

Island Union Elementary School District



Re-Opening Plan update for the 2021-22 School Year

Prepared by : Charlotte Hines, Superintendent/ Principal
(559) 924-6424
charlottehines@island.k12.ca.us

Island Union Elementary School District is a Single School District in Kings County. Island School staff consists of 22 Certificated and 22 Classified Staff. Enrollment as of 9/01/2021 in grades TK-8 is 405. Island School has 18 General Education Classrooms and an RSP/Intervention Classroom. General Education class sizes currently range from 20 to 26 students and 1 assigned Certificated teacher.

The following plans are predicated largely on the California Department of Public Health's COVID-19 Industry Guidance: Schools and School-Based Programs publication updated on August 3, 2020, and our ongoing work with Kings County Department of Public Health. This document is subject to update or revision at any time according to the evolving state sanctioned recommendations and updated guidance for repopulating schools. All decisions about following this plan will be made in collaboration with the Island Union Elementary School District Board of Trustees, local health officials, and staff.

What follows are the specific measures that Island Union Elementary School District will undertake to address the challenges to reopen for in person instruction schools. Although comprehensive, the following plan does not cover every minute detail, and as stated before, is subject to change with evolving understandings and changes in public health policy related to the repopulation of schools.

General Measures

Establish continued communication with local and State authorities to determine current disease levels and control measures in our community. Charlotte Hines, Superintendent/Principal, will assume the duties of COVID-19 Coordinator and will keep in regular and consistent communication with state and local health agencies to monitor local COVID-19 conditions and review updated guidance from local and state agencies.

Healthy Hygiene Practices

* A strategy for successful reopening of Island Union Elementary School District is for staff to model, teach, and reinforce healthy hygiene practices (washing hands, avoiding contact with the face, properly covering coughs and sneezes).

i. Each classroom will be provided adequate tissues to allow for students to cough and/or sneeze inside of a tissue or, when tissues are not available, into their elbow.

ii. Students and staff will wash their hands (or utilize hand sanitizer) before and after eating, after coughing or sneezing, entering and exiting a building, after being outside, and before and after using the restroom.

iii. Staff will teach students to wash their hands for 20 seconds with soap, washing whole hands up past the wrist, and using paper towels (or single use cloths) to dry their hands completely. Posters demonstrating healthy hand washing have been posted at each sink.

iv. Teachers and staff will regularly model proper hand washing.

v. Multiple hand sanitizer stations will be placed around campus in easily accessible spaces. Hand sanitizer will be used when hand washing is not practicable.

* Recesses and lunches will be staggered to allow for routine hand washing intervals, and to minimize congregation in bathrooms and around handwashing stations.

* Staff will reinforce the responsible use of student cloth face coverings or masks (face shields may be worn if exemption is granted by Administration and meets CDPH guidelines) -- especially when physical distancing is not practicable.

- i. Students and staff will be frequently reminded to not touch their face coverings.
- ii. Information will be provided to students, staff, and families on proper use, removal, and washing of cloth face coverings.
- iii. All staff will regularly and consistently use cloth face coverings on campus. Face shields can be used by teachers in place of cloth face when needing in teaching specific items when students need to see their mouth and know the sound or word the instructor is trying to teach.
- iv. Lunch service workers will use gloves and face coverings while serving meals

* Island School will ensure adequate supplies to support healthy hygiene behaviors including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers.

Teacher and Staff Safety

* Ensuring staff maintain physical distancing from each other is critical to reducing transmission between adults. Therefore, Island School is committed to:

- i. Ensuring that all staff use face coverings in accordance with CDPH guidelines and Cal/OSHA standards.
- ii. Supporting staff who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as telework, where appropriate.
- iii. Conducting all staff meetings, professional development training and education, and other activities involving staff with physical distancing measures in place, or virtually, where physical distancing is a challenge.
- iv. Minimizing the use of and congregation of adults in staff rooms, break rooms, and other settings.
- v. Implementing procedures for daily symptom monitoring for staff.
- vi. Per Governor Newsom's mandate all employees will either be vaccinated or be tested for COVID -19 weekly as of October 15th. Island School will continue this protocol until the mandate or requirements change.

Cleaning, Disinfection, and Ventilation

*Staff will regularly clean and disinfect high touch surfaces within the school throughout the day with EPA approved products.

* Island School will limit the use of shared playground equipment encouraging physical activities that require less contact with surfaces.

- i. playground equipment will be limited to cohort usage at each recess.

*Island School will promote, when feasible, continued ventilation in all indoor spaces occupied by students and staff. Island School installed an air filtered system in each of the hvac systems in the school to ensure clean air. When practicable and weather permitting, classroom and office doors and windows will remain open to introduce fresh outdoor air as much as possible.

Inside and Outside the Classroom

*** Arrival and Departure**

- i. Island School will utilize an at home health screenings process in an effort to mitigate the congregating of students upon arrival. Staff will provide additional health screenings when determined necessary due to onset of symptoms, or suspected illness.

- ii. Students will enter school, drop their things by their door and go to their play area. They will be permitted to enter school: bus riders at 7:30 a.m. and students dropped off at 7:40 a.m.

- iii. Families are encouraged to use the drop off and pick up lane to reduce the number of students congregating in one area at a time.

- iv. Two separate access points will be utilized for arrivals and departures, and will designate recommended travel routes around campus to minimize student congregation. Once the kindergarten building is complete a third entry/exit will be opened.

- v. Staff will be ready to report for duty by 8:00 a.m. each morning to receive arriving students into classrooms.

*** Classroom Space**

- i. Students will remain in a consistent cohort and in the same classroom space as practicable.

- ii. Teachers will minimize their contact with different groups of students as much as is practicable.

*** Non Classroom Spaces**

- i. Nonessential visitors, volunteer activities will be limited as much as feasible and will be honored by appointment only. All adult visitors and volunteers will be required to wear a face covering while on campus, must pass a health screening including a temperature check, and will be required to sign in and out of the office. Speakers will be vaccinated if an indoor presentation, otherwise will present outdoor.

- ii. Lunches and recesses will be staggered to mitigate large gatherings of students.
- iii. Staff will be encouraged to use outdoor, non-classroom spaces for instruction as often as feasible.
- iv. Students will take their lunch in our outside spaces as often as is feasible. When the weather does not permit the use of outdoor spaces, students will take their lunch indoors within their cohorts.

Limit Sharing

- * Adequate supplies are available to all students to minimize the sharing of high touch materials. Parents will also be encouraged to keep separate supplies for home and school use.
- * To the extent feasible, Staff and Students will avoid sharing electronic devices, clothing, toys, books and other games or learning aids. When not feasible, these items will be cleaned and disinfected regularly.

Staff and Family Training and Education

- * Island School will remain committed to training all staff and to providing educational materials to families in the following areas:
 - i. Enhanced sanitation practices
 - ii. Use of face coverings, proper removal and washing of cloth face coverings
 - iii. At home health screenings
 - iv. COVID-19 specific symptom identification
- * All parent and staff training and education will be delivered virtually or delivered in a space that allows for appropriate physical distancing.
- * Staff and families will receive updated information as deemed necessary

Wellness Checks for Signs and Symptoms

- * Island School will not tolerate any harassment or discrimination against students, staff, and families who were or are diagnosed with COVID-19.
- * Island School will actively encourage staff and students who are sick or who have recently had close contact with a person confirmed positive with COVID-19 to stay home.
- * Island School students and staff will complete daily health screenings in the comfort of their own home.
 - i. Not only will our at home health screenings allow for students and staff to maintain some normalcy upon check in, it will also allow for staff and families to recognize potential signs and symptoms of COVID-19 prior to ever coming on to campus.
 - ii. Students and staff completing at home health screenings will monitor the following : temperature <100.4F; traveled outside of the country in the last 14 days; symptoms including chills, sweating, new or worsening cough, sore throat, loss of taste and/or smell, difficulty breathing, pain or pressure in the chest, aches, vomiting or diarrhea, or lower respiratory

symptoms; close contact with someone showing signs or has been diagnosed with COVID-19 in the past 14 days.

* Visual wellness checks will be conducted by staff throughout the day to monitor for signs and symptoms.

*Students who exhibit signs and symptoms throughout the day will be required to wear a face covering, isolated, and sent home as soon as feasible.

*Students, families, and/or staff will not be penalized for missing school due to illness, exposure to COVID-19, or for exercising good judgement in an effort to maintain a healthy school community.

Signs or Symptoms Exhibited in a Staff Member, Child or Visitor

* Island School will maintain an isolation area to separate anyone who exhibits symptoms of COVID-19.

* In the event that a student, staff, or visitor exhibits signs or symptoms of COVID-19, they will be required to wear a face covering and isolate until they leave campus.

* Island School will maintain proper procedures and protocols to deal with the identification, isolation, communication, and transportation of all students and staff exhibiting COVID-19 signs and symptoms.

* Island School will promptly notify local health officials, appropriate staff and families of any positive cases of COVID-19 in accordance with best practices for contact tracing while maintaining confidentiality as required by state and federal law.

i. Close contacts will be notified and highly encouraged to test.

ii. Close contacts will be required to quarantine for 10 days after the last date the case was present at school.

* In the event of a positive COVID-19 case, areas used by any sick person will be closed off until proper cleaning and disinfection procedures can be applied.

* Any sick staff or student will not be allowed to return to campus until they have met the CDC criteria to discontinue home isolation, including 24 hours with no fever, symptoms have improved, and at least 10 days since symptoms first appeared.

* All students will continue to have access to independent study in the event of illness, quarantine, or exercising prudence in an effort to maintain a healthy school community.

Maintaining Healthy Operations

* Students or staff who have had close contact with a confirmed COVID-19 case will be sent home and asked to quarantine for 10 days from last exposure unless they have been vaccinated and have no symptoms then they will not need to quarantine, must wear a mask, and monitor their symptoms. If they are not vaccinated Island School will strongly recommend testing after the 5th day. If they have a negative test and no symptoms they can return after the 7th day. If they do not test they must quarantine for 10 days.

* Island School will apply best practices in contact tracing, and will vigilantly monitor symptoms among students and staff and will isolate them promptly.

* Charlotte Hines, Superintendent/ Principal, will take on the role as COVID-19 Coordinator this year. The COVID-19 Coordinator will serve as a liaison for parents and employees, will coordinate documentation and contact tracing in order to notify local health officials, staff, and families in a prompt and responsible manner.

* Island School will maintain effective communications systems that will allow for families to self report symptoms and receive prompt notifications of exposures and potential classroom, building, or campus closures, while maintaining confidentiality.

Considerations for Partial or Total Closure

* In accordance with CDPH's COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2021-2022 School Year, Island School will monitor state and local orders and health department notices daily regarding transmission in the area and adjust operations accordingly.

*When a student or staff tests positive for COVID-19 and has exposed multiple people at the school, the following steps will be implemented:

i. In consultation with the local public health department and Island School Board of Trustees, the Superintendent/Principal may decide whether school closure is warranted, including the length of time necessary, based on the risk level within the community as determined by the local public health officer.

ii. Given standard guidance for isolation at home for at least 10 days after close contact, the classroom or office where the positive case was based will remain closed until proper disinfection and sanitation practices can be applied. Additionally, students and staff members deemed at "high risk" for contracting COVID-19 may need to isolate.

iii. Island School will maintain an effective communications plan for partial and full school closure that will include outreach to students, parents, staff, and other community members.

iv. Island School will remain committed to ongoing safety precautions related to the transmission of COVID-19, and will provide guidance to parents and staff reminding them of the importance of community physical distancing measures in the event of school closures, including discouraging students or staff from gathering elsewhere.

* In accordance with the California Department of Public Health, the criteria for the consideration of school closure will be as follows:

- i. Consultation with the Local Health Officer
- ii. School closure may be necessary if there are multiple cases in multiple cohorts at school, or when at least 5 percent of the total number of teachers/students/staff are cases within a 14-day period.

Student Recess

- * Island School outdoor recess areas will be divided into areas to support limiting cohort interaction.
- * Students will hand sanitize exiting and entering their classroom with each recess.
- * Recess equipment will be sanitized regularly.
- * Staff will remain flexible and thoughtful about student restroom usage during class time and recess to minimize student congregation

Student Breakfast and Lunches

- * Student breakfast will be offered 7:30 a.m. - 8:00 a.m. in the cafeteria. 7:50 - 8:00 a.m. will be a grab and go meal.
- * Student lunches will be held in the cafeteria (TK-8) as well as outside (5th-8th) in designated areas, weather permitting.
- * Lunch periods will be adjusted to accommodate for physical distancing.
- * Student lunch recess will remain consistent with morning recess assignment.
- * Hot lunch will continue to be provided.

Physical Education

- * While weather permits, physical education will be held outside in a designated physical education space on campus.
- * Physical education space will have visual markers to help promote physical distancing when feasible.
- * Physical education curriculum will focus on individualized practice and all group activities will be minimized as feasible.

Transportation

- * Island School will provide transportation to and from the school site while following the CDPH guidelines and safety protocols as feasible.
- * Parents will be strongly encouraged to transport their own children to and from school.
- * Students being transported by bus will be seated by family and loaded back to front to promote physical distancing and limiting unnecessary exposure.
- * Buses will be disinfected prior to and after each bus run.
- * Windows will be down as weather permits.
- * Face coverings are required for all bus riding students.

Communications

*Questions regarding the communication of COVID-19 to Island School Staff, Students and Families:

i. If a student has COVID-19, what information from education records can be shared with the community? FERPA does not apply when schools disclose that a student may have COVID-19 as long as Island School does not directly or indirectly identify that student. Most of the time, in order to receive sufficient notification of risks to their children, parents do not need to know which student was or may be infected, even if they would like to know.

ii. If it is suspected that a student has COVID-19, what information can the school share with its community? Island School's COVID Coordinator may wish to proactively warn parents and students that COVID-19 may be in the Island School community to facilitate prevention efforts and ensure that people have the information necessary to address a potential outbreak.

*Pro-active communications for all stakeholders that share information about reopening schools, identifies concerns, and addresses these concerns can help prepare students and their families for return to schools.

* Island School will coordinate with local emergency management agencies, the local health department and other local officials (e.g. mental health, law enforcement, public transportation, etc.) to identify and develop communications structures and communications for students/parents, staff and community members related to COVID-19 and schools.

* Under the guidance of local public health officials, Island School COVID-19 Coordinator may communicate with parents and staff information about contact tracing and guidelines for families regarding sending students to school and when to keep them at home.

* The Island School COVID-19 Coordinator, under the guidance of local public health officials, will continue to monitor, investigate, develop a common plan and understanding of: a. What Island School will do if they have one or more positive COVID-19 case(s) on campus and/or if a student or staff member has a close contact that tests positive. b. The legal responsibilities/privacy rights for communicating information about cases of the virus on campus.