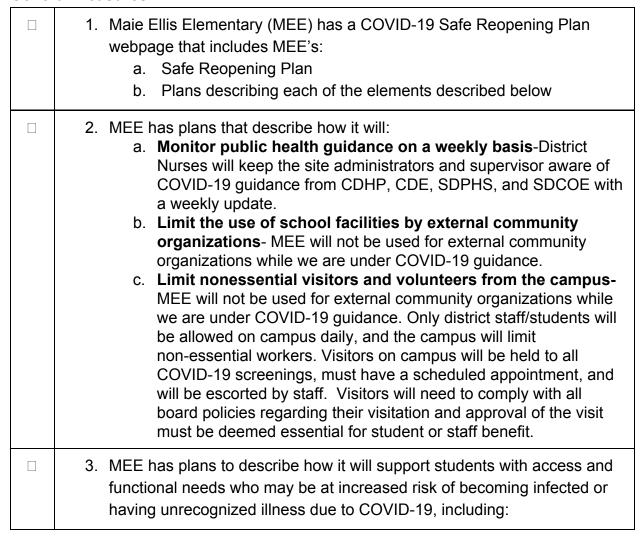
Safe School Reopening Plan Fallbrook Union Elementary School District

Maie Ellis Elementary 400 W. Elder St. Fallbrook, CA 92028 July 16, 2020

This plan was developed in consultation with the County of San Diego Health and Human Services Agency, Public Health Services and is based on guidance articulated by the California Department of Public Health in its COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs. Use of this plan is recommended to demonstrate compliance with Section 4 of the county public health order, and may change based on guidance from public health.

General Measures



- a. Review existing student health plans to identify students who may need additional accommodations-Teachers/staff are regularly reviewing student health plans to identify students who may need additional accommodations. Teachers/staff are trained annually by district nurses to support students with specific health needs, how to manage Epipens, understanding bloodborne pathogens, and how to manage students with diabetes.
- b. A process for engaging families for potentially unknown concerns that may need to be accommodated- MEE will engage families in sharing additional concerns by completing Parent Concern Survey available electronically or available in the office.
- c. Identification of additional preparations for classroom and non-classroom environments need for groups that might be at increased risk of becoming infected or having unrecognized illnesses. These include individuals who:
 - i. Have limited mobility or require prolonged and close contact with others, such as direct support providers and family members- MEE has identified all students with special needs. Students with unique needs are serviced first in specialized classrooms and, when applicable, participate in our supplemental programs. Additional training and protocols have been put in place to match the needs of the students and their IEPs.
 - ii. Have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing-See above (i).
 - iii. **May not be able to communicate symptoms of illness**-See above (i).
- 4. MEE has complied with Cal-OSHA requirements to:

- a. Conduct site-specific hazard assessments-Through the JPA all staff participated in Cal-OSHA training to understand hazard assessment.
- Develop and Implement an effective plan to protect employees-Staff understands how to appropriately use and store supplies provided and the types of protections needed based on material use.

Promote Healthy Hygiene Practices

5. MEE 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 MEE will teach students and remind to: a. Use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow. b. Wash their hands before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom. c. Wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands thoroughly. d. Use fragrance-free hand sanitizer when handwashing is not practicable. i. Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic and can be absorbed through the skin. i. Do not use hand sanitizers that may contain methanol which can be hazardous when ingested. Children under age 9 shall use hand sanitizer under adult ii. supervision only. Poison Control will be called if consumed: 1-800-222-1222, along with other appropriate authorities. 6. MEE has developed plans to ensure that staff and students wash their hands or use hand sanitizer frequently throughout the day. The plan describes how MEE will: a. Provide regular and frequent access to handwashing facilities, including, to the extent practicable, handwashing stations near classrooms- Routines will be established that provide regular and frequent access to handwashing facilities (classroom sinks, handwashing stations, and restroom sinks) inside or near classrooms. b. **Prevent congregations in bathrooms-** Appropriate adult supervision will be provided in and near the restrooms at all times. c. Develop routines enabling students and staff to regularly wash their hands at staggered intervals- Implement routines enabling students and staff to regularly wash their hands at staggered intervals.

- d. Develop routines enabling students and staff to use hand sanitizer when necessary-Procedures will be established that reinforce use of hand sanitizer if hand washing is not practicable, upon arrival at school, before snack/meals, after water play, and as a part of transitions. All staff members will have hand sanitizer in classrooms and playground supervisors will have hand sanitizer in updated playground supervisor kits.
- 7. MEE has developed plans to teach and reinforce the use of cloth face coverings, masks, or face shields. The plans include, but is not limited to:

- a. Unless otherwise required by the state, county or school district, all employees and visitors should wear a face covering when physical distancing is not practicable-
 - Requirement is that all employees, classified and certificated, and visitors are to wear a face covering at all times.
 - Facial shields will be allowed in place of face coverings when interacting and working directly with students either in the classroom or during outdoor play activities.
 - ii. Students will wear face coverings as outlined:
 - 1. Pre-k through 2nd grade strongly encouraged as much as possible
 - 3rd through 8th grade at all times, unless exempt.
 Students who refuse to wear a facial covering will be sent home.
 - 3. A face covering or shield should be removed for meals, snacks, or outdoor recreation. Student facial coverings should be stored in a clean paper bag.
 - 4. Students may bring a face covering from home or one will be provided at school
- Describe situations when physical distancing may not be practicable, such as school buses or other settings where space may be insufficient-
 - Physical distancing may not be practicable when transitioning to the classroom; through the office; at drop off and pick up (including staging areas); transitioning to the lunch area or outdoor restrooms; and, if applicable, school buses.

c. Facial shields will be allowed in place of face coverings when it is necessary for a person's face to be visible during interactions. d. Information regarding proper use, removal, and washing of cloth face coverings will be reviewed at the return to school training and staff meeting with written instructions provided. In addition, guardians will receive training at time of enrollment and prior to return to school. Guardian(s) will be mailed information regarding all policies and procedures related to COVID-19 Health and Safety. 8. MEE has adequate supplies on hand to support healthy hygiene behaviors including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers with 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer. a. The Fallbrook Union Elementary School District (FUESD) will work with the California Governor's Office of Emergency Services (CalOES) and the California Department of Public Health (CDPH) to ensure continued support with procurement and distribution of personal protective equipment for staff that require it. FUESD currently has appropriate personal protective equipment (PPE) supplies needed for staff. 9. Employers should provide and ensure staff use face coverings and all required protective equipment. a. MEE will provide a reusable face cover to all students, staff and visitors who request/need one. 10. MEE has a sufficient supply of PPE necessary to protect employees. The plans specify the type of PPE needed for tasks performed by employees. a. The Fallbrook Union Elementary School District has a sufficient supply of personal protective equipment (PPE) necessary to protect employees who require it and to implement plans. The plans specify that the district has established PPE requirements for various employee types and has made distinctions for employees who require face coverings and/or facial shields and/or PPE Masks, when applicable. This list of employee types is available upon request from the district office Human Resources Department.

 ii. Employees will be trained upon returning to work regarding levels and types of PPE or facial coverings which will be required for all.

Intensify Cleaning, Disinfection and Ventilation

 11. All drinking fountains have been disabled. In replacement, refillable water bottle stations are provided. a. Refillable water bottles will be encouraged and this information will be shared with parents. b. Classrooms will also provide single use water cups for students who forget or did not have a refillable water bottle.
12. MEE has developed plans that describe how frequently touched surfaces within MEE will be cleaned and disinfected at least daily, and as practicable, frequently throughout the day by trained staff. Frequently touched surfaces include, but not limited to: a. Door handles b. Light switches c. Sink handles d. Bathroom surfaces e. Tables f. Student Desks g. Chairs
 13. FUESD has developed plans that describe how: a. Frequently touched surfaces on school buses will be cleaned and disinfected at least daily, and as practicable, frequently throughout the day by trained staff. b. Buses will be thoroughly cleaned after transporting any individual who is exhibiting symptoms of COVID-19. c. Bus drivers are provided disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day.
 14. FUESD has developed a plan for cleaning and sanitation which incorporates the following elements: a. Primary cleaning products used are those approved for use against COVID-19 on the Environmental Protection Agency (EPA)- approved list "N" and follow product instruction.

- b. 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).
- c. Depending on supply chain availability, FUESD will attempt to avoid products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach), or quaternary ammonium compounds, which can cause asthma.
- d. 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
- e. Custodial staff, with the responsibility of cleaning and disinfecting MEE, will be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of children's reach and stored in a space with restricted access.
- f. FUESD has established increased cleaning and disinfecting schedules in order to avoid both under- and over-use of cleaning products.

Implementing Distancing

- 15. MEE has developed plans that describe the measures that will be used to maintain 6-feet between students in the following settings, as practicable. If MEE determines 6-feet cannot practicably be maintained between students in one or more of the following settings, the plan also describes the reasons physical distancing is not practicable for each setting and describes the measures that will be used to maximize the space between students.
 - a. School bus stops: Students will wear face coverings and line up single file at minimum arms' distance.
 - b. School buses: Facial coverings or face shields as needed will be worn to provide the least risk for student and driver.
 - c. Temperature Screening: During daily symptom and temperature screening of students, masks will be worn and place markers will be visually provided to support distancing.
 - d. School Arrival: While students are entering campus and waiting for their first class to begin, students will be assigned outdoor

- assistants to walk them to class and help students maintain social distance in an assigned area.
- e. During meal periods: Students will be assigned a specific area designated only for their stable group with staggered transition times to support social distancing to the greatest extent possible
- f. During recess: Designated zones will be assigned to stable groups to support social distancing.
- g. During Outdoor Transitions: If other groups will be transitioning simultaneously, students will wear facial coverings.
- h. Classrooms and other instructional spaces: Classrooms will have desks and tables arranged to support social distancing to the greatest extent possible. Carpet markers will be used to support social distance spacing within the stable group, and students within the stable group will be assigned small group play centers allowing for social distance.
- i. Restrooms: Restrooms will be monitored to ensure that students will not congregate and only one student will use the sink at a time. This will also allow for frequent cleaning and sanitizing between stable groups, as practicable.
- j. Dismissal: Facial coverings will be worn during dismissal.
- k. Office: A maximum of three people can utilize the office lobby at a time. Secretaries will monitor and allow entry when space is available to ensure social distancing to the greatest extent possible.
- I. School buses: MEE will follow FUESD's plan for school buses.
- m. Before and After School programs: MEE will follow FUESD's plan for before and after school programs.
- n. Extracurricular and co-curricular programs: These will not be allowed while we are under COVID-19 guidance to ensure limited group sizes and ensure that student groups remain stable to the greatest extent possible.
- 16. MEE's plan for scheduling students uses the following measures to the greatest extent practicable:
 - a. Staggered schedules for recess/outdoor activities.

- b. An outdoor arrival and departure routine and limits visitors on the campus has been created to minimize scheduling challenges for families.
- c. MEE has plans in place to escort students for drop off and pick up, limiting visitors on campus and exchanges between stable groups. By maintaining stable groups, MEE is limiting the number of staff and adults in direct contact with students as well as student-to-student contact.

- d. Other protocols will be in place to limit direct contact with others as much as practicable.
- 17. MEE's plan to limit student mixing uses the following measures to the greatest extent practicable:

- a. Students will remain in the same "stable" group in assigned spaces, as consistently as practicable. These stable groups will be made up of the small group of students and classroom teachers, to the greatest extent possible.
- b. There will be minimal movement of students and teachers or staff as much as practicable. Teachers will remain with the same group of students for an entire session. Specific staff will be assigned as outdoor staff, with facial covering protocols, to support limited interactions between staff members. Due to the age group of students, social distancing will need to be supported by escorts throughout the campus.
- c. Activities will be redesigned to stagger schedules, assign play zones, and support student groups to maintain stable groupings. Furniture and play spaces will be designed to maintain separation to the greatest extent possible.
- d. Staff has developed instructions and been trained to maximize spacing and ways to minimize movements in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.
- e. Students are assigned their own individual cubbies for turning in work and storing instructional materials.
- f. Schedules and plans have been developed to minimize congregation on campus and movement between groups. Entrance and exit routes for the main office and campus have been designated.
- g. Outdoor play zones have been created, so that individual classes can be assigned a designated area.
- h. Common areas will only be used when social distancing is practicable. Common areas will be used in a staggered, scheduled manner with properly spaced occupants and disinfecting in between uses.
- Meals will be served in classrooms or outdoors, on designated days. All meals are individually served. Sharing of food, utensils and other meal items is prohibited.

- j. Visitors and volunteers on campus will be limited. Campus visits are outlined in the board policy and the parent handbook and will require adherence to COVID-19 Health and Safety protocols.
 - 18. MEE has developed plans to maximize space between seating and desks. Teachers/staff desks will be distanced at least six feet 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 and/or arranging desks in a way that minimizes face-to-face contact. The plans describe:
 - a. How physical distancing will be maintained
 - Classrooms Small group size; visual spacing reminders; and designated play areas, tables, and student material cubbies.
 - ii. School buses- When applicable, drivers and students will be distanced appropriately, based on seating.

 arrangements, to the greatest extent possible
 - iii. Outdoor tables and play zones will be established, and staff will be assigned to support students with maintaining appropriate distance and maintaining each stable group.
 - b. Plexiglass and other barriers will be used to support the main office reception area and the quarantine space.
 - c. When employees are working directly with students, including students with disabilities or students that require physical redirection, appropriate protective measures will be employed.

Limit Sharing

- 19. MEE has developed plans that describe how it will limit use of shared objects and equipment, and when unavoidable, how items will be cleaned and disinfected between uses. Frequently shared objects include, but are not limited to: toys, games, art supplies, learning aids, books, electronic equipment, playground equipment, etc. MEE's plan describes:
 - a. Each student's belongings will be stored separately in their individual storage area. Personal belongings will be limited on campus and will be taken home each day to be cleaned.
 - b. School supplies, such as crayons, glue, art supplies, etc, will be limited to individual use, to the greatest extent practicable.

- All classroom supplies will be limited to the use of the classroom stable group only.
- In between each session or stable group of students shared items will be cleaned and disinfected between uses.
- iii. Protocols will be established for removal of items from circulation, indoor or outdoor, that require immediate attention (toys or items placed in a student's mouths, etc).

Train All Staff and Educate Families

- 20. MEE has a plan that describes how it will train all staff and provide educational materials to families in the following safety actions:
 - a. Enhanced sanitation practices: All staff is trained annually (and as needed) in appropriate practices at the initial staff meeting. New staff receive individualized training upon arrival at site if they did not attend the initial staff meeting. Substitutes, upon check-in to site the first time, review all COVID-19 protocols required at the site for the position they are filling. Parents will be made aware of practices at the Back-to-School Orientation (in-person or virtual) and as needed throughout the school year.
 - b. Physical distancing guidelines will be a part of initial staff training, and reviewed with parents at orientation (in-person or virtual). Signage will be posted on campus.
 - c. Use of face coverings will be reviewed with staff at initial training, and with parents at orientation (in-person or virtual). Signage will be posted to remind campus employees and visitors of this practice.
 - d. Screening practices will be reviewed with all employees prior to their return to work. Parents will be made aware of daily active screening practices during orientation (in-person or virtual).
 - e. COVID-19 specific symptom identification will be shared with both staff and parents prior to the return to school. Staff and parents will receive updates and information as needed.
 - f. Proper use, removal, and washing of cloth face coverings will be shared with staff prior to their return to work and with parents at orientation (in-person or virtual).

21. To the greatest extent possible, training and education will be provided virtually. If an in-person option is provided, physical distancing will be maintained to the greatest extent possible. Orientation will also be posted on our school website and materials will be available following the first day of school.

Check for Signs and Symptoms

- 22. MEE in conjunction with FUESD has developed and is ready to implement daily symptom and temperature screening of all students, staff, and visitors prior to admitting them to MEE campus or school bus. The plan includes the following elements:
 - a. Actively encouraging students and staff who are sick or who have been in close contact with a person with COVID-19 to stay home.
 - i. FUESD policies encourage sick staff and students to stay at home without fear or reprisal. FUESD will ensure all staff, students, and families are aware of this policy.
 - b. Temperatures will be taken with infrared no-touch thermometers.
 - i. Staff will be asked to temperature check at home prior to coming to work; and when needed, staff temperatures will be taken upon signing on to the shift, along with a visual wellness check. Staff reporting to work will affirm that they have not experienced or been exposed to COVID-19 symptoms and/or have not received a positive COVID-19 test.
 - c. All individuals will be asked about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
 - i. MEE will provide parents with the list of screening questions to allow parents an opportunity to review the questions daily. Signage will be used at drop off to submit answers on symptoms and exposures electronically before or at student drop off prior to releasing the student to the screening area. The screener will have direct access to this information via a mobile device at the time of the students screening.
 - ii. The procedures for parents to monitor symptoms and temperature check at home will be shared.

 iii. Student temperature checks will be conducted at home prior to drop off at school or going to the bus stop. If taken at school, use of a no-touch thermometer. FUESD will use the San Diego County Public Health Services (PHS) and SDCOE temperature and screening criteria. This criteria will be maintained and updated by SDCOE in consultation with PHS iv. Students and staff with fever, symptoms, or exposure to COVID-19 will be sent home in accordance to the county criteria
d. FUESD will use the San Diego County Public Health Services (PHS) and SDCOE temperature and screening criteria. This criteria will be maintained and updated by SDCOE in consultation with PHS.
 Students and staff with fever, symptoms, or exposure to COVID-19 will be sent home in accordance to the county criteria.
e. All staff will be trained to conduct visual wellness checks throughout the day to monitor staff and students intermittently for signs of illness.
 f. If a student is exhibiting symptoms of COVID-19, the health technician and/or site supervisor will communicate with the parent/caregiver and refer to the student's health history form and/or emergency card to identify if the student has a history of allergies, and if the symptoms are new/not typical. g. Handwashing stations or hand sanitizer will be made available and required for use immediately following screening.
23. MEE has plans that describe how it will document/track incidents of possible exposure and notify local health officials, staff, and families immediately of any positive case of COVID-19 while maintaining confidentiality as required under FERPA and state law related to privacy of educational records.
24. FUESD and MEE have developed plans to prevent discrimination against students who (or whose families) were or are diagnosed with COVID-19.

- 25. MEE has developed a plan for responding when a staff member, child, or visitor becomes ill. The plan describes how MEE will:
 - a. Use a quarantine/isolation area to separate anyone who exhibits symptoms of COVID-19.
 - b. Any student or staff exhibiting symptoms will immediately be required to wear a face covering and will be required to wait in the quarantine area until they can be picked up by their guardian/caregiver.
 - i. Sick staff members and the student's parent/guardian will be advised not to return until they have met the CDC criteria to discontinue home isolation, including 3 days with no fever, symptoms have improved, and 10 days since symptoms first appeared.
 - c. The parent/guardian will be asked to provide a safe transport home or to a healthcare facility, as soon as is practicable, when a student is exhibiting COVID-19 symptoms. If a parent needs further assistance, the district will work with families individually.
 - d. In cases of serious illness including persistent pain or pressure in the chest, confusion, or bluish lips or face, 9-1-1 will be contacted. FUESD will seek regular updates and further details regarding symptoms.
 - e. Once the quarantine area has been vacated by a sick individual, the area will be closed off and will not be used before cleaning and disinfection has occurred. In serious cases, and to reduce exposure risk, the space should remain closed for 24 hours prior to disinfecting, if practicable. If not possible, waiting as long as practicable is advised. Ensure a safe and correct application of disinfectants using PPE and ventilation recommended for clearing. Disinfectant products will be kept away from students and out of reach of children.
 - f. MEE site will ensure that students, including students with disabilities, have access to instruction when out of class, as required by federal and state law.
 - g. If advised by San Diego Public Health Services, FUESD will provide students, teachers, and staff from higher transmission areas, opportunities for telework, virtual learning, independent study, and other options as feasible to reduce travel to schools in lower transmission areas and vice versa.

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Maintain Healthy Operations

- 26. MEE has plans that describe how it will:
 - a. Monitor staff absenteeism and have a roster of trained back-up staff- Staff absenteeism is monitored through AESOP and appropriately trained back-up staff is assigned through this system to MEE site. Upon arrival at MEE site, additional training and protocols are reviewed with the back up staff by the site supervisor.
 - b. The site administrator/designee and the onsite health technician will monitor types of illnesses and symptoms among students and staff to help isolate them promptly. The site staff is also in regular contact with district nursing staff for support and guidance regarding illness and COVID-19 symptoms.
 - c. The site administrator and the health technician clerk have been designated as the liaisons for responding to COVID-19 concerns. Employees are made aware of who the COVID-19 liaisons are and how to contact them prior to the staff return to work. The liaisons will be trained to coordinate documentation and tracking of possible exposures, in order to notify the district nurses who work with public health officials and then to notify staff and families in a prompt and responsible manner.
 - d. MEE will 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. Local public health officials will be notified and, with guidance provided by the district nurses, all staff and families will immediately be notified of any positive case of COVID-19 while maintaining confidentiality as required by state and federal laws.
 - f. Support staff and students who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk will be provided with educational options such as virtual learning or independent study.

Considerations for Partial or Total Closures

27. FUESD has developed plans for the possibility of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19. The plans describe how MEE will respond when a student, teacher, or staff member tests positive for COVID-19 and has exposed others at MEE, includina: a. In consultation with the local public health department, the process for determining: Whether total or partial closure of MEE is warranted and length of time necessary, based on the risk level within the specific community as determined by the local public health officer. Identifying close contacts (classroom, office, activity where the infected person was based, and other close contacts) at MEE who self-isolate at home for 14 days. iii. Additional areas of MEE visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection. b. FUESD and MEE will implement communication plans for school closure to include outreach to students, parents, teachers, staff, and the community using various methods of communications, such as the district website, the emergency all-call system in our student information system, Remind, social media accounts, and/or paper letters. 28. MEE has developed a plan that describes how it will provide continuity П of education: a. When a student is absent due to COVID-19 like symptoms or exposure to someone who has tested positive for COVID-19 MEE site will provide independent study plans a week at a time, along with online learning resources and a check-out device if needed. b. During a school closure MEE site will provide one week to monthly independent study plans with a suggested daily schedule, along with age appropriate online learning resources and access to a check-out device if needed. 29. MEE has developed a plan that describes how it will continue nutrition services:

a. When a student is absent due to COVID-19 like symptoms or exposure to someone who has tested positive for COVID-19, such as drive thru/grab-and-go meal pick up and/or sack meals from a central meal location. b. During a school closure, meal service will be provided at designated site locations through drive thru or grab-and-go meal pick up services. 30. MEE has developed plans to provide a continuum of services that are provided in the regular school setting through alternative means, such as distance learning, as needed. 31. FUESD and MEE have a plan and will provide guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere. This information will be provided in writing, sharing information regarding COVID-19 best preventative practices, via social media, paper USPS mailed letters, and on the district designated webpage.

The following signatures attests that the information provided above is true and correct.

Principal Signature ______ Date: 08/11/20