School COVID-19 Prevention Plan

School:	Chula Vista Senior High School
Address:	820 Fourth Ave Chula Vista, Ca, 91911-1102

Sweetwater Union High School District

http://cvh.sweetwaterschools.org/
The school's worksite-specific COVID-19 prevention plan based on a comprehensive risk assessment of all work areas and work tasks is located at:

The person responsible to implement and monitor this plan is:
Julio Alcala, Principal, (619) 476-3300

The school's COVID-19 Liaison for contact with Public Health Services is:
DiAnne Cabe, Assistant Principal, (619) 476-3352

General Measures

Reporting COVID 19 Cases

The process the school will use to report information about COVID-19 outbreaks through the COVID-19 Liaison is: DiAnne Cabe will report close contacts and COVID-19 positive tests, and other situations that may be close to those scenarios via text to the SUHSD internal COVID-19 coordinator, the external COVID-19 liaison, Asst. Supt, Director of Research and Evaluation, and as applicable: HR, Student Support Services, Facilities and Operations, and Labor Relations. Then, the liaison will send a follow-up email with further details to the SUSHD internal coordinator, cc'ing the others on text alert. Then, the SUHSD internal coordinator will work with the liaison to ensure proper actions are taken, as well as coordinating with Risk Management as appropriate. Once adequate information is gathered and confirmed, the SUHSD external liaison will notify the County of San Diego Epidemiology department as stated below.

The district COVID-19 Liaison will report information on positive cases to the Public Health Services Epidemiology Department at: 619-692-8499.

Investigation

1. The school will regularly evaluate the workplace for compliance with this plan and document and correct deficiencies identified.
2. The school will investigate any COVID-19 illness and determine if any work-related factors could have contributed to risk of infection. The plan will subsequently be updated as needed to prevent further cases.
3. The school will implement the necessary processes and protocols when a workplace has an outbreak, in accordance with CDPH guidelines.

Visitors

Restricted visitor access will be implemented once school campuses are reopened. Only essential visitation activities that require in-person interaction will be allowed. All other interactions should be managed via telephone, online or other remote means. Visitors are expected to adhere to staff or student face covering protocols as appropriate. Visitors who arrive without a facemask shall be provided a surgical mask prior to entering school or district facilities.

1. Screen all visitors for symptoms prior to admitting them to campus. Refer to the district screening protocol for details.
2. Limit parent visits on school campus to drop off necessary medical items or documentation that should be received only in the front office.
3. If possible, provide other secure means for receiving documents as an alternative to in-person visits.

Outside Organizations

The SUHSD phased reopening plan will permit limited facility use once the district is in phase two. This use will be limited to student related activities only and all organizations will be notified of the contained protocols and procedures so as to expect fully compliance with the same.

Most Vulnerable Students

Many of our most vulnerable students may need access to campus resources, additional supports to access the curriculum, additional learning supports, and mental health supports. School sites may be available to provide distance learning supports on site for students who may not have a home environment conducive to participate in online learning or are not able to access learning due to a disability or displacement.

The school has developed a plan to further support students with access and functional needs who may be at increased risk of becoming infected or having unrecognized illness due to COVID-19. For example, review existing student health

plans to identify students who may need additional accommodations, develop a process for engaging families for potentially unknown concerns that may need to be accommodated or identify additional preparations for classroom and non-classroom environments as needed. Groups who might be at increased risk of becoming infected or having unrecognized illness include the following:

a. Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members.
b. Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
c. Individuals who may not be able to communicate symptoms of illness.

In the table below describe the specific efforts your school is making to monitor and investigate COVID 19 Positive cases, symptoms and close contacts. Also describe your efforts to support your most vulnerable students.

We have assigned staff to be responsible for the screening and temperature checks and have a primary and secondary location depending on the volume of students that return to school. Each member of the team has been trained on our screening protocol by our School Nurse and is familiar with the protocol to follow when a symptomatic student or staff member is detected. The channel of communication to our COVID 19 liaison has been communicated so that each case is treated with care.

Teacher and Staff Safety

All staff shall wear face coverings while on district or school property. Per the California Department of Public Health (CPHD) guidance, teachers could use face shields, which enable students to see their faces and to avoid potential barriers to phonological instruction. The District will provide masks if the employee does not have a clean face covering. The District will also provide other protective equipment, as appropriate for work assignments. This includes:

1. For employees engaging in symptom screening, provide surgical masks, face shields, and disposable gloves (See screening section for details).
2. For front office and food service employees, provide face coverings and disposable gloves.
3. For custodial staff, provide equipment and PPE for cleaning and disinfecting, including:
    a. For regular surface cleaning, provide gloves appropriate for all cleaning and disinfecting.
    b. Classified staff engaged in deep cleaning and disinfecting should be equipped with proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, and mask or respirator) in addition to PPE as required by product instructions. All products must be kept out of children's reach and stored in a space with restricted access.
    c. Cal/OSHA requires that PPE be provided and worn to effectively protect employees from the hazards of the cleaning products used and training be provided to staff on the hazards of chemicals.

Protecting Staff with Compromised Health or Over the Age of 65

When possible, teachers who are in high-risk groups (over age 65, immunocompromised, underlying health conditions) could be moved into online or blended learning positions that would create the physical distancing needed to maintain their health. In addition, classified classroom support staff in similar at-risk groups could be assigned to these classrooms. Human Resource administrators should partner with their labor partners to determine who would benefit from such measures, practicality, and timelines for implementation and duration.

If these options are not possible, the district may consider installing physical barriers in high-traffic areas that cannot accommodate physical distancing. These options may include Plexiglas barriers, face shields, movable pony walls, bookcases, etc., that will allow for as much distance between people as possible

Other Supports for Staff

One goal of the SUHSD Reopening Schools Plan is to ensure that all staff have the resources to feel safe and comfortable returning to the workplace. We are working collaboratively with our labor partners to negotiate these elements that may include the following:

- Conduct all staff meetings, professional development, and other activities involving staff with physical distancing measures in place, or virtually, where physical distancing is not possible.
- Minimize the use of and congregation of adults in staff rooms, break rooms, and other settings.
- Provide flexible Work and Leave Options when possible
- Provide updated resources and procedures;
- Support accessing emergency leave such as the Families First Coronavirus Response Act (FFCRA), and other related benefits; and
- Use of the CDC health inventory, as it pertains to employees who may need an accommodation.

In the table below describe the specific efforts your school is making to maintain a safe and healthy environment for staff, including any additional supports that are not listed above.

Temperature checks will be administered daily for all staff/students and visitors entering the school site. Staff must submit proof of Covid-19 testing prior to entry every two months or at the end of long breaks. Social distancing will be communicated and reinforced at all times through regular communication and posted signage. All classrooms that are to be utilized will have furniture arranged to ensure a minimum of 6 ft distance. We will supply all classrooms and the

front office with necessary safety supplies (masks, antibacterial wipes, hand sanitizer, ionizers). Cohorts will remain separated during breaks. All students must sit at their own table maintaining their distance from others. Every HVAC unit at CVH has been retrofitted with an Ionizer unit to help sanitize the air in the classrooms and work spaces.

Hand Washing

Routine hygiene practices are a foundational measure to protect against COVID-19 and other illnesses to ensure personal health and safety in school facilities and vehicles. The school has developed plans to teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff. The plans describe how the school will teach and remind students and staff to:

a. Use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
b. Wash or sanitize hands prior to entering school premises. Hand sanitization and/or washing stations shall be conveniently located.
c. Provide opportunities for students and staff to wash hands frequently per guidance.
d. Ensure sufficient access to handwashing and sanitizer stations. Portable handwashing stations may be added throughout a site and near classrooms to minimize movement and congregations in bathrooms if necessary.
e. Ensuring fragrance-free hand sanitizer (with a minimum of 60 percent alcohol) is available and supervised at or near all workstations and on buses. Call Poison Control if consumed: 1-800-222-1222. Note: Frequent handwashing is more effective than the use of hand sanitizers

In the table below describe the specific efforts your school is making to train and remind students and staff about proper hygiene. Include any physical modification you have made to support this effort such as portable hand washing stations or availability of hand sanitizer.

Our site leadership team has created Public Service Announcements that we will post on our Instagram page and school website and broadcast during daily announcements to reinforce handwashing, social distancing, and mask wearing. Hand sanitizer is available in every classroom, including the front office. Posters that reinforce hand washing will be placed in bathrooms, including those in the front office. Each cohort and staff has been assigned their own bathrooms and one student at a time will be allowed in the bathroom. This will be monitored by our campus assistant, who will also reinforce the practice with reminders and modeling. Three outdoor handwashing stations have been installed on campus (outside the 1800 building, by the 800 building and by the cafeteria).

Face Coverings and Personal Protective Equipment

1. Training and information will be provided to staff and students on proper use, removal, and washing of cloth face coverings.
2. Students and staff will be frequently reminded not to touch the face and to wash their hands frequently.
3. Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. Make reasonable accommodations such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons. Per Cal/OSHA, considerations for face shields should include a cloth drape attached across the bottom and tucked into the shirt.
4. Cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). Cloth face coverings are not surgical masks, respirators, or personal protective equipment. Face coverings are recommended to have the following qualities:
    a. Fit snugly but comfortably against the side of the face.
    b. Be secured with ties or earloops.
    c. Include multiple layers of fabric.
    d. Allow for breathing without restriction.
    e. Be able to be laundered and machine dried without damage or change to the shape.

Staff Face Coverings

All staff shall wear face coverings while on district or school property. Per the California Department of Public Health (CPHD) guidance, teachers could use face shields, which enable students to see their faces and to avoid potential barriers to phonological instruction. The District will provide masks if the employee does not have a clean face covering.

In limited situations where face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom.

Workers or other persons handling or serving food must use gloves in addition to face coverings. Employers should consider where disposable glove use may be helpful to supplement frequent hand washing or use of hand sanitizer; examples are for workers who are screening others for symptoms or handling commonly touched items.

Student Face Coverings

Students shall use cloth face coverings. They will be provided by the school if needed. Students may bring their own as long as they meet the above health requirements and are appropriate for wearing at school or during school-related activities. For example, face coverings with images depicting prohibited themes would be against district policy. Consideration will be made to address students with disabilities who refuse or are not able to wear a mask.
A cloth face covering, or face shield should be removed for meals, snacks, or outdoor recreation, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean paper bag (marked with the student's name and date) until it needs to be put on again.

Students will be excluded from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one. Face covering will be provided to students who inadvertently fails to bring a face covering to school to prevent unnecessary exclusions. Distance Learning will be available for students who are excluded from campus.

Visitor Face Coverings

Visitors are expected to adhere to staff or student face covering protocol as appropriate. Visitors who arrive without a mask shall be provided a surgical mask prior to entering school or district facilities. See the section on screening for details about visitor arrival protocol.

In the table below describe the specific efforts your school is making to ensure that face covering and other personal protective equipment is available and used according to guidelines.

Our leadership team has created Public Service Announcements that we will post on our Instagram page and school website and broadcast during daily announcements to reinforce handwashing, social distancing, and mask wearing. Face masks will be made available for students or staff that do not have them. Face shields will also be provided upon request to staff who desire that extra layer of mitigation. Face covering will be reinforced on campus at all times. Students who refuse to wear face covering (assuming they do not have a medical reason not to wear face coverings) will be referred to administration after the first warning. Students who persist in not wearing their masked will be considered for return to distance learning. Specific areas are designated around campus where students can take a "mask break" outdoors following social distancing guidelines.

Social Distancing

When layered with hand hygiene, protective equipment, and other prevention strategies, social distancing can play a key role in reducing the spread of COVID-19. In accordance with state and local guidelines, social distancing will be maintained by staff, students and visitors to the greatest extent practicable. Protocols and space utilization strategies will be implemented to make social distancing as convenient as possible in an effort to maintain safe and efficient work and learning environments.

Classroom and Indoor Learning Environments

1. Designate routes and protocol for entry and exit. Put in place other protocols to limit direct contact with others as much as practicable.
    a. Place "stand here" signs or markers at 6-foot intervals outside each classroom.
    b. Place the first stand here marker in the doorway to allow the teacher to see if a student is ready to enter.
    c. As students arrive, they should line up on the markers. Do not wait for the bell to ring.
    d. Teachers should begin admitting students as soon as they arrive, metering the flow into the room to ensure physical distancing is maintained.
2. Maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks. Consider ways to establish separation of students through other means if practicable, such as, six feet between desks, partitions between desks, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact.
3. Ensure desks are a minimum of 6 feet apart and arrange desks in a way that minimizes face-to-face contact.
4. Minimize movement of students during class time and that of teachers or staff as much as practicable.
5. Consider redesigning activities for smaller groups and rearranging furniture and activity spaces to maintain separation.
6. Staff should develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.
7. Implement procedures for turning in assignments to minimize contact.
8. Limit nonessential visitors, volunteers and activities involving other groups at the same time.

Outside Areas and Learning Environments

1. Increase supervision to ensure physical distancing.
2. Limit communal activities where practicable. Alternatively, stagger use, properly space occupants and disinfect in between uses.
3. Consider use of non-classroom space for instruction, including regular use of outdoor space, weather permitting. For example, consider part-day instruction outside.
4. Minimize congregate movement through hallways as much as practicable. For example, establish more ways to enter and exit a campus, and staggered passing times when necessary or when students cannot stay in one room.
5. Limit nonessential visitors, volunteers and activities involving other groups at the same time.
6. Physical education (PE) and intramural/interscholastic athletics should be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials.

Nutrition Services

1. Consider strategies to limit physical interaction during meal preparation and meal service (e .g. serving meals in classrooms, increasing meal service access points, staggering cafeteria use).
2. Suspend use of share tables and self-service buffets for food and condiments.
3. Install physical barriers, such as sneeze guards and partitions, at point of sale and other areas where maintaining physical distance of 6 feet is difficult.
4. With an approved National School Lunch Program waiver, offer meal delivery for students quarantined or in a home-based cohort.

5. If providing meal service in classrooms, plan for cleaning and trash removal.
6. Staff develop a plan that ensures physical distancing among staff in their work environment to reduce spread of the virus that includes:
    a. Avoiding staff congregation in work environments, break rooms, staff rooms, and bathrooms.
    b. Avoiding grouping staff together for training or staff development. Consider conducting the training virtually or, if in-person, ensure distancing is maintained.
7. Adjust staff schedules (through negotiations) to accommodate new student schedules and physical distancing strategies.
8. In accordance with Cal/OSHA regulations and guidance, evaluate all workspaces to ensure that employees can maintain physical distancing to the extent possible.
    a. Where possible, rearrange workspaces to incorporate a minimum of 6 feet between employees and students.
    b. If physical distancing between workspaces or between employees and students and visitors is not possible, add physical barriers that cannot be moved to separate workspaces
9. Meals will be served at all 23 school sites.
10. Meals will be provided on a daily or weekly basis in alignment with State and USDA guidelines, and applicable waivers.
11. Students will be served individual and/or bulk meals using eligibility designations of Free.
12. Three food distribution plans have been developed to support multiple learning models.
13. Free and Reduced Lunch applications are available on-line and at school sites.

Offices

Limit adult and student visits to school offices for needs which cannot be accommodated through other means. When possible use telephone or virtual meetings. When in-person conversations are necessary, use outdoor spaces whenever possible.

1. Attendance Office
    a. Students who arrive late to school should be directed to report directly to their classrooms.
    b. Create systems to follow-up on un-cleared absences without calling the student to the school office.
    c. Consider having office staff visit students' classrooms when necessary.
    d. Other Offices Visits.
2. Develop systems to deliver routine items to students in class.
3. When brief contacts are needed, consider visiting students' classrooms.

Other Office and Waiting Areas

1. Layout office and waiting area seating to maintain physical distancing.
2. Post the modified capacity of each office and waiting area near the door to the office.
3. Develop systems to avoid using waiting areas when possible.
4. Place markings for standing outside when internal capacity is exceeded.
5. If necessary, add plexiglass barriers to maintain physical distancing
6. Adhere to California Department of Health Guidance (p. 8-9).
7. Refer to CDE Stronger Together Guidebook (p. 7).
8. SDCOE Reopening Guidance: Template Implementing Distancing, Section 15

Classroom Setting

1. Stable cohort of no more than 16 persons (14 students).
2. Students should remain with one group.
3. Train students in handwashing and face coverings/shields.
4. Create social stories about physical distancing and face coverings/shields.
5. Allow discussion about COVID-19 and student questions.

6. Check in with students regarding mental health status.

Staff

Administration, teachers, paraprofessionals, and related service providers.

1. Teachers and paraprofessionals should remain with the same cohort throughout the school day.
2. Staff should eat lunch with their cohort team or alone.
3. To the extent possible, adults should not move between cohorts.
4. Exceptions must be made for related service providers, but health checks must be performed prior to entry into classrooms.
5. Personal protective equipment (PPE) appropriate to the task should be worn.
    a. Face covering or face shield at all times.
    b. Gloves when contact with body fluid is possible.
    c. Face covering and face shield when it is not possible to remain 6 feet from the student you are working with.
6. Related service providers should not mix students from different cohorts for small therapy groups.
    a. Consistent sanitation practices/routines should be established. Equipment used.
    b. Students must be sanitized immediately before use by a student and or after use by a student.

Transportation

1. Families
    a. Communicate with families regarding expectations for transportation.
    b. Encourage parents to screen students for symptoms using criteria established by the local county public health officer early each morning.
    c. Notify the transportation department and school if the student will not be coming to school.
    d. To help reduce the demand for buses, consider offering mileage reimbursement for parents who are willing to transport their students.
2. Safe and secure transport of students
3. Provide home to school services to support Teaching and Learning
4. Bus loading per social distance guidelines
5. Developed health and safety screening processes
    a. Review SDCOE's guidance on symptom screening at bus stops for additional recommendations.
    b. When possible, schedule students who ride the same bus in the same classroom cohort.
6. School pick up and drop off
    a. Establish staging areas to pick up students from each cohort.
    b. Staff from each classroom cohort should meet children who are dropped off and accompany children to their bus or car during departure.
7. Provide a separate screening area for students with severe disabilities.
    a. Students arriving on buses will have been screened.
    b. Students arriving in cars will need to be screened.
    c. See SDCOE's guidance on screening for specific recommendations about this process.
    d. Screening can be conducted by classroom staff who meet the child at a designated drop off area.
    e. Parents should remain until screening is complete.
    f. Maintain physical distancing during arrival and departure.
    g. Keep cohort students and staff separate throughout the day.

In the table below describe the specific efforts your school is making to ensure that all individuals who enter your campus are maintaining social distancing in all areas of your campus and all parts of the school day including arrival and egress.

Ground markers will be placed in every outside location where lines may form, such as at the screening stations, bathrooms, or hand washing stations. Desks will be placed 6ft apart and outdoor eating spaces will have benches and other seating arrangements that maintain the 6 foot separation. Additional benches and tables have been purchased so students have more areas to sit and follow social distancing guidelines. Each cohort will have a separate pathways to move from class to class and directions will be one way decreasing student crossing. Each cohort will also have separate bathrooms (one student at a time). All cohorts will be supervised during lunch and nutrition breaks. Supervision by administration and campus assistants will be especially focused on arrival and egress where the tendency to relax protocols will be greatest.

Cleaning, Disinfection and Ventilation

Cleaning and Sanitization Practices

1. Cleaning and disinfection measures will ensure the physical spaces, equipment, and materials students and staff come into contact with remain safe.
2. Daily sanitizing will be implemented for high touch areas (doorknobs, handles, fixtures, etc.) with product approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list "N" and follow product instructions.
3. Restrooms will be monitored and cleaned more frequently throughout the day. Outside cleaning services will be contracted, as needed.
4. Train staff and students on proper handwashing techniques and PPE/EPG use, including the following:
    a. Scrub with soap for at least 20 seconds or use hand sanitizer if soap and water are not accessible. Staff and students should use paper towels (or single use cloth towels) to dry hands thoroughly.
    b. Wash hands when: arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using restroom; after blowing nose, coughing, and sneezing; and before and after eating and preparing foods.
5. Teach staff and students to:
    a. Use tissue to wipe the nose and cough and sneeze inside the tissue.
    b. Not touch the face or face covering.

Basic Cleaning

1. Clean and disinfect shared objects between uses—for ex., copiers, tables, countertops, computers/tablets, etc. Consider suspending or modifying use of site resources that necessitate sharing or touching items.
2. Limit use of shared equipment in favor of physical activities that require less contact with surfaces.
3. Trained custodial staff should clean and disinfect frequently-touched surfaces within school and on school buses at least daily and, as practicable, frequently throughout the day.
4. Frequently touched surfaces in the school include, but are not limited to:
    a. Door handle
    b. Light switches
    c. Sink handles
    d. Bathroom surface
    e. Tables
    f. Student Desks
    g. Chairs
    h. Copiers
    i. Computers/tablets
    j. Phone (individual)
    k. Musical instruments (wind instruments should not be shared)

Cleaning Supply Selection

1. When choosing cleaning products, use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list "N" and follow product instructions.
2. To reduce the risk of asthma related to disinfecting, programs should aim to select disinfectant products on list "N" with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid). See Recommended Custodial Products attachment.
    a. Avoid products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.

    b. Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. Provide employees training on manufacturer's directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
3. For products information reference SUHSD COVID Reference Folder – SANITIZATION

Cleaning Product Safe Storage and Use

Custodial staff with the responsibility of cleaning and disinfecting the school site must be equipped with proper protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions. See Recommended Custodial Products attachment, attend trainings, and/or contact Environmental Safety Services Department for questions or additional information.

1. All cleaning products must be kept out of student reach and stored in a space with restricted access.
    a. Read all labels and follow directions.
    b. Review to Material Safety Data Sheet (MSDS) with staff
2. Establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products. See Custodial Services/Restroom Cleaning Log Attachment.
3. Ensure safe and correct application of disinfectant and keep products away from students.
    a. Read all labels and follow directions.
    b. Review to Material Safety Data Sheet (MSDS) with staff
4. Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable. When cleaning, air out the space before students arrive; plan to do thorough cleaning when students are not present. If using air conditioning, where applicable, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.
5. If opening windows poses a safety or health risk (e.g., allowing pollen in or exacerbating asthma symptoms) to persons using the facility, consider alternatives.
6. Take steps to ensure that all water systems and features (for example, drinking fountains and decorative fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water.
    a. Flush building water systems into landscaped areas where possible.
    b. Contact Maintenance Department for assistance if needed.

Non Classroom Cleaning

Buses should be thoroughly cleaned and disinfected daily and after transporting any individual who is exhibiting symptoms of COVID-19. Drivers should be provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.

1. Adhere to California Department of Health Guidance
2. Reference, CDC Cleaning and Disinfecting Your Facility
3. SUHSD Sanitization Resources:
    a. Cleaning and Maintenance Log
    b. Custodial Service Cleaning Log
    c. Custodian Duties with COVID Process
    d. Deep Cleaning Checklist
    e. Recommended Custodial Products
    f. Vendor Supply Recommendation List

Limit Sharing of Equipment

Mats/Bean Bags, AAC Devices, Adaptive equipment, medical equipment, table/door, light switches, restrooms, and high-touch surfaces should be shared on a limited basis or cleaned thoroughly according to the guidelines below.

1. Provide 1:1 devices/equipment, if feasible.
2. Keep each child's belongings separated and in individually labeled storage containers, cubbies, or areas. Ensure belongings are taken home each day to be cleaned.
3. Limit use of shared equipment in favor of physical activities that require less contact with surfaces.
4. Trained custodial staff should clean and disinfect shared objects between uses—for ex., copiers, tables, countertops, computers/tablets, etc. Consider suspending or modifying use of site resources that necessitate sharing or touching items.
5. Document person responsible for sanitizing equipment and document with a sanitation log.
6. Frequently touched surfaces in the school include, but are not limited to:
    a. Door handle
    b. Light switches
    c. Sink handles
    d. Bathroom surface
    e. Tables
    f. Student Desks
    g. Chairs
    h. Copiers
    i. Computers/tablets
    j. Phone
    k. Pens/pencils
    l. Musical instruments (wind instruments should not be shared)
7. Develop a protocol for individuals to clean restroom surfaces after use.

Ventilation

1. NeedlePoint Bi-Polar Ionization iWave Air Purifiers are being installed on all Heating Ventilation Air Conditioning (HVAC) units throughout the district.
2. HVAC economizers on HVAC units are being set to increase exchange rates, allowing for increased fresh air.
3. Air filters are being replaced at regular intervals.

In the table below describe the specific efforts your school is making to maintain systematic and thorough cleaning routines that support a healthy learning and work environment. Include the frequency of evaluations of your routines and any checklist or documents that are not included in this plan.

NeedlePoint Bi-Polar Ionizers have been installed in all HVAC units at Chula Vista High School. Our custodial staff fogs every work area to sanitize it on a nightly basis. Ionizers are turned on a half hour before school begins and every hour thereafter. Windows will be left open allowing for cross ventilation wherever possible. Cleaning and disinfectant wipes have been purchased to use in all facilities.

Training and Communication

A critical component of our reopening plan is that information be communicated to all stakeholders in an effective and efficient manner.

External Communication

All information about reopening will be posted on the Sweetwater Union High School District website – www.sweetwaterschools.org – as well as on each school website. Communications will also include a continued series of emails to staff and families from both the district, as well as each school site and district department, with any and all relevant information regarding our plan. Social media is also a critical component of our ongoing communications and messages will continue to be shared across several platforms including, Facebook, Twitter, Instagram, and YouTube. Finally, this will include working with local media partners to present information to the general public whenever possible. In addition, the Sweetwater District will work with a variety of stakeholders to ensure that the message is being disseminated throughout the community. This will take shape through a series of community conversations and online forums. Schedules for these events will be made available in the coming weeks. As adjustments are made to the plan, the district will share information through the described avenues.

Internal Communication

Internal Communication will be disseminated through emails and maintained in a central Google Folder rep;ository for all staff to locate the most up-to-date information related to school opening and the applicable protocols and procedures.

Training

Train all staff and provide educational materials to families in the following safety actions:

1. Enhanced sanitation practices
2. Physical distancing guidelines and their importance
3. Proper use, removal, and washing of face coverings
4. Screening practices
5. How COVID-19 is spread
6. COVID-19 specific symptom identification
7. Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
8. For workers, COVID-19 specific symptom identification and when to seek medical attention
9. The employer's plan and procedures to follow when children or adults become sick at school.
10. The employer's plan and procedures to protect workers from COVID-19 illness.

In the table below describe the specific efforts your school is making to communicate and train your students, staff, and family on the various safety protocols and procedures to ensure understanding of the proper steps and adherence to each and every guideline to protect the health and safety of your school community.

The site administration will hold routine training for staff responsible for clearing and all staff who are responsible for following the protocols of face masks, hand washing, and social distancing. Whenever breaches to protocols are discovered, the site administration will investigate the cause of the breach and adapt their plans to mitigate future problems.

Screening Protocols

Screening Procedures

1. All persons entering district/school facilities are required to submit to symptom screening.
    a. Identify an administrator or designee as the site official responsible for supervising screening operations.
    b. Secure entrances to the campus to prevent entry before screening begins.
    c. If multiple screening stations are used to expedite student screening, consider organizing by student alpha or similar.

2. Screening shall consist of:
    a. A series of questions to determine if the person experienced any symptoms associated with COVID-19 (update questions based on guidance from local public health). In an effort to minimize touched surfaces and time savings, these questions may be presented on a highly visible poster in multiple languages, and the person being screened may be asked if any apply (update on guidance from local public health).
        i. Do you have a new cough, nasal congestion, or runny nose?
        ii. Are you experiencing shortness of breath or difficulty breathing?
        iii. Are you having new muscle pain or fatigue?
        iv. Do you have a headache (that is not normal for you)?
        v. Do you have a sore throat?
        vi. Are you experiencing a new loss of taste or smell?
        vii. Are you experiencing nausea, vomiting, abdominal pain, or diarrhea?
        viii. Do you have a new rash?
        ix. Have you been exposed to anyone who has been tested positive for COVID-19 in the last 2 weeks?
    b. Temperature check for fever over 100 F (update on guidance from local public health).

3. Require all persons entering school or district facilities:
    a. Wear a face covering (refer to district protocol for Protective Equipment for details on face coverings and face shields).
    b. Apply hand sanitizer.

4. Maintain physical distancing in the screening process.
    a. Provide ample training, signage and supervision to ensure all protocols are followed.
    b. If necessary, schedule arrival times to limit the number of people waiting for screening.
    c. Post “stand here” signs or markers on the ground at 6-foot intervals.
    d. Position the waiting area to allow people who are not waiting to maintain physical health distancing when walking past those who are waiting.
    e. If necessary, use multiple entry/screening points to allow more people to enter campus while maintaining physical distancing.

5. Minimize opportunities for mixing
    a. Create systems that minimize the need for individuals to enter more rooms than are necessary
        i. To avoid having all employees visit the office, develop systems to deliver mail, supplies, and copy orders to classrooms.
        ii. For students, use create a “soft-start” arrival period in classrooms to avoid pooling students in common use areas like playgrounds and cafeterias.

6. Managed Release of Students: The site should develop strategies to manage the release of students by time and location to mitigate the potential for students to gather and/or complicate the ability to maintain social distancing as students move off campus. The site should develop a supervision strategy to help guide this process

Screening Equipment and Supplies

1. Employees who use a thermometer for temperature checks will be unable to maintain physical distancing. Appropriate personal protective equipment for this role includes: N-95 mask, face shield, and disposable gloves.
    a. Care should be taken to not touch others during screening.
    b. If the screener inadvertently touches a person they are screening, they should change gloves or use hand sanitizer on the gloves before screening the next person.
2. Each screening station should also be equipped with:
    a. Two "no-touch" thermal scan thermometers, one of which will be kept in reserve in case the other malfunctions
    b. Extra disposable gloves for the person using the thermometer
    c. Hand sanitizer for people being screened and screeners.
    d. Open top trash can.
    e. Disposable masks for students who did not bring a face covering with them.

Screening Procedures for Most Employees

1. Define the process that will be used to screen employees scheduled to arrive before school hours.
    a. Identify the position(s) that will be responsible for conducting screening.
    b. Identify the times and location(s) that will be used for employee screening.
    c. Estimate the amount of time that will be needed for screening.
2. Define the process that will be used to screen employees scheduled to arrive during school hours.
    a. Identify the position(s) that will be responsible for conducting screening.
    b. Identify the times and location(s) that will be used for screening.
    c. Estimate the amount of time that will be needed for screening.
3. Define the process that will be used to screen custodial crew members who work in the evening.
    a. Identify the position(s) that will be responsible for conducting screening.
    b. Identify the times and location(s) that will be used for screening.
    c. Estimate the amount of time that will be needed for screening.

Other Special Non-student Screening Categories:

1. Law Enforcement: when law enforcement wish to come onto campus for non-emergent and non-urgent matters, request they follow the visitor screening protocol.
2. Before-School Program Staff: Create the procedures that allow members of this team to screen each other.
3. After-School Program Staff: Create the procedures that will be used to screen contracted after-school programs staff.
4. Walk-On Coaches and Performing Arts Staff: Create the procedures that will be used to screen walk-on coaches and performing arts program staff.

Screening Procedures for Students

- Require that students submit to symptom screening as described below.
- Prohibit students from arriving at the campus before their scheduled arrival times.
- Secure the campus to prevent student entry prior to screening.
- Students who must arrive early should be required to enroll in the before-school program.

1. Determine what staff positions will be assigned to screen students.
    a. Each screening location will require at least three employees to screen and supervise waiting students.
        i. Screener: ask questions from the poster, or have the student being screened read list.
        ii. Temperature checker:
        iii. Line supervisor:
        iv. Escort: (optional) consider having a staff member escort small groups of students to class or to monitor students walking to classrooms.
    b. Determine how you will cover the absences of screeners.

2. Use multiple entry/screening points to reduce the amount of time needed to screen students prior to entry.
    a. One minute per student: Use the planning assumption that it may require one minute to screen each student. This considers delays caused by positive temperature and/or questionnaire screenings. Plan accordingly to accommodate the number of arrivals.
    b. Training: Train and drill with adult role players in advance to practice screening procedures, to include positive responses to temp and/or questionnaire screening.
    c. Radios: Consider how radios will be used to communicate with the main office and other screening stations under various operating conditions. Consider use of a dedicated channel. Consider confidentiality requirements.
3. Eliminate common use areas
    a. Do not allow students to congregate in waiting areas like the playground or cafeteria while waiting for class to begin.
    b. Create "soft start" periods in the first class of the day to allow students to arrive over time.

Student Exclusion from School Due to Screening

1. Encourage parents to evaluate their children using the screening criteria before bringing them to school. Students should be excluded from school if they have:
    a. A fever greater than 100 F (or use another threshold-based guidance from local public health).
    b. Any of the symptoms associated with COVID-19.
    c. Been directly exposed to someone who has tested positive for COVID-19, until they have completed 14-days in self-isolation without experiencing symptoms.
    d. For individuals who have tested positive for COVID-19 or had symptoms but were never formally tested, please refer to the CDC's guidance on when it's safe to discontinue isolation, or locally-determined criteria made in consultation with public health officials.
    e. Consider including a procedure to reassess a decision to exclude a student from school.
2. When a Parent/Guardian is Present
    a. Notify the nurse.
    b. Document the reason for the exclusion.
    c. Provide documentation to the attendance clerk.
    d. Provide a handout with recommendations for the parent.
        i. Home Quarantine Guidance for Coronavirus Disease 2019 (COVID-19) Close Contacts
3. When a Parent is Not Present Determine the process that will be used to collect children with symptoms from screening locations to bring them to the health office or another area for students with COVID-19 symptoms
    a. Students must be escorted to the nurse's office. Do not send them on their own.
        i. Ensure the student is wearing a face covering.
        ii. If the student has difficulty breathing or is unwilling to wear a face covering, provide a face shield to be worn in place of the face covering.
    b. Isolate the student in an area away from students and employees.
        i. Maintain physical distancing between all students.
        ii. Do not assume all with COVID-19 symptoms have COVID-19. Some or all may not.
        iii. Monitor the student until they are released to their parent.
    c. If possible, arrange to have the parent pick the student up in the school parking lot or other outdoor location.
        i. An adult must escort the student to when this option is used.
    d. Provide a handout with recommendations for the parent.
        i. Home Quarantine Guidance for Coronavirus Disease 2019 (COVID-19) Close Contacts
4. Follow-up: Consider having a school nurse, health clerk, or other employee follow-up by phone.
    a. Provide a call script with questions to ask and recommendations for the parent
    b. Record data from the call for follow-up

i. Have symptoms persisted or resolved?
ii. Are there new symptoms?
iii. Does the parent plan to contact their physician?
iv. Does anyone else in the house have symptoms?

c. Request that the parent let the school know if the student or anyone in the house tests positive for COVID-19.

In the table below describe the specific efforts your school is making to properly administer screening procedures including persons responsible for each role and their backups.

We have assigned staff to be responsible for the screening and temperature checks and have a primary and secondary location depending on the volume of students that return to school. An Assistant Principal and school nurse will be responsible for responding to all issues of symptomatic or COVID-19 exposure and follow the guidance provided by the District, following the County health department guidelines.

Response to COVID-19 Cases

These protocols will be reviewed and revised based on updates from San Diego County Emergency Operations Center (EOC), Department of Health and Human Services (HHS), and San Diego County Office of Education (SDCOE), as definitions and responses are subject to change. All required and recommended notifications are to be accomplished with district support and/or coordination.

1. Encourage employees to evaluate themselves using the screening criteria before coming to work. Employees should exclude themselves from work if they have:
    a. A fever greater than 100 F (or use another threshold-based guidance from local public health).
    b. Any of the symptoms associated with COVID-19
    c. Been directly exposed to someone who has tested positive for COVID-19, until they have completed 14-days in self-isolation without experiencing symptoms
    d. For individuals who have tested positive for COVID-19 or had symptoms but were never formally tested, please refer to the CDC's guidance on when it's safe to discontinue isolation, or locally-determined criteria made in consultation with public health officials.
2. Exclude employees from work during screening if any of the items listed in the previous item are determined to be true during screening.
3. Consider including a procedure to re-assess a decision to exclude an employee from work.

The school's COVID-19 Liaison for contact with Public Health Services is:
DiAnne Cabe, Assistant Principal, (619) 476-3352

Reporting cases of COVID-19 positive tests and close contacts (within 6' for cumulative 15 minutes within a 24 hour period): The Principal/director/designee will report close contacts and C-19+ tests, and other situations that may be close to those scenarios via text to the SUHSD internal C-19 coordinator, the external C-19 liaison, Asst. Supt, Director of Research and Evaluation, and as applicable: HR, Student Support Services, Facilities and Operations, and Labor Relations. Then, the Principal/director/designee will send a follow-up email with further details to the SUSHD internal coordinator, cc'ing the others on text alert. Then, the SUHSD internal coordinator will work with the Principal/director/designee to ensure proper actions are taken, as well as coordinating with Risk Management as appropriate. Once adequate information is gathered and confirmed, the SUHSD external liaison will notify the County of San Diego Epidemiology department as stated below.

Addressing Symptoms and/or Potential Exposure to COVID-19 throughout the Day

These procedures are intended to limit the spread of the virus on school campuses by both checking for possible virus symptoms and exposure and by reducing the number of people on campus where possible. If COVID-19-Like-Symptoms Develop During the Day:

Scenario	Action	Communication	Return to School/Work
Symptomatic Student, Staff Member, or Visitor A student, staff member, or visitor either exhibits COVID-19 (C-19) symptoms, answers yes to a symptom screening question, or has a temp greater than 100.0. NOTE: Disregard a symptom if school personnel are already aware of a chronic, pre-existing condition that causes that symptom, and the nature of the symptom [e.g., duration, intensity] is consistent with what school personnel and parent are familiar.	Have the symptomatic individual wear a face cover if tolerated. • Isolate the individual until sent home. • Attending health staff should wear appropriate personal protective equipment (PPE). • Instruct person to isolate at home and to contact their healthcare provider for further instructions. • Do not exclude others based on close contact with this individual unless the individual is identified as C-19+ (see Scenario 3).	Provide self-isolation instructions to symptomatic student/staff member. • Notification of the cohort/school/district is not necessary.	The individual may return based on one of the following: • 10 days from the day symptom(s) first appeared, AND improved symptoms and no fever (or fever reducing meds) for the last 24 hours. • With proof of negative PCR COVID viral test, may return after 3 days if all symptoms are fully resolved; or after 10 days from the day symptom(s) first appeared, AND improved symptoms and no fever (or fever reducing meds) for the last 24 hours. • A signed note from a licensed MD, DO, NP, or PA (who manages that condition) must: confirm the chronic diagnosis (i.e., cites labs, date-of record when diagnosed); include provider's contact information; explain how symptoms are unrelated to COVID-19; and be accompanied by signed consent for school to interact with MD, DO, NP, or PA.

Scenario	Action	Communication	Return to School/Work
Close Contact with a COVID-19 Positive (C-19+) A student, staff member, or visitor lives with or has had close contact with a person who has: • Tested positive for COVID-19, OR • Been advised by their doctor that they are presumed to have COVID-19 and will not be tested or tested negative.	• Keep the close contacts at home to quarantine. • Instruct to contact their healthcare provider for further instructions. • Do not exclude others based on close contact with this individual unless the individual is identified as C-19+ (see Scenario 3). • HR confirms with Janea/Site that sanitization occurs.	• Site Leader/Director alerts HR (Anna Pedroza and/or Milena Aubry), John Czajkowski, Janea Quirk, Asst Supt. and Scott Hendries via text. If student case, add Sonia Picos. • Follow-up with details to same group via email (e.g. name, DOB, contact phone, last date on campus, contacts). • Provide quarantine instructions to student/staff member who had close contact with C-19+ / presumed C-19+. • Consider notification of school of a potential C-19+. • HR informs Risk Management and confirms FFCRA forms are completed as appropriate. • • John Czajkowski notifies County of San Diego Epidemiology	• May return after 14 days from the last date of close contact if symptoms do not develop during this timeframe. • If symptoms develop, delay return until the person is 10 days past the onset of symptom(s) and has not had a fever (without fever-reducing meds) during the 24 hours prior to return. • IMPORTANT: A student or staff member must continue quarantine if in contact with C-19+ household member, until 14 days after last close contact with the individual while they were in an infectious state.
C-19+ Student, Staff Member, or Visitor A student, staff member or visitor has: • Tested positive for COVID-19, • OR been advised by their doctor (licensed MD, DO, NP, or PA) or public health official that they are presumed to have COVID-19 (regardless of test results).	• Ask parent or staff member to provide information on C-19 status to the school/department. If the individual is presumed C-19+, ask the medical provider to provide a note indicating C-19 is probable. • Identify and notify students and staff who had close contact.	• Site Leader/Director alerts HR (Anna Pedroza and/or Milena Aubry), John Czajkowski, Janea Quirk, Asst Supt. and Scott Hendries via text. If student, add Sonia Picos. • Follow-up with details to same group via email (e.g. name, DOB, contact phone, last	• If the person has tested C-19+ and has not developed symptoms they may return 10 days after the date on which they first tested positive. • If symptoms develop, delay return until the person is 10 days past the onset of symptom(s) and has not had a fever (without fever-reducing

Scenario	Action	Communication	Return to School/Work
	• •Keep close contacts home to quarantine and instruct to contact health care provider for further instructions. • HR confirms with Janea/Site that sanitization occurs.	date on campus, contacts). • Notify students and staff who had close contact by phone and with close contact with C-19+ letter and provide quarantine instructions. • Notify the same group (class, bus, sports team) or entire school community as appropriate with a letter about the positive case of C-19. • HR informs Risk Management and confirms FFCRA forms are completed as appropriate. • John Czajkowski notifies County of San Diego Epidemiology • • Risk Management notifies OSHA as appropriate.	meds) during the 24 hours prior to return.

Employees and Adult Visitors

1. Ensure that the employee/adult wears a face covering.
2. Send the employee/adult home immediately.
3. If the employee/adult was assigned to a classroom, consider moving the class to another room.
4. Disinfect the workspace/classroom used by the employee/adult.

Students

1. Ensure the student is wearing a face covering and place the student in the Health office, or designate a COVID-19 patient area, with as much room around them as possible.
2. If possible, use separate areas for students with COVID-19 symptoms and for students with non-COVID symptoms.
3. Contact parents to request their student be picked up.

Follow-up (for both employee/adult and students)
Consider having a school nurse, health clerk, or other employee follow-up by phone.

1. Provide a call script with questions to ask and recommendations for the employee/adult/parent.
2. Record data from the call for follow-up.
    a. Have symptoms persisted or resolved? Are there new symptoms?
    b. Does the employee/parent plan to contact their physician?
    c. Does anyone else in the house have symptoms?
3. Request that the employee/adult/parent let the school know if the student or anyone in the house tests positive for COVID-19.

In the table below describe the specific efforts your school is making to monitor, investigate, communicate, and revise as needed your plan for responding to any COVID-19 related symptoms or cases.

We report cases to our District COVID-19 liaison and follow up each case with and administration team meeting to ascertain whether any of our protocols were not followed or require revision. The administration sends out close contact letters/positive cases letters. Our School Nurse follows up with phone calls along with the administration team and designated staff members.

Maintain Healthy Operations

Each school has a plan to:

a. Monitor staff absenteeism and have a list of back up staff available
b. Monitor the symptoms and illnesses of staff and students to isolate promptly as needed.
c. Establish the COVID-19 liaison who is responsible for coordinating the documentation and tracking of possible exposures in order to notify the district COVID-19 liaison, staff and families in a prompt and responsible manner.
d. Maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.
e. Support students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing options such as virtual learning or independent study.

In the table below describe the specific and unique efforts your school is making to maintain healthy operations.

We are committed to helping teachers and staff adapt to a "new normal" in terms of opening our schools, so we can help our students do the same by following the protocols below: The following protocols have been in place during our successful small group instruction and will continue to be implemented for all in-person instruction. 1. COVID-19 Screening procedures have been instituted for all individuals who come on site. 2. We have maintained 6 feet distancing in the physical placement of students in classrooms (primarily outdoors) 3. Face masks are required at all times by students and staff. 4. Outside areas are available and all rooms that are utilized include ionizers which dramatically decrease airborne transmission of viruses including COVID-19. 5. Cleaning protocols have been instituted for all surfaces and areas that are in use.

Considerations for Partial or Total Closures

All final decisions about when and how to reopen schools—as well as decisions about any future closures—will continue to be informed by the most recent local health data in partnership with the San Diego County Emergency Operations Center (EOC), Department of Health and Human Services (HHS), and San Diego County Office of Education (SDCOE). The district is in direct communication with SDCOE and HHSA K-12 Sector. Additionally, the district monitors the local situation data on a daily basis and briefs Cabinet and the COVID-19 Work Group throughout the week.

Ongoing Monitoring Practices

The district will monitor all official state and local guidance and COVID-19 surveillance information to maintain an accurate and up-to-date risk assessment. District officials will attend County of San Diego Emergency Operations Center briefings. District officials will also track data specific to zip codes both within and surrounding the local SUHSD communities.

Preparing for Future School Closures

Health conditions are constantly changing during the pandemic. These changes in public health data necessitate quick adjustments to SUHSD's instructional and operational approaches. We may need to close school buildings, with very short notice. The district will do everything possible to make these transitions as smooth as possible while providing updated information through timely communication. Our model would transition from in-person to the distance learning model similar to the one implemented for the beginning of the 2020-2021 school year.

Per the routine notification and coordination protocol referenced above in the General Measures section, the district will coordinate and consult with county health officials when it appears the criteria for a potential outbreak are possible in order to ensure the most appropriate response is taken.

Additional Considerations for Reopening

As the district prepares for reopening schools, we recognize additional considerations must be addressed to ensure students, families, and staff are well supported in the upcoming transitions.