

Date:

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Lewiston Elementary

Number of schools:

1

Enrollment:

75

Superintendent (or equivalent) Name:

Mary Thoreson

Address:

685 Lewiston Rd

Phone Number:

5307783984

City

Lewiston

Email:

mthoreson@tcoek12.org

Date of proposed reopening:

County:

Trinity

Current Tier:

Red

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

TK-8

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, Mary Thoreson, 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:

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.

Due to our small school, most students are grouped together., although we staggered release to lunch, recess and when school ends to mitigate the number of bodies in high traffic areas at the same time.

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?)

5-20 students with 1-2 adults in each group.

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

Organized by grade level bands. Tk/K, 1st-4th, and 5th-8th

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

Grouped by classrooms and grade bands.

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.

Limited area parents are allowed on campus, different paths of travel for students, and staggered schedules.

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

Administration ensures all staff and students are wearing a face covering while in the buildings.

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.

Temperature checks before entering any school building, isolation and sent home if exhibiting COVID-19 symptoms.

- 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.

No-touch handwashing units available in classrooms and bathrooms, all equipped with soap. Hand sanitizer dispensers located by the entrance of rooms, as well as throughout the school and office.

- 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.

TCOE Sheree Beans is the designated contact to support contact tracing.

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

Staggered times for breakfast, lunch, and snack time. Students return their classrooms to eat.

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

Maximum: feet

Minimum feet

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

Size and configuration of certain rooms allow for more social distancing.

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

Keenan online trainings provided information on COVID-19 and a review of the plan with staff is continuous.

- 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.

TCOE provides on-going testing, the local clinic and regular testing centers in town are accessible to all employees who exhibit symptoms. A 14 day quarantine and no symptoms along with a negative COVID test are required to return to work. Any exposure will follow the same protocols.

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

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

Referral to the local clinic and regular testing centers in town are accessible to all students who exhibit symptoms. A 14 day quarantine and no symptoms along with a negative test are required to return to work. Any exposures will follow the same protocols.

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

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 Public Health Department will notify district administrations of any positive COVID cases and staff and students who have been exposed will be notified by letter.

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.

A letter is sent home to parents regarding any exposure that might have occurred on school grounds. Employees are also notified in writing if they possibly were exposed to someone who has tested positive for COVID-19.

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

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 Trinity. 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](#)

