

Blake School District

“A Community Working Together for the Children and Their Future”

Reopening Checklist Blake School District 2020-2021

Prevention Procedures:

1. **Daily Symptom Screening:** Staff and Students’ temperature will be taken upon arriving at school. Students will not be permitted to enter the classroom until their temperature has been taken. We ask that parents not leave their child at morning drop off until their child(ren) have had their temperatures taken and have been given the ok to enter the classroom. In the event that a student has a temperature of 100.4 degrees, they will be sent back to their parent’s car to sit for 5 minutes. If a second reading indicates 100.4 degrees or more, the student will be sent home. If the temperature is normal, they will be permitted to attend class. The district does not have school buses; no procedures will need to be in place for this.
2. **Isolating Procedures:** If a student shows symptoms while at school, they will be isolated in the Red School House with a teacher (in PPE) until their parents can pick them up. The student will be permitted back to school when they have a negative Covid result. If a staff member shows symptoms while at school, they will leave the school right away and a substitute will replace the teacher until the teacher is permitted to return. The teacher will be required to have a Covid-19 test done and have a negative result before returning to the school.
3. **Staff Policies:** The staff will wear proper masks and/or shields daily and physical distancing will be upheld. Staff will comply with county symptom screenings and will stay home if experiencing any Covid-19 symptoms. Staff will have their temperature taken before entering the school each morning.
4. **Student Policies:** Students’ temperature will be taken upon arriving at school. Students will not be permitted to enter the classroom until their temperature has been taken. Temperatures will be taken of each student before permitting them to enter the school grounds. If a student fails to allow their temperature to be taken, they will be sent home. Students will be required to wash their hands each time they enter the classroom (upon arrival, after each recess/lunch break etc.) and at any time they feel they need to clean their hands. Masks will be provided for each 3-8th grade student daily. Students with IEP or medical needs will not be required to wear masks. Those failing to wear a mask will not be permitted into the school. Hand sanitizer bottles will be placed at each desk/table area and will be used only by the students occupying the space. Students will not share classroom materials.

They will be provided with their own student box of manipulatives, writing tools, scissors, calculators, rulers, etc. All student desks will be situated 6ft apart and be labeled with student names. Sit spots and stand spots for seating areas and line up procedures will be in place to ensure physical distancing when transitioning from location to another. Additionally, they will be assigned their own computer, so that there will be no sharing between computers. *Students will need to bring their Chromebooks back to school to be used it in the classroom.* Social distancing practices will be taught and reinforced throughout the school day. The 22 students will be separated in grade level cohorts; 11 Kindergarten through 4th grade students and 11 5th grade through 8th grade. These cohorts will have designated classrooms and will not come into contact with each other. Students will be seated 6 feet apart in the classroom as well as during lunch time. If the weather permits, students will eat lunch outside on the picnic tables, in their assigned physical distancing spot. If needed, due to weather, students will eat at their own desks in the classroom. The district will follow Mental Health Services and Support procedures to support students and deter bullying, harassment or intimidation related to Covid-19. Parents are notified and required to keep students home from school when experiencing any of the symptoms identified by the CDC as potential Covid-19 symptoms.

5. **Procedures to Restrict Visitor Access to the School:** Parent volunteers will be limited. Anyone wishing to be a regular volunteer, will need to be fingerprinted and have TB test as well as follow all Covid-19 procedures. They will have their temperature taken before entering the school, wear appropriate mask/shield and use hand-washing stations. Younger, non-school age children will not be permitted to accompany parent volunteers. Drop-ins are not allowed. Parents will need to have their temperature taken before entering the school as well. Visitors will be not permitted, unless it is for official school business. Every effort will be made to conduct business outside to limit additional people entering the school. Upon entering the school, they will need to wear a mask and wash their hands immediately. Visitors will need to announce themselves by ringing the doorbell on the front gate and someone will meet them outside to take their temperature and ensure they are wearing a mask and wash their hands before entering.
6. **Procedures to minimize mixing and implementing physical distancing in various school settings:** Upon arrival each day, staff, students and volunteers (if any) will complete symptom screening. There will be stand spots on the walkway for physical distancing while waiting for their screening. Students will enter their classroom through the door leading to their classroom. They will use the hand washing stations when they enter the room and go straight to their seats. Within the classroom, students will stay at their designated seats and use their own school supplies. Hand sanitizing bottles will be at each station to limit the number of students using each bottle. Sit spots and line up stand spots will be placed in the

appropriate places to ensure lining up with appropriate physical distancing. Middle school students and elementary students will be in cohorts and each cohort will follow a different bell schedule to limit the number of students on the playground and at lunch. Middle school and Elementary cohorts will have separate dismissal times to limit physical proximity as students are leaving campus. The district has only 3 staff members, so arrival and dismissal of staff will not be a physical distancing issue. During lunch there will be a lunch station where students will line up on the stand spots and pick their lunches up from the lunch station. They will sit at their designated seat outside. Students will wash their hands before lining up to pick up their lunch and again after eating. Teachers will use their own designated offices and are provided with their own school materials (desk, computer, mailbox etc). Teachers will wash their hands before using the copy machine and any other shared classroom resources. Restrooms are designated as boys and girls restrooms, with only one person permitted in the restroom area at a time. Students will use the handwashing station before and after using the restroom. The school does not offer afterschool programs, nor does it have specialty rooms (theater, gym/auditorium, locker rooms).

7. **Child Nutrition Services that include Covid-19 prevention measures:** The district will provide prepackaged lunches from the Wasco School District Lunch Program. Students wash their hands before leaving the classroom, will wait in line on designated standing spots and will pick their lunch up from the lunch delivery table and take their lunch to their lunch table. Students will wash their hands after eating.

Physical Modifications, Equipment and Supplies:

1. **Identified and acquired the materials, equipment, and supplies that will be needed to implement the prevention procedures outlined above.** The school has purchased a Chromebook for each student as well as material boxes that will house all of their school supplies that will need so that they will not need to share materials. The school has purchased a contactless thermometer, disposable masks, hand sanitizer, physical distancing sit spots, and Clorox wipes and other disinfecting cleaning materials. The classroom has been reconfigured to accommodate 6-foot physical distancing, handwashing stations and sit/stand spots for following the line-up and transitioning procedures. With only 22 students, the school has been split into 2 cohorts, 11 in each group to limit contact. Capacity signs and transporting layout will be posted to inform occupants how and where to line up and where to stand to support physical distancing. The school does not have water fountains. Students are provided with a reusable water bottle that they will take home and wash and refill daily. Water and milk will be provided at lunch from the Wasco School District Meal Program.
2. **Plans for frequently cleaning and disinfecting:** All classrooms, restrooms, and student areas including door handles, light switches, desk surfaces and computer

- keyboards/mouse will be cleaned and disinfected regularly. In addition to our regular daily cleaning and disinfecting which is completed after school by the custodian with disinfectant cleaners, the classroom, restrooms, and student areas will be disinfected during morning recess, lunch recess, and afternoon recess by the teachers. Lunch tables will be disinfected after each use.
3. The district has purchased all necessary screening items. The district provides PPE for symptom screening, staff responsible for sick children, and PPE associated with cleaning and disinfecting. The district has purchased masks, contactless thermometers, disinfectant and hand sanitizers for all instructional spaces and offices in the school.
 4. **Obtain all equipment needed to support the instructional program:** The district has purchased one Chromebook per student, daily supplies and manipulatives for each student and supplemental material to support student learning.
 5. **Obtain all equipment needed to support students in high risk groups:** The district will offer families the option to continue distance learning for students in high risk groups. If families decide to send their high risk student to the school for in-person instruction, the student will follow all Covid-19 procedures.

Staffing:

1. The district has 3 employees who will share the responsibilities to implement the procedures listed above. The school schedule and staff responsibilities have been modified to accommodate the procedures. Principal and teacher will clean and disinfect their own classroom/student areas during recess and lunch and the custodian will deep clean/disinfect every day after school. The school substitutes for the teachers and custodian have been fully trained in Covid-19 procedures.

Training:

1. The district's 3 staff members and their current substitutes have been trained in Covid-19 cleaning/disinfecting and daily prevention procedures for the school. A school district Covid-19 Re-Opening Procedure Plan has been developed and will be shared with parents and staff upon the re-opening of school to train and prepare parents and students for in-person school.

Contact Tracing/Case Exposures

1. The district has assigned the principal of the school to be the "Covid Coordinator" to lead contact tracing efforts. In the event that we know someone (student, staff, volunteer) has been exposed to the virus, the school may close for 1 day to allow for a deep cleaning/disinfecting of all areas of the school. If we have an event that staff, student, or volunteer has tested positive for the virus, a quarantine of up to 14 days may go into effect and deep cleaning/disinfecting will take place at the school. In the event that the state closes schools again, we will re-implement distance learning and

teacher-led virtual instruction utilizing Google Meet and the detailed, teacher-led lesson plans and instruction that parents and students have already been trained in.

Communication:

1. The school district's small numbers and close relationships with families enables ease in communication. Administration, teacher, and parents can communicate via telephone, text blasts, email and Google Meet. Communication of Covid-19 cases will be kept confidential.

GOVERNING BOARD OF EDUCATION

Yolanda Baxter-Cole, President Stacy Moore Kim Fannon

Mr. Gary Bray, Superintendent

19165 Main Street, P.O. Box 40, Woody, California 93287

Phone (661) 536-8559 Fax (661) 536-9389

<http://blakesd.org>