



New Hope Elementary School District
Reopening Plan for Coronavirus COVID-19
In Compliance with CDPH/SJCPH Guidelines 2020-2021
October 12, 2020

New Hope Elementary School District (NHESD) is committed to providing the best education possible while maintaining a safe learning environment. Below, you will find the public health guidance followed by the actions/strategies of NHESD to ensure compliance of safeguards during COVID-19 while students and staff return to school.

This document will continue to be updated as conditions and planning change. The goal of this document is to provide you with information regarding how the schools will reopen and be safe for students and staff, as well as how monitoring for COVID-19 will occur, in coordination with the San Joaquin County Public Health, to regulate any possible future school closure

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On Campus and in the Classroom

Guidance:

- Students should remain in the same space and in groups as small and consistent as practicable.
- Minimize the movement of students and staff as much as practicable.
- Maximize space between seating and desks. Distance teacher and staff desks at least six feet away from student desks.
- Serve meals in classrooms or outdoors instead of cafeterias or group dining rooms where practicable.
- Serve individually plated or bagged meals.
- Minimize congregate movement through hallways as much as practicable.
- Consider holding recess in separated areas designated by class.
- Avoid large gatherings such as assemblies and dances.
- Identify an isolation room for students who are not feeling well to minimize contact with others until they can be transported home or to a healthcare facility.
- Limit nonessential visitors on campus.

NHESD Implementation Strategies Include:

- Classrooms will be evaluated and non-essential furniture and items will be moved or removed to create as much social distancing as possible in the classroom.
- Desks will be separated to promote distance and avoid face to face configurations.
- TK – 4th grade classes will be self-contained and will stay together through the day as much as practical. This includes sitting together, while distancing, during breakfast and lunch, and occupying the same area during recess. Each grade level and class will have designated areas in common areas such as the cafeteria and outdoors.

- Recesses and lunch schedules will be spread out to encourage cohorts by reducing the number of students out or together at any time.
- 5-8th grade classes will stay together by class as practical. This includes sitting together, while distancing, during breakfast and lunch, occupying the same area during recess.
- Meals will be served plated or bagged as practical. Otherwise Food Service Staff will provide meals and salad bars/buffets will be eliminated to reduce multiple contacts.
- Student pathways will be evaluated and pathways will be established to maximize ability to social distance during movement. Where feasible, students and parents will come on campus and leave campus in one direction, as well as moving about campus or in hallways.
- All large gatherings, such as rallies, assemblies, Back-to-School nights will be virtual or non-existent.
- Students who are symptomatic will be isolated and required to wear a face covering while arrangements are made to go home. Each site will determine a supervised space a student can be isolated while waiting for a parent to take the student off campus.
- Only essential persons will be on campus. Presenters, volunteers, and parents will be required to be off campus unless conducting essential business. Any visitors will be required to wear a face covering.

Self-Screening for Symptoms

Guidance:

- Before students and staff come to school, they should conduct a self-screening for signs and symptoms of COVID-19. Parents/guardians should assist younger children with the screening.
- Anyone who has been exposed to someone with COVID-19 in the past 14 days or has COVID-19 symptoms must not go to a school site.
- Monitor staff and students throughout the day for signs of illness; send home students and staff with a fever of 100.4 degrees or higher, cough, or other COVID-19 symptoms.

NHESD implementation strategies include:

- Parents will be advised to monitor students to evaluate for symptoms, including taking student temperature as practical and keep any student with symptoms home from school.
- Staff will self-monitor for symptoms and stay home if symptomatic, following the guidelines of the SJCOE flow chart (attached).
- Any person exposed to a person COVID-19 will be required to stay home for 14 days from the time of exposure.
- Any person COVID positive, exposed to a person COVID positive, or symptomatic of COVID will be highly encouraged to test for the virus. To facilitate the testing, the individual, or family will receive a list of public testing locations and facilities.
- TK-8 grades will have individual temperatures monitored daily.

Transportation

Guidance:

- Physical distancing when getting on/off the bus may be required.
- Open windows and maximize space between students and between students and the driver on school buses where practicable.
- Staff should wear face coverings.
- Students should be encouraged to use cloth face coverings and avoid touching their faces.
- Siblings may be encouraged to sit together.
- Buses should be thoroughly cleaned and disinfected daily and after transporting any individual who exhibits symptoms of COVID-19.

NHESD Implementation strategies include:

- Students will be required to maintain social distance while waiting and loading and unloading from the bus.
- Siblings will sit together while riding the bus.
- Windows will be open and social distancing will be implemented as practical
- Bus drivers will wear face coverings when students are present.

- Students will wear face coverings. Drivers will have disposable masks to provide if a student arrives without a covering.
- Bus drivers will disinfect the bus after each trip, with particular attention to common touch areas.

General Safety Precautions

Guidance:

- Schools should teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands thoroughly. Fragrance free hand sanitizer with at least 60% ethyl alcohol should be used when hand washing is not practicable.
- Portable handwashing stations throughout a site and near classrooms should be considered to minimize movement and congregations in bathrooms to the extent practicable.
- Schools should limit sharing, including by ensuring adequate supplies to minimize the sharing of high-touch materials to the extent practicable or limit use of supplies and equipment to one group of children at a time, with cleaning and disinfection between uses.

NHESD Implementation Strategies include:

- All administration, staff, and students will receive training on effective behaviors to avoid being infected or infecting others.
- Staff will receive training on the reopening plan at staff meetings and through distribution via email.
- Families will be directed to the reopening plan available on the NHESD website (www.nhesd.net) and through the phone messenger system (text and emails).
- Hand sanitizer stations will be provided to each classroom and in common areas.
- Students and staff will be expected to wash, or sanitize hands when entering a classroom or common area.
- Signage will be regularly placed through the school to remind students and staff to social distance, wear a mask, and wash hands. The signage will be placed in common areas such as offices, classrooms, and cafeterias.
- The elimination or reduction of sharing will be implemented to the extent practical supplying as much as possible individual student supplies, or minimizing groups.
- Common items will be regularly disinfected by custodians and teachers will have disinfectant in the classroom.
- Commonly touched items will be disinfected throughout the day by custodial staff. Such items include, but not limited to faucets, fountains, latches and knobs, classroom supplies.
- To the extent possible, common items will be eliminated.

Other Safety Considerations

Guidance:

- All staff should use cloth face coverings unless Cal/OSHA standards require respiratory protection. Teachers can use face shields, if available, which enable younger students to see their teachers' faces and to avoid potential barriers to phonological instruction
- Students should wear cloth face coverings. Cloth face coverings are most essential in settings where physical distancing cannot easily be maintained, such as school buses or other settings where space may be insufficient.
- Students and staff should be frequently reminded not to touch their face covering and to wash their hands frequently.
- Food service workers and staff in routine contact with the public (e.g., front office) should use gloves and facial coverings.

NHESD Implementation Strategies include:

- All Staff will be supplied with disposable face coverings. Teachers will be provided face shields, as needed. Staff will wear face coverings when entering and inside buildings, and anytime it is possible to come within 6 ft. of another person.
- All students will be supplied cloth face coverings. Students 3rd grade and up will wear face coverings in class, and any time waiting or walking in line. Students 2nd grade and below will be strongly encouraged to wear face coverings.
- Face coverings can be removed for snacks, meals, and outdoor activity. The masks will be placed in a clean container marked with the student's name.
- A supply of face masks, including disposable masks as backup, will be in stock to assure 1-2 month coverage while new orders are placed.
- Posters will be displayed reminding all students and staff of social distancing and avoiding hand to face contact.
- Staff with regular contact with the public will be supplied with transparent shields, and/or cloth face coverings and gloves.

Considerations for Reopening and Partial or Total School Closures

Guidance

When a student, teacher or staff member tests positive for COVID-19 and had exposed others at the school, refer to the CDPH Framework for K-12 Schools, and implement the following steps:

- In consultation with the local public health department, the appropriate school official should ensure cleaning and quarantine of exposed persons and whether any additional intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.
- Close off the classroom or office where the patient was based and do not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait for at least two hours and as long as possible.

- Additional areas of the school visited by the COVID-19 positive individual may also need to be cleaned and disinfected.
- Implement communication plans for exposure at school and potential school closures to include outreach to students, parents, teachers, staff and the community.
- Include information for staff regarding labor laws, information regarding Disability Insurance, Paid Family Leave and Unemployment Insurance, as applicable to schools. See additional information on government programs supporting sick leave and worker's compensation for COVID-19, including worker's sick leave rights under the Families First Coronavirus Response Act and employee's rights to workers' compensation benefits and presumption of the work-relatedness of COVID-19 pursuant to the Governor's Executive Order N-62-20, while that Order is in effect.
- Provide guidance to parents, teachers and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere.
- Develop a plan for continuity of education. Consider in that plan how to also continue nutrition and other services provided in the regular school setting to establish alternate mechanisms for these services to continue.
- Maintain regular communications with the local public health department

NHESD Implementation Strategies include:

NHESD will utilize the "CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year" dated July 17, 2020 (attached). If there is a positive COVID-19 case in a LUSD school, the following will occur:

- Any space occupied by the COVID positive person will be closed off until properly disinfected.
- The NHESD staff and/or school nurse will conduct "contact tracing" utilizing the developed contact tracing form (attached) and the staff/community will be notified of a positive case as appropriate while maintaining confidentiality. Staff and parents of students who were in proximity of a COVID positive person will be contacted and informed by the LUSD nurse. Staff and parents of students who were exposed to a COVID positive person, will be contacted and required to quarantine for 14 days. "Exposed" is defined by public health as being within 6 feet of a COVID positive person for 15 minutes or longer.

- Provide leave information to staff according to public law.
- Staff and community will be reminded and encouraged to continue social distancing when not on school grounds, or during a school closure.
- Under consultation with the county public health officer, a school may close when there are multiple COVID cases in multiple cohorts, or when 5% of teachers/students/staff are COVID positive within a 14-day period.
- A school may reopen after 14 days have passed and the school has been cleaned and disinfected, with the review and approval of the public health department.
- The school district may reopen following 14 days, in consultation with the public health department.

COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year



State of California—Health and Human Services Agency
California Department of Public Health



COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year July 17, 2020

Overview

California schools have been closed for in-person instruction since mid-March 2020 due to the COVID-19 pandemic. School closures to in-person instruction were part of a broader set of recommendations intended to reduce transmission of SARS-CoV-2, the virus that causes COVID-19. CDPH developed the following framework to support school communities as they decide when and how to implement in-person instruction for the 2020-2021 school year. New evidence and data about COVID-19 transmission, including variations by age, and the effectiveness of disease control and mitigation strategies continues to emerge regularly. Recommendations regarding in-person school reopening and closure should be based on the available evidence as well state and local disease trends.

The CA [School Sector Specific Guidelines](#), and the Centers for Disease Control and Prevention [CDC](#) have published additional guidance on school re-entry.

In-Person Re-Opening Criteria

Schools and school districts may reopen for in-person instruction at any time if they are located in a local health jurisdiction (LHJ) that has not been on the county¹ monitoring list within the prior 14 days.

If the LHJ has been on the monitoring list within the last 14 days, the school must conduct distance learning only, until their LHJ has been off the monitoring list for at least 14 days.²

¹ School districts in LHJs that are cities are considered to be included as part of the county if the county is on the monitoring list.

² A waiver of this criteria may be granted by the local health officer for elementary schools to open for in-person instruction. A waiver may only be granted if one is requested by the superintendent (or equivalent for charter or private schools), in consultation with labor, parent and community organizations. Local health officers must review local community epidemiological data, consider other public health interventions, and consult with CDPH when considering a waiver request.

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Governor

Guidance Once Re-Opened to In-Person Instruction

How should schools think about testing?

Once schools are re-opened to at least some in-person instruction, it is recommended that surveillance testing be implemented based on the local disease trends. If epidemiological data indicates concern for increasing community transmission, schools should increase testing of staff to detect potential cases as lab testing capacity allows.

Who should be tested and how often?

School staff are essential workers, and staff includes teachers, para-professionals, cafeteria workers, janitors, bus drivers, or any other school employee that may have contact with students or other staff. School districts and schools shall test staff periodically, as testing capacity permits and as practicable. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.

What if a school or school district reopens to in-person instruction, but the county is later placed on the county monitoring list?

Schools should begin testing staff, or increase frequency of staff testing but are not required to close.

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What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19?

	Student or Staff with:	Action	Communication
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific Guidelines	<ul style="list-style-type: none"> • Send home • Recommend testing (If positive, see #3, if negative, see #4) • School/classroom remain open 	<ul style="list-style-type: none"> • No Action needed
2.	Close contact (†) with a confirmed COVID-19 case	<ul style="list-style-type: none"> • Send home • Quarantine for 14 days from last exposure • Recommend testing (but will not shorten 14-day quarantine) • School/classroom remain open 	<ul style="list-style-type: none"> • Consider school community notification of a known contact
3.	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify the local public health department • Isolate case and exclude from school for 10 days from symptom onset or test date • Identify contacts (†), quarantine & exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious • Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine) • Disinfection and cleaning of classroom and primary spaces where case spent significant time • School remains open 	<ul style="list-style-type: none"> • School community notification of a known case
4.	Tests negative after symptoms	<ul style="list-style-type: none"> • May return to school 3 days after symptoms resolve • School/classroom remain open 	<ul style="list-style-type: none"> • Consider school community notification if prior awareness of testing

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(†) A contact is defined as a person who is <6 feet from a case for >15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

(††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

Guidance on School Closure

What are the criteria for closing a school?

Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school.

The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

If a school is closed for in-person learning, when may it reopen?

Schools may typically reopen after 14 days and the following have occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

What are the criteria for closing a school district?



State of California—Health and Human Services Agency
California Department of Public Health



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A superintendent should close a school district if 25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local public health department.

If a school district is closed, when may it reopen?

Districts may typically reopen after 14 days, in consultation with the local public health department.

State Resources for Case, Contact & Outbreak Investigations

California is committed to supporting local health departments with resources and other technical assistance regarding school case, contact, and outbreak investigations.

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COVID-19 Incident Form

Employee Name: _____ Site: _____
 Position: _____ Date Reported: _____ Last date worked: _____
 COVID Exposed? Yes No COVID Positive? Yes No
 Who the did employee notify: _____

Please list all employees that were in contact with the COVID positive employee for more than 15 minutes within six feet apart :	If exposed employees were placed on self-quarantine for 14 days from last known exposure. list employees first day they were self-quarantined.
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Employee: _____	Date: _____

*** An incident report must be completed for all the employees listed above.

Telework (Working remotely) is not available for this employee available for this employee

Please list all rooms COVID positive employee entered:

_____	_____
_____	_____

Was the District Office notified? Yes or No If no, please notify HR immediately.
 If yes, who/date/time _____

Was Maintenance and Operations notified? Yes or No
 If yes, who? _____

Have the rooms with potential exposure been sanitized and disinfected? Yes No
 If yes, please list steps taken to sanitize and disinfect:

Please list date and time rooms were sanitized and disinfected:

Room: _____	Date: _____	Time: _____
Room: _____	Date: _____	Time: _____
Room: _____	Date: _____	Time: _____
Room: _____	Date: _____	Time: _____

Please provide name of individual that sanitized and disinfected: _____

Administrator or Designee Signature	Date:
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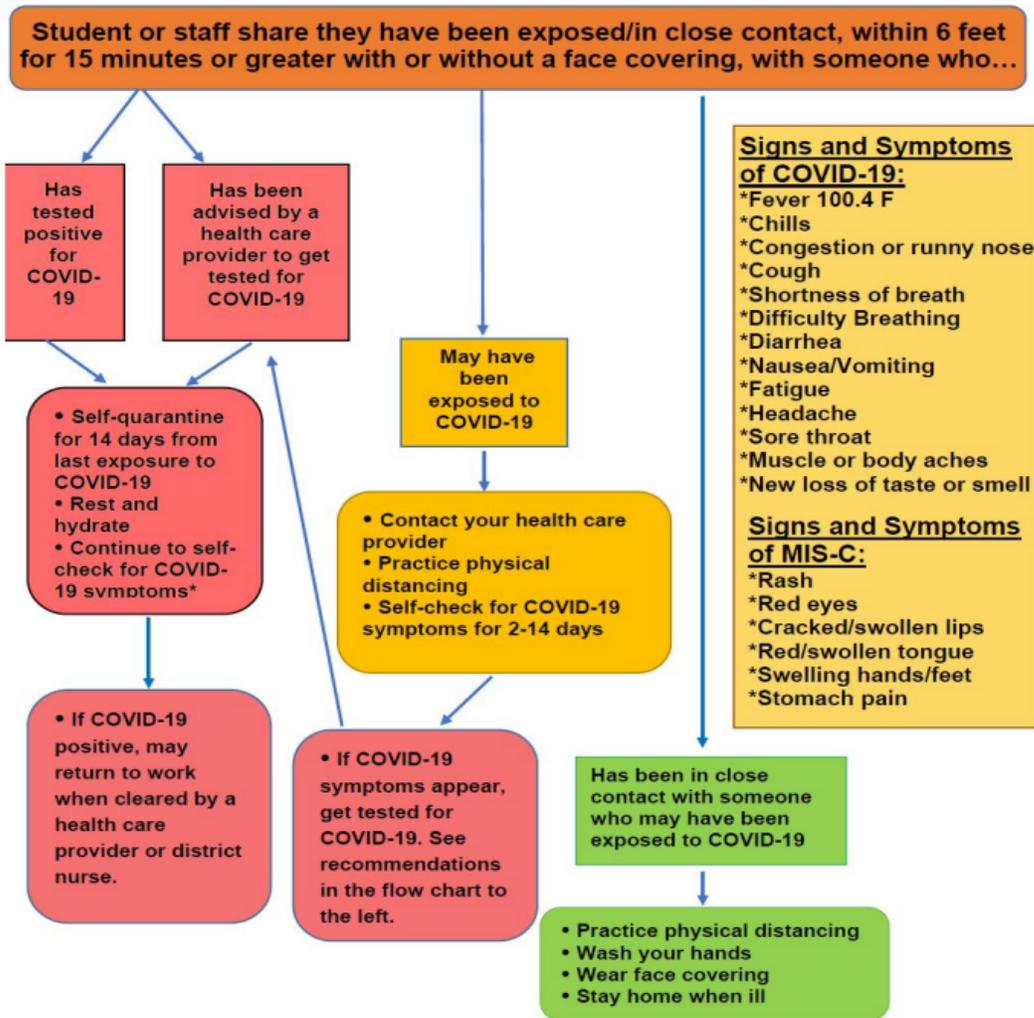
COVID-19 Possible Exposure Screening Flow Chart



SAN JOAQUIN COUNTY
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Original: July 17, 2020
Updated: July 27, 2020

COVID-19 POSSIBLE EXPOSURE SCREENING FLOW CHART

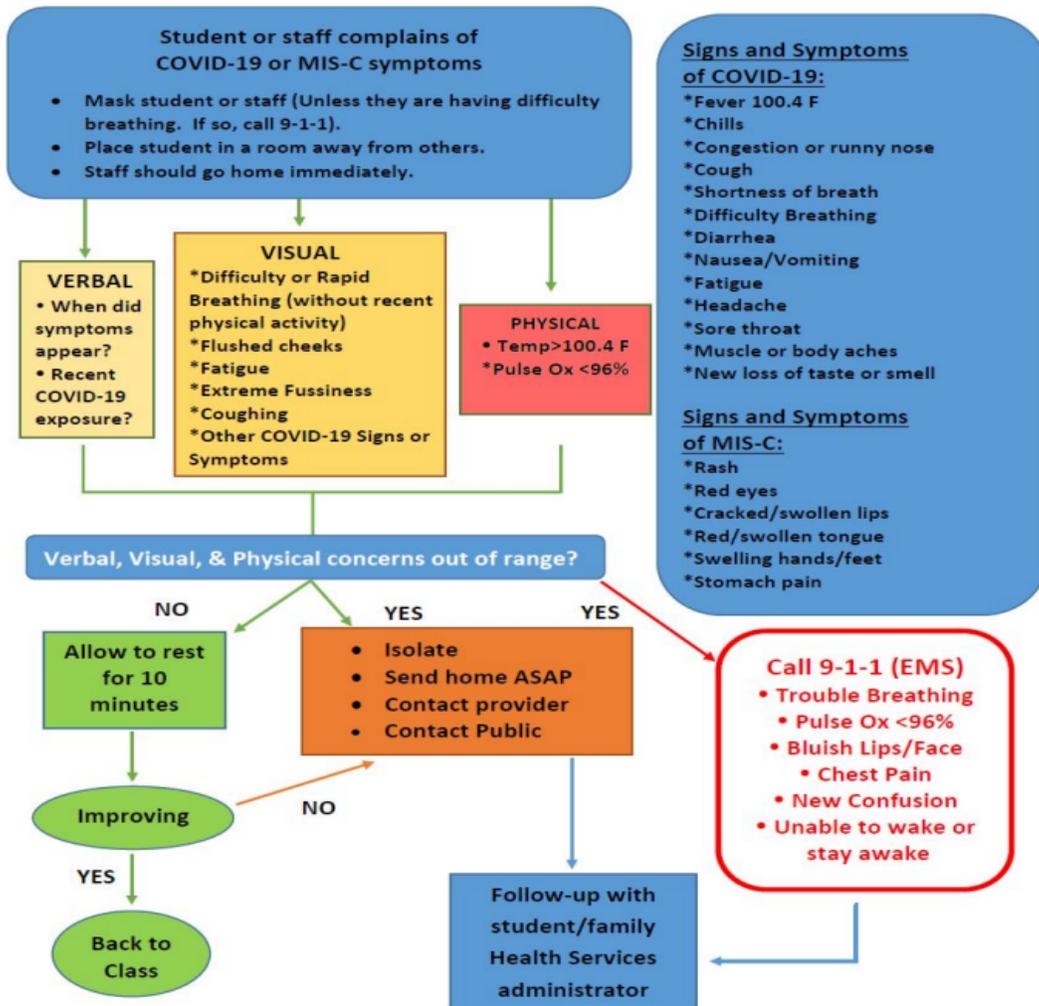


COVID-19 Screening Flow Chart



Original: July 17, 2020

COVID-19 SCREENING FLOW CHART



Consider using in the office/classroom for screening students and staff.

COVID-19 "Now What?" Flow Chart



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Original: July 17, 2020
Updated: July 27, 2020

COVID-19 NOW WHAT FLOW CHART

