

## Elementary School Reopening Plan

Please provide description of plans in each required area below, consistent with guidance from the California Department of Public Health and Madera County Department of Public Health.

Local Educational Agency (or equivalent) School Reopening Plan will be posted on [www.maderacounty.com/covid19](http://www.maderacounty.com/covid19) and must be posted to the Local Educational Agency website.

<p><b>BEFORE SCHOOL REOPENING:</b> Communicate with parents, teachers and staff discussing your safety plans, and what to expect in cases of a suspected or conformed COVID case or outbreak at the facility.</p>
<p>Meetings will be held prior to re-opening for parents, teachers and classified staff to inform them of ADUSD's re-opening plan. The agendas will include scheduling details, staff and student screening procedures, disinfecting and sanitizing protocols, quarantine procedures and overall waiver application information.</p>
<p><b>Cleaning and Disinfection:</b> How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.</p>
<ul style="list-style-type: none"><li>• All classrooms, offices, restrooms, meal prep, and other common areas will be disinfected and cleaned daily per CDC guidelines. Classrooms will be disinfected between A.M. and P.M. cohorts; restrooms will be disinfected hourly. Cleaning logs will be used to document and ensure cleaning and sanitizing is completed as per protocols.</li><li>• Buses will also be disinfected daily prior to student loading and after students disembark.</li></ul>
<p><b>Clear Rules on Classroom Instruction:</b> How class size will remain small and how each student group will remain stable. How will the school ensure that classes minimize/avoid contact with other groups or individuals who are not part of that class. Instructors may lead multiple classes per day (for example, both AM and PM sessions).</p> <p>NOTE: Guidance on cohorts for distance learning is separate from this waiver, which covers in-person instruction.</p>
<ul style="list-style-type: none"><li>• Students who choose to return to school will be divided into ½ day A.M./P.M. cohorts with no more than 16 students in each group.</li><li>• Students in grades K-3 at the Alview campus will be scheduled for either 8:30-11:30 or 12:30-3:30 cohorts. Students at Dairyland in grades 4-8 will be assigned to either the 8:15-11:15 or 12:15-3:15 cohort. All in-person instruction will take place Monday-Friday.</li><li>• Students will not deviate from their assigned cohort and will not be mixed for other classes such as Band or P.E.</li><li>• Both schools will continue to offer asynchronous distance learning for those students not ready to return for in-person learning. Teachers will meet with Distance Learning students on Mondays to provide instruction, feedback, and assign work for the week.</li><li>• Parents must commit to either distance learning or in-person option for an entire quarter.</li><li>• While in classrooms, students will be distanced 6 feet apart when feasible.</li><li>• Hand sanitizer stations have been placed at each classroom entrance. Students will be directed to sanitize hands upon entry and exit.</li><li>• Desks and workstations will be arranged to face in the same direction.</li></ul>

- Recess and break times will be staggered to keep cohorts from interacting.
- Lunches will be served “to go” for A.M. students and delivered to P.M. students in classrooms to avoid mixing classroom cohorts in a cafeteria setting.
- Signage and markings will be placed throughout each campus to keep students physically distanced as much as possible.

**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.

#### **Drop Off Procedures (Arrival)**

- Gates will open at 8:00 a.m. at Dairyland; 8:15 a.m. at Alview. To adhere to physical distancing precautions, students will not be allowed to be dropped off earlier.
- Parents and visitors will not be permitted to walk their student(s) to the classroom.
- There will be a single point of entry for each grade span: TK-K and 1-3 at Alview , 4-5 and 6 at Dairyland.
- Initial screening will take place at the gates with temperature checks.
- The teacher will verbally screen students as they enter the classroom.
- One-way directions/movements will be established in main hallways on campus.
- Students will be required to report directly to their classrooms.

**Dismissal Protocols:** At the end of the A.M. school day students will be dismissed in cohorts to be picked up by a parent/guardian. At the end of the P.M. school day, students will be separated by cohort to either board the bus or be picked up by a parent/guardian.

General Guidelines:

- Students will be released on a staggered schedule.
- One-way directions/movement will be established in main hallways.
- Parents will not be permitted on campus at dismissal.

**Office Policies and procedures** have been modified to ensure the safety of the school staff, students, and our community.

The following procedures will be implemented:

- Office Hours: 7:30 am to 4:00 p.m. (one point of entry)
- To ensure physical distancing , no more than one visitor will be able to enter the office at any time at the Alview campus; two visitors at the Dairyland campus.
- We ask that visitors come to the office only when business and or concerns cannot be conducted over the phone or by email.
- Masks and hand-sanitizer will be required for all visitors who enter the office.
- Offices will have designated areas for visitors.
- Public restrooms will not be available for visitors during this time.
- We ask that parents notify the office of dismissal changes by 10:30 for the A.M. cohort; by 2:30 for the P.M. cohort.
- Deliveries to classrooms will not be permitted during the school day. This includes but is not limited to forgotten books/ assignments, birthday treats, lunches, etc.

#### **Visitors on campus**

- Visitors and volunteers will not be allowed on campus until Madera County Public Health permits.

This includes, but is not limited to, eating lunch with children, classroom birthdays, awards ceremonies, walking students to their classroom, etc.

#### **Bus Riders:**

- All bus routes are continuously evaluated for maximum efficiency.
- Any child who becomes ill while at school should be picked up and not return home on the bus.
- Only students that have “**no other means of transportation**” should ride the bus.
- Parents are expected to check their child’s temperature prior to sending them to the bus. If a temperature is recorded above 100.4 degrees, the student **should stay home**.
- Prior to getting on the bus, an additional temperature check may be conducted by school personnel.
- Parents of country route students will be required to stay with their child until their child has been cleared to enter the bus.
- Students will be required to sanitize their hands upon entering the bus.
- Students riding the bus will be required to wear a mask.
- A maximum of 2 students will be seated in each bus seat unless in the same household.

- ADUSD transportation requirements and guidelines may be subject to change pending Madera County Health Department Guidelines for safety needs.
- **Students will be required to report directly to their classrooms.**

**Face Coverings and Other Essential Protective Gear:** How CDPH's face covering requirements will be satisfied and enforced. The requirement is for all adults, students grades 3 and up, and strongly recommended for students grade 2 and younger, except those with a medical condition (described in the CDPH guidance).

- All staff will wear a face mask/face shield while using shared indoor spaces or when physical distancing cannot occur outdoors.
- All students, following the above CDPH requirements; TK-2 strongly recommended and grades 3-6 required to wear masks while using shared indoor spaces.
- Families may choose the distance learning option if they do not wish to not follow the above guidelines

**Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 including temperatures and how ill students or staff will be separated from others and sent home immediately.

**Student Screening: Parent Self Check Procedures**

**Parents will be instructed through ClassDojo, meetings, and all-calls to conduct the following self-check screening:**

You must be able to answer "No" to **all** of the following questions to safely send your child(ren) to School:

- Is the student's temperature more than 100.4°F (38°C)?
- Has the student been exposed to someone with COVID-19 in the past 14 days?
- Does the student feel ill?
- Does the student have any of the following COVID-19 symptoms:
  - Cough
  - Shortness of breath or difficulty breathing

- Chills
- Fatigue
- Muscle or body aches
- Congestion or runny nose
- Headache
- New loss of taste or smell
- Nausea
- Vomiting (unidentified cause, unrelated to anxiety or eating)
- Diarrhea

- Does the student have any of the following Multisystem Inflammatory Syndrome in Children

Symptoms (MIS-C):

- Rash
- Red eyes
- Cracked/swollen lips
- Red/swollen tongue
- Swelling hands/feet
- Stomach pain

- Please contact your school office if your child is staying at home with symptoms.

**Secondary Student Screening Protocol: Gate and Bus Screening (temperature checks)**

**Symptomatic Students at School**

- If a child indicates they are not feeling well or a staff member identifies a sign of a COVID-19 symptom(s) the staff member will direct the student to the COVID-19 isolation room established on each campus.

Isolation Room to be used for students with symptoms only:

- The isolation room will only be used for COVID-19 related symptoms. Safe distance will be used.
- A staff member will support students who may enter this room.
- If a student demonstrates COVID-19 symptoms he/she will not be permitted back into the classroom.
- Parents will be notified and asked to come to the office to pick up their child.
- Once the parent or guardian arrives, staff will escort the child to their parent/guardian.

#### **Symptomatic Staff at School**

- Staff will sign a bi-weekly attestation for self-screening
- Self-screening will be documented and tracked by office administration at each campus
- If a staff member displays symptoms while at school they will be sent home immediately.
- For rapid testing, staff will be referred to Everyday Health Care or American Family Care (if the employee does not have a family testing source)

**Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.

- Hand sanitizing dispensers have been installed in all classroom points of entry. Students will be required to sanitize hands upon entering and exiting the classroom.
- Touchless soap dispensers have been added to all staff and student restrooms; students will be encouraged to wash hands frequently.

**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. A single person may be the designee for multiple schools.

If a school or the District Office (DO) of the ADUSD or the Madera County Department of Public Health (MCDPH) is notified of a positive COVID-19 case within Alview-Dairyland USD, or a person within the District develops COVID-19 symptoms and is awaiting testing results (or refuses to test), the following close contact tracing will be implemented.

### **Step One: Notification of Alview-Dairyland District Office**

The DO staff member designee will contact the following:

- The case/case's parent/guardian for further information.
- MCDPH for further instruction and determination of the period of close contact tracing.
- School Administration

### **Step Two: Close Contact Tracing**

The site principal will collaborate with site staff to create a list of:

- Locations where the case was present from the time determined by MCDPH to start the tracing through the last time/date the case was present at the school. Including:
  - Classroom(s)
  - Playgrounds
  - Common areas
  - Special Services areas/classrooms
  - School Bus
- All close contacts - as defined as individuals who have been within 6 feet for 15 minutes cumulatively (e.g., three 5-minute interactions would count as close contact) during the infectious period. Close contacts will likely include:
  - All siblings, regardless of school
  - All members of cohort
  - Teachers
  - Friends (regardless if they interact at school)

### **Step Three: Quarantining of students/staff**

- The District designee will contact MCDPH with the close contact tracing lists for the MCDPH to determine which students/staff will need to quarantine.
- MCDPH will provide the DO with the list of persons that will need to quarantine.
- DO personnel will contact staff and the parents/guardians of those that need to quarantine.
- Staff will immediately be sent home if on Alview-Dairyland USD grounds at the time of contact by DO personnel.
- Quarantine is for 14 days and those quarantined should be tested for COVID-19 if symptoms develop.
- Follow the doctor's orders for safe return to school/work.

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

- See Clear Rules on Classroom Instruction section for specifics.
- See Entrance, Egress, and Movement Within Schools section for specifics on physical distancing.

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

- Information will be available on district website.
- Use ClassDojo App to inform all parents of the waiver plan
- Individual conferences with parents to review plan specifics during phone calls and conferences.

**Testing of Students and 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. May refer to FCDPH School Scenarios for guidance.

- Parents, students and staff will be provided information on where they can go to get Covid-19 testing if they are showing symptoms or have been exposed to someone with Covid-19.
- Staff will be encouraged to participate in bi-monthly testing for those in contact with students through the American Family Care; the District's contracted testing service.

**Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction. May refer to FCDPH School Scenarios for guidance.

**Short Term Closure**

- Two or more persons affected with COVID-19 in the same cohort will require the entire cohort to be quarantined for 14 days along with anyone who may have been in close contact for 15 or more minutes and did not maintain physical distance nor wore face covering
- Two or more cohorts required to quarantine may constitute the entire school to quarantine for 14 days.
- A short-term closure may take effect for weeks or months depending upon circumstances (ie. Spike in community cases, several persons on campus becoming ill, or more than two classes quarantined).

**Long Term Closure**

- In the event the Madera County Department of Public Health or the State of California orders schools to shut down or places a stay-at-home order, a long-term closure will take effect.



**Communication Plans AFTER COVID case occurs:** 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. May refer to FCDPH School Scenarios for guidance.

District will follow all state and federal requirements in communicating information regarding cases and exposures at school sites.

**Distance Learning Option:** Those parents not comfortable with sending their child to in-person instruction will be given the option to place their student in an independent study form of distance learning.

- Teachers will conduct a mandatory meeting with students once per week (Mondays) via Zoom
- During Monday meetings, teachers will provide instruction, feedback, and assign work for the week.
- Assignment time value will be equal to the required daily instructional minutes; 3 hours for kindergarten, 3 hours and 50 minutes for grades 1-3 and 4 hours for grades 4-6.
- Chromebooks and hotspots will be available for all students.
- Academic progress and grades to be monitored by current classroom teacher assigned

Local Educational Agency Contact for Medical Investigations/Contact Tracing

Name: Melody Dibler

Phone Number: 559-665-2394

Email: mdibler@adusd.us

Local Educational Agency Contact information for on-site swabber/ testing personnel and/or health care clinics/provider(s) who will provide testing for COVID-19

Name: Everyday Health Care Medical Group  
and/or

Phone Number: (559) 225-4709

American Family Care

Phone Number: (559) 388-8430