

Date: February 1, 2021

## 2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Taft Union High School District

Number of schools:

2

Enrollment:

1098

Superintendent (or equivalent) Name:

Blanca Cavazos

Address:

701 Wildcat Way

Phone Number:

661-763-2300

City

Taft

Email:

jvaldez@taftunion.org

Date of proposed reopening:

We reopened 10/20/2020

County:

Kern

Current Tier:

Purple

*(please indicate Purple, Red, Orange or Yellow)*

Type of LEA:

High School

Grade Level (check all that apply)

TK

2<sup>nd</sup>

5<sup>th</sup>

8<sup>th</sup>

X 11<sup>th</sup>

K

3<sup>rd</sup>

6<sup>th</sup>

X 9<sup>th</sup>

X 12<sup>th</sup>

1<sup>st</sup>

4<sup>th</sup>

7<sup>th</sup>

X 10<sup>t</sup>

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](mailto: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, Byron Isaac, 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:

safety protocols, social distancing guidelines, testing cadence, exposure protocols and employees leave benefits.

- 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.

We are using a "Homeroom" model. Students do not switch classrooms, they remain in the same room with the same students and teacher for the 3.5 hour period, 4 days a week. Everyone in the classroom wears a mask and are separated by at least 6 feet. Lunch is delivered to the classroom prior to dismissal and students eat their lunch after leaving school. The maximum number of students in a classroom currently is 12. However some of our classrooms could hold up to 15 students.

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?)

No more than 12 students are currently in a Homeroom group. There are no more than 2 staff members in each classroom, except for severely handicapped classrooms. In those classrooms there are 4 staff members.

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

Utilizing the "Homeroom" model. Students occupy only one classroom and do not physically change classes. Departmentalized classes are taught on-line.

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

Currently our electives are taught via zoom classes. Therefore, there is no in-person contact.

- 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.

When arriving, students line up 6 feet apart to be screened. Arrows and signs have been placed in the halls that direct students, staff and parents movement. We no longer have cohorts. We use a "Homeroom" model where students stay in their small groups and do not mix with other students. Students sit in the same seat everyday.

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

All students and staff are required to wear face coverings. Everyone is temperature checked when they first arrive on campus. Anyone who arrives without a face covering is provided one. Anyone who refuses to wear appropriate face coverings will be removed from campus.

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 students and staff are screened daily when they arrive at school. Students' temperatures are taken and they are observed. Students who exhibit symptoms are placed in a isolation room and their guardian is contacted to come pick them up.

Staff are required to complete and submit an on-line work screening form daily. When they arrive on site, their temperature is taken and their screening form is reviewed. If staff exhibit symptoms, they are directed to go home.

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.

Every classroom has a hand sanitizer station. Students and staff are encouraged to use them and to wash their hands frequently. All offices are also provided with hand sanitizer. Staff and students have been provided with information regarding the importance of washing hands frequently.

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.

Byron Isaac, Chief Human Resources Officer, is the designated staff person that supports contact tracing. He is assisted by a Human Resources Specialist, mostly working with staff and a school nurse who works with students. The HR Specialist maintains the list of employees exposed and provides that information to the local health department and the school nurse provides information regarding students. Jordan Straube is the contact person for Buena Vista School.

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

All student desks have been so arranged to maintain at least 6 feet from other people. Teacher's desks have also been placed to achieve at least 6 feet distance from all students. Plexiglass has been placed in front of all teacher's desks. Additionally, most offices have been equipped with plexiglass partitions. Students remain in the classroom for the entire school day. They are allowed to go to the restroom individually. Restrooms are cleaned hourly. At dismissal, students line up, physically distancing by at least 6 feet and are escorted off campus.

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.

N/A

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

On-line training modules have ben designed to train staff and educate families on the application and enforcement of the plan.

- 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.

Staff are tested every other month. Students with symptoms are asked to get tested.

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

As long as we are in the deep purple, we will strive to offer weekly testing.

- 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.

Students with symptoms will be asked to get testing immediately and instructed to quarantine until they get their test results. While waiting for test results, students will be provided with the CDPH criteria for returning to school and required to follow that guidance. Currently we have no testing requirement for asymptomatic students.

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

Our current plan is to continue testing every other month.

- 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](#).

We report all cases, confirmed and suspected to the Kern County Health Department following the Guidance from COVID-19 Reporting By Schools.

- 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.

The superintendent will communicate with students, staff and parents about cases and exposures at the school, consistent with FERPA and HIPAA privacy requirements, through correspondence in hard copy and email. The correspondence is in both English and Spanish. Individuals who have been directly exposed to a classmate or staff member who has tested positive for the COVID-19 virus will be notified in person or by telephone of the need to quarantine.

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

N/A

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  Kern. 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](#)