

School Reopening Plan

Hart-Ransom Union School District

November 2020

Reopening Dates and Times

The Hart-Ransom Union School District will reopen its school campuses for students to return starting Monday, November 2, 2020.

Hart-Ransom Elementary School

The elementary school will phase in the return of students by grade levels over the course of several days during the week of November 2-6. Please refer to the elementary school reopening schedule for detailed information about the specific return dates and times for the different grade levels.

Hart-Ransom Academic Charter School

The charter school will reopen its campus to students in accordance with its schedule of classes and activities on campus. Please refer to information provided by the charter school for detailed information about the specific return dates and times for the different classes and activities restarting on campus.

Cohorting: How students will be kept in stable groups with fixed membership that stay together for activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

While on the school campus, students will remain in grade-level cohorts during instruction, lunch, and recess. Contact between students from different grade level cohorts will be avoided. During regular classroom instruction, students are inherently organized by grade level. Recess and lunch times will be organized so that only one grade level of students at a time will be in the cafeteria, gymnasium, or in an assigned zone on the playground. Breakfast will be served in the cafeteria before school for grades 7-8, and in the classrooms at the beginning of the day for grades TK-6. Students who are eating will be approximately six feet apart from one another.

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

Custodial staff will routinely clean high touch surfaces in common areas on campus during the day. Classrooms will be cleaned and sanitized nightly in accordance with guidance from health officials. Electrostatic sprayers will be used to additionally sanitize classrooms and common office spaces nightly. EPA approved antivirus cleaning and disinfecting products will be used. Classroom buildings and offices will be equipped with hand sanitizer, tissues, disinfectant spray, paper towels, sinks, and antibacterial soap. High touch restroom surfaces will be routinely sanitized during the day, and restrooms will be thoroughly cleaned nightly. Desktops will be sanitized at the beginning of each departmentalized class period. School supplies and individual technology devices will not be routinely shared by students. In the event that these items must be used by more than one student, that item will be sanitized prior to use by the next student. Drinking fountains will be turned off. Students and staff should bring water bottles, which may be filled at classroom sinks. Hand sanitizer will be provided for students on school buses. Outdoor play structures will be electrostatically sanitized daily when in use, and school buses will be electrostatically sanitized after each bus run.

Face Coverings and Other Protective Gear: How CDPH's face covering requirements will be satisfied and enforced.

Students in all grade levels will wear face coverings while indoors, on the school bus, and at any time that appropriate physical distancing from others cannot be maintained. Students may remove face coverings for meals, snacks, and outdoor recreation, including outdoor physical education activities and outdoor recess, as long as appropriate physical distancing is maintained. Each student must keep their own face covering in their possession at all times while on campus. In compliance with CDPH requirements, students who refuse to wear a face covering when required to do so on campus and/or on a school bus will be excluded from the school campus and/or the school bus, as appropriate. In compliance with CDPH guidelines, an exemption is available for a student who has medically diagnosed difficulty breathing or who is unable to remove the face covering without assistance, in which case a face shield may be a suitable alternative. The requirement for students in grades TK-2 to wear face coverings at school will be reevaluated as public health conditions continue to improve. Students should bring their own cloth face coverings from home. If a student is unable to bring a cloth face covering from home, a face covering will be provided.

All employees will wear face coverings while in close proximity to others on campus. Employees are not required to wear face coverings when alone outside or while working alone in their assigned work location(s). Teachers will wear face coverings while teaching students, and bus drivers will wear face coverings when driving school buses. A face shield may be utilized in addition to a cloth face covering at the discretion of the employee. A face shield may be substituted for a cloth face coverings when instructionally necessary or in other circumstances in which it is not practicable to wear a cloth face covering. Sneeze guards have been installed at points of public interaction in office spaces and have been also provided in all classrooms and for individual staff members as appropriate. In compliance with CDPH guidelines, an exemption is available for an employee who has medically diagnosed difficulty breathing or who is unable to remove the face covering without assistance, in which case a face shield may be a suitable alternative.

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

In accordance with the Stanislaus County Public Health Department's guidelines for schools, students will maintain a physical distance of at least three (3) feet from one another to the greatest extent practicable when on the school campus. In the classrooms, student desks will be arranged to face the same direction, with at least three (3) feet of distancing between students. When sitting, standing in line, walking, and playing outdoors, students will be taught to maintain at least an arm's length or more from other students. Students should avoid physical contact between themselves and others on campus. To the greatest extent practicable, employees will maintain at least three (3) feet of distance from students in the classroom and outdoors, and at least six (6) feet from other adults on campus. Employees will avoid physical contact between themselves and others on campus.

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

Classroom buildings and office spaces are equipped with handwashing sinks, antibacterial soap, paper towels, and hand sanitizer dispensers. Exterior hand washing stations have been constructed in three locations on campus, for a total of twelve (12) additional hand washing sinks on campus, and these stations are equipped with antibacterial soap, paper towels, and trash receptacles. Touchless faucets have been installed throughout the campus, including the exterior hand washing stations. Students and staff will be taught to wash or sanitize their hands frequently throughout the day, and teachers will build

this practice into their daily classroom routines for students. Students will be required to wash their hands and/or use hand sanitizer prior to playing on a play structure. Students and staff will be taught to cough and/or sneeze into a bent elbow. Signage will be posted on campus reminding students and staff to implement proper hand washing and hygiene practices. Parents should teach their children to use healthy hand hygiene practices at home as well as at school, and students should wash their hands at home before leaving for school each day.

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to minimize or avoid close contact and/or mixing of cohorts.

Hart-Ransom Elementary School

The elementary school campus will be open to students at 7:45 a.m. Students may not be dropped off by parents at the elementary school campus prior to 7:45 a.m. When students arrive at school in the morning, they will wear face coverings and maintain appropriate distancing from others. Students will proceed from the vehicle to the nearest entrance gate, where they will be given hand sanitizer and have their temperature taken. Upon entering the campus, students will proceed to their assigned grade-level zone on the playground while maintaining appropriate distancing from others. When the early bell rings at 8:07 a.m. the students will be excused from the playground zones one grade level at a time to line up outside their classrooms while maintaining appropriate physical distancing from others and wearing face coverings. All classrooms have doors that open to the outside. During junior high passing periods, students will wear face coverings and move from one classroom to the next in a prescribed singular direction while maintaining appropriate distancing from others and avoiding close contact with students from another grade level. When a class or a grade-level grouping of students walks together on campus, the students will be supervised by an employee and will maintain appropriate physical distancing of at least an arm's length from one another. A restroom use log will be utilized when a student leaves the classroom to visit the restroom. A maximum capacity for each student restroom will be specified and posted. If a restroom is full, students will wait in line outside with proper physical distancing. A student must wear a face covering, maintain physical distancing, and utilize proper hand hygiene when visiting the restroom. At dismissal, students will wear face coverings and maintain appropriate physical distancing of at least an arm's length from one another when exiting the classroom and walking to the location where they will be picked up by parents or ride the bus. When waiting for parent pick-up, students will stand in sibling groups, wear face coverings, and safely maximize distancing from other students. Students who do not ride the bus must be picked up by parents no later than 2:55 p.m. and may not remain on campus after school.

Hart-Ransom Academic Charter School

The charter school campus will be open to students fifteen minutes before an on-site enrichment class begins. Students may not be dropped off by parents at the charter school prior to the enrichment class. Prior to their arrival on campus, students will be expected to complete a self-screening questionnaire. The students will provide the completed questionnaire to the teacher, and they will wear face coverings and maintain appropriate distancing from others. Students will proceed from the vehicle to the entrance gate, where they will be given hand sanitizer and have their temperature taken using a touchless, infrared thermometer. When a class or a grade-level grouping of students walks together on campus, the students will be supervised by an employee and will maintain appropriate physical distancing of at least an arm's length from one another. A restroom use log will be utilized when a student leaves the classroom to visit the restroom. A maximum capacity for each student restroom will be specified and posted. If a restroom is full, students will need to wait outside with proper physical distancing. A student must wear a face covering, maintain physical distancing, and utilize proper hand hygiene when visiting the restroom. At dismissal, students will wear face coverings and maintain appropriate physical distancing of at least an arm's length from one another when exiting the classroom and walking to the location where they will be picked up by parents. When waiting for parent pick-up, students will stand in sibling groups, wear face coverings, and safely maximize distancing from other students.

School Bus Transportation: What procedures will be implemented on school buses to maximize distancing, masks, and hand hygiene, and to minimize contact between students who are not siblings.

Students will wear face coverings and maintain appropriate physical distancing while at the bus stop and when riding the school bus. Parents should remain with their children at the bus stop until their child has successfully boarded the school bus. When boarding the school bus in the morning, each student will use hand sanitizer and have their temperature checked by the bus driver using a contactless infrared thermometer. In the event that a student has an elevated temperature of 100.4° or higher, the student will not be allowed to board the bus and will be sent home with the parent. Students will load the bus from the back to the front, and will unload from the front to the back, staying at least one arm's length from each other when in line. To the greatest extent possible, students will be seated together with siblings and apart from other students, keeping an empty seat in between. To the extent practicable and reasonable, windows on the buses will be kept open. In accordance with the law, students will wear seatbelts on buses that are so equipped. In compliance with CDPH requirements, students who refuse to wear a face covering on a school bus will be excluded from the school bus.

Eagle's Nest and 2:00 Care

The Eagle's Nest after school program will not be operating at this time, due to the inability to maintain grade-level cohort grouping in the program. This determination may be reconsidered in the future as public health conditions in Stanislaus County improve. It is the District's desire and intent to be able to reopen the Eagle's Nest after school program when it is deemed safe to do so.

The 2:00 Care program will be in operation, and students will be kept in grade-level cohorts in separate areas for this program. The same health and safety protocols that are in effect on campus during the regular school day also apply to the 2:00 Care program.

Physical Education

Students will engage in physical education curricular activities on campus as directed by their teachers. During any physical education activity, students must be able to maintain six feet of social distancing, and need not wear face coverings. Balls or other equipment that may come into contact with student's hands or faces will not be shared between students unless thoroughly sanitized between uses.

Athletics

All athletic extracurricular activities will remain suspended until further notice. This determination may be reconsidered in the future as public health conditions in Stanislaus County improve and in accordance with guidance from public health officials.

Assemblies and Field Trips

Until further notice, no physical assemblies or field trips will take place. Virtual assemblies and field trips may be appropriate and acceptable.

Music

Band: Wind instruments may not be played on campus at this time. This restriction may be

reconsidered in the future as public health conditions in Stanislaus County improve. Percussion, stringed instruments, and other non-wind instruments may be played on campus. Shared instruments and equipment must be properly sanitized between uses. Online music tutoring via videoconference is allowable for all instruments.

Choir: Singing and similar choral music may not take place indoors. If practicable, singing may be done outdoors with physical distancing of six feet or more.

Classroom Music: Wind instruments may not be played, and singing may not take place in the classroom music program at this time. Percussion and other rhythm instruments may be played, and shared equipment must be properly sanitized between uses.

Volunteers and Visitors

Until further notice, there will be no volunteers or visitors on campus.

In the event that a person who is not an employee or a student has a legitimate and appropriate reason to be on campus, that person must obtain prior administrative authorization to be on the school campus for a specific purpose, in one or more specific location(s), and for a specific period of time. Prior to entering the school campus, the person must present photo identification, and will be screened and have their temperature taken, and will be disallowed if they pose a health threat to the students and/or staff on campus. While on campus, the person must follow all established health and safety procedures and guidelines, including six feet of physical distancing from others, face covering, and proper hand hygiene.

Distance Learning Requests

Parents or guardians of students with special circumstances may request that their child be allowed to continue in full time distance learning when the campus is reopened for in-person student attendance. A distance learning contract and request form is available at the school office. In order to be considered, a distance learning request for a student must be accompanied by a written medical recommendation for distance learning provided by a medical doctor, a physician's assistant, or a nurse practitioner. The distance learning request form is due at the school office by Tuesday, October 27, 2020 at 4:00 p.m. The required written medical recommendation for distance learning for the student must be received at the school office by Friday, October 30, 2020 at 4:00 p.m.

Distance learning after the school campus has been reopened will be a different experience in a variety of respects as compared to the distance learning that students have been experiencing since the beginning of this school year. While the school will do its best to provide an effective educational experience for students in distance learning moving forward, it must be understood that distance learning cannot be an equal replacement for on-campus instruction. It is the District's desire that all students be able to attend school on campus in order to have the most effective and beneficial educational experience.

Students who are approved to continue in full time distance learning will engage in a combination of scheduled synchronous real-time instruction and support, online learning resources, self-directed study, assignments, and assessments. If, during Trimester 1, a student has failed to attend synchronous real-time lessons as scheduled and/or failed to complete assignments and assessments as directed, or if the student has engaged in inappropriate behavior while participating in distance learning, that student's request for ongoing full-time distance learning may be denied.

Similarly, if a student is approved for full-time distance moving forward and subsequently fails to attend synchronous real-time lessons as scheduled and/or fails to complete assignments and assessments as directed, or if the student engages in inappropriate behavior while participating in distance learning, that student's approval for full-time distance learning may be revoked.

During the course of the school year, the parent or guardian of a student who is in full-time distance learning may request to move their child to the regular on-campus instructional program for the remainder of the school year. The school's decision regarding this request will be based on a variety of factors, including current public health data trends, programmatic dynamics in the school, the student's academic progress and attendance, and the student's behavioral patterns. Students will not be permitted to go back and forth between distance learning and in-person instruction.

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.

Each student must be screened by a parent for COVID-19 symptoms and temperature at home each day before leaving for school. The student must stay home from school if the student has a fever of 100.4° or higher, or has an abnormal or worsening cough, new or worsening shortness of breath or respiratory illness, sudden lack of taste or smell, abnormal fatigue or body aches, or sudden onset of unexplained gastrointestinal illness. When arriving at school, each student will be given hand sanitizer and have their temperature checked using a contactless infrared thermometer at the gate prior to entering the campus. Prior to the students entering the classrooms at the beginning of the day, each teacher will conduct a verbal screening of their students for COVID-19 symptoms and will check each student's temperature at the door using a contactless infrared thermometer.

Each employee will self-screen for COVID-19 symptoms and temperature at home each day before leaving for work. The employee must stay home from work if they have a fever of 100.4° or higher, or have an abnormal or worsening cough, new or worsening shortness of breath or respiratory illness, sudden lack of taste or smell, abnormal fatigue or body aches, or sudden onset of unexplained gastrointestinal illness. When arriving on campus, the employee will conduct an additional self-screening for COVID-19 symptoms and take their own temperature using an infrared thermometer. The employee will daily certify in writing that they are free of symptoms or an elevated temperature of 100.4° or higher, and make a record of close contact with others during the course of the day on campus. ("Close contact" is herein defined as being within 6 feet of another person for more than 15 minutes.)

In the event that a student evidences symptoms that are consistent with COVID-19 and/or an elevated temperature of 100.4° or higher while at school, that student will be immediately moved to a designated isolation area and will maintain maximized physical distancing and face covering. School staff will communicate with the student's parent/guardian, and the parent/guardian or designee must pick up the child from school right away.

In the event that an employee evidences symptoms that are consistent with COVID-19 and/or an elevated temperature of 100.4° or higher while at school, that employee will immediately notify their direct supervisor and leave the school campus, maintaining maximized physical distancing and face covering in the process.

In the event of a non-COVID-19 illness, an employee or a student with symptoms of illness, a fever, and/or does not feel well should stay home in accordance with normal procedures.

Any and all communication to staff, students, and/or parents regarding the illness of an employee or a student (whether COVID-19 or otherwise) will come from administration.

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 to the extent that this testing is required by the state.

The parent(s)/guardian(s) of a student who evidences symptoms that are consistent with COVID-19 and/or an elevated temperature of 100.4° or higher will be advised to promptly seek medical care for their child and to have their child tested for COVID-19. The parent(s)/guardian(s) will be directed to keep their child at home while waiting for test results and until the student is cleared to return to school.

An employee who evidences symptoms that are consistent with COVID-19 and/or an elevated temperature of 100.4° or higher will be advised to promptly seek medical care and to be tested for COVID-19. The employee will be directed to remain at home while waiting for test results.

To the extent that it is required by the state, all employees will be routinely tested for COVID-19 on a bi-monthly basis, and the test results will be provided to the district and kept on file. In the event that an employee tests positive, that employee will remain at home until cleared to return to school. Testing may be done by county-funded testing sites, employees' own health care providers, or other authorized sources of testing that become available. The district will not reimburse an employee for the cost of testing unless it has issued prior specific authorization for reimbursement to that employee for testing.

Return to School Following Illness

In accordance with guidance from the [CDC](#), an employee or a student who believes or knows (confirmed case) they had COVID-19 and had symptoms may return to school after:

- At least 10 days since symptoms first appeared and
- At least 24 hours with no fever (without fever-reducing medication) and
- Other symptoms of COVID-19 are improving
(*Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation*)

In accordance with guidance from the [CDC](#), an employee or a student who tested positive for COVID-19 but had, and continues to have no symptoms (and continues to have no symptoms) may return to school after:

- 10 days have passed since the date of the positive test

In the event of a non-COVID-19 illness, in accordance with normal procedures an employee or a student may return to school after:

- At least 24 hours with no fever (without fever-reducing medication) and
- At least 24 hours since starting antibiotics (if prescribed by a doctor)

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Designation of 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 to coordinate with the local health department regarding COVID-19.

In the event of a confirmed case of COVID-19 on campus, the Stanislaus County Public Health department will be notified immediately. The District will work with Stanislaus County Public Health using syndromic surveillance for COVID-19 case reporting and tracking. In coordination with Stanislaus County Public Health, the District will follow the CDPH guidelines for case investigation and contact tracing. (cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Workplace-Outbreak-Employer-Guidance.aspx)

The superintendent or designee will oversee the direct steps of a school site response to a confirmed case of the virus. The following will take place:

- High Risk: For high risk confirmed or presumed COVID-19 cases, the superintendent/designee and/or the principal/supervisor will:
 - Communicate with each other to determine who will be the primary contact.
 - Complete the questionnaire in COVID-19 Response Investigation Form with the employee or student. The questions asked are:
 - Date of COVID-19 test?
 - When did the symptoms begin?
 - Were you in close personal contact with anyone? If yes, was that person a co-worker, a student, or someone else?
 - During the 48-hours prior to the start of your symptoms, or date of COVID-19 test, where did you go on campus and what equipment did you use?
 - Have you been self-isolating?
 - Have you been practicing frequent hand-hygiene while on campus?
 - Have you been practicing physical distancing?
 - While on campus, with whom have you spent prolonged time within an indoor/enclosed area, with less than 6 feet of physical distancing?
 - Where, specifically, did these prolonged interactions occur?
 - When, specifically, did these prolonged interactions occur?
 - Use the completed questionnaire to determine the identities of individuals with whom the infected person may have come into close personal contact within 48 hours prior to the onset of symptoms or a positive COVID-19 test.
 - Use the completed questionnaire to identify the specific area(s), tools, equipment, vehicle, office space, keyboard, and/or workstation used by the employee or student. (This will include possible “high-touch” contact surfaces such as doorknobs, handles, desks, bathrooms, breakrooms, chairs, etc.)
 - Close off and/or isolate all affected areas, rooms, tools, equipment, etc.
 - Inform, or cause to be informed, the MOT director and the custodial staff to ensure that the affected areas are appropriately disinfected.
 - Notify and send home any employee(s) and/or student(s) who were in close personal contact with the infected person for a 14-day self-quarantine and communicate the following:
 - Before the employee/student returns to the campus, they must be symptom free for the 14-days since their last contact with the infected person. It is recommended that the employee/student be tested on day 5 or 6 from the first day of exposure, and again on day 14. This testing does not shorten the quarantine period.
 - Monitor closed-off area(s) to prevent further exposure and provide access for custodial staff for disinfection procedures, and resume normal operations when the disinfection process is complete.
- Medium Risk: For medium risk situations (i.e., employee(s) and/or student(s) who have had close personal contact with someone with a confirmed COVID-19 case or who have symptoms consistent with COVID-19), the superintendent/designee and/or the principal/supervisor will:
 - Communicate with each other to determine who will be the primary contact.
 - Complete the questionnaire in COVID-19 Response Investigation Form with the employee/student.
 - Use the completed questionnaire to identify individuals the employee/student may have come into CPC contact with during their workday/activities.
 - Use the completed questionnaire to determine the identities of individuals with whom

<p>the employee/student may have come into close personal contact during their recent daily activities.</p> <ul style="list-style-type: none"> ○ If the employee/student tests positive for COVID-19 and/or exhibits symptoms consistent with COVID-19, refer to the applicable high-risk procedures listed above.
<p>Exposure to COVID-19 at Home: What happens if a student or an employee is exposed to a positive case of COVID-19 in their home?</p>
<p>In the event that a student or an employee has a household member that tests positive for COVID-19, the student or employee will be required to quarantine at home for 14 days before returning to the school campus.</p>
<p>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.</p>
<p>In coordination with the Stanislaus County Public Health Officer, the District will use the school and/or district website, email, text messaging, and phone messaging to immediately communicate to affected persons regarding potential virus exposures. Such communication will be consistent with legal counsel guidance, as will comply with the requirements of the Family Educational Rights and Privacy Act (FERPA), 34 CFR § 99.3, and the Health Insurance Portability and Accountability Act (HIPAA).</p>
<p>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.</p>
<p>In consultation with the Stanislaus County Public Health department, the District will follow current guidance from public health regarding when to close one or more individual classrooms, certain grade level(s), an entire school, and/or the entire district to on-campus instruction, and to temporarily transition to distance learning for the affected groups.</p>
<p>Staff Training and Family Education: How staff will be trained, and families will be educated, on the application and enforcement of the plan.</p>
<p>Employees will be trained in the application and enforcement of this plan through staff meetings, training sessions, meetings with administrators and supervisors, and emails, as well as other electronic means of communication. Families will be educated regarding this plan through newsletters, emails, text messages, phone messages, and website postings. Students will be taught about this plan by the teachers and administrators using lessons, videos, written materials, and posted signs on campus.</p>
<p>Updates and Modifications to the Reopening Plan</p>
<p>A changing environment can warrant changes to a plan. As local public health conditions and other factors progress, the elements of this plan will be reevaluated and updated or modified as appropriate.</p>