

Date: 1/21/2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Chicago Park Elementary School District

Number of schools:

2

Enrollment:

155

Superintendent (or equivalent) Name:

Katie Kohler

Address:

15725 MT OLIVE RD

Phone Number:

5303462153

City

Grass Valley

Email:

katiek@chicagoparkschool.org

Date of proposed reopening:

8/17/2020

County:

Nevada

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Elementary

Grade Level (check all that apply)

TK

2nd

5th

8th

11th

K

3rd

6th

9th

12th

1st

4th

7th

10^t

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

X I, Katie Kohler, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Nevada County Public Health

X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Each planned group stable will consist of the grade level and teacher, with the exception of the sixth through eighth grade will consist of the three classes since the three teachers move between groups. Size of groups range from 11 to 16 based on students enrolled in grade level.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

Each planned group stable will consist of the grade level and teacher, with the exception of the sixth through eighth grade will consist of the three classes since the three teachers move between groups. Size of groups range from 11 to 16 based on students enrolled in grade level.

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

Grades six through eight are departmentalized. Teaching staff (three teachers) move between the three classes.

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

Electives are completed via Zoom after in-person instruction.

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

Staggered breaks
Staggered pick up times
One directional traffic

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

Face coverings must be worn at all times while on campus

- X **Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Covid-19 screening form must be completed with temperature check daily to have access to classroom. Staff and students showing signs of Covid-19 are sent home immediately.

- X **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Hand-washing stations and hand sanitizer are assessable in each room of campus.

- X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Staff member has been designated and works closely with school nurse who is in direct contact with local health department to ensure all requirements are met.

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

Excess furniture has been removed in all room to ensure six feet of social distancing.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: feet

Minimum feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

6 feet is kept at all times.

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

Staff have received training in August 2020 prior to school starting. Staff and families are send copies of the plan and the plan has been posted on school website.

- X **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff are encouraged to get tested monthly, as well as, tested if exposure takes place. Staff are provided free testing through the State.

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

In each tier, staff are encouraged to get tested monthly during the work day. Staff were given a schedule at the beginning of the year with their day/week within each month.

Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Students are encouraged to get tested monthly through the State.

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

In each tier, students are encouraged to get tested monthly through the State.

Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

Reported to School Nurse that works directly with Nevada County Public Health.

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.

Superintendent will notify those affected with a general letter that was created by the Nevada County Public Health and the County School Nurses.

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

Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name:

Date:

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name:

Date:

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Nevada. County has certified and approved the CRP on this date: . If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)