



WISEBURN UNIFIED SCHOOL DISTRICT
JUAN de ANZA SCHOOL

Alberto Paredes, Principal

"We, at Anza, believe that everyone is someone special. We provide a safe, supportive, and enriching environment where our students can develop a positive self-image, achieve academic excellence, and become responsible citizens."



October 29, 2020

Dear Anza,

The Wiseburn Unified School District is committed to the safety of our staff, students, and greater school community. In fact, safety is one of our core assurances, a foundation for the work we do each day. At Anza, we believe that everyone is someone special and we will continue to keep safety as one of our top priorities.

As we prepare to bring students back to campus for in person special education assessments, we will have additional safety protocols in place. These measures may change based on Los Angeles County Department of Public Health guidelines and all families will be informed of any updates to this plan.

- Prior to entering the main campus, members of the school community will be screened for symptoms before entering the school sites or offices. This will include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the individual has had contact with a person known to be infected with COVID-19 in the last 14 days.
- All members of the school community will enter Anza through the main office. The main office serves as a single entry point where everyone's temperature will be taken in-person and everyone will be screened for symptoms before entering the main campus.
- Take into consideration the following:
 - District will provide the necessary PPE to staff, students, and essential visitors upon request and will keep a cache of supplies at each school site.
 - Each case will be evaluated individually and handled according to the [Department of Public Health Guidelines](#).
 - Administration will confidentially notify individuals who may have been in contact with someone who is symptomatic, exposed to or has tested positive for COVID-19.
 - All staff, students, and essential visitors must use proper [hand washing practices](#) and respiratory etiquette to prevent transmission.
- While on district property, face coverings and physical distancing of 6 feet are required by all employees, students, and essential visitors.
 - Every effort will be made to ensure consistent use of facial coverings particularly in indoor environments and areas where physical distancing alone is not sufficient to prevent disease transmission.
 - All staff, students, and families are informed on [proper use, removal, and washing of cloth face coverings](#).
 - All employee workstations allow for separation of at least 6 feet and may include additional protective barriers/shields.
- The District will provide a safe environment through [school cleanliness, regular disinfecting, and proper ventilation](#).
 - Ensure that all schools and departments have [adequate supplies](#) to maintain healthy hygiene behaviors including: soap, tissue, face coverings, and hand sanitizer
 - Staff will follow guidelines for [cleaning and disinfecting](#) impacted areas including wearing the appropriate personal protective equipment
 - Ensure high-touched surfaces are cleaned throughout the day. Some of those frequently touched surfaces include: door handles, light switches, sink handles, bathroom surfaces, tables, student desks, and chairs.
 - Use only products approved by the Environmental Protection Agency (EPA) from list "N" disinfectant products proven to eliminate the COVID-19. These materials will be dispensed using sprayers, concentrates, or wipes.
- Students and essential visitors scheduled for testing will report to the Anza front office. An Anza staff member will be available to conduct the in-person temperature check and symptoms screening. Once the screening has been completed, students and essential visitors may enter the campus.
- Students and essential visitors will then be escorted to their designated testing area. Most testing will take place outdoors.

Please contact the office with any questions or concerns.

In partnership,

Alberto Paredes
Principal

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