symptoms was consistent with antigen test results or modified if there was a "high-risk" exposure, but a list of concerning symptoms and high-risk exposures was not provided. In the absence of this information, the County recommends that childcare continue to follow the recommendations on testing described in the decision trees.

10. **Can home testing be used to satisfy testing requirements?**

The CDPH Over-The-Counter (OTC) testing guidance allows at-home tests to be used to end isolation and quarantine, and encourages childcare to establish requirements for verification of the test results for attendees. The guidance suggests:

- Use of a digital (app-based) platform for test verification, which often includes scanning barcodes; these are available for certain brands of self-tests.
- Having parents write the name and date of the child that was tested on the test card results and requiring them to send a picture of the card to the request return.
- Create an attestation form and require signature declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the test kit instructions.
- Workers can only use home tests if observed by the employer or authorized telehealth proctor.

11. **What are the requirements if a person tests positive but has no symptoms?**

If the person remains asymptomatic, they are required to self-isolate for at least 5 days past the date on which the positive test was collected. Attendees can return after day 5 if symptoms have not developed. A test is recommended for attendees on day 5, and masking should be actively encouraged for children 2 years and older. To return to work the staff member must wear a mask that fits snugly over their nose and mouth, indoors and within 6 feet of others outside on Days 6 - 10. If the worker is unable or unwilling to do this, they must remain in isolation through Day 10. Attendees should also follow this practice if old enough to mask.

Santee School District
SAFE AT SCHOOL 2021-22 Reopening Plan

i. COVID-19 Testing

The District will provide free testing for staff and students in accordance with California Department of Public Health guidance. Staff are expected to be tested whenever they experience symptoms or become [Close Contacts](#) in accordance with the [Return to Work Criteria](#).

CDPH outlines three testing sequences as follows:

Symptomatic: This testing is used for individuals with symptoms of COVID-19, either at home or at school.

Response: This testing is used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2.

Asymptomatic: This testing can be used for surveillance, usually at a cadence of every 2 weeks or less frequently, to understand whether schools have higher or lower rates of COVID19 rates than the community, to guide decisions about safety for schools and school administrators, and to inform local health departments about district level in-school rates. Asymptomatic testing can also be used for screening, usually at a higher cadence (weekly or twice weekly) than surveillance testing, to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission. Screening testing is indicated for situations associated with higher risk (higher community transmission, individuals at higher risk of transmission (e.g., adults and high school students transmit more effectively than elementary aged students).

Test types acceptable for the determination of quarantine and isolation durations are specified below:

Santee School District
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COVID TEST TYPE ACCEPTABILITY				
Person Type	Test Type	Symptoms	Result	Additional Requirement(s)/Recommendation(s)
STUDENTS	At-Home (AH)	No	Negative	None; CRA required for early return from home exposure
		Yes		Isolate; CRA required for early return
		Yes or No	Positive	Isolate; confirmatory PCR test recommended, CRA required for early return
	Clinical Rapid Antigen (CRA)	No	Negative	None
		Yes		Isolate; can be used for early return for non-COVID specific Symptoms (if loss of taste or smell, confirmatory PCR test required)
		Yes or No	Positive	Isolate; confirmatory PCR test suggested; can be used for early return for Asymptomatic Positive
	Lab PCR (PCR)	No	Negative	None
		Yes		Isolate, follow SAS Reopening Plan Return Criteria
		Yes or No	Positive	Isolate, follow SAS Reopening Plan Return Criteria
STAFF	At-Home (AH)	No	Negative	Not allowed for determining quarantine type eligibility
		Yes		Isolate; CRA test on Day 5 for early return
		Yes or No	Positive	Isolate; confirmatory PCR test recommended, CRA test on Day 5 for early return
	Clinical Rapid Antigen (CRA)	No	Negative	None (allowed for weekly testing requirement if asymptomatic)
		Yes		Isolate; can be used for early return for non-COVID specific Symptoms (if loss of taste or smell, confirmatory PCR test required)
		Yes or No	Positive	Isolate; confirmatory PCR test suggested; can be used for early return for Asymptomatic Positive
	Lab PCR (PCR)	No	Negative	None
		Yes		Isolate, follow SAS Reopening Plan Return Criteria
		Yes or No	Positive	Isolate, follow SAS Reopening Plan Return Criteria

Below are District expectations for testing from approved facilities:

Condition	Sequence	Group	Expectation	When
Experiencing COVID symptoms	Symptom	Staff	Expected	1st day symptoms appear
		Students	Encouraged	
Close contact with someone testing positive	Response	Staff	Expected	5+ days after last contact
		Students	Encouraged	
No Symptoms	Asymptomatic	Staff-Vaccinated	Encouraged	When desired
		Staff-Unvaccinated	Expected	Once each week
		Students	Encouraged	When desired

Staff are expected to use no cost options for testing, when these options are available. Staff should consult with their Supervisor regarding testing options before going for testing to avoid incurring costs that may not be reimbursed by the District.

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The District offers no cost testing for students and staff, under certain conditions, at the District Office COVID Testing Center located at 9625 Cuyamaca Street, Santee CA 92071. For more information, go to [District COVID Information Webpage](#).

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7. LEARNING SPACE CONFIGURATION, ENVIRONMENT, AND INSTRUCTION

- a. When needed, non-adhesive markers will be positioned on floors to display distancing recommendations. Tape or adhesive should not be used on carpets to avoid permanent discoloration and residue.

b. Furniture Placement, Seating, and Spacing

SERVICE PROVIDER TO STUDENT DISTANCING: Teachers and other service providers (“Service Providers”) will endeavor to maintain 6 feet of distance from students, as much as possible and practicable. Service Providers may be within 6 feet of a student or students for short, intermittent periods as long as the cumulative time closer than 6 feet with any given student is less than 15 minutes for the day.

STUDENT TO STUDENT DISTANCING REQUIREMENT: Student desks will be single desks positioned to maximize distancing between students in a fairly uniform fashion with students not directly facing each other. Teachers will need to document the standard distance between the middle-back of student chairs for contact tracing purposes.

Furniture, equipment, and storage in learning spaces will be minimized in order to allow maximum spacing between students and adults. All items deemed non-essential for instruction, including couches, grouping rugs, seats, bookcases, filing cabinets, etc., will be removed and stored in central storage containers tagged or catalogued with the learning space from which it originated.

The Teacher Desk/Table will be positioned so that the seat is at least 6 feet from the closest student. Other areas within the classroom/learning space from which the teacher instructs will also be positioned at least 6 feet from students. In cases where the current Teacher Desk/Table is large thereby impeding the ability to maximize spacing, it will be removed, stored, and replaced with a smaller desk/table.

Any free standing items taking up floor space not considered to be essential to providing instruction will be removed and stored so as to maximize floor space.

Teachers will develop a seating chart and ensure students strictly adhere to the seating arrangement so that the same student uses the same desk/table every day.

c. Barriers

Portable plexiglass shields to be placed on the teacher desk/table will be provided to teachers, upon request.

d. Classroom Items Used by Students

1. Shared Objects

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Teachers can allow students to share objects as long as regular hand washing/sanitizing protocols are maintained.

2. Supplies

Each student will be given their own set of supplies in clearly labeled containers. Middle school students will carry/maintain their own supplies when necessary. Manipulatives, sensory tools, and behavior supports will be individualized and clearly labeled. Supplies that must be shared, such as art materials, will be limited to items that can be sanitized between each student use. Students receiving special education services will bring their own supplies to utilize during sessions.

3. Books

Teachers can allow students to share books as long as regular hand washing/sanitizing protocols are maintained.

Disinfecting wipes or sprays should not be used on books that will be stacked or shelved without separation in order to avoid moisture damage to books.

4. IPADs

Student IPADs will be taken home by students at the end of each day or stored in the classroom, depending on parent preference. In the event that some student IPADs must be stored overnight in the classroom, each IPAD should be disinfected by the teacher, using gloves and wipes, before being stacked or shelved for charging.

5. Papers

Papers can be passed out and collected without restriction as long as regular hand washing/sanitizing protocols are maintained.

e. Use of Outdoor Spaces for Learning

Teachers are encouraged to take their students outside for learning activities and to use hallways or outside walkways for independent learning activities throughout the day.

f. Hygiene/Safety Protocols

Teachers will develop and/or curate curriculum to instruct students, with daily reminders, regarding good hygiene and safety practices in the following areas:

1. Regular Hand Cleansing: Students will be instructed/reminded at the beginning of their learning day to wash their hands, or use hand sanitizer if soap and water is not available, as follows:

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1. WHEN

1. HOME: Arriving At and Leaving Home
2. SCHOOL: Arriving At and Leaving School Site
3. BUS: Before Entry and After Exit of School Bus
4. RESTROOM: Before and After Using Restroom
5. TISSUE: After Blowing Nose with Clean Tissue and Throwing it Away
6. EAT: Before and After Eating Food
7. PLAY: Before and After Playing Outside
8. EVERY 60 MINUTES: Each 60 minute increment while continually in classroom or learning space

2. HOW

1. Students will be taught to wash their hands by getting them wet; applying soap; rubbing the soap vigorously on palms, between fingers, and on back of hands for 20 seconds, rinsing and rubbing under running water, then drying
2. Younger students can be taught to do the act while singing or reciting various songs or rhymes that are approximately 20 seconds in length
3. Students will be instructed/reminded at the beginning of their learning day to sanitize their hands as follows when soap and water is not available for washing:
 - c. Squirt a dime size dollop on their palm
 - d. Rub on palms, between fingers, and back of hands until dry
2. Nose Wiping/Blowing: Students will be instructed/reminded at the beginning of their learning day to only blow or wipe their nose with a clean tissue, to throw it away, and then to cleanse their hands
3. Coughing/Sneezing Etiquette: Students will be instructed/reminded at the beginning of their learning day to cough or sneeze into the inside of their elbow or a clean tissue
4. Keep Hands Away From Face: Students will be instructed to not touch any part of their face (i.e. nose, mouth, eyes) without a clean tissue
5. Face Covering: At certain times, students will be expected to wear a facemask, in accordance with [Face Covering Guidance](#), in order to keep themselves and others safe. Students will be instructed on proper use of a facemask at the beginning of their learning day:
 - a. Handle only the straps, do not touch the main part of the facemask
 - b. Cover both their nose and mouth
 - c. If using a cloth facemask from home, hand wash the facemask each night and hang up to dry or run through the dryer
6. Follow the Flow: Students will be instructed/reminded each morning to follow the arrows when walking outside
7. Social Distancing: Students will be instructed to maintain distance from others, as much as possible and practicable.

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Teachers will also instruct students daily on proper methods for obtaining a drink of water from the sink/drinking fountain in the learning space. Teachers will develop a system for allowing students to refill water bottles or get a drink safely and may want to develop a schedule to avoid frequent trips to the sink. The following procedures will be employed:

- ***Filling a Refillable Water Bottle:***
 - Only allow refilling of refillable wide-mouthed bottles. Do not allow refilling of disposable plastic bottles with a narrow opening.
 - Ensure bottle opening does not come into contact with sink/fountain fixture
 - To ensure safety, students should use a clean paper towel or napkin to manipulate handle(s) and/or sanitize their hands before and after use
- ***Getting a drink***
 - Obtain a paper cup
 - To ensure safety, students should use a clean paper towel or napkin to manipulate handle(s) and/or sanitize their hands before and after use
 - Discard the cup

g. Hand Cleansing

Teachers will have students wash their hands with soap, if a sink is available, or have students use hand sanitizer at the following times:

1. RESTROOM: Before and After Using Restroom
2. TISSUE: After Blowing Nose with Clean Tissue and Throwing it Away
3. EAT: Before and After Eating Food
4. PLAY: Before and After Playing Outside
5. EVERY 60 MINUTES: Each 60 minute increment while continually in classroom or learning space

h. Face Coverings

Facemasks worn over the nose and mouth are strongly recommended for all students in accordance with [Face Covering Guidance](#) in Section 6. Each classroom/learning space will be stocked with disposable facemasks and some face shields if students need that type.

i. Student Personal Items Brought to School

Students will be instructed to not share any items they bring with them to school with other students. Backpacks can be either left outside the classroom or be brought in, depending on teacher preference and classroom rules. If backpacks are stored outside, students will be instructed to bring food inside the classroom with them to avoid heat exposure. If backpacks are stored inside the classroom, they will be hung on the back of each student's chair or placed under their chair or desk so as not to impede walkways.

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Students may bring their own hand sanitizer to school with them. It is recommended that personal hand sanitizer be at least 60% alcohol and fragrance free.

j. Stable Cohort Groups

Teachers will endeavor to keep students in stable cohort groups and not mix with other students or groups throughout the day, as much as possible and practicable. When cohort mixing occurs, to the extent practical, efforts should be made to minimize the number of cohort groups any individual student is a member of during the day.

k. Fresh Air and Breaks

In classrooms with windows and/or doors that can be opened to allow fresh outside air in, teachers will keep windows and doors open throughout the day, to the greatest extent possible given weather and building conditions.

Teachers will schedule regular times throughout the day for students to be taken outside for learning and breaks while ensuring that stable cohort groups are maintained. Teachers will also schedule in-classroom breaks for stretching and hand cleansing.

l. Additional Considerations for Special Education Classes and Other Service Providers

Special Day Classes (SDC) operate with fewer students than General Education classes; generally from 9 to 16. This will allow these classes to function as usual with students spread at least 6 feet apart and should provide sufficient space for other furniture and equipment necessary for specific student needs and compliance with Individualized Education Plans (IEPs). The furniture and equipment in Special Day Classes will be arranged in consultation with the Director and Coordinator of Special Education as well as SDC teachers to optimize the learning environment while maintaining distancing and safety protocols. Due to unique circumstances, SDC teachers may be provided additional personal protective equipment such as gowns, eye protection, gloves, etc. upon request and review by the supervisor.

For Preschool Special Day Classes that operate with an AM class and a PM class, the Site Custodian will clean and disinfect between classes.

IEP meetings will be conducted via videoconference (e.g. Zoom) or in-person depending on parent and staff preferences, number of attendees, and room configuration. For in-person meetings, all participants must wear a facemask and maintain 6 feet of social distance at all times.

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Other Certificated Service Providers (i.e. Resource Specialist Program [RSP] teachers, Intervention Resource Teachers [IRTs], Speech/Language Pathologists [SLPs], Occupational Therapists [OTs], Psychologists, Counselors, etc.) will continue to service students with appropriate methods depending on circumstances. These services may be provided using virtual, push-in, or pull-out methods; as determined by the Site Supervisor, in consultation with certificated service providers, based on student need and Individualized Education Plan (IEP) requirements. For both push-in and pull-out methods, the service provider must adhere to the [Service Provider to Student Distancing Requirement](#) and [Face Covering Guidance](#). As much as possible or practicable, in-person services should be provided outdoors and/or students should be spaced at least 6 feet apart if in a group setting. These Service Providers must maintain written or electronic records documenting the students serviced, whether the service was individual or in a group, other group members (if applicable), spacing of group members (if applicable), dates, and times to facilitate contract tracing should it be necessary.

Contracted service providers may provide services in-person, as needed and at the discretion of the Principal in consultation with other District or School Staff. The Principal or other District or School Staff will inform the contracted service provider of all necessary safety protocols listed below and ensure compliance at all times:

- Symptom and Close Contact Screening in School Office prior to coming on campus each day
- Provision of services outdoors, as much as possible and practicable
- Adherence to [Face Covering Guidance](#)
- Maintenance of written or electronic records documenting the students serviced, whether the service was individual or in a group, other group members (if applicable), spacing of group members (if applicable), dates, and times to facilitate contract tracing should it be necessary
- At least 6 feet of distance between students, if possible and practicable
- Adherence to [Service Provider to Student Distancing Requirement](#)

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8. CAMPUS SERVICES

a. Provision of Water

All exterior and interior drinking fountains will be open and available for use. Interior drinking fountains in learning spaces may be used by students to refill wide-mouthed refillable water bottles or get a drink using a paper cup with proper instruction by the teacher (see [Section 7](#) for instructions). Each school is equipped with at least one water bottle refill station. Students will be encouraged to bring a filled water bottle from home. Water is also for sale during lunch periods in the kitchen.

b. Restrooms

The number of students in restrooms or waiting for restrooms at any one time will be limited. Each restroom will have a posted sign indicating the maximum number of students allowed to enter the restroom (“RRMax”). Each student will be issued, and reissued if necessary, a restroom pass on card stock (“RRPass”). A receptacle for RRPasses will be placed outside the restroom with a number of slots or positions equal to the RRMax (“RRPost”). Velcro can be affixed to the RRPass and RRPost to accomplish this purpose. When students approach the restroom entrance, they will check to ensure there is a slot/position available on the RRPost (“RRVacancy”). If there is an RRVacancy, they will place their RRPass on the RRPost and enter the restroom. Students exiting the restroom will retrieve their RRPass. If there is no RRVacancy, a student must wait outside, socially distanced from others, until another student exits and retrieves their RRPass. Markings will be placed on walls or the ground to designate 6 foot distance positions. Schools are encouraged to establish restroom schedules in order to avoid large queuing lines.

All staff and student restrooms will be thoroughly cleaned at the end of each day and be disinfected regularly throughout the day. A cleaning and disinfecting log will be posted in each restroom to indicate the last time the restroom was cleaned and disinfected.

Facemasks must be worn over the nose and mouth in restrooms when more than one (1) person is in the restroom.

c. Staff Lounge

Staff are encouraged to eat outdoors, in their primary work location, or other locations throughout the campus to avoid congregating and [Close Contact](#) with other staff members.

Staff may be in the lounge together under the following conditions:

1. The room they are in is equipped with an operating portable HEPA filter
2. The occupants are diligent about maintaining some distance from other occupants, as much as practicable when moving around the room, but definitely when seated

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3. Unvaccinated occupants wear a mask when entering the room, walking around the room, and preparing their food/drink. Masks can be taken off when seated and eating/drinking. When done eating/drinking and still seated, and when exiting, unvaccinated occupants must put their masks back on.
4. Items shared by staff are sanitized between uses
5. ALL STAFF are informed and regularly reminded that, according to the current, published medical understanding, being fully vaccinated DOES NOT necessarily prevent an individual from getting COVID. Instead, it protects an individual from more severe or serious symptoms. Furthermore, it is unknown, at this time, whether a fully vaccinated individual can transmit the disease if they do get it. Consequently, ALL STAFF MEMBERS, regardless of vaccination status, MUST continue to adhere to all safety protocols contained in the SAFE AT SCHOOL Reopening Plan.

d. Library

Libraries will return to normal, pre-pandemic operations for 2021-22 but students and staff will continue to strictly follow the [Face Covering Guidance](#) and [Distancing/Grouping Guidance](#). Students should remain in their stable cohort groups while in the library and maintain 6 feet of distance from other groups.

e. School Office

School offices will be open to the public during normal hours but measures will be implemented to minimize the number of guests entering the school lobby. A sign will be posted on the entrance door indicating the maximum number of guests allowed in the lobby at any one-time. Extra seats will be removed and remaining seats will be positioned 6 feet apart and from the front counter. When the maximum number of lobby guests is reached, other guests will be asked to wait outside maintaining social distance from others until a guest in the lobby exits. Non-adhesive social distance markers can be placed in the lobby and outside the lobby where guests may wait. A secure mailbox will be installed outside the school office to allow payments and other items to be dropped off without entering the lobby. Schools may also position a large bin with a closeable lid outside the school office for parents to place items that do not need to be secured (i.e. lunches, jackets, etc.). Each school now has a generic email address to which non-urgent inquiries or comments can be sent. These will be forwarded to the school secretary for handling during their normal work year. Responses can be expected within 24 hours. The addresses are as follows:

- Cajon Park: infoCP@santeesd.net
- Carlton Hills: infoCH@santeesd.net
- Carlton Oaks: infoCO@santeesd.net
- Chet F Harritt: infoCFH@santeesd.net
- Hill Creek: infoHC@santeesd.net
- Pepper Drive: infoPD@santeesd.net

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- PRIDE Academy: infoPA@santeesd.net
- Rio Seco: infoRS@santeesd.net
- Sycamore Canyon: infoSC@santeesd.net

The front counter area of the school office will be equipped as follows and consumables will be replenished regularly:

- Hand sanitizer
- Disinfecting wipes or spray to be used for sanitizing the counter regularly throughout the day
- Disposable facemasks for substitutes and essential visitors who do not have their own

All guests, including District employees from other schools and the District Office, must check in at the school office. All entrants to the school office and the campus must adhere to [Face Covering Guidance](#). Those without facemasks will be denied entry. A no-touch system of checking in will be available for use by employees, substitutes, parents, visitors, and volunteers. All items in the lobby area that could be shared by guests, such as toys or books, will be removed.

All guests, except for visiting employees from other schools or the District Office, will be asked by school office personnel if they have any symptoms on the [Symptom Check List](#) prior to being allowed to enter the school campus. Guests answering Yes to any symptoms will not be allowed entry (see [Section 12: CAMPUS GUESTS](#) for more details)

Employee desks/stations will be positioned to allow 6 feet of distance from others. Wipes and/or disinfecting spray will be available in the school office area for staff to use regularly on desktops, telephones, computer keyboards and mice, shared printer/copier touchpoints, and other high touch surfaces in the school office. Schools are encouraged to establish schedules for teachers to access mailboxes, cum files, workroom resources, etc. in order to limit the number of employees in the school office/workroom areas at any one time.

A private area will be identified for confidential discussions/interviews with students that allows social distancing and all participants shall wear a facemask over their nose and mouth.

f. Health Office

The Health Clerk will continue to provide essential health and well-being care for students but under modified conditions. Students will be triaged by teachers and other staff to determine whether a visit to the health office is necessary. Each classroom/learning space will be equipped with a fully stocked first aid kit to allow students and teachers to treat minor “boo-boos” and conditions, thereby allowing the Health Clerk to care for other needs. The Health Clerk can be called to report to a classroom/learning space, to provide telesupport, or to help determine if a visit to the Health Office is warranted in order to

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minimize the number of students outside of classrooms/learning spaces and in the school/health office. Below are general guidelines that will be used to triage students:

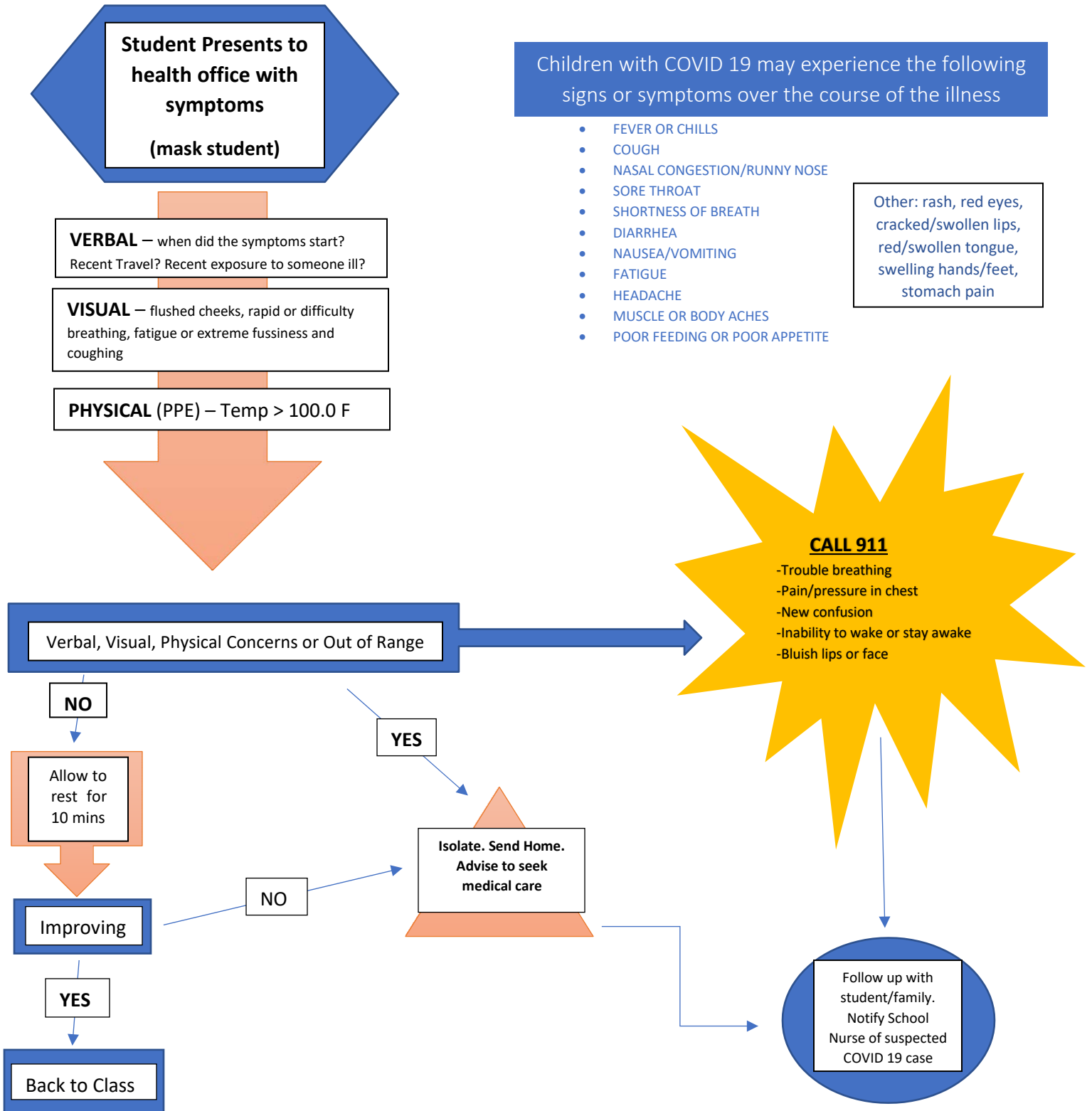
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Symptom/Condition/Need	Treat in Classroom	Send for or to Health Office
Minor toothache/primary tooth comes out	x	
Small paper cuts, abrasions, picked at scabs	x	
Wound care/ice packs for small bumps/bruises	x	
Localized bug bites	x	
Minor headaches or fatigue with no other symptoms	x	
Mild stomachache or nausea	x	
Readily controlled nose bleeds, where student can deliver self-care	x	
Scheduled medications		x
Scheduled specialized health care procedures – diabetic care, catheterizations, GTube feedings		x
Altered levels of consciousness/concussion		x
History of Cardiac/heart issues, tachycardia, bradycardia or complaints of chest pain		x
Choking; may require CPR or AED		x
Difficulty breathing		x
Head injury/complaining of neck pain – DO NOT move, keep calm, call 911		x
Sudden vision impairment		x
Diabetic “lows” or unconscious		x
SEVERE bleeding or other traumatic injury; Call 911		x
Severe abdominal/groin pain		x
Seizures; do not hold down, remove objects that may cause injury		x
Signs as symptoms of Multi-System Inflammatory Syndrome in children		x
Symptoms of COVID19: - Fever >100.0 F - 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		x

COVID 19 - Screening Flow Chart

Santee School District / June 2020

This flow chart will be used for health staff to provide guidance on students who may present to the health office with COVID 19 like symptoms.
This does not replace the judgement based on identified findings



Children with COVID 19 may experience the following signs or symptoms over the course of the illness

- FEVER OR CHILLS
- COUGH
- NASAL CONGESTION/RUNNY NOSE
- SORE THROAT
- SHORTNESS OF BREATH
- DIARRHEA
- NAUSEA/VOMITING
- FATIGUE
- HEADACHE
- MUSCLE OR BODY ACHES
- POOR FEEDING OR POOR APPETITE

Other: rash, red eyes, cracked/swollen lips, red/swollen tongue, swelling hands/feet, stomach pain

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The Health Office and other locations near the Health Office will be used to establish three (3) treatment areas as outlined below:

<p style="text-align: center;"><u>General Waiting Area</u> Students waiting to be triaged (presenting to office with unscheduled needs)</p>	<p style="text-align: center;"><u>Well Student Area</u> Those students with scheduled medical needs (procedures, meds)</p>	<p style="text-align: center;"><u>Students with COVID</u> Symptoms Area (Isolation Ward)</p>
<ul style="list-style-type: none"> • Students with non COVID 19 symptoms (e.g. Injury, assessments) • Ask if they have been around someone with COVID 19, if yes, send to the Isolation area and call parent/send home • Physical distancing marked off 	<ul style="list-style-type: none"> • Area for well students with health care needs that cannot be addressed in the classroom (e.g. diabetic and other noncontagious health care needs) • Ask if they have been around someone with COVID 19, if yes, send to the Isolation Ward and call parent/send home • Physical distancing marked off 	<ul style="list-style-type: none"> • Areas for students with possible COVID 19 symptoms; away from others but supervised by staff • Physical distancing marked off or in separate rooms and students maintain 6 foot distance from others • Students expected to wear facemask; disposable facemask will be provided, if needed
<ul style="list-style-type: none"> • Plexiglas/plastic or other similar barriers may be in place. 	<ul style="list-style-type: none"> • Health Clerk, trained staff member or school nurse provides care. 	<ul style="list-style-type: none"> • Additional staff may be necessary to monitor students in areas not immediately visible to the health clerk. Consider restroom locations as younger students may have GI symptoms.
<ul style="list-style-type: none"> • Students wash/sanitize hands upon or before entry • Clean and disinfect area after students leave and/or periodically • Health Clerk wears face shield or facemask • Student expected to wear facemask 		<ul style="list-style-type: none"> • Health Clerk wears sanitary gown • Students in the Isolation Ward must meet the Return to School Criteria in order to return • Health Clerk will clean and disinfect the isolation ward after each use

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9. FOOD SERVICE

- a. **General Procedures:** The following general procedures will apply to all meal periods
1. Child Nutrition Services employees will wear a facemask while serving, and in the presence of, students.
 2. Social distancing markers will be positioned along the wait line area and students will be expected to socially distance while in line
 3. Students are expected to wear facemasks over their nose and mouth while waiting in line indoors and obtaining their meal. They can remove their facemask while they are eating.
 4. Students must use hand sanitizer before entering the cafeteria or upon approaching the mobile cart serving line
 5. Salad bars will contain pre-packaged fruits and vegetables. All condiments will be in individual packages or packets.
 6. Child Nutrition Services employees will sanitize all contact services in the wait line and cafeteria before and after each meal period
 7. Campus Aides and/or Custodians will clean and sanitize lunch tables before the first meal period and after each meal period

b. Breakfast

Breakfast service will return to normal, pre-pandemic service for the 2021-22 school year -- before school as a sit-down meal.

c. Lunch

Lunch service will return to normal, pre-pandemic service for the 2021-22 school year -- during school as a sit-down meal.

d. Meals for Independent Study Program

Meals will be provided at Cajon Park School for the Independent Study Program that is operated through the Alternative School.

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10. STUDENT DISMISSAL PROCEDURES

Dismissal times for Grades TK-3 and 4-8 are currently staggered by 26 minutes. Principals will work with school staff and the Transportation Department to further stagger dismissals within grade spans, or by class, by a few minutes (i.e. 2 to 5) in order to minimize the number of students exiting the campus at one time. Schools will develop methods to ensure that there as many exit points as possible and practicable, and that students are assigned or directed to exit points so that use is fairly evenly distributed. Prior to dismissal, teachers will remind students to use their designated exit point and not loiter or congregate. School staff will be positioned around the campus to also remind students of the protocols.

Parents will be encouraged to wait in their vehicles and not congregate at the exits. Students waiting for pickup by parents are expected to maintain some distance from others. For Special Day Class (SDC) students who are transported by the District, staff will accompany these students to the loading area and maintain stable cohort groups with social distance from other individuals and cohort groups. For SDC students that are not transported by the District and require physical support and/or hand-to-hand release, staff will communicate with parents to coordinate a designed spot for pickup.

In limited circumstances, parents will be allowed into the campus to pickup students for Project SAFE, YALE Preschool, or ASES. This pickup access inside the campus will start after the general population of students have exited for the day until closing.

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11. SUPPORT PROGRAMS

a. Project SAFE, ASES (PRIDE Academy), YALE Preschool, and State Preschool

Project SAFE will offer before and/or after school care for school-aged children, as usual, and will also be operating a childcare program during the school day for school-aged children of school staff members. Group sizes will generally be operated at an adult to student ratio of 1:25 or less.

The After School Education & Safety (ASES) Program will continue to operate at PRIDE Academy for school-aged children with the same group size limitation as Project SAFE.

YALE Preschool will continue to operate for PreKindergarten children ages 3 to 4 with groups sizes of 12 or less per adult. In larger rooms, up to 24 children may be serviced with 2 adults.

These programs will adhere to the following health and safety protocols:

1. At the start of their shift, each staff member will:
 - a. Adhere to the [Face Covering Guidance](#)
 - b. Use the [Symptom Check List](#) to self-monitor their symptoms on a daily basis. Any staff member with a temperature greater than 100.0F or answering Yes to symptoms will return home and remain at home until they meet the [Return to School/Work Criteria](#).
 - c. Wash their hands with soap and water for 20 seconds
2. During student check-in/out, staff members will:
 - a. Wear gloves and a facemask
 - b. At check-in, ask children if they have any symptoms on the [Symptom Check List](#). Any children with a temperature greater than 100.0F or with symptoms will be sent home and must remain home until meeting the [Return to School/Work Criteria](#).
 - c. At check-in, have students wash their hands with soap and water for 20 seconds
 - d. Not allow parents to enter the classroom /indoor space
 - i. During inclement weather and the time of year when sunrise is later in the morning and sunset is earlier in the evening, parents will be allowed into the campus to dropoff and pickup students for Project SAFE, YALE Preschool, or ASES. Dropoff access will cease fifteen (15) minutes before the gates are opened for the general population of students to enter. Otherwise, parents will drop off and pickup their children at the entry gate designated for these programs.
3. During the day children will:
 - a. Be maintained in stable cohort groups and not mix with other groups, as much as practicable and possible. Mixing may occur towards the end of the day when the number of participants has declined significantly due to parent pickup.

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- b. Be assigned a seat, as documented by a seating chart, to facilitate contact tracing if there is a positive case
- c. Be spaced in the classroom to maximize distance in a uniform fashion. As much as practicable and possible, 3 feet of distance between students, as measured from the middle-back of student chairs when pushed in, is recommended in order to limit the number of [Close Contacts](#) to four (4) in the event of a positive student case. Staff will need to document the standard distance between the middle-back of student chairs for contact tracing purposes.
- d. Be expected to wear a facemask over their nose and mouth under certain circumstances as outlined in the [Face Covering Guidance](#)

b. Social/Emotional Support

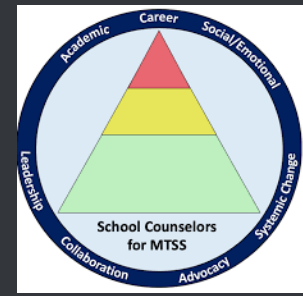
The social-emotional (SEL) well-being of students and children will be continually monitored and assessed by school staff and various supports will be provided.

Teachers will be trained in and provide SEL instruction to school aged children using the District's new SEL curriculum; Second Step. Project SAFE, ASES, and YALE will use various resources for instructing students in SEL concepts including Character Kids, a theme based program teaching children to be cooperative, kind, responsible, honest, and brave; Restorative Practice and Circles which teaches children to be emotionally aware, have health coping skills, and check-in with their feelings; and Sanford Harmony, a program that uses the performing arts to help children build character.

Teachers, Psychologists, Counselors, Social Workers, and outside providers work together to provide a Multi-Tiered System of Support that incorporates core services, targeted services, and intensive intervention. The graphic on the following page provides more details:



2021-22 Back To School : Trauma Sensitive MTSS



Santee School District Counselors and Social Workers' short-term stabilization plan to support the social-emotional needs of students and staff reintegrating for the 2021-22 school year.

Tier 1: Preventatively Supporting Trauma Needs of ALL Students & Staff

Professional Learning: helping teachers and staff understand the possible emotional effects of Covid-19 that may be seen in students. Providing tools for difficult discussions/topics that may arise in class.

Classroom Lessons & Support: offering classroom lessons K-8 to address the emotional needs resulting from Covid-19. Teaching coping strategies that can be used in and out of the classroom to deal with anxiety and stress.

Assessing Needs: creating and administering student (grades 3-8) and staff needs assessments to determine Tier 2 supports needed.

Tier 2: Providing Additional Support For Those In Need

Small Group Counseling: using data collected from student needs assessments to determine students in need of small group counseling around anxiety, stress management and self-regulation.

Staff Support: using data collected from staff needs assessments to offer support for staff struggling with anxiety and stress.

Additional Classroom Support: providing classroom support to teachers based on specific classroom challenges.

Tier 3: Providing and Connecting with Higher Level Support

Short-term Individual Counseling: 1:1 check-ins provided by counselors for students struggling emotionally.

Referrals: making referrals to on campus therapeutic resources like Rady's, SDYS and other partner therapists.

Resources: providing students, parents and staff with mental health resources they can access off campus.

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12. CAMPUS GUESTS

In order to minimize risk, until further notice, the District will limit guests (i.e. parents, volunteers, visitors, contracted service providers and District staff members from other schools or the District Office) on school campuses and make adjustments throughout the year, depending on circumstances. All guests must check-in at the school office using the APP based software system, adhere to the [Face Covering Guidance](#) at all times they are on campus, and, with the exception of District staff members, be asked by a school office staff member whether they have any symptoms on the [Symptom Check List](#) prior to being allowed on campus. Any guests with a temperature greater than 100.0F, answering Yes to any of the items on the Symptom Check List, or visibly displaying COVID-19 symptoms will not be allowed on campus.

a. Parents

Individual parents are allowed on campus for brief, arranged meetings with or by school staff occurring indoors or outdoors, as long as they adhere to the [Face Covering Guidance](#) and [Distancing/Grouping Guidance](#). In addition, parents may come on campus for larger, planned gatherings in an outdoor setting without masks, but distancing of family cohort groups is strongly recommended.

b. Volunteers

Volunteers are allowed on campus to assist with outdoor events and activities. Until further notice, volunteers are not allowed in classrooms or other interior spaces.

c. Other Non-Staff Visitors

Other visitors will not be allowed on campus without an appointment or approval of an Administrator.

d. District Staff from Other Schools or the District Office

Other District staff who are not regularly assigned to the school on specific days should call in advance and let school office personnel know they will be coming on campus.

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13. CLEANING/SANITIZING/STOCKING/HVAC PROTOCOLS

Each school will implement strict procedures for cleaning, disinfecting, and sanitizing regularly to prevent the spread of germs, including the coronavirus. Although Custodians are primarily responsible for achieving this goal, it is also the responsibility of all school staff members to be mindful of their behavior and to clean and disinfect when and where they can. The safety of all staff members and students depends upon the individual actions of each staff member. One or two individuals cannot carry the load. It is up to everyone to participate in the process in order to achieve the highest level of cleanliness possible. To that end, the cleaning and sanitizing process will occur in layers:

a. All Staff Layer:

All staff members using shared resources such as copy machines, telephones, computers, printers, restrooms, refrigerators, microwaves, etc. will wash their hands with soap and water for 20 seconds or use hand sanitizer before use. Disinfecting wipes, paper towels, or tissues should be available near shared resources to be used for handling equipment to avoid direct hand contact or for disinfecting after use.

Classroom teachers will be provided with a squirt bottle of disinfecting spray and disinfecting wipes to use at appropriate times to disinfect surfaces, touch points, and shared materials when appropriate. Teachers using disinfectants will be trained in their use in accordance with Department of Pesticide Regulation guidelines.

All staff members will wash their hands with soap and water or use hand sanitizer in accordance with the [instructions](#) in Section 6.

b. Custodial Layer:

Each school has a full-time Site Custodian and varying levels of Night Custodians, depending on enrollment, who will clean and disinfect all interior and exterior areas regularly throughout the day and night.

Custodians will be provided, and will wear, personal protective equipment when cleaning and disinfecting including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of children's reach and stored in a space with restricted access.

All Custodians will be trained on proper procedures and methods for cleaning and disinfecting to prevent the spread of COVID-19 and other germs, bacteria, and viruses.

Custodians will use the Cleaning and Disinfecting Guide to ensure that all cleaning and disinfecting tasks are completed each day using a combination of industry standard cleaning methods ("Standard Cleaning"), disinfecting spray ("DSpray"), disinfecting wipes ("Wipes"), and Clorox 360 machine sanitization ("D360"). In addition, a Record of

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Disinfecting will be posted in each each classroom, learning space, office, and restroom and the record will be updated each time disinfecting occurs.

**Santee School District
Custodial Cleaning and Disinfecting Guide**

<i>School:</i>		<i>Date:</i>	
Location	Area/ Surface/ Touch Point	Method	Frequency
Campus Gates	Panic bar and other touch points	DSpray	Daily
Playground	Play items (e.g. balls, jump ropes)	DSpray	Daily
Other Outside Areas	Drinking fountains	N/A-Disabled	N/A-Disabled
	Water bottle refillers	Wipes	Daily-Multiple
Lunch tables	Top and sides of table and seats	DSpray	Before first use and after each class' use
Restrooms	Entire	Standard Cleaning	Daily-Multiple
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily-Multiple
	Outside door handles	DSpray	Daily-Multiple
	Door surfaces	Standard Cleaning	Daily-Multiple
	Light Switch	DSpray	Daily-Multiple
	Countertops	DSpray	Daily-Multiple
	Dispensers - paper towel and soap	DSpray	Daily-Multiple
	Sink Fixtures	DSpray	Daily-Multiple
	Toilet/Urinal Handles	DSpray	Daily-Multiple
	Toilet partition handle and latch	DSpray	Daily-Multiple
School Office (including Health Office)	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
	Dispensers - paper towel and soap	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
Desk(s)/Table(s)	DSpray	Daily	
Multi-Purpose Room	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
Desk(s)/Table(s)	DSpray	Daily	

**Santee School District
Custodial Cleaning and Disinfecting Guide**

<i>School:</i>		<i>Date:</i>	
Location	Area/ Surface/ Touch Point	Method	Frequency
<i>Kitchen (Custodian does floors and D360, other items done by Food Service Workers)</i>	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Refrigerator/Freezer door handles	DSpray	Daily
	Countertops	DSpray	Daily-Multiple
	Sink Basin	Standard Cleaning	Daily
	Sink Fixtures	DSpray	Daily
	Dispensers - paper towel and soap	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
	Desk(s)/Table(s)	DSpray	Daily
<i>Library</i>	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
	Desk(s)/Table(s)	DSpray	Daily
<i>Staff Lounge</i>	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Refrigerator/Freezer door handles	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
	Sink Basin	Standard Cleaning	Daily
	Sink Fixtures	DSpray	Daily
	Dispensers - paper towel and soap	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
Desk(s)/Table(s)	DSpray	Daily	

**Santee School District
Custodial Cleaning and Disinfecting Guide**

<i>School:</i>		<i>Date:</i>	
Location	Area/ Surface/ Touch Point	Method	Frequency
<i>Classrooms/ Learning Spaces</i>	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Entire	DSpray	Daily
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
	Sink Basin	Standard Cleaning	Daily
	Sink Fixtures	DSpray	Daily
	Dispensers - paper towel and soap	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
	Desk(s)/Table(s)	DSpray	Daily
	Toilets/Urinals	Standard Cleaning	Daily
<i>Other Individual Offices</i>	Entire	Standard Cleaning	Daily
	Entire	D360	Twice Weekly
	Inside door handles	DSpray	Daily
	Outside door handles	DSpray	Daily
	Door surfaces	Standard Cleaning	Daily
	Light Switch	DSpray	Daily
	Chairs (hard surfaces only)	DSpray	Daily
	Countertops	DSpray	Daily
	Computer - monitor, keyboard, mouse	Wipes	Daily
	Telephones	Wipes	Daily
	Desk(s)/Table(s)	DSpray	Daily

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c. Heating, Ventilation, and Air Conditioning (HVAC) System Maintenance

All learning spaces and workspaces are equipped with individual HVAC systems installed within the last 11 years. An HVAC system consists of the unit itself and ductwork above the ceiling generally known as “plenum space”. Plenum space is a part of a building that can facilitate air circulation for heating and air conditioning systems, by providing pathways for either heated/conditioned or return airflows, usually at greater than atmospheric pressure. In general, the effectiveness and efficiency of HVAC systems to filter out contaminants during the circulation process is based upon two factors:

- Air mixture – the amount of outside air brought in compared with the amount of inside, recirculated air it is mixed with, generally expressed as a percentage
- Filtration – the ability of the system to filter out and remove particles and contaminants from the air before it is circulated back into the room

The District’s HVAC systems are equipped with “economizers” that vary the amount of outside air brought in depending on the outside temperature and conditions.

The filtration effectiveness of HVAC systems is measured by an industry standard known as Minimum Efficiency Reporting Value or MERV, expressed as a number from 1 to 20 (see table on next two pages for details [“MERV Categories”]). Generally, the higher the MERV number, the denser the filter is and, therefore, the more particles and contaminants the filter captures before circulating air back into the room. It is also generally true that the higher the MERV number, the less airflow the system creates, which decreases circulation cycles, causes the system to work harder, and increases the likelihood for system breakdowns. This reduces the efficiency of the system and its useful life. Consequently, decisions on the type of filter to use relative to COVID-19 transmission are not simple, since multiple factors must be considered.

Prior to the 2020-21 reopening, the District was using filters in Category 2 of the MERV Categories and these were replaced every three (3) months, in accordance with manufacturer’s recommendations and industry standards. For the 2020-21 reopening, the District will transition to Category 3 filters and will accelerate the replacement schedule to every two (2) months.

Portable HEPA (High Efficiency Particulate Air) filters will be provided for classrooms and workspaces with no exterior doors or windows, when requested by a staff member, and in other classrooms and working spaces where enhanced ventilation and air quality is deemed essential; to the extent that available supplies and vendor delivery timelines allow.

Heating, Ventilation, Air Conditioning (HVAC) System Filter Standards

Category	Minimum Efficiency Reporting Value (MERV)	Applications	Controls These Contaminants	Particle Size
1	1-4	<ul style="list-style-type: none"> · Pre-Filter In Commercial Building · Residential Furnaces · Window Air-Conditioning Units 	<ul style="list-style-type: none"> · Pollen · Dust mites · Sanding dust · Textile/carpet fibers 	Filters down to 10.0 micron particle size
2	5-8	<ul style="list-style-type: none"> · Pre-filters or Final Filters Commercial Buildings · Better Residential Buildings · Industrial Workplaces · Paint Booth Inlets 	<ul style="list-style-type: none"> · Pollen · Dust mites · Sanding dust · Textile/carpet fibers · Mold/spores · Dust lint · Cement dust 	Filters down to 3.0–10.0 micron particle size
3	9-12	<ul style="list-style-type: none"> · Pre-Filters or Final Filters Hospital Laboratories · Better Commercial Buildings · Superior Residential Buildings 	<ul style="list-style-type: none"> · Pollen · Dust mites · Sanding dust · Textile/carpet fibers · Mold/spores · Dust lint · Cement dust · Legionella · Lead dust · Humidifier dust · Coal dust · Nebulizer dust 	Filters down to 1.0–3.0 micron particle size
4	13-16	<ul style="list-style-type: none"> · Final Filters General Surgery · Superior Commercial Buildings · Hospital Inpatient Care · Smoking Lounges 	<ul style="list-style-type: none"> · Pollen · Dust mites · Sanding dust · Textile/carpet fibers · Mold/spores · Dust lint · Cement dust · Legionella · Lead dust · Humidifier dust · Coal dust · Nebulizer dust · Bacteria · Tobacco smoke · Auto fumes · Sneeze nuclei · Insecticide dust · Copier toner · Pet dander · Face powder 	Filters down to 0.3–1.0 micron particle size

Heating, Ventilation, Air Conditioning (HVAC) System Filter Standards

Category	Minimum Efficiency Reporting Value (MERV)	Applications	Controls These Contaminants	Particle Size
5	17-20 (NOTE: although High Efficiency Particulate Air [HEPA] filters are not MERV rated, they generally fall within this range)	<ul style="list-style-type: none"> · Final Filter · Clean Rooms · Radioactive Materials · Pharmaceutical Manufacturing Facilities · Carcinogenic Materials · Orthopedic Surgery Room 	<ul style="list-style-type: none"> · Pollen · Dust mites · Sanding dust · Textile/carpet fibers · Mold/spores · Dust lint · Cement dust · Legionella · Lead dust · Humidifier dust · Coal dust · Nebulizer dust · Bacteria · Tobacco smoke · Auto fumes · Sneeze nuclei · Insecticide dust · Copier toner · Pet dander · Face powder · Virus carriers · Carbon dust · Sea salt · Combustion smoke · Radon progeny · Odor · Microscopic allergens 	Filters down to less than 0.30 micron particle size

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d. Positive Case Disinfecting/Dissipation Process

When a student, teacher, or other staff member tests positive for COVID-19, the learning/work space where the individual is primarily assigned will be thoroughly cleaned and disinfected that evening. See [Elevated Procedures for Multiple Cases in a Cohort](#) for additional actions, if necessary.

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14. PROCEDURES FOR POSITIVE COVID-19 CASES

a. DEFINITIONS/ROLES

1. **COVID Case Manager:** the individual coordinating the response to a positive COVID-19 case. For the District, this individual is the Coordinator Health and Nursing Services.
2. **Site Supervisor:** the Administrator (Principal for the school) working with the Positive Case Manager to take necessary actions and provide proper notifications
3. **Infected Person:** the individual who has tested positive for COVID-19. This may be a parent, student, member of student's household, teacher, or other staff member
4. **Close Contact:** was, or is likely to have been, less than 6 feet from Infected Person for more than 15 cumulative minutes within a 24 hour period during the prior 48 hours
5. **Incidental Contact:** was, or is likely to have been, less than 6 feet from Infected Person but for less than 15 cumulative minutes
6. **Area Contact:** was, or is likely to have been, in the general area of the Infected Person but more than 6 feet from them
7. **Level 1 Notification:** notification provided to Infected Person or, in the case of a student, the parent/guardian of Infected Person, instructing them to go home and stay home until they have met the [Return to School/Work Criteria](#)
 - a. Student notification provided by phone call to parent/guardian
 - b. Staff notification provided by letter
8. **Level 2 Notification:** if individual testing positive was on district property during infectious period, notification provided to any individuals having [Close Contact](#) with Infected Person instructing them to follow instructions for quarantine and testing. Notifications to staff shall be different than those provided to students/parents so as to include all elements required by CalOSHA.
 - a. Student notification provided to parent/guardian of all students sharing an indoor space with the infected individual for more than 15 cumulative minutes
 - b. Staff notification provided by letter
9. **Level 3 Notification:** if individual testing positive was on district property during infectious period, notification provided to any individuals having Incidental Contact or Area Contact with Infected Person to closely monitor their temperature and possible symptoms (see [Symptom Check List](#)) and to go home and stay home if they experience symptoms until they have met the [Return to School/Work Criteria](#). Notifications to staff shall be different than those provided to students/parents so as to include all elements required by CalOSHA. If there is more than one positive case for which Level 3 notifications are to be sent on a given day to the same group, only one Level 3 Notification will be issued for that day to that group. For purposes of determining whether to send a Level 3 Notification; Saturday, Sunday,

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and the first school day of the week shall be considered one (1) day in the aggregate.

- a. Only provided to staff in the same building or work area effective January 3, 2022
10. **Level 4 Notification:** if individual testing positive was on district property during infectious period, notification to others not having [Close Contact](#), Incidental Contact, or Area Contact for which the Superintendent or designee has determined that courtesy notification is appropriate, if any. If there is more than one positive case for which Level 4 notifications are to be sent on a given day, only one Level 4 Notification will be issued for that day. For purposes of determining whether to send a Level 4 Notification; Saturday, Sunday, and the first school day of the week shall be considered one (1) day in the aggregate.
 - a. This notification suspended for 2021-22 and replaced with modified Level 3 notification to all parents/guardians
11. **Level 5 Notification:** if individual testing positive is an adult, notification to the appropriate Bargaining Unit for staff or the contracting vendor for contracted service providers in accordance with CalOSHA and AB 218 requirements.
12. **Temporary Replacement Room:** a separate room/space designated on the school campus that is locked and secured from entry that can be opened to be used temporarily by a class or support program whose primary room/space has been closed due to a positive COVID-19 case

b. PROCESS

1. Site Supervisor sends an email to notify the following individuals:
 - a. COVID Case Manager to begin contact tracing
 - b. Director, Facilities, Maintenance & Operations to replace the HVAC filter
 - c. Superintendent or designee to notify bargaining unit Presidents
2. Site Supervisor follows up with phone calls to the following individuals:
 - a. COVID Case Manager to obtain additional direction and coordinate contact tracing
 - b. Director, Facilities, Maintenance & Operations to replace the HVAC filter
3. If Infected Person is on campus, Site Supervisor does the following:
 - a. Instructs Infected Person to immediately put on facemask, if not already on, and wear it at all times until they have exited school grounds
 - b. If student, calls Infected Person to the Health Office to be put in Isolation Ward for parent pickup
 - c. If teacher or other staff member, calls or notifies Infected Person and instructs them to immediately go home
4. COVID Case Manager or Superintendent/designee contacts County Public Health Officer for guidance

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5. COVID Case Manager conducts contact tracing of Infected Person using some or all of the following methods, depending on circumstances and the role of the Infected Person:
 - a. If Infected Person is parent, guardian, or member of student(s)' household
 - i. Review of Campus Guest checkin/checkout data
 - b. If Infected Person is teacher
 - i. Interview with teacher
 - ii. Review of Master Schedule
 - c. If Infected Person is other staff member (either at the school, bus/van driver, or other District Office employee)
 - i. Interview with staff member
 - d. If Infected Person is student
 - i. Interview with student's teacher(s)
 - ii. If student is in other support programs such as Project SAFE, PRIDE Academy ASES, or YALE Preschool, interview with appropriate staff member(s) of those programs
 - iii. If student is transported by District, interview with Director, Transportation and/or bus/van driver and review of seating arrangements on vehicle
 - iv. Review of Master Schedule
 - v. Review of class Seating Chart
 - vi. Determination of distance of other student desk(s)/table(s) from Infected Person's desk/table in learning space
6. COVID Case Manager makes a listing of individuals having [Close Contact](#), Incidental Contact, and Area Contact with the Infected Person
7. COVID Case Manager works with school/department staff to determine the type and duration of quarantines needed for infected individual and Close Contacts
8. Site Supervisor notifies Director, Transportation, if appropriate (student who rides District bus or van)
9. Site Supervisor notifies Director, Out of School Time Programs, if appropriate (parent or student of support program)
10. Site Supervisor/Administration provides Level 1 through 5 notifications using templates, as appropriate
11. Site Supervisor notifies school office staff to not allow the Infected Person, and individuals with [Close Contact](#) with the Infected Person, on campus until they have met the [Return to School/Work Criteria](#)
12. Site Supervisor notifies other appropriate staff members, if any
13. If Infected Person and/or [Close Contact](#) individuals is/are students:
 - a. Site Supervisor notifies Director, Child Nutrition to arrange for meal(s) for student(s) while in quarantine
 - b. Site Supervisor arranges for Independent Study to occur for student(s) while in quarantine

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14. COVID Case Manager or Superintendent/designee continues to consult with County Public Health Officer for guidance

c. **ELEVATED PROCEDURES FOR MULTIPLE CASES IN A COHORT**

When there are three (3) or more positive cases within a cohort of students and within a fourteen (14) day consecutive period, where each was on campus during their infectious period and each are from different households, some or all of the following actions will be taken for that cohort (“Impacted Cohort”) and continued for a fourteen (14) day period:

1. Increase vigilance by teacher(s) to ensure all students in the Impacted Cohort are wearing a facemask over their nose and mouth at all times while indoors
2. Increase frequency of scheduled breaks for students in the Impacted Cohort to wash their hands or use hand sanitizer from every 60 minutes to every 30 minutes
3. Increase frequency and duration of outdoor learning and breaks
4. Increase distance between student desks in the classroom and ensure students remain in their seats or by their desk at all times
5. Ensure the HEPA filter is on and functioning at all times. Increase the fan speed of the HEPA filter and/or install a second HEPA filter in the classroom.
6. Replace the HVAC filter, if deemed appropriate and necessary by the Director, Facilities, Maintenance, and Operations in consultation with the Principal
7. Schedule the classroom for Clorox 360 application and increased disinfecting that evening
8. Consider increasing the number of recess periods to reduce the number of students on the playground at any one time and/or reducing the duration of recess to reduce the amount of time students are on the playground together
9. Ensure the students in the Impacted Cohort are separated from each other by at least 6 feet while eating lunch
10. If the Impacted Cohort is a Junior High class, suspend shifting of the Impacted Cohort to other classrooms and have other teachers move into the Impacted Cohort classroom instead
11. Ensure that all staff in the classroom -- teachers, substitutes, and Instructional Assistants -- are maintaining at least 6 feet of distance from all students at all times

The District will use the below criteria for determining whether to close a class, a school, or the District due to escalating COVID-19 positive cases:

1. **Class:** Every effort will be made to protect the safety of students while keeping all classes operating throughout the year. Nevertheless, a class may be closed for in-person learning as determined by consultation with the County Public Health Officer, or when otherwise deemed appropriate by the District Superintendent.
2. **School:** Every effort will be made to protect the safety of students while keeping all schools operating throughout the year. Nevertheless, a school may be closed for in-person learning as determined by consultation with the County Public Health Officer, or when otherwise deemed appropriate by the District Superintendent.

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3. ***District:*** Every effort will be made to protect the safety of students while keeping the District fully operational throughout the year. Nevertheless, the District (all schools) may be closed for in-person learning as determined by consultation with the County Public Health Officer, or when otherwise deemed appropriate by the District Superintendent.

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15. USE OF FACILITIES BY OUTSIDE ENTITIES

Except in extremely limited circumstances, all Use of Facilities applications from outside entities to use any indoor spaces at schools will be denied until further notice. Entities using outdoor spaces will be required to certify they are adhering to all State and Local requirements for reopening to the public by completing the COVID-19 Response Plan supplement shown on the following page:

Use of Facilities Agreement: COVID19 Response Plan Supplement

"I hereby certify that _____ has created a COVID19 Response Plan that conforms in all material respects to Local and State guidelines and requirements, and will communicate it to all individuals that will be on District property under our Use of Facilities Agreement. I further certify that restrictions and protocols within the plan will be strictly enforced at all times while we are using District facilities. Our COVID19 Response Plan includes the following elements:

Posting of signage reminding participants and spectators to social distance, wear a facemask, wash hands with soap and water or use hand sanitizer often, and keep hands away from face.

Limiting the number of participants and spectators to ensure social distancing

Not allowing the sharing of equipment, supplies, or materials provided by the entity

Instruction for (if applicable), and/or enforcement of, social distancing

Instruction for (if applicable), and/or enforcement of, use of facemasks

Availability of soap and water for washing hands

Availability of hand sanitizer

Regular use of disinfectant on common touch surfaces

Temperature/Symptom checking

Instruction to stay home if individual is ill or has a temperature exceeding 100 degrees F"

Signature

Date

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16. COMMUNICATION/TRAINING

a. General Guidelines

Staff members and substitutes will be provided a link to this SAFE AT SCHOOL Reopening Plan and be periodically reminded to adhere to its contents. Principals will conduct regular staff meetings via Zoom or Microsoft Teams and use email to communicate changes to the SAFE AT SCHOOL Reopening Plan; and keep abreast of employee response and challenges.

This SAFE AT SCHOOL Reopening Plan will be posted on the District's website and be available in each school office.

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b. Parents

Parents will be provided with a document containing instructions for them to follow to protect their child(ren) and the staff and students of the school with the following content:

In order to ensure the safest possible environment for staff and students, we ask that you do the following each day before sending or transporting your child(ren) to school:

- ***Check their temperature.*** If it is higher than 100.0F, please keep your child(ren) at home until their temperature has returned to normal without the aid of medications for 24 hours. If the fever is accompanied by other symptoms, the time at home may be longer, as noted below.
- ***Check for any illness symptoms.*** Ask your child(ren) if they have any of the following symptoms. If they do, please keep your child(ren) at home until they are symptom free for 10 days since the symptoms first appeared:
 - Have chills, a cough, or trouble breathing
 - Headache or have a runny or stuffy nose
 - Sore throat
 - Feel “achy”
 - Are sick to their stomach, have “thrown up”, or have diarrhea
 - Have a new loss of taste or smell
 - Been around someone with COVID-19
- ***Give them, or ensure they have, a facemask to wear.*** Unless your child(ren) has/have a disability or medical condition that prevents them from wearing a facemask; facemasks are required when indoors, except when actively eating or drinking. Use of facemasks when outdoors is optional.
- ***Have them wash their hands with soap and water for 20 seconds.***
- ***Remind them to wash their hands with soap and water for 20 seconds, or use hand sanitizer, when:***
 - HOME: Arriving At and Leaving Home
 - SCHOOL: Arriving At and Leaving School Site
 - RESTROOM: Before and After Using Restroom
 - TISSUE: After Blowing Nose with Clean Tissue and Throwing it Away
 - EAT: Before and After Eating Food
 - PLAY: Before and After Playing Outside
 - EVERY 60 MINUTES: Each 60 minute increment while continually in classroom or learning space
- ***Remind them to not touch their mouth, nose, or eyes without a clean tissue.***
- ***Give them filled disposable, or wide-mouthed refillable, water bottle(s) for use at school***

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c. Staff and Substitutes

Staff members and substitutes will be provided a copy of, either electronically or in writing, the following sections of this SAFE AT SCHOOL Reopening Plan (at the beginning of the year or work assignment for permanent staff members; at the beginning of each work assignment at the school for substitutes) and be periodically reminded to adhere to the contents through emails and staff meetings:

1. Administrators: [All Sections](#)
2. All Other Staff and Substitutes: Essential Sections
 - a. All
 - I. [Section 6: HEALTH AND SAFETY PROTOCOLS](#)
 - II. [Section 8: CAMPUS SERVICES](#)
 - III. [Section 13: CLEANING/SANITIZING/STOCKING/HVAC PROTOCOLS](#) _section a. Staff Layer
 - b. Teachers and Other Certificated Service Providers
 - I. [Section 2: INSTRUCTIONAL SCHEDULE AND DELIVERY](#)
 - II. [Section 4: STUDENT ARRIVAL PROCEDURES](#)
 - III. [Section 5: ON-CAMPUS TRAFFIC FLOW AND GROUPING](#)
 - IV. [Section 7: LEARNING SPACE CONFIGURATION, ENVIRONMENT, AND INSTRUCTION](#)
 - V. [Section 10: STUDENT DISMISSAL PROCEDURES](#)
 - c. Transportation
 - I. [Section 3: TRANSPORTATION](#)
 - d. Child Nutrition
 - I. [Section 9: FOOD SERVICE](#)
 - e. Out of School Time
 - I. [Section 11: SUPPORT PROGRAMS](#)
 - f. Custodians
 - I. [Section 13: CLEANING/SANITIZING/STOCKING/HVAC PROTOCOLS](#)

In addition, all staff members and substitutes will be given the one page summary of essential instructions on the following page:

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Staff Essential Instructions

1. Facial Coverings

- a. STAFF: Cloth or disposable facemask over the nose and mouth expected for all staff members when indoors and in the presence of students. Unvaccinated staff members are expected to wear a facemask indoors, even when not in the presence of students, except when in primary inside work location and at least 6 feet from others. Use of facemasks is optional outdoors for all staff members.
 - i. Exceptions:
 - 1. Clear face shield allowed as substitute when:
 - a. Written instructions from medical professional listing work restriction prohibiting face mask use for employee
 - b. Interacting with hearing impaired individual
 - c. Instructing students and at least 6 feet from them
- b. STUDENTS:
 - i. Expected for all students when indoors, except when actively eating or drinking. Use of facemasks is optional when outdoors.
 - ii. Clear face shield allowed as substitute, or no face covering, when Personal Medical Action Plan, or similar, received from medical professional

2. Social Distancing and Group Avoidance

- a. Maintain some distance from others, as much as possible and practicable
- b. Conduct meetings and adult interactions virtually as much as possible and practicable
- c. When meeting in-person, try to maintain distance, wear masks if less than 6 feet of space between individuals, limit the number of attendees, and/or limit the duration of the meeting to reduce the potential for transmission of COVID-19

3. Symptom Monitoring

- a. Monitor/check symptoms before leaving for work or upon arriving at work each day; report any YES answers immediately to supervisor or the COVID Case Manager
- b. Notify your supervisor if temperature over 100.0 or any COVID symptoms and stay or go home; stay home until Return Date given to you by your supervisor
- c. Observe students for any sign of COVID symptoms. If symptoms are present, send them to the Health Clerk for further evaluation.

4. Hygiene and Safety

- a. Avoid touching any part of face with unwashed or unsanitized hands
- b. Wash hands with soap and water for 20 seconds and/or use hand sanitizer before eating and after touching shared items, blowing nose, eating, using restroom, and on a regular, every 60 minute schedule
- c. Use clean paper towel, napkin, tissue, or disinfecting wipe to touch or manipulate shared items

5. Shared Items

- a. Limit shared items for students:
 - i. Provide each student their own supplies, have them store or pickup/put away on their own
- b. Disinfect shared objects with spray or wipes after each use

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d. Students

Students will be instructed and trained on health and safety protocols in accordance with [Section 7.f](#)

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17. IMPLEMENTATION MONITORING, ADJUSTMENT, AND REPORTING

a. Monitoring and Adjustment

The SAFE AT SCHOOL Reopening Plan is intended to be a dynamic document that will change over time as procedures are implemented and need adjustment, industry guidance changes, and new public health orders are issued. Consequently, the SAFE AT SCHOOL Reopening Plan will be continually monitored and reviewed. The Superintendent and Assistant Superintendents (“Executive Council”) and the Governing Board (“Board of Education”) will remain informed on updated guidance issued by the Centers for Disease Control (CDC), the California Department of Public Health (CDPH), the County of San Diego Health and Human Services Agency (HHS), the California Department of Education (CDE), and the San Diego County Office of Education (SDCOE) with reviews conducted at least weekly.

The following structure will be established to remain informed on the success of the SAFE AT SCHOOL Reopening Plan in achieving the Plan Objectives and to make adjustments to processes and procedures, when necessary:

- Principals and Vice Principals will monitor implementation and inform Executive Council of needed changes through Instructional Leadership Team (ILT) meetings conducted monthly
- Other Management employees will monitor implementation and inform Executive Council of needed changes through Professional Leadership Team (PLT) meetings conducted monthly
- Bargaining Unit Presidents will monitor implementation through their communication channels and inform Executive Council of needed changes through bi-monthly meetings with Executive Council
- The Reopening Logistics Planning Team (RLPT) responsible for creating this SAFE AT SCHOOL Reopening Plan will monitor implementation and inform Executive Council of needed changes through bi-monthly meetings
- Executive Council will regularly inform the Board of Education on the success of implementation and recommend changes to Plan Objectives, as appropriate

b. Accommodations

Principals will develop plans to support students with access and functional needs who may be at increased risk of becoming infected or having unrecognized illness due to COVID-19, including:

1. Review existing student health plans to identify students who may need additional accommodations
2. A process for engaging families for potentially unknown concerns that may need to be accommodated

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3. Identification of additional preparations for classroom and non-classroom environments needed for groups that might be at increased risk of becoming infected or having unrecognized illness. These include individuals who:
 - a. Have limited mobility or require prolonged and close contact with others, such as direct support providers and family members
 - b. Have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing
 - c. May not be able to communicate symptoms of illness

c. Tracking and Reporting

The District will develop and implement a system to report, track and monitor the following COVID related cases:

1. Those exhibiting or experiencing COVID symptoms
2. Those testing positive for COVID
3. Those who are presumptive positive for COVID
4. Those who have had [Close Contact](#) with someone diagnosed with COVID-19

The system will be used to ensure those who have been quarantined or isolated at home do not return to school or work until they have met the [Return to School/Work Criteria](#). The system will also be used to monitor cases to identify trends and to close classes, schools, or the District when State or Local thresholds are exceeded.

All managers will be instructed to immediately report all COVID related cases to, and in consultation with, the COVID Case Manager. A reportable COVID Related Case is defined as awareness of an incident by a District Administrator, confirmed by verbal or written admission from the individual or other credible reporter, of a student or staff member:

- Having one or more symptoms on the [Symptom Check List](#) within the last 10 days not attributable to a chronic, pre-existing condition that causes the symptom(s); OR,
- Testing positive for COVID within the last 10 days; OR,
- Being a [Close Contact](#)

A COVID Related Case Report will include the following information:

1. *Last Name of affected individual
2. *First Name of affected individual
3. Contact Phone Number(s)
4. *Person Type
 - a. Staff
 - b. Student
 - c. Other
5. *Group
 - a. Non-Staff
 - b. STA
 - c. CSEA

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- d. Man/Conf
- e. Substitute/Short Term
- f. Subcontracted Employee
- 6. Classroom Teacher Requiring Sub (“Y” or “N”)
- 7. *Site
- 8. *Location Within Site (e.g. room number, school office, etc.)
- 9. *Program (e.g. Gen Ed Classroom, SDC, Long Term Distance Learning, Project SAFE, YALE, State Preschool)
- 10. Classroom (Cohort) Leader/Teacher Name
- 11. *Case Type
 - a. Symptoms
 - b. Positive
 - c. Presumptive Positive
 - d. Close Contact
 - e. Unverified Absence
 - f. Vaccine Side Effects
- 12. Condition
 - a. Asymptomatic
 - b. Mild Symptoms
 - c. Moderate Symptoms
 - d. Severe Symptoms
 - e. Hospitalized
 - f. ICU
- 13. *Report Date
- 14. If Close Contact, with whom
- 15. If Close Contact, the Last Contact Date with the Close Contact
- 16. Test Date, if applicable
- 17. Test Result, if applicable
- 18. Symptom Onset Date (the date that symptoms first appeared, if applicable)
- 19. Last Date on Site
- 20. Quarantine/Isolation Date – determined in consultation with the Case Manager
- 21. Return Date – determined in consultation with the Case Manager
- 22. *Quarantine Type
 - a. Standard
 - b. Extended (for Positive Cases Only)
 - c. Suspended (for Student Close Contact Only)
 - d. Modified (for Close Contacts Only)

*required for initial report

d. Implementation

Principals will utilize the checklist on the following 9 pages to prepare their schools for in-person instruction.

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
1	Identify entry/exit points to campus to be used by students	4		
2	Link entry/exit points to each student by class, grade, or other method and ensure approximately equal numbers and notification on class lists and parent communications	4		
3	Identify and instruct individuals to monitor entry/exit points	4		
4	Create and post signage at each campus entry/exit point to clearly identify, list symptoms to be self-checked, and provide instructions	4		
5	Create and communicate process to allow early entry for Project SAFE, PRIDE Academy ASES, YALE, and breakfast (Early Programs)	4		
6	Identify and instruct individuals to be positioned throughout the campus to encourage students to go straight to their classroom and not congregate	4		
7	Ensure each teacher has kid-friendly Symptom Check List	4		
8	Instruct and remind students regularly of procedures for using student restrooms	8		
9	Establish process to ensure students are instructed and reminded that bullying, harassing, or intimidating students regarding COVID-19 will not be tolerated and will result in discipline	4		
10	Instruct teachers to ensure students wash their hands with soap and water or use hand sanitizer upon entry to classroom/learning space	4		
11	Ensure school office has supply of disposable masks with kid-friendly Symptom Check List for symptom checking before being sent to classroom/learning space	4		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
12	Develop process for instructing staff and students on the use and care of facemasks	4		
13	Ensure all assemblies, dances, student events, back to school nights, and other gatherings are either cancelled or moved to outdoor settings	5		
14	Instruct staff regarding procedures for in-person meetings	5		
15	Develop and communicate a plan for students using elevators in JH buildings to wear masks and stand at opposite corners to maximize distance during use	5		
16	Develop and communicate plan for lunch service to ensure students are maintained in stable cohort groups while eating, with some distancing from each cohort member and other groups, and tables are sanitized between each group's use	5		
17	Ensure walkways are labeled with wayfinding arrows in appropriate patterns to ensure social distancing during campus transitions and students are provided daily instruction on adhering to the established flow	5		
18	Ensure teachers who desire a portable plexiglass shield on their teacher desk are provided one	6		
19	Position school office lobby chairs 6 feet apart and remove items that could be shared (i.e. books, toys)	6		
20	Ensure staff and students are instructed, and regularly reminded about, expectations for the use of facemasks and care of cloth facemasks	6		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
21	Ensure staff who are required or request to use N95 masks are documented, have medical clearance, are fit tested, and view the JPA training video, as appropriate	6		
22	Establish a process to handle students who refuse to wear a facemask and medical exemptions for use of facemasks	6		
23	Ensure Custodians have a supply of gloves and are instructed to use them	6		
24	Provide staff in Special Day Classes, the Health Clerk, and LVNs with isolation gowns	6		
25	Ensure staff and students are regularly instructed on expectations for regular hand cleansing	6		
26	Ensure teachers and students are notified of the locations of portable handwashing stations on the campus	6		
27	Ensure Custodian has a process for stocking and restocking soap for portable handwashing stations and restrooms throughout the day	6		
28	Ensure the locations listed in Section 6.c.4 are stocked and restocked with hand sanitizer, as needed	6		
29	Post posters encouraging social distancing, use of facemasks, and regular hand cleansing at entry points to campus, in school office, at or near entries to classrooms and learning spaces, and in restrooms	6		
30	Instruct staff regarding symptom checking as well as active monitoring of students' condition	6		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
31	Instruct/remind staff regularly regarding requirements for them to monitor their temperature and symptoms on a daily basis and not be at work with any symptoms	6		
32	Develop system to monitor staff conditions and absences for signs of COVID-19	6		
33	Develop and implement system for substitutes to be symptom checked in the school office prior to going to their assigned location for the day	6		
34	Develop and implement system for campus guests, other than District staff members, to be symptom checked in the school office prior to being allowed on campus	6		
35	Ensure appropriate staff are familiar with the Return to School/Work Criteria	6		
36	Remind teachers to not use markers on carpet that require adhesives of any kind	7		
37	Ensure teachers maintain 6 feet of distance to the closest student desk from the seat portion of the teacher desk and any areas where they deliver instruction	7		
38	Ensure teachers develop a seating chart and maintain strict adherence	7		
39	Ensure teachers have needed quantities of classroom supplies to be used by students	7		
40	Provide teachers with Hygiene/Safety protocols for daily instruction to students	7		
41	Ensure teachers are daily instructing/reminding students of hygiene/safety protocols and the proper methods for obtaining a drink of water or refilling their water bottle in the classroom/learning space	7		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
42	Ensure teachers have established a schedule for students to wash their hands with soap and water or use hand sanitizer	7		
43	Ensure each classroom/learning space is stocked with disposable facemasks and a few face shields	7		
44	Ensure that teachers are advised to keep exterior doors and windows open to let in fresh air, if possible and practicable, and have a plan to provide fresh air breaks for students throughout the day	7		
45	Ensure all exterior drinking fountains are disabled	8		
46	Provide teachers with paper cups to be used in classrooms for students wanting a drink of water	8		
47	Instruct and remind students regularly of procedures for using student restrooms	8		
48	Inform staff of proper procedures for use of the staff lounge	8		
49	Ensure IMT is familiar with proper procedures for operating the library	8		
50	Post sign for maximum number of guests to be in the school office lobby at one time	8		
51	Provide information to parents regarding the use of the secure mailbox outside the school office lobby to minimize traffic in the office	8		
52	If applicable, provide information to parents regarding use of the unsecured bin outside the school office lobby to minimize traffic in the office	8		
53	Install social distance markers in the school office lobby and outside for waiting	8		
54	Establish system for regularly monitoring and responding to emails to info@ email address	8		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
55	Reposition or move desks/tables in the school office, as necessary, to ensure 6 feet of distance	8		
56	Develop and communicate schedules for teachers to access their mailboxes, cum files, workroom resources, etc. in order to minimize traffic in the school office	8		
57	Develop and communicate Health Office procedures for handling non-COVID and COVID conditions	8		
58	Identify a separate room or area to be used as an isolation ward for students with COVID-19 symptoms	8		
59	Establish schedule to slightly stagger class/grade dismissal times to minimize the number of students exiting the campus at one time	10		
60	Communicate procedures for orderly dismissal with some distancing with staff, students, and parents	10		
61	Identify and instruct individuals to be positioned throughout the campus to encourage students to exit the campus and not congregate	10		
62	Communicate campus guest limitations and procedures with school office staff, parents, and potential volunteers and visitors	12		
63	Instruct staff on expectations for handling shared resources in a way that minimizes direct hand contact and ensures touch surfaces are disinfected regularly	13		
64	Ensure adequate supplies and instruction for staff to avoid direct hand contact with shared resources and/or to disinfect after use	13		
65	Instruct staff on expectations for regular hand cleansing	13		

**SAFE AT SCHOOL Reopening Plan
Principal Checklist**

#	Action	Plan Section #	Comments	Status
66	Ensure Custodians are familiar with and adhering to procedures and protocols in Section 13	13		
67	Ensure Custodians post a Record of Disinfecting in each classroom, office, and restroom and add to the record when disinfecting occurs	13		
68	Ensure Custodians view the JPA video on proper procedures and protocols for cleaning and disinfecting	13		
69	Regularly review procedures for positive COVID-19 cases and obtain template notifications for Levels 1 to 5	14		
70	Ensure no Use of Facilities Applications for interior spaces are approved	15		
71	Prepare and distribute instructions to parents regarding before school procedures for their child(ren) at home	16		
72	Instruct all staff to review the plan sections listed for their specific position	16		
73	Develop a system for identifying and documenting implementation issues for communication to Exec Council and the Reopening Logistics Planning Team	17		

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18. STAFFING AND RESOURCE ALLOCATION AND AVAILABILITY

a. Personal Protective Equipment (PPE) and Hygiene Supplies

The District will purchase and stock the following items with \$0.00 cost for schools to order for both staff and students:

- (K)N95 masks
- Cloth facemasks for adults and children
- Disposable facemasks for adults and children
- Surgical Masks for teachers having regular contact with students
- Face shields for adults and children
- Safety glasses/goggles
- Disposable gowns
- Hand sanitizer
- Gloves
- Contactless thermometers
- Disinfecting spray
- Clorox 360 disinfecting spray
- Spray bottles
- Disinfecting Wipes

Other items needed for health and hygiene will be available at cost for schools to order using their normal school related budgets:

- Soap
- Tissue
- First Aid Kit Contents

The District will monitor available quantities to ensure an approximate 6 week supply of these items is maintained

b. Budget

The District is using one-time Federal and State funds allocated for the purpose of mitigating learning loss during school closures to obtain services, equipment, and supplies necessary to provide distance learning and implement procedures to protect the safety of students and staff upon reopening. This will be accomplished through a combination of direct expenditure and cost shifting to free-up Unrestricted General Fund dollars. Below is a summary of the estimated uses of those funds. The uses of funds is subject to revision as conditions change:

Learning Recovery and COVID Protection Spending Plan

Action	Duration for Charge to COVID Funds	Type (N= New Cost; E = Existing Cost)	Related LCAP Action	2021-22					
				State Expanded Learning Opportunity Grant (EXP 8-31-22)	State In-Person Instruction Grant (EXP 8-31-22)	CRRSA Dec-20 Stimulus (EXP 9-30-23)	ARP Mar-21 Stimulus (EXP 9-30-24)	Other General Fund	Total All
Conduct 4 Week Summer Academy Program	3 years	N	1.10				\$ 268,596		\$ 268,596
Reduce Grade 4-8 Class Size (Addtl Teachers)	2 years	N	1.16	\$ 2,121,791	\$ 1,213,003				\$ 3,334,794
Employ 14, 6 hour Instructional Assistants for Gen Ed Classrooms	1 year	N	1.17	\$ 419,739					\$ 419,739
Provide 16.0 FTE Intervention Specialists (7.0 FTE additional)	1 year for addtl	N/E	1.12	\$ 789,524				\$ 1,135,458	\$ 1,924,982
Provide SDC Teacher(s) for Alternative School Program	1 year	N	1.18	\$ 90,130					\$ 90,130
Provide 9.0 FTE Counselors/Social Workers (2.0 FTE additional)	1 year for addtl	N/E	2.2			\$ 783,966		\$ 160,496	\$ 944,462
Improve Technology Infrastructure, Reliability, Robustness, and Security; Plan for End User Device Replacement	2 years	N	1.4			\$ 685,000		\$ 1,410,000	\$ 2,095,000
Provide software programs, curriculum, and instructional materials to accelerate learning	1 year	N/E	1.5/1.11	\$ 673,000					\$ 673,000
Provide Professional Development opportunities for Certificated and Classified staff to improve competency for accelerating learning, galvanizing learning recovery, and improving outcomes for students	1 year	N	1.2	\$ 152,496				\$ 236,219	\$ 388,715
Install portable classrooms needed for lower class sizes in Grades 4-8	1 year	N	1.16		\$ 600,000		\$ -		\$ 600,000
Provide/Expand outdoor learning environments	1 year	N	1.1				\$ 420,000		\$ 420,000
Provide additional budget allocation to schools for learning recovery and COVID protection	1 year	N	1.11				\$ 171,200		\$ 171,200
Provide supplies, materials, equipment, and staffing support needed to protect students and staff from transmission of COVID-19	1 year	N	1.1	\$ -	\$ 334,631	\$ 504,124	\$ 273,399		\$ 1,112,154
Sub-Total				\$ 4,246,680	\$ 2,147,634	\$ 1,973,090	\$ 1,133,195	\$ 2,942,173	\$ 12,442,772
Indirect Costs	2 years	N			\$ 118,120	\$ 108,520	\$ 62,326		\$ 288,966
Grand Total				\$ 4,246,680	\$ 2,265,754	\$ 2,081,610	\$ 1,195,521	\$ 2,942,173	\$ 12,731,738
3 Year Total									

Learning Recovery and COVID Protection Spending Plan

Action	2022-23					
	State Expanded Learning Opportunity Grant (EXP 8-31-22)	State In-Person Instruction Grant (EXP 8-31-22)	CRRSA Dec-20 Stimulus (EXP 9-30-23)	ARP Mar-21 Stimulus (EXP 9-30-24)	Other General Fund	Total All
Conduct 4 Week Summer Academy Program	\$ -			\$ 336,096		\$ 336,096
Reduce Grade 4-8 Class Size (Addtl Teachers)				\$ 2,613,758		\$ 2,613,758
Employ 14, 6 hour Instructional Assistants for Gen Ed Classrooms						\$ -
Provide 16.0 FTE Intervention Specialists (7.0 FTE additional)						\$ -
Provide SDC Teacher(s) for Alternative School Program						\$ -
Provide 9.0 FTE Counselors/Social Workers (2.0 FTE additional)						\$ -
Improve Technology Infrastructure, Reliability, Robustness, and Security; Plan for End User Device Replacement					\$ 410,000	\$ 410,000
Provide software programs, curriculum, and instructional materials to accelerate learning						\$ -
Provide Professional Development opportunities for Certificated and Classified staff to improve competency for accelerating learning, galvanizing learning recovery, and improving outcomes for students					\$ 248,030	\$ 248,030
Install portable classrooms needed for lower class sizes in Grades 4-8						\$ -
Provide/Expand outdoor learning environments						\$ -
Provide additional budget allocation to schools for learning recovery and COVID protection						\$ -
Provide supplies, materials, equipment, and staffing support needed to protect students and staff from transmission of COVID-19						
Sub-Total	\$ -	\$ -	\$ -	\$ 2,949,854	\$ 658,030	\$ 3,607,884
Indirect Costs		\$ -	\$ -	\$ 162,242		\$ 162,242
Grand Total	\$ -	\$ -	\$ -	\$ 3,112,096	\$ 658,030	\$ 3,770,126
3 Year Total						

Learning Recovery and COVID Protection Spending Plan

Action	2023-24						3 Year Total All
	State Expanded Learning Opportunity Grant (EXP 8-31-22)	State In-Person Instruction Grant (EXP 8-31-22)	CRRSA Dec-20 Stimulus (EXP 9-30-23)	ARP Mar-21 Stimulus (EXP 9-30-24)	Other General Fund	Total All	
Conduct 4 Week Summer Academy Program				\$ 336,096		\$ 336,096	\$ 940,789
Reduce Grade 4-8 Class Size (Addtl Teachers)						\$ -	\$ 5,948,552
Employ 14, 6 hour Instructional Assistants for Gen Ed Classrooms						\$ -	\$ 419,739
Provide 16.0 FTE Intervention Specialists (7.0 FTE additional)						\$ -	\$ 1,924,982
Provide SDC Teacher(s) for Alternative School Program						\$ -	\$ 90,130
Provide 9.0 FTE Counselors/Social Workers (2.0 FTE additional)						\$ -	\$ 944,462
Improve Technology Infrastructure, Reliability, Robustness, and Security; Plan for End User Device Replacement						\$ -	\$ 2,505,000
Provide software programs, curriculum, and instructional materials to accelerate learning						\$ -	\$ 673,000
Provide Professional Development opportunities for Certificated and Classified staff to improve competency for accelerating learning, galvanizing learning recovery, and improving outcomes for students						\$ -	\$ 636,745
Install portable classrooms needed for lower class sizes in Grades 4-8						\$ -	\$ 600,000
Provide/Expand outdoor learning environments						\$ -	\$ 420,000
Provide additional budget allocation to schools for learning recovery and COVID protection						\$ -	\$ 171,200
Provide supplies, materials, equipment, and staffing support needed to protect students and staff from transmission of COVID-19							\$ 1,112,154
Sub-Total	\$ -	\$ -	\$ -	\$ 336,096	\$ -	\$ 336,096	\$ 16,386,753
Indirect Costs		\$ -	\$ -	\$ 18,485		\$ 18,485	\$ 469,693
Grand Total	\$ -	\$ -	\$ -	\$ 354,582	\$ -	\$ 354,582	\$ 16,856,445
3 Year Total	\$ 4,246,680	\$ 2,265,754	\$ 2,081,610	\$ 4,662,198	\$ 3,600,203	\$ 16,856,445	

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19. COVID-19 PREVENTION PLAN (CPP) FOR CALOSHA COMPLIANCE

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur at District Sites.

Date: Last Reviewed January 15, 2021

1. Authority and Responsibility

The *Assistant Superintendent, Human Resources and Pupil Services* has overall authority and responsibility for implementing the provisions of this CPP in the District. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices; following all directives, policies and procedures; and assisting in maintaining a safe work environment.

2. Identification and Evaluation of COVID-19 Hazards

The District will implement the following measures to identify and evaluate COVID-19 hazards:

- Conduct workplace-specific evaluations using the [Principal Checklist](#), regular observations, and on-going discussions with staff
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, the District.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in the District and the need for different or additional controls.
- Conduct periodic inspections as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with the District's COVID-19 policies and procedures.
- Receive and respond to [Reports of Unsafe Working Conditions](#) submitted by employees

3. Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by notifying their supervisor using the [Report of Unsafe Working Conditions](#) form and/or notifying any member of the [Reopening Logistics Planning Team](#).

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4. Employee Screening

The District will screen employees by having them self-screen daily for [Symptoms](#) and record the results of their screening in an on-line APP.

5. Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the [Report of Unsafe Working Conditions](#) form, and corrected in a timely manner, based on the severity of the hazards, by assessing the hazard and its scope, assigning a staff member or members responsible for correction, establishing and communicating a timeline for correction, and following up to ensure completion. The Reopening Logistics Planning Team and the Professional Leadership Team will be kept apprised of all Reports of Unsafe Working Conditions related to COVID-19 and the status of each.

6. Physical Distancing

Where practicable and possible, the District will ensure at least six feet of physical distancing between individuals at all times by following protocols outlined in Sections 5.a, 6.d, 7.b, 8.c, 9, and 11 of the SAFE AT SCHOOL Reopening Plan.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

7. Face Coverings

The District provides clean, undamaged facemasks and ensures they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department in accordance with Section 6.b of the SAFE AT SCHOOL Reopening Plan and the accompanying [Face Covering Guidance Chart](#).

Any employee not wearing a facemask, face shield with a drape or other effective alternative, or respiratory protection, in accordance with CDPH guidance, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

8. Engineering Controls

The District implements the use of plexiglass or similar barriers for situations where at least six feet between individuals cannot be maintained in accordance with Section 6.a of the SAFE AT SCHOOL Reopening Plan

The District maximizes, to the extent feasible, the quantity of outside air for its buildings with mechanical or natural ventilation systems in accordance with Sections 3.e and 13.c of the SAFE AT SCHOOL Reopening Plan.

9. Cleaning and Disinfecting

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The District implements cleaning and disinfection measures for frequently touched surfaces in accordance with Section 13 of the SAFE AT SCHOOL Reopening Plan.

Should there be a COVID-19 case, the District will implement procedures outlined in Section 13.d of the SAFE AT SCHOOL Reopening Plan.

10. Shared Tools, Equipment and Personal Protective Equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with; such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by following procedures outlined in Section 13.a of the SAFE AT SCHOOL Reopening Plan.

11. Hand sanitizing

In order to implement effective hand sanitizing procedures, employees will follow the procedures outlined in Section 6.c of the SAFE AT SCHOOL Reopening Plan.

12. Personal Protective Equipment (PPE) Used to Control Employees' Exposure to COVID-19

The District evaluates the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provides such PPE as needed.

When it comes to respiratory protection, the District evaluates the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

The District provides and ensures use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

13. Investigating and Responding to COVID-19 Cases

COVID-19 cases will be investigated and responded to in accordance with procedures outlined in Section 14 of the SAFE AT SCHOOL Reopening Plan.

Employees who had potential COVID-19 exposure in the District will be:

- Offered COVID-19 testing at no cost during their working hours.
- Provided information on benefits described in **Training and Instruction**, and **Exclusion of COVID-19 Cases**, sections below

14. System for Communicating

The District's goal is to ensure effective two-way communication with employees, in a form they can readily understand, including the following information:

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- To whom employees should report COVID-19 symptoms and possible hazards, and how
- That employees can report symptoms and hazards without fear of reprisal.
- Procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing
- In the event the District is required to provide testing because of a workplace exposure or outbreak, the District will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employee's (including other employers and individuals in contact with the District) may be exposed to, what is being done to control those hazards, and District COVID-19 policies and procedures.
- Employees will be regularly informed and reminded of safety protocols and procedures to keep them safe in accordance with Sections 16.a and 16.c of the SAFE AT SCHOOL Reopening Plan.

15. Training and Instruction

The District will provide effective training and instruction that includes:

- COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing at least six feet and the importance of combining physical distancing with the wearing of facemasks.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including facemasks and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access

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to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.

- Proper use of facemasks and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work, if the employee has COVID-19 symptoms.

16. Exclusion of COVID-19 Cases

When there is a COVID-19 case in the District, transmission will be limited by:

- Ensuring that COVID-19 cases are excluded from the workplace until return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever the COVID-19 exposure is determined to be work related. This will be accomplished by having the employee use District COVID Leave (DCL).
- Providing employees at the time of exclusion with information on available benefits.

17. Reporting, Recordkeeping, and Access

It is the District's policy to:

- Report information about COVID-19 cases at the District to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in the District or in connection with any employment.
- Maintain records of the steps taken to implement the written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make the written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the COVID-19 Related Case Report and Master List to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed, using the COVID Case Restriction Reports and

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Positive Case Summary reports sent by email to managers and Bargaining Unit Presidents each day.

18. Return-to-Work Criteria

Employees with COVID related symptoms, those identified as [Close Contacts](#) with someone testing positive, and those testing positive will be restricted from returning to work until they meet the [Return to Work Criteria](#) specified in Section 6.h of the SAFE AT SCHOOL Reopening Plan.

19. Multiple COVID-19 Infections and COVID-19 Outbreaks

[This section will apply if a District Site is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 employee cases at a District Site within a 14-day period. Reference section 3205.1 for details.]

This section will stay in effect until there are no new COVID-19 employee cases detected at the impacted District Site for a 14-day period.

e. COVID-19 Testing

- The District will provide COVID-19 testing to all employees at an exposed District Site, except for employees who were not present during the period of an outbreak, identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
 - All employees at an exposed District Site will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
 - After the first two COVID-19 tests, the District will continue to provide COVID-19 testing of employees who remain at the District Site at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected at the District Site for a 14-day period.
 - The District will provide additional testing when deemed necessary by Cal/OSHA.

f. Exclusion of COVID-19 cases

The District will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with requirements of sections **Exclusion of COVID-19 Cases** and **Return to Work Criteria**, and local health officer orders if applicable.

g. Investigation of Workplace COVID-19 Illness

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The District will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with section **Investigating and Responding to COVID-19 Cases**.

h. COVID-19 Investigation, Review and Hazard Correction

In addition to sections **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, the District will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
 - Leave policies and practices and whether employees are discouraged from remaining home when sick.
 - COVID-19 testing policies.
 - Insufficient outdoor air.
 - Insufficient air filtration.
 - Lack of physical distancing.
- Updating the review:
 - Every thirty days the outbreak continues.
 - In response to new information or to new or previously unrecognized COVID-19 hazards.
 - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. The District will consider:
 - Moving indoor tasks outdoors or having them performed remotely.
 - Increasing outdoor air supply when work is done indoors.
 - Improving air filtration.
 - Increasing physical distancing as much as possible.
 - Respiratory protection.

i. Notifications to the local health department

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases at a District Site, the District will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.

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- The District will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. The District will continue to give notice to the local health department of any subsequent COVID-19 cases at the District.

20. Major COVID-19 Outbreaks

[This section will apply when a District Site experiences 20 or more COVID-19 employee cases within a 30-day period. Reference section 3205.2 for details.]

This section will stay in effect until there are no new COVID-19 employee cases detected at a District Site for a 14-day period.

a. COVID-19 testing

The District will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at an exposed District Site during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

b. Exclusion of COVID-19 cases

The District will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with the CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** sections, and any relevant local health department orders.

c. Investigation of Workplace COVID-19 Illnesses

The District will comply with the requirements of section **Investigating and Responding to COVID-19 Cases**.

d. COVID-19 Hazard Correction

In addition to the requirements of section **Correction of COVID-19 Hazards**, the District will take the following actions:

- In buildings or structures with mechanical ventilation, filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, the District will use filters with the highest compatible filtering efficiency. The District will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.

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- Determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- Evaluate whether to halt some or all operations at the District Site until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

e. Notifications to the Local Health Department

The District will comply with the requirements of sections **Multiple COVID-19 Infections** and **COVID-19 Outbreaks-Notifications to the Local Health Department**.

21. Approval

This COVID Prevention Plan is approved by the responsible individual below:

Tim Larson
Assistant Superintendent, Human Resources
and Pupil Services

Date

ATTACHMENTS

1. Respiratory Protection Program
2. CDPH 2021 COVID-19 School Guidance Checklist

**Respiratory Protection Program for
Disposable Particulate Respirators Used for Infection Control Purposes Only**

Respiratory Protection Program Plan

This plan addresses respiratory protection for the employees of

SANTEE SCHOOL DISTRICT

Prepared By:

Karl Christensen
Assistant Superintendent, Business Services

Date Prepared:

09/25/2020

Last Reviewed/

Updated: 04/16/2021

Santee School District
Respiratory Protection Program for Disposable Particulate Respirators

Policy

The purpose of this program is to ensure that all employees required to wear respiratory protection as a condition of their employment are protected from respiratory hazards through the proper use of respirators. All respirator use will occur within the context of a comprehensive program as per the standards set forth by OSHA or (for public employers in NYS) the Department of Labor, Public Employee Safety and Health Program (PESH). This requires a written program, medical evaluation, training, and fit testing. See OSHA standard 29 CFR 1910.134 or www.osha.gov for additional information. Resources on pandemic flu planning are available at <https://www.osha.gov/dsg/topics/pandemicflu/index.html>

Program Scope and Application

This program applies to all employees who may require respiratory protection for infection control purposes during normal work operations and during non-routine or emergency situations. This program is limited to the use of disposable particulate respirators (minimum N95). The types of work activities which require employees to wear disposable N95 respirators are outlined below:

Work Activity to be Performed	Where, When, Other Factors
Attending to individuals with COVID-19 symptoms	
Providing hands-on procedures for students with special needs who are exempt from wearing a face covering or working with special needs students whose bodily fluids the individual may come into contact with	
Disinfecting a room or space with a Clorox 360 machine	

Program Components

- Program Administration
- Program Scope/Application
- Identifying Work Hazards
- Respirator Selection
- Medical Evaluations
- Fit Testing
- Proper Respirator Use
- Cleaning and Disinfecting
- Inspection and Storage
- Respirator Training
- Evaluating/Updating Program
- Roles and Responsibilities
- Documentation and Record-keeping

Program Administration

The Assistant Superintendent, Human Resources and Pupil Services will be responsible for the administration of the respiratory protection program and thus is called the Respiratory Protection Program Administrator.

Roles and Responsibilities

Respiratory Program Administrator (RPA)

The Respiratory Program Administrator is responsible for administering the respiratory protection program. Duties of the RPA include:

- Identify work areas, processes, or tasks that require respiratory protection.
- Monitor OSHA/PESH standards for changes and revise policy as needed.
- Monitor CDC and CDPH recommendations and guidelines as they relate to respiratory protection and other recommended infection control measures.
- Select respiratory protection products. Involve users in selection whenever possible.
- Monitor respirator use to ensure that respirators are used in accordance with this program, training received, and manufacturer's instructions.
- Coordinate medical evaluations with licensed healthcare professional.
- Evaluate any feedback information or surveys.
- Arrange for and/or conduct training and fit testing.
- Ensure proper storage and maintenance of respiratory protection equipment.
- Conducting a periodic evaluation of the program and revising as needed

Supervisor

- Supervisors are responsible for ensuring that the respiratory protection program is implemented in their particular units.
- In addition to being knowledgeable about the program requirements for their own protection, supervisors must also ensure that the program is understood and followed by the employees under their charge.
 - Duties of the Supervisor include:
 - Knowing the hazards in the area in which they work.
 - Ensuring the respirator program and worksite procedures are followed.
 - Ensuring employees receive medical evaluations.
 - Ensuring employees receive annual training and fit testing.
 - Ensuring staff use respirators, as required.
 - Notifying Respiratory Protection Program Administrator of any problems with respirator use or changes in work processes that would impact program.
 - Ensuring proper storage and maintenance of respirators in their unit.

Employee

- Participate in all training and fit testing
- Wear respirator when indicated
- Maintain equipment
- Inspect respirator and perform user seal check before every use
- Report malfunctions or concerns

Identifying Work Hazards

The respirators selected will be used as personal protection as part of an overall infection control plan which incorporates engineering and work practice controls.

This agency will follow the most current CDC and California Department of Public Health (CDPH) Guidance on appropriate infection control practices.

Routine infection control and isolation practices for typical work situations are well known and tend to remain consistent over time. However, during an outbreak of a new virus type or pandemic flu, infection control guidance may change as the situation unfolds, based on available epidemiological data. In these situations, it will be the responsibility of the respiratory protection program manager to keep current with CDC/CDPH recommendation. The program will be adjusted and employees will be kept informed as changes occur.

Respirator Selection

Only respirators approved by the National Institute for Occupational Safety and Health (NIOSH) will be selected and used. In making the determination of which respirators to select, the RPA will consider the type of settings and job activities employees will perform, the capabilities and limitations of the respirator, and duration of respirator use.

Respirators currently approved for use are as follows:

Manufacturer	Model	Work task
Gerson	TC-84A-4123: N95	All work activities listed above
Byd	N95	All work activities listed above
Honeywell	5583P100L: P100	Using Clorox 360 machine
Kadi	M2020040120200403: KN95	All work activities listed above

Medical Evaluation

Persons assigned to tasks that require respiratory protection must be physically able to perform the tasks while wearing a respirator. *Concentra* will provide a medical evaluation to determine the employee's ability to use a respirator, before the employee is fit tested or required to use the respirator in the workplace. A physician or other licensed health care professional (PLHCP) will perform the medical evaluations using the OSHA mandatory medical questionnaire (see Appendix C) and/or performing an initial medical examination that obtains the same information as the medical questionnaire.

A follow-up medical examination will be provided for any employee who gives a positive response to any question among questions 1 through 8 in Section 2, part A or whose initial medical examination demonstrates the need for a follow-up examination. Following a medical examination, *Santee School District* shall be provided a written recommendation regarding the employee's ability to use a respirator and any restrictions indicated.

All medical questionnaires and examinations shall be administered in a confidential manner during the employee's normal working hours (or at a time and place convenient to the employee). The employee will also be provided the opportunity to discuss the questionnaire and/or results of the examination with the PLHCP.

NOTE: Be sure employees can read and understand English before using the medical questionnaire. If he/she is unable to do so, provide assistance as needed or schedule a medical exam.

Re-evaluation will be conducted under these circumstances:

- Employee reports physical symptoms that are related to the ability to use a respirator. (wheezing, shortness of breath, chest pain, etc.) or
- It is identified that an employee is having a medical problem during respirator use or observations made during fit testing or
- The healthcare professional performing the evaluation determines an employee needs to be reevaluated and the frequency of the evaluation or
- A change occurs in the workplace conditions that may result in an increased physiological burden on the employee or
- Employee facial size/shape/structure has changed significantly.

Fit Testing

Fit testing is conducted to determine how well the seal of a respirator “fits” on an individual’s face and that a good seal can be obtained. Respirators that do not seal do not offer adequate protection.

Employees required to wear a respirator shall be fit-tested using the Qualitative method.

Employees shall be fit-tested with a respirator of the same make, model, style and size as that of the respirator that will be used by the employee. If, based on the fit-test, it is determined that the employee needs a different style or size of tight-fitting face piece, employees shall be given a reasonable opportunity to select a different face piece, and be re-tested.

Fit testing will be conducted at least annually AND:

Prior to being allowed to wear any respirator or

- If the model of respirator available for use changes or
- If the employee changes weight by 10% or more or
- If the employee has any changes in facial structure or scarring.

Records of fit testing shall be maintained by the Respiratory Protection Administrator for at least 3 years.

Proper Respirator Use

General Use

Employees will use their respirators under the conditions specified by this program and in accordance with the training they receive on the use of the selected model(s). In addition, the respirator shall not be used in a manner for which it is not certified by the National Institute for Occupational Safety and Health (NIOSH) or by its manufacturer.

All employees shall conduct user seal checks according to manufacturer recommendations each time they wear a respirator.

Employees who wear respirators cannot have facial hair that comes between the sealing surface of the face piece and the face, or that interferes with the respirator functions.

All employees shall leave a potentially contaminated work area if the respirator is causing physical symptoms or the respirator no longer offers adequate protection (for example – strap breaks, becomes saturated with fluid, etc.)

Cleaning and Disinfecting

A disposable particulate respirator can not be cleaned or disinfected. There is no specific time limit for how long an N95 respirator can be used.

If the medical condition requires only airborne isolation precautions (e.g., TB):

- Discard the respirator if it is soiled, if breathing becomes labored, or if structural integrity is compromised.

If condition also requires contact and/or droplet precautions:

- The respirator must be discarded after a single use. All PPE should be removed and disposed of in a receptacle prior to or upon exiting a patient room and hand hygiene performed immediately.
- However, in times of shortage, consideration can be given to covering the respirator with a surgical mask and discarding the mask after use but reusing the respirator. This decision will be made by the Respiratory Protection Program Administrator based on the available supply and current epidemiological data and will be communicated clearly to staff.

Storage and Inspection

Employees will inspect the respirator prior to use.

- Examine the disposable respirator to determine if it has structural integrity. Discard if there are nicks, abrasions, cuts, or creases in seal area or if the filter material is physically damaged or soiled.
- Check the respirator straps to be sure they are not cut or otherwise damaged.

- Make sure the metal nose clip is in place and functions properly (if applicable).

Respirators will be stored in a clean, dry area away from direct sunlight and extreme heat. The Respiratory Protection Program Administrator will periodically inspect a representative sample of respirators in storage to ensure they are in usable condition.

Respirator Training

Employees shall be provided respiratory protection training upon initial assignment to jobs where a respirator has been determined necessary and at least annually thereafter unless it is determined through a workplace re-evaluation that respiratory protection is no longer necessary. The Supervisor shall be responsible for ensuring the completion of protection training.

Workers will be trained prior to the use of a respirator. Training will include:

- Why the respirator is necessary
- Identify hazards, potential exposure to these hazards, and health effects of hazards
- Other required PPE if needed
- Respirator fit, improper fit, usage, limitations, and capabilities
- Usage and storage
- Inspecting, donning, removal, seal check and trouble shooting
- Explaining respirator program (policies, procedures, OSHA standard, resources)

Evaluating/Updating Program

The Respiratory Protection Program Administrator will complete an annual evaluation of the respiratory protection program.

- Evaluate any feedback information or surveys.
- Review any new hazards or changes in CDC/CDPH recommendations that would affect respirator use.
- The Respiratory Program Administrator will make recommendations and implement any changes needed in the respiratory protection program.

Documentation and Record-keeping

A written copy of this program can be found on the District's website.

The Respiratory Protection Program Administrator maintains the medical information for all employees covered under the respiratory program. The completed medical forms and documented medical recommendations are confidential.

All relevant medical information must be maintained for the duration of the employment of the individual plus thirty years.

Additional Information and Resources

The current list of NIOSH approved respirators can be viewed at http://www.cdc.gov/niosh/npptl/topics/respirators/disp_part/n95list1.html . There are some products that are approved by NIOSH as an N95 respirator and also cleared by the Food and Drug Administration (FDA) as a surgical mask. These products are referred to as “Surgical N95 Respirators” and are indicated with the Model Number/Product Line and Approval Number appearing in a RED FONT followed by (FDA).

Attachments:

Appendix A: Procedures for N95 Masks

Appendix B: Concentra Authorization Form

Appendix C: Concentra Medical Evaluation Questionnaire

Procedures for Issuance and Use of (K)N95 Masks

- **General Information**

- (K)N95 masks are considered “respirators” by Occupational Safety and Health Administration (OSHA) and are subject to strict regulations
- The use of (K)N95 masks by individuals with certain medical conditions can cause oxygen deprivation. Therefore, before issuing an employee an (K)N95 mask, the employee must receive medical clearance.
- Some staff members may be required to wear an (K)N95 mask by the District due to the work activities in which they engage. Others may be issued an (K)N95 mask upon request.

- **Process**

- Supervisor determines whether the (K)N95 mask is REQUIRED or REQUESTED
 - REQUIRED if:
 - Responsible for attending to individuals with COVID-19 symptoms
 - Provides hands-on procedures for students with special needs who are exempt from wearing a face covering
 - May come into contact with bodily fluids of certain special needs students
 - May be directed to disinfect a room or space in which a positive COVID case was identified
 - Uses the Clorox 360 disinfecting equipment
- Enter the staff member’s name, site, and position on the COVID Site Tracking List: N95 Mask Issuance document and indicate whether the (K)N95 mask is REQUIRED or REQUESTED
- If REQUESTED:
 - Supervisor provides the staff member with the Medical Evaluation Questionnaire and instructs them to take the questionnaire to their doctor and obtain a note medically clearing them to wear the mask
 - After receiving the doctor’s note, Supervisor issues the staff member an (K)N95 mask
- If REQUIRED:
 - HR makes an appointment for a medical evaluation and fit test, notifies the Supervisor, and sends them the Authorization Form and Medical Evaluation Questionnaire
 - Supervisor provides the Authorization Form and Medical Evaluation Questionnaire to the staff member and sends them to the following location at their appointment time:
 - Concentra
 - 9745 Prospect Ave, Suite 100
 - Santee, CA 92071
 - HR notifies Supervisor of results of medical clearance and fit test
 - HR assigns (K)N95 mask video training to employee
 - Employee views the (K)N95 mask video training
 - HR confirms employee completed video training and notifies Supervisor
 - If medical clearance and fit test passed, and video training taken, Supervisor issues staff member an (K)N95 mask



(Patient must present Authorization and Photo ID at the time of service.)

Authorization for Examination or Treatment

Patient Name: _____ Social Security Number: _____

Employer: _____ Date of Birth: _____

Street Address: _____ Location Number: _____

Temporary Staffing Agency: _____

Work Related

Injury Illness

Date of Injury _____

Substance Abuse Testing* (check all that apply)

Regulated drug screen Breath alcohol

Collection only Hair collect

Non-regulated drug screen Rapid drug screen

Other _____

Type of Substance Abuse Testing

Preplacement Reasonable cause

Post-accident Random

Follow-up

Special instructions/comments:

Authorized by: _____

Please print

Phone: _____

Physical Examination

Preplacement Baseline Annual Exit

DOT Physical Examination

Preplacement Recertification

Special Examination

Asbestos Respirator Audiogram

Human Performance Evaluation*

HAZMAT Medical Surveillance

Other _____

Billing (check if applicable)

Employee to pay charges

★ Due to the nature of these specific services, only the patient and staff are allowed in the testing/treatment area. Please alert your employee so that they can make arrangements for children or others that might otherwise be accompanying them to the medical center.

Title: _____

Date

Concentra now offers urgent care services for non-work related illness and injury. We accept many insurance plans.

(Copies of this form are available at www.concentra.com)

OSHA Respirator Medical Evaluation Questionnaire (Mandatory)**Cuestionario de evaluación médica del respirador de OSHA (obligatorio)**

To the employer: Answers to questions in Section 1, and to question 9 in Section 2 of Part A, do not require a medical examination.
Para el empleador: Las respuestas a las preguntas de la Sección 1 y a la pregunta 9 de la Sección 2 de la Parte A no requieren un examen médico.

To the employee: Your employer must allow you to answer this questionnaire during normal working hours, or at a time and place that is convenient to you. To maintain your confidentiality, your employer or supervisor must not look at or review your answers, and your employer must tell you how to deliver or send this questionnaire to the health care professional who will review it.

Para el empleado: su empleador debe permitirle responder este cuestionario durante las horas normales de trabajo, o en un momento y lugar que sea conveniente para usted. Para mantener su confidencialidad, su empleador o supervisor no debe mirar o revisar sus respuestas, y su empleador debe decirle cómo entregar o enviar este cuestionario al profesional de atención médica que lo revisará.

Part A. Section 1. (Mandatory)**Parte A. Sección 1. (Obligatorio)**

The following information must be provided by every employee who has been selected to use any type of respirator (please print).

La siguiente información debe ser provista por cada empleado que haya sido seleccionado para usar cualquier tipo de respirador (en letra de imprenta).

Today's date: _____

Fecha de hoy

Your name: _____ **Your age (to nearest year):** _____

Su nombre

Su edad (al año más cercano)

Sex: **Male** **Female** **Your height:** ____ ft. ____ in. **Your weight:** ____ lbs.

Sexo: Masculino / Femenino

Su altura: ____ pies. ____ Su peso: ____ libras.

Your job title: _____

El título de su trabajo:

A phone number where you can be reached by the health care professional who reviews this questionnaire (include the Area Code): _____

Un número de teléfono donde el profesional de la salud que lo pueda localizar y que revise este cuestionario (incluya el Código de área):

The best time to phone you at this number: _____

El mejor momento para llamarlo a este número:

Has your employer told you how to contact the health care professional who will review this questionnaire? Yes/Sí No/No

¿Le ha dicho su empleador cómo comunicarse con el profesional de la salud que revisará este cuestionario?

Check the type of respirator you will use (you can check more than one category):

Verifique el tipo de respirador que usará (puede marcar más de una categoría):

_____ **N, R, or P disposable respirator (filter-mask, non-cartridge type only).**

Respirador desechable N, R o P (máscara con filtro, sin tipo de cartucho solamente).

_____ **Other type (for example, half- or full-facepiece type, powered-air purifying, supplied-air, self-contained breathing apparatus).**

Otro tipo (por ejemplo, tipo de máscara de media cara o completa, purificador de aire alimentado, aire suministrado, aparato de respiración autónomo).

Have you worn a respirator? Yes/Sí No/No

¿Ha usado un respirador?

If "yes," what type(s): _____

En caso afirmativo, qué tipo (s)

Part A. Section 2. (Mandatory)
Parte A. Sección 2. (Obligatorio)

Questions 1 through 9 below must be answered by every employee who has been selected to use any type of respirator (“yes” or “no”).
 Las preguntas 1 a 9 a continuación deben ser respondidas por cada empleado que haya sido seleccionado para usar cualquier tipo de respirador (“sí” o “no”).

	Yes/Sí	No
1. Do you currently smoke tobacco, or have you smoked tobacco in the last month? <i>¿Fuma tabaco actualmente o ha fumado tabaco en el último mes?</i>		
2. Have you ever had any of the following conditions? <i>¿Alguna vez ha tenido alguna de las siguientes condiciones?</i>		
a. Seizures <i>Convulsiones</i>		
b. Diabetes (sugar disease) <i>Diabetes (enfermedad del azúcar)</i>		
c. Allergic reactions that interfere with your breathing <i>Reacciones alérgicas que interfieren con su respiración</i>		
d. Claustrophobia (fear of closed-in places) <i>Claustrofobia (miedo a lugares cerrados)</i>		
e. Trouble smelling odors <i>Problemas para oler olores</i>		
3. Have you ever had any of the following pulmonary or lung problems? <i>¿Alguna vez ha tenido alguno de los siguientes problemas pulmonares o pulmonares?</i>		
a. Asbestosis <i>Asbestosis</i>		
b. Asthma <i>Asma</i>		
c. Chronic bronchitis <i>Bronquitis crónica</i>		
d. Emphysema <i>Enfisema</i>		
e. Pneumonia <i>Neumonía</i>		
f. Tuberculosis <i>Tuberculosis</i>		
g. Silicosis <i>Silicosis</i>		
h. Pneumothorax (collapsed lung) <i>Neumotórax (colapso pulmonar)</i>		
i. Lung cancer <i>Cáncer de pulmón</i>		
j. Broken ribs <i>Costillas rotas</i>		
k. Any chest injuries or surgeries <i>Cualquier lesión en el pecho o cirugía</i>		
l. Any other lung problem that you've been told about <i>Cualquier otro problema pulmonar que le hayan informado</i>		
4. Do you currently have any of the following symptoms of pulmonary or lung illness? <i>¿Tiene actualmente alguno de los siguientes síntomas de enfermedad pulmonar o pulmonar?</i>		
a. Shortness of breath <i>Falta de aliento</i>		
b. Shortness of breath when walking fast on level ground or walking up a slight hill or incline <i>Falta de aliento al caminar rápido en terreno llano o subir una ligera pendiente o pendiente</i>		

	Yes/Sí	No
c. Shortness of breath when walking with other people at an ordinary pace on level ground <i>Falta de aliento al caminar con otras personas a un ritmo normal en terreno llano</i>		
d. Have to stop for breath when walking at your own pace on level ground <i>Tiene que detenerse para respirar cuando camina a su propio ritmo en terreno llano</i>		
e. Shortness of breath when washing or dressing yourself <i>Falta de aliento al lavarse o vestirse</i>		
f. Shortness of breath that interferes with your job <i>Falta de aliento que interfiere con su trabajo</i>		
g. Coughing that produces phlegm (thick sputum) <i>Tos que produce flema (esputo espeso)</i>		
h. Coughing that wakes you early in the morning <i>Tos que lo despierta temprano en la mañana</i>		
i. Coughing that occurs mostly when you are lying down <i>Tos que ocurre principalmente cuando está acostado</i>		
j. Coughing up blood in the last month <i>Tosiendo sangre en el último mes</i>		
k. Wheezing <i>Sibilancias</i>		
l. Wheezing that interferes with your job <i>Sibilancias que interfieren con su trabajo</i>		
m. Chest pain when you breathe deeply <i>Dolor en el pecho cuando respira profundamente</i>		
n. Any other symptoms that you think may be related to lung problems <i>Cualquier otro síntoma que considere que puede estar relacionado con problemas pulmonares</i>		
5. Have you ever had any of the following cardiovascular or heart problems? <i>¿Alguna vez ha tenido alguno de los siguientes problemas cardiovasculares o cardíacos?</i>		
a. Heart attack <i>Ataque al corazón</i>		
b. Stroke <i>Accidente cerebrovascular</i>		
c. Angina <i>Angina</i>		
d. Heart failure <i>Insuficiencia cardíaca</i>		
e. Swelling in your legs or feet (not caused by walking) <i>Hinchazón en sus piernas o pies (no causada por caminar)</i>		
f. Heart arrhythmia (heart beating irregularly) <i>Arritmia cardíaca (latidos cardíacos irregulares)</i>		
g. High blood pressure <i>Presión arterial alta</i>		
h. Any other heart problem that you've been told about? <i>Cualquier otro problema cardíaco que le hayan informado</i>		
6. Have you ever had any of the following cardiovascular or heart symptoms? <i>¿Alguna vez ha tenido alguno de los siguientes síntomas cardiovasculares o cardíacos?</i>		
a. Frequent pain or tightness in your chest <i>Dolor frecuente u opresión en el pecho</i>		
b. Pain or tightness in your chest during physical activity <i>Dolor u opresión en el pecho durante la actividad física</i>		
c. Pain or tightness in your chest that interferes with your job <i>Dolor u opresión en el pecho que interfiere con su trabajo</i>		

	Yes/Sí	No
d. In the past two years, have you noticed your heart skipping or missing a beat <i>En los últimos dos años, ¿ha notado que su corazón se salta o pierde el ritmo</i>		
e. Heartburn or indigestion that is not related to eating <i>Acidez estomacal o indigestión que no está relacionada con la alimentación</i>		
f. Any other symptoms that you think may be related to heart or circulation problems <i>Cualquier otro síntoma que crea que puede estar relacionado con problemas cardíacos o de circulación</i>		
7. Do you currently take medication for any of the following problems? <i>¿Toma actualmente medicamentos para alguno de los siguientes problemas?</i>		
a. Breathing or lung problems <i>Problemas respiratorios o pulmonares</i>		
b. Heart trouble <i>Problemas del corazón</i>		
c. Blood pressure <i>Presión arterial</i>		
d. Seizures <i>Convulsiones</i>		
8. If you've used a respirator, have you ever had any of the following problems? (If you've never used a respirator, check the following space and go to question 9. ____) <i>Si ha usado un respirador, ¿ alguna vez ha tenido alguno de los siguientes problemas? (Si nunca ha usado un respirador, verifique el siguiente espacio y pase a la pregunta 9. ____)</i>		
a. Eye irritation <i>Irritación ocular</i>		
b. Skin allergies or rashes <i>Alergias o erupciones cutáneas</i>		
c. Anxiety <i>Ansiedad</i>		
d. General weakness or fatigue <i>Debilidad general o fatiga</i>		
e. Any other problem that interferes with your use of a respirator <i>Cualquier otro problema que interfiera con su uso de un respirador:</i>		
9. Would you like to talk to the health care professional who will review this questionnaire about your answers to this questionnaire? <i>¿Le gustaría hablar con el profesional de la salud que revisará este cuestionario sobre sus respuestas a este?</i>		

Questions 10 to 15 below must be answered by every employee who has been selected to use either a full-facepiece respirator or a self-contained breathing apparatus (SCBA). For employees who have been selected to use other types of respirators, answering these questions is voluntary.

Preguntas 10 a 15 a continuación deben responderse por cada empleado que ha sido seleccionado para usar un respirador de máscara completa o un aparato de respiración autónomo (SCBA). Para los empleados que han sido seleccionados para usar otros tipos de respiradores, responder estas preguntas es voluntario.

	Yes/Sí	No
10. Have you ever lost vision in either eye (temporarily or permanently)? <i>¿Alguna vez perdió la visión en cualquiera de los ojos (temporal o permanentemente)?</i>		
11. Do you currently have any of the following vision problems? <i>¿Tiene actualmente alguno de los siguientes problemas de visión?</i>		
a. Wear contact lenses <i>Use lentes de contacto</i>		
b. Wear glasses <i>Use anteojos</i>		

	Yes/Sí	No
c. Color blind <i>Daltónico</i>		
d. Any other eye or vision problem <i>Cualquier otro problema ocular o visual</i>		
12. Have you ever had an injury to your ears, including a broken ear drum? <i>¿Alguna vez ha tenido una lesión en los oídos, incluido un tímpano roto?</i>		
13. Do you currently have any of the following hearing problems? <i>¿Tiene actualmente alguno de los siguientes problemas de audición?</i>		
a. Difficulty hearing <i>Dificultad para escuchar</i>		
b. Wear a hearing aid <i>Use un audífono</i>		
c. Any other hearing or ear problem <i>Cualquier otro problema de audición u oído</i>		
14. Have you ever had a back injury <i>Alguna vez ha tenido una lesión en la espalda</i>		
15. Do you currently have any of the following musculoskeletal problems? <i>¿Tiene actualmente alguno de los siguientes problemas musculoesqueléticos?</i>		
a. Weakness in any of your arms, hands, legs, or feet <i>Debilidad en cualquiera de sus brazos, manos, piernas o pies</i>		
b. Back pain <i>Dolor de espalda</i>		
c. Difficulty fully moving your arms and legs <i>Dificultad para mover completamente los brazos y las piernas</i>		
d. Pain or stiffness when you lean forward or backward at the waist <i>Dolor o rigidez cuando se inclina hacia adelante o hacia atrás en la cintura</i>		
e. Difficulty fully moving your head up or down <i>Dificultad para mover completamente la cabeza hacia arriba o hacia abajo</i>		
f. Difficulty fully moving your head side to side <i>Dificultad para mover completamente la cabeza de lado a lado</i>		
g. Difficulty bending at your knees <i>Dificultad para doblarse de rodillas</i>		
h. Difficulty squatting to the ground <i>Dificultad para ponerse en cuclillas en el suelo</i>		
i. Climbing a flight of stairs or a ladder carrying more than 25 lbs <i>Subir un tramo de escaleras o una escalera de más de 25 libras</i>		
j. Any other muscle or skeletal problem that interferes with using a respirator <i>Cualquier otro problema muscular o esquelético que interfiera con el uso de un respirador</i>		

Part B
Parte B

Any of the following questions, and other questions not listed, may be added to the questionnaire at the discretion of the health care professional who will review the questionnaire.

Cualquiera de las siguientes preguntas, y otras preguntas que no figuran en la lista, se pueden agregar al cuestionario a discreción del profesional de la salud que revisará el cuestionario.

	Yes/Sí	No
<p>1. In your present job, are you working at high altitudes (over 5,000 feet) or in a place that has lower than normal amounts of oxygen? <i>En su trabajo actual, ¿está trabajando a grandes altitudes (más de 5,000 pies) o en un lugar que tiene cantidades de oxígeno inferiores a lo normal?</i></p> <p>If “yes,” do you have feelings of dizziness, shortness of breath, pounding in your chest, or other symptoms when you’re working under these conditions? <i>Si responde “sí”, ¿siente mareos, falta de aliento, golpes en el pecho u otros síntomas cuando trabaja en estas condiciones?</i></p>		
<p>2. At work or at home, have you ever been exposed to hazardous solvents, hazardous airborne chemicals (e.g., gases, fumes, or dust), or have you come into skin contact with hazardous chemicals? <i>En el trabajo o en el hogar, ¿alguna vez estuvo expuesto a solventes peligrosos, productos químicos peligrosos en el aire (p. ej., gases, humos o polvo)? , o ha entrado en contacto con productos químicos peligrosos de la piel?</i></p> <p>If “yes,” name the chemicals if you know them: <i>En caso afirmativo, nombre los productos químicos si los conoce</i></p> <hr/>		
<p>3. Have you ever worked with any of the materials, or under any of the conditions, listed below? <i>¿Alguna vez ha trabajado con alguno de los materiales, o bajo alguna de las condiciones, que se enumeran a continuación?</i></p>		
<p>a. Asbestos <i>Asbesto</i></p>		
<p>b. Silica (e.g., in sandblasting) <i>Sílice (p . Ej. , En arenado)</i></p>		
<p>c. Tungsten/cobalt (e.g., grinding or welding this material) <i>Tungsteno / cobalto (p. Ej., Rectificado o soldadura de este material)</i></p>		
<p>d. Beryllium <i>Berilio</i></p>		
<p>e. Aluminum <i>Aluminio</i></p>		
<p>f. Coal (for example, mining) <i>Carbón (por ejemplo, minería)</i></p>		
<p>g. Iron <i>Hierro</i></p>		
<p>h. Tin <i>Estaño</i></p>		
<p>i. Dusty environments <i>mbientes polvorientos</i></p>		
<p>j. Any other hazardous exposures <i>Cualquier otra exposición peligrosa</i></p> <p>If “yes,” describe these exposures: <i>En caso afirmativo, describa estas exposiciones</i></p> <hr/>		

	Yes/Sí	No
<p>4. List any second jobs or side businesses you have: <i>Enumere cualquier segundo trabajo o negocio secundario que tenga</i></p> <hr/>		
<p>5. List your previous occupations: <i>Enumere sus ocupaciones anteriores</i></p> <hr/>		
<p>6. List your current and previous hobbies: <i>Enumere sus pasatiempos actuales y anteriores</i></p> <hr/>		
<p>7. Have you been in the military services? <i>¿Ha estado en los servicios militares?</i></p> <p>If “yes,” were you exposed to biological or chemical agents (either in training or combat)? <i>En caso afirmativo, ¿estuvo expuesto a agentes biológicos o químicos (ya sea en entrenamiento o combate)?</i></p>		
<p>8. Have you ever worked on a HAZMAT team? <i>¿Alguna vez ha trabajado en un equipo HAZMAT?</i></p>		
<p>9. Other than medications for breathing and lung problems, heart trouble, blood pressure, and seizures mentioned earlier in this questionnaire, are you taking any other medications for any reason (including over-the-counter medications)? <i>Aparte de los medicamentos para problemas respiratorios y pulmonares, problemas cardíacos, presión arterial y convulsiones mencionados anteriormente en este cuestionario, ¿está tomando otros medicamentos por algún motivo (incluidos los medicamentos de venta libre)?</i></p> <p>If “yes,” name the medications if you know them: <i>En caso afirmativo, nombre los medicamentos si los conoce</i></p> <hr/>		
<p>10. Will you be using any of the following items with your respirator(s)? <i>¿Utilizará alguno de los siguientes artículos con su (s) respirador (es)?</i></p>		
<p>a. HEPA Filters <i>Filtros HEPA</i></p>		
<p>b. Canisters (for example, gas masks) <i>Botes (por ejemplo, máscaras de gas)</i></p>		
<p>c. Cartridges <i>Cartuchos</i></p>		
<p>11. How often are you expected to use the respirator(s) (“yes” or “no” for all answers that apply to you)? <i>¿Con qué frecuencia se espera que use los respiradores (“sí” o “no” para todas las respuestas que se apliquen a usted)</i></p>		
<p>a. Escape only (no rescue) <i>Solo escape (sin rescate)</i></p>		
<p>b. Emergency rescue only <i>Solo rescate de emergencia</i></p>		
<p>c. Less than 5 hours per week <i>Menos de 5 horas por semana</i></p>		
<p>d. Less than 2 hours per day <i>Menos de 2 horas por día</i></p>		
<p>e. 2 to 4 hours per day <i>2 a 4 horas por día</i></p>		
<p>f. Over 4 hours per day <i>Más de 4 horas por día</i></p>		

	Yes/Sí	No
<p>12. During the period you are using the respirator(s), is your work effort <i>Durante el período en que usa el respirador, es su esfuerzo de trabajo</i></p>		
<p>a. Light (less than 200 kcal per hour) <i>Luz (menos de 200 kcal por hora)</i></p> <p>If “yes,” how long does this period last during the average shift: ____ hrs. ____ mins. <i>En caso afirmativo, ¿cuánto dura este período durante el turno promedio: ____ horas. ____ mins.</i></p> <p>Examples of a light work effort are sitting while writing, typing, drafting, or performing light assembly work; or standing while operating a drill press (1-3 lbs.) or controlling machines. <i>Ejemplos de un esfuerzo de trabajo ligero son sentarse mientras escribe, mecanografía, dibuja o realiza trabajos de ensamblaje ligero; o de pie mientras opera una prensa de taladro (1-3 lbs.) o controla máquinas.</i></p>		
<p>b. Moderate (200 to 350 kcal per hour) <i>Moderado (200 a 350 kcal por hora)</i></p> <p>If “yes,” how long does this period last during the average shift: ____ hrs. ____ mins. <i>En caso afirmativo, ¿cuánto dura este período durante el turno promedio: ____ horas. ____ mins.</i></p> <p>Examples of moderate work effort are sitting while nailing or filing; driving a truck or bus in urban traffic; standing while drilling, nailing, performing assembly work, or transferring a moderate load (about 35 lbs.) at trunk level; walking on a level surface about 2 mph or down a 5-degree grade about 3 mph; or pushing a wheelbarrow with a heavy load (about 100 lbs.) on a level surface. <i>Ejemplos de trabajo moderado son sentarse mientras clava o archiva; conducir un camión o autobús en el tráfico urbano; de pie mientras perfora, clava, realiza trabajos de ensamblaje o transfiere una carga moderada (aproximadamente 35 lbs.) a nivel del tronco; caminar sobre una superficie nivelada de aproximadamente 2 mph o bajar una pendiente de 5 grados aproximadamente 3 mph; o empujando una carretilla con una carga pesada (aproximadamente 100 lbs.) en una superficie nivelada.</i></p>		
<p>c. Heavy (above 350 kcal per hour) <i>Pesado (más de 350 kcal por hora)</i></p> <p>If “yes,” how long does this period last during the average shift: ____ hrs. ____ mins. <i>En caso afirmativo, ¿cuánto dura este período durante el turno promedio: ____ horas. ____ mins.</i></p> <p>Examples of heavy work are lifting a heavy load (about 50 lbs.) from the floor to your waist or shoulder; working on a loading dock; shoveling; standing while bricklaying or chipping castings; walking up an 8-degree grade about 2 mph; climbing stairs with a heavy load (about 50 lbs.). <i>Ejemplos de trabajo pesado son levantar una carga pesada (alrededor de 50 libras) desde el piso hasta la cintura o el hombro; trabajando en un muelle de carga; palear de pie mientras albañilería o astillas de fundición; caminando por un grado de 8 grados aproximadamente 2 mph; subir escaleras con una carga pesada (aproximadamente 50 libras).</i></p>		
<p>13. Will you be wearing protective clothing and/or equipment (other than the respirator) when you’re using your respirator? <i>¿Utilizará ropa y / o equipo de protección (que no sea el respirador) cuando lo use?</i></p> <p>If “yes,” describe this protective clothing and/or equipment: <i>En caso afirmativo, describa esta ropa y / o equipo de protección</i></p> <p>_____</p>		
<p>14. Will you be working under hot conditions (temperature exceeding 77 deg. F)? <i>¿Trabjará en condiciones de calor (temperatura superior a 77 grados F)?</i></p>		
<p>15. Will you be working under humid conditions? <i>¿Trabjará en condiciones de humedad</i></p>		
<p>16. Describe the work you’ll be doing while you’re using your respirator(s) <i>Describe el trabajo que estará haciendo mientras usa su respirador</i></p>		
<p>17. Describe any special or hazardous conditions you might encounter when you’re using your respirator(s) (for example, confined spaces, life-threatening gases) <i>Describe cualquier condición especial o peligrosa que pueda encontrar cuando use su respirador (por ejemplo, espacios confinados , gases potencialmente mortales)</i></p> <p>_____</p>		

	Yes/Sí	No
<p>18. Provide the following information, if you know it, for each toxic substance that you'll be exposed to when you're using your respirator(s): <i>Proporcione la siguiente información, si la conoce, para cada sustancia tóxica a la que estará expuesto cuando use sus respiradores:</i></p> <p>Name of the first toxic substance: _____ <i>Nombre de la primera sustancia tóxica</i></p> <p>Estimated maximum exposure level per shift: _____ <i>Nivel máximo de exposición estimado por turno</i></p> <p>Duration of exposure per shift: _____ <i>Duración de la exposición por turno</i></p> <p>Name of the second toxic substance: _____ <i>Nombre de la segunda sustancia tóxica</i></p> <p>Estimated maximum exposure level per shift: _____ <i>Nivel máximo de exposición estimado por turno</i></p> <p>Duration of exposure per shift: _____ <i>Duración de la exposición por turno</i></p> <p>Name of the third toxic substance: _____ <i>Nombre de la tercera sustancia tóxica</i></p> <p>Estimated maximum exposure level per shift: _____ <i>Nivel máximo de exposición estimado por turno</i></p> <p>Duration of exposure per shift: _____ <i>Duración de la exposición por turno</i></p> <p>The name of any other toxic substances that you'll be exposed to while using your respirator: <i>El nombre de cualquier otra sustancia tóxica a la que estará expuesto mientras usa su respirador:</i></p> <p>_____</p>		
<p>19. Describe any special responsibilities you'll have while using your respirator(s) that may affect the safety and well-being of others (for example, rescue, security) <i>Describa cualquier responsabilidad especial que tendrá al usar su respirador (es) que pueda afectar la seguridad y el bienestar de otros (por ejemplo, rescate, seguridad)</i></p> <p>_____</p>		

Date:

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Santee School District

Number of schools:

9

Enrollment:

6,488

Superintendent (or equivalent) Name:

Dr. Kristin Baranski

Address:

9625 Cuyamaca St

Phone Number:

619-258-2304

City

Santee

Email:

kristin.baranski@santeesd.net

Date of proposed reopening:

September 14, 2020

County:

San Diego

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Elementary

Grade Level (check all that apply)

<input checked="" type="checkbox"/> TK	<input checked="" type="checkbox"/> 2 nd	<input checked="" type="checkbox"/> 5 th	<input checked="" type="checkbox"/> 8 th	<input type="checkbox"/> 11 th
<input checked="" type="checkbox"/> K	<input checked="" type="checkbox"/> 3 rd	<input checked="" type="checkbox"/> 6 th	<input type="checkbox"/> 9 th	<input type="checkbox"/> 12 th
<input checked="" type="checkbox"/> 1 st	<input checked="" type="checkbox"/> 4 th	<input checked="" type="checkbox"/> 7 th	<input type="checkbox"/> 10 ^t	

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

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, Karl Christensen, 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:

See detail below.

- 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.

For the regular school day, students are assigned to a class with fixed membership, other than normal changes due to drops or new enrollees. These students stay in the same group throughout the day, including when taken out onto the playground for outside breaks. For General Education classes in Grades PreK through 5th or 6th grade, depending on the school, each student group has 1 teacher. For upper grades (Grades 6-8 or 7-8, depending on the school), teachers may rotate in and out of each student group for multiple subjects. For all Special Education classes, each student group has 1 teacher and may have multiple Instructional Aides assigned to the class. Other service providers deliver services virtually. For Out of School Time Programs, students are assigned to a stable cohort group that does not mix with other cohort groups.

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?)

For General Education, when in hybrid instruction, 10 to 15 students are assigned to 1 teacher. The number of students in a stable cohort would double when the District transitions to full, in-person instruction. For Special Education, there are between 9 and 15 students with 1 teacher and up to 5 Instructional Aides, depending upon the instructional setting. For Out of School Time programs, the maximum stable group size is 15 with each staff member.

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

Students stay together in the same classroom for the day and teachers rotate into the classroom for various subjects.

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

Students stay together in the same classroom for the day and teachers rotate into the classroom for various subjects.

- 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.

Each school has designated multiple entrance/exit points for the campus. Each student is assigned or directed to a specific entrance/exit in order to minimize grouping and crowding. For entrance, students are instructed to go immediately to their classroom or a designated assembly location with distance markers to wait for symptom checking. For exit, students are instructed to go immediately to their assigned exit and not congregate. Staff are positioned throughout the campus to ensure compliance. Directional arrows are affixed to walkways and/or walls to ensure one-way flow and at least 6 feet of separation to the opposite flow.

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

All staff and students are required to wear cloth or disposable face coverings over the nose and mouth in accordance with CDPH guidelines. Those providing written documentation of a medical condition prohibiting a face covering are asked to wear a face shield. Teachers regularly remind students of the requirement, enforce compliance, and work with their Principal to send students to the office for parent contact when students who do not have a medical exemption refuse to comply. Staff are regularly reminded of the face covering requirement and supervisors monitor for compliance.

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.

Students are screened for symptoms each day by their teacher before entering the classroom. Students exhibiting or reporting symptoms are sent to the school office to be picked up by their parents. A COVID Related Case Report is entered to a centralized database. A Restriction List is generated and distributed each evening to sites to ensure these students do not come back to school until they have met the Return to School Criteria. Staff self-monitor their symptoms and use an APP to report their self-assessment each morning before, or when starting, work. Supervisors review the results of these self-assessments and immediately contact staff answering YES to any of the 3 questions to determine if quarantine is needed.

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.

Handwashing stations are installed at various locations throughout all school campuses and most classrooms have sinks. Hand sanitizer is provided in the school office, outside locations throughout the campus, and in classrooms. Teachers regularly instruct students on proper handwashing techniques and schedule handwashing to occur every 60 minutes. Hand sanitizer is stocked in the District warehouse and can be ordered at no cost through the District's Stores Order system.

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.

When there is a confirmed COVID positive case in a classroom, the classroom is closed and the cohort is sent home to quarantine. The classroom is secured to prevent entry, left unoccupied for a minimum of 24 hours after the positive individual last occupied the space, and thoroughly cleaned and disinfected. Lastly, the HVAC unit filter is replaced before use is allowed again. The same procedure is followed for offices where COVID positive cases occur, except for letting the space sit for 24 hours. The District's Coordinator, Health and Nursing Services conducts contact tracing by coordinating with the Site Supervisor, interviewing the positive case individual, and consulting with County Public Health. Those determined to be close contacts are sent home to quarantine. Notification letters are sent to the positive case individual, close contacts, area/incidental contacts (those in the same building as the COVID positive individual), and other staff and parents of the school. These notification letters contain appropriate information and instructions. COVID Related Case Reports are entered to a centralized database for the Positive Case and Close Contacts for monitoring and reporting purposes, and to ensure they do not return to school/work until meeting the Return Criteria.

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

All office desks and chairs are arranged to allow at least 6 feet of distance between staff members. Teachers maintain 6 feet of distance from students, as much as possible and practicable. While using the hybrid instruction model, General Education students are assigned to AM and PM cohorts and each cohort is assigned to use every other student desk in a classroom so that 6 feet of distance is maintained. When the District transitions to full, in-person instruction thereby integrating AM and PM cohorts into one cohort, the District will comply with minimum distancing requirements between student chairs in accordance with CDPH guidelines. Special Education classrooms are limited to between 9 to 15 students thereby allowing 6 feet of distance. 6 feet of distance is also maintained in Out of School Time programs.

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

Maximum: 6 feet

Minimum 4 feet

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

When the District transitions to full, in-person instruction, and General Education AM and PM cohorts are combined, in most cases, 6 feet of distance student to student may not be possible. All student desks have been equipped with 2 panel plexiglass barriers, and face coverings are required, in order to mitigate the impacts of less than 6 feet of separation.

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

Staff are provided the District's SAFE AT SCHOOL Reopening Plan and are notified whenever the plan is revised. Staff were also provided a memo outlining face covering, distancing, grouping avoidance, symptom monitoring, hygiene, and shared item handling protocols and procedures through the District's TalentEd system which required electronic acknowledgement. Supervisors monitor compliance and regularly remind staff of requirements. Parents are provided a 2 page document outlining expectations for students related to face coverings, symptom monitoring, and proper handwashing procedures. Teachers regularly remind students of the importance of following procedures and protocols to reduce disease transmission.

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.

Staff who are quarantined for Symptoms or being a Close Contact are required to be tested during their quarantine period as a condition of using District COVID Leave to avoid use of their own leave or pay reduction. This is also an expectation for those who may work from home while in quarantine.

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

Staff are expected to be tested at least once every 2 months unless there are 3 or more employee cases at a District Site within a 14 day period. When this occurs, all Staff at the District Site will be expected to be immediately tested and then tested every week thereafter until there are no new employee cases at the District Site within the prior 14 day period.

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.

Parents are encouraged to have their students tested when they are quarantined for Symptoms or when they are a Close Contact with someone who tests positive. The District does not currently coordinate periodic asymptomatic testing for students but will do so if and when required by CDPH.

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

N/A

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](#).

The District's Coordinator, Health and Nursing Services receives reports of positive cases from County Public Health and supervisors at each District Site. These cases are entered into a centralized database for tracking, monitoring, and reporting purposes. Each Site Supervisor follows specific steps outlined in the District's SAFE AT SCHOOL Reopening Plan for notifying appropriate individuals of a positive case. This includes standard notification letters to Close Contacts, Area/Incidental Contacts (in the same building), all staff and parents at a school, bargaining units, and employers of subcontracted employees.

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.

Students and parents receive notifications from the Principal, as appropriate, when there is a positive case. Staff are notified by supervisors, when appropriate, using standard notification letters. The District maintains a dashboard on its website indicating the number of active positive cases (still in quarantine) by site and this dashboard is updated daily.

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

The District has been conducting in-person instruction since September 24, 2020. The District consulted with its bargaining units and executed MOUs with them outlining reopening provisions before that date. The District continues to regularly consult with bargaining units in Employer-Employee Relations Committee meetings and Reopening Logistics Planning Team meetings.

Labor Organization

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

Name:

Date:

Parent and Community Organizations

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

Name:

Date:

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:

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases San Diego. County has certified and approved the CRP on this date: . 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](#)