



Request for Review of Plan to Open for In-Person Instruction

In order to incrementally open for in-person instruction while the county is on the Red Tier of the State’s monitoring list, a school or district must submit a request for a plan review to the San Mateo County Office of Education (SMCOE). SMCOE and San Mateo County Health (SMCH) will review this form and the school or district’s Return to Campus plan. If SMCH finds the plan meets its criteria, which are outlined in this form, a school or district will be able to bring students back to campus for in-person instruction.

If a school already has a waiver approved by the California Department of Public Health and wants to bring back students in additional grades, they will need to note that on this form and add an addendum to their plan that reflects their proposed changes.

Please note that Return to Campus plans must be published on the school or district’s website. Do not send with this form.

1. Background Information

Name of Applicant (Local Educational Agency or Equivalent): Junipero Serra High School

Address: 451 West 20th Avenue

STREET

San Mateo,

CITY

CA

STATE

94403

ZIP

School Type: Traditional Public School Charter Public School Private, Independent, or Faith-Based School

Number of Schools: 1

Total Enrollment: 832

Total # of Students On Campus to Start: 220

Grades/Number of Students Proposed to be on Campus for In-Person Instruction:

TK: K: 1st: 2nd: 3rd: 4th: 5th: 6th:

7th: 8th: 9th: 115 10th: 100 11th: 108 12th: 100 Continuing/adult learners:

Number of on-site faculty and staff: 90

Date of proposed start: November 9, 2020

2. COVID-19 Contact Information

Designated staff contact for COVID-19 information and cases: Charlie McGrath, Principal

Email: cmcgrath@serrahs.com

Phone Number: 650.345.8207 ext. 6113

School districts should include the information for each school contact in their plan.

Name of Superintendent (or Equivalent): Barry Thornton, Ed.D., President

Signature of Superintendent (or Equivalent): Barry Thornton

Date: October 15, 2020

3. School Plans for Reopening to In-Person Instruction

School or district website address where reopening plan is posted:

<https://www.serraahs.com/parents/reopening>

Please check off the items below to confirm that the school reopening plan published on the district or school website addresses guidance from the California Department of Public Health, San Mateo County Health, and the Pandemic Recovery Framework (PRF). Please note, all residents and schools are required to follow public health directives.

- Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.
- Cohorting:** How students will be kept in small, stable groups. Include information on the size of cohorts.
- 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.
- Face Coverings and Other Essential Protective Gear:** How face covering requirements will be satisfied and monitored.
- 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 (See the [SMCH COVID-19 Recommendations Checklist](#) for details).
- Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their use will be promoted and incorporated into routines.
- Identification and Tracing of Contacts:** Actions staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing and serve as a liaison with SMCOE and SMC Health staff (See the [SMCH COVID-19 Recommendations Checklist](#) for details).
- Physical Distancing:** How space and routines will be arranged to allow for physical distancing of students and staff. Describe the steps the school and districts will take to transition students back to campus.
- Staff Training and Family Education:** How staff will be trained and families educated on the implementation and enforcement of the plan.
- 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. Describe how staff will be tested periodically to detect asymptomatic infections.
- Triggers for Transitioning to Distance Learning:** The criteria the superintendent or equivalent will use to determine when to close the campus to in-person learning.
- Communication Plans:** How the superintendent or equivalent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.
- Already have received a CDPH Waiver:** Include an addendum to the plan posted on your web site that describes any updates or changes since your waiver was received.
- Submit a site plan prior to reopening to support SMCH's contact tracing efforts.** Use [this link](#).

Please submit your completed form to info@smcoe.org.

Expect the review to take 10-14 days. If additions and corrections to your plan are required, the review could take longer.

The more thorough and complete the plan is from the start, the faster the review will likely be.