

Date: April 16, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Washington Union School District

Number of schools:

3

Enrollment:

774

Superintendent (or equivalent) Name:

Gina Ucelli

Address:

43 San Benancio Road

Phone Number:

831-484-2166

City

Salinas

Email:

gucelli@washingtonusd.org

Date of proposed reopening:

March 18, 2021

County:

Monterey

Current Tier:

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Elementary

Grade Level (check all that apply)

X TK

X 2nd

X 5th

X 8th

11th

X K

X 3rd

X 6th

9th

12th

X 1st

X 4th

X 7th

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, per the [Guidance on Schools](#).

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, Gina Uccelli, 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:

Gina Uccelli

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.

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?)

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

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

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.

For student drop-off and pick-up, parents will use an identified area of the parking lot. Parents will not leave their vehicles when dropping off. If a student is picked up at a time other than regular dismissal, they will call the office to announce their arrival. The secretary will then allow them to enter the office and they will sign out the student. Plexiglass barriers will separate the parent from the office staff to mitigate risk of exposure. Masks will be required of all office staff and anyone entering the building.

Toro Park School - At Toro Park School, gates will be monitored to ensure a safe ingress and egress for students. Parents may not enter the campus.

Washington Union School - Fourth grade will enter and leave on the west end of the school through the parent pick up area. Fifth grade will enter and leave through the breezeway by the flag pole. Bus riders will enter and leave through the center breezeway.

San Benancio Middle School- At San Benancio, drop-off and pick-up areas will be monitored to ensure that parents remain in their cars and students enter and exit safely. Buses have a designated area for pick-up and drop-off.

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

Students are encouraged to provide their own mask but the schools will provide masks for students who forget to bring one or whose masks are lost or destroyed during the school day.

Masks are required while in classrooms and other school buildings but are optional when students are outside.

If a student has a medical condition that prevents them from wearing a mask, an exemption can be given provided documentation from a medical professional is provided. In that case, a shield with a drape may be worn.

Masks are required on school buses

- 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.

All staff and students are required to conduct an online health screening through ParentSquare before coming to campus each day.

Each campus has an identified isolation area for students who become ill.

- 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.

Staff have been provided with training and reminders about health and safety measures in the classroom and around campus. Each school staff has met to discuss and plan campus safety practices and protocols.

Information discussed and shared with staff included safe ingress and egress, recess and lunch routines, what to do if a child becomes ill in class, handwashing routines and expectations, hand sanitizing, mask mandates, bathroom protocols, and promoting positive peer influence with regard to healthy habits.

- 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.

Site principals and district staff will contact the Monterey County Health Department (MCHD) to notify them of any positive cases. MCHD will communicate with school staff to gather information in order to conduct contact tracing through their office.

Notifications will go out to the families of any class that is impacted by the positive case and quarantine protocols will be initiated. Likewise, if the infected student is a bus rider, an athlete, or participates in any other extracurricular activities, those groups will be notified as well. The district will follow current guidelines to determine quarantines for close contacts, as defined by CDPH.

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

Hallways, walkways, and breezeways will be marked to allow students and staff to move about campus while maintaining physical distancing recommendations. Classrooms are arranged to promote some spacing between students, but previous recommendations/guidelines of 6 feet are not in place.

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.

Updates to CDPH guidance of no physical distancing requirements in classrooms.

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 training will be conducted during regular site meetings. Families will be educated through posted material and communication through ParentSquare.

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.

Testing will be done in response to a symptomatic individual or an outbreak. The district will follow CDPH guidelines regarding quarantine of infected persons, as well as anyone who came into contact with an infected individual.

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.

The district will not conduct asymptomatic testing of students, but assistance with testing will be provided on an as-needed basis. The district will communicate with parents in order for them to work with their healthcare providers when testing is necessary.

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

X **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).
Confirmed cases will be reported to the Monterey County Health Officer. Families will be notified via ParentSquare if a positive case was confirmed in a class, while maintaining all confidentiality per FERPA and HIPAA. The district/school will work in conjunction with the Monterey County Health Department to ensure that proper steps are taken to address protocols in the case of positive cases and to communicate information and assist with contact tracing. Protocols will remain consistent with the CalOSHA COVID-Prevention Program.

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.
Communication will be done in a hierarchical nature. Site principals will work with parents to communicate exposures within cohorts. In the event of an outbreak, the superintendent will communicate with staff and families to provide instructions for quarantine and testing protocols.

X **Consultation:** (For schools not previously open) Please confirm consultation with the following groups
CSEA was consulted on 02/24/2021.

X Labor Organization
Name of Organization(s) and Date(s) Consulted:
Name: Gabilan Teachers Association
Date: 02/17/2021

X Parent and Community Organizations
Name of Organization(s) and Date(s) Consulted:
Name: WUSD Reopening Steering Committee
Date: 02/23/2021

If no labor organization represents staff at the school, please describe the process for consultation with school staff:
[Empty text box]

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

X Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Monterey. 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](#)

Note: This checklist was amended on January 29th to delete language regarding the need to submit this checklist to a County Office of Education. The CSP does not need to be submitted to the County Office of Education as part of the public health guidance, though the County Office of Education may request the CSP as part of other processes.