2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: Escondido Union High School District

Number of schools: 5
Enrollment: 7118

Superintendent (or equivalent) Name: Dr. Anne Staffieri
Address: 302 N. Midway Dr, Escondido Ca 92027

Date of proposed reopening: March 23, 2021

County: San Diego

Current Tier: Red (please indicate Purple, Red, Orange or Yellow)

Type of LEA: Public High School District

Dr. Anne Staffieri
Phone Number: 760-291-3200
Email: astaffieri@euhsd.org

Grade Level (check all that apply)
☐ TK ☐ 2nd ☐ 5th ☐ 8th ☐ 11th
☐ K ☐ 3rd ☐ 6th ☐ 9th ☐ 12th
☐ 1st ☐ 4th ☐ 7th ☐ 10th

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 and not yet open, materials must additionally be submitted to your local health officer (LHO) and the State School Safety Team prior to reopening, per the Guidance on Schools.
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 >=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 Local Educational Agencies (LEAs or equivalent) in ALL TIERS:
☐ I, Escondido Union High School District, 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:

- **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.

  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?)

  See Return to Campus Guide

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

  See Return to Campus Guide

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

  See Return to Campus Guide

- **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.

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

- **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.

- **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.
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.

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

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

Maximum 6 ____________ feet
Minimum 4 ____________ feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

Student chairs will be 6 ft away from one another, except where 6ft of distance is not possible due to class size, alpha split, and instructional model.

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

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 asymptomatic testing cadence. Please note if testing cadence will differ by tier:
See Return to Campus Guide

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.

Planned student testing cadence. Please note if testing cadence will differ by tier:
See Return to Campus Guide
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.

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.

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

- Labor Organization
  Name of Organization(s) and Date(s) Consulted:
  Name: ESTA and CSEA
  Date: 3/3/2021; 3/5/2021 and ongoing

- Parent and Community Organizations
  Name of Organization(s) and Date(s) Consulted:
  Name: Parents and students
  Date: 3/3

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:

- Date of Submission to Local Health Department: ________________.
  Note: LEAs intending to re-open K-6 schools while in the Purple Tier are to submit the CSP to the LHD and the State Safe Schools for All Team concurrently.

Additional Resources:

Guidance on Schools
Safe Schools for All Hub

Note: This checklist was amended on January 29th to delete language regarding the need to submit this checklist to a County Office of Education. The CSP does not need to be submitted to the County Office of Education as part of the public health guidance, though the County Office of Education may request the CSP as part of other processes.
COVID-19 Prevention Program (CPP)

Escondido Union High School District

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: January 1, 2021
The following school-site safety supervisors are responsible for maintaining our district’s COVID-19 Prevention Program and communicating with employees about our CPP at their sites:

| District Service Center     | Anne Staffieri (primary)  
|                            | Olga West (secondary)     
| Maintenance & Operations   | Michael Byers             
| Transportation             | Linda Rendon              
| Del Lago Academy           | Dan Barajas               
| Escondido High School      | Anne Fusco                
| S.T.A.R.T.                 | Carlos Saucedo            
| Orange Glen High School    | Christopher Domingo       
| San Pasqual High School    | Kristin Kramer            
| Cal-SAFE                   | Rachel Asman              
| Valley High School         | Lou Landaverde            
| Escondido Adult School / ROP | Tom Allison/Stacey Adame  |

**Authority and Responsibility**

EUHSD Superintendent and/or Designee has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

**Identification and Evaluation of COVID-19 Hazards**

We will implement the following in our workplace:

- Site safety supervisors will conduct workplace-specific evaluations to identify COVID-19 hazards.
- Evaluate employees’ potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Site safety supervisors will conduct evaluations, as part of the monthly site safety meeting protocol and as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.
For additional illness and injury prevention (hazard prevention and investigation), see EUHSD’s IIPP Written Injury Plan

**Employee Participation**

Employees and their authorized employees’ representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

- Contacting their school-site safety supervisors with concerns or suggestions. The supervisor will connect with Human Resources and Risk Management as needed.
- Submitting anonymous, written hazard communication, via intra-district mail to Risk Management, without fear of reprisal.

All supervisors are responsible for communicating with their employees about occupational safety and health in a form readily understandable by all employees.

**Employee Screening**

We screen our employees using the CDPH measures recommended for COVID-19 including:

- Passive Screening: employees are asked to self-screen before leaving their homes, and to stay home if they have a fever, symptoms or have had close contact with someone with a suspected or confirmed COVID-19 infection.
- Active Health Screening will include (upon arrival to work):
  - Employees will confirm any symptoms - fever or feeling feverish (chills, sweating), cough, shortness of breath or mild or moderate difficulty breathing, sore throat, muscle aches or body aches, headache, new loss of taste or smell, fatigue, nausea or vomiting or diarrhea, congestion or runny nose.
    - If an employee has symptoms the employee will be sent home and instructed to contact their supervisor.
  - Employees will confirm whether they have been exposed to anyone with a suspected or confirmed COVID-19 infection.
    - If an employee answers yes to potential exposure, the employee will be sent home and instructed to contact their supervisor.
  - Employees will have their temperatures taken (by no-touch thermal scanner or no-touch infrared hand-held thermometer). Temperatures will only be logged where there is a fever.
    - If an employee has a fever of 100 degrees Fahrenheit or higher, the employee will be sent home and instructed to contact their supervisor.

Note: Health Screening areas will be equipped with portable plexi-glass shields positioned in front of the Administration Building. Shields will be sanitized daily. Stand-alone hand sanitizer for staff will be available upon entrance. Health Screening logs will be kept confidential.

**Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices or procedures will be documented monthly, and corrected in a timely manner based on the severity of the hazards, as follows:

- When observed or discovered; and
• When an imminent hazard exists, which cannot be immediately abated without endangering employee(s) and/or property, we will remove all exposed employees from the area except those necessary to correct the existing condition. Employees who are required to correct the hazardous condition will be provided with the necessary protection and training.

Responsible individuals for timely correction include:

• Site safety supervisor and EUHSD Risk Manager. Inspection findings and corrections to be sent to Risk.
  
  o Due to the severity of the hazard, site safety supervisor and Risk may together conduct inspections and implement corrections.

Control of COVID-19 Hazards

Physical Distancing

Keeping 6 feet away from one another is another important tool in preventing asymptomatic and pre-symptomatic spread of the virus. Office, room, and classroom layouts have been reworked per industry guidelines. Signs and markers have been placed to help with implementation of physical distancing strategies (visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel). Schools may utilize intercom system for verbal announcements and to promote social distancing.

Where possible, we ensure at least six feet of physical distancing at all times in our workplace by:

• Employees avoiding shared workstations and work items (phones, computers, other work tools, and equipment) when possible.
  
  o If they must be shared, employees should clean shared workstations and work items before and after use.

• Utilizing partitions in areas on campus where physical distancing cannot be accomplished by altering the room layout, or when it is difficult to maintain physical distancing during the work that is required. (e.g., plexi-glass partitions will be appropriate in reception areas, health check stations, classrooms and high traffic areas, where in-person transactions must take place.)

• Asking employees to practice distancing outdoors including, but not limited to the following: before starting the work shift, after the work shift, coming and going from vehicles, entering, working and exiting physical buildings or other structures, during breaks and lunch periods, when other work activities including using various tools.

• Staff holding/conducting virtual or telephonic meetings versus in-person meetings.

• Staff who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, may be provided reasonable options such as telework, where appropriate, or teaching in a virtual learning or independent study context. Employees are advised to contact Human Resources to engage in the interactive accommodations process for determining potential accommodations.

• Minimizing the number of persons (staff, student, visitor) in an area at one time, reception and lounge area capacity have been reduced to meet physical distancing guidelines.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth at all times, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.
Face Coverings prevent the spread of airborne moisture particles that could be inhaled by others by trapping them in the wearer’s face covering. Face coverings do not protect the wearer from inhaling contaminated particles so physical distancing should be maintained, even when wearing a face covering.

- Because COVID-19 can be spread by people who are not experiencing symptoms (asymptomatic and pre-symptomatic transmission), face coverings must be worn by all employees while on district property or when working on property. Employees are reminded not to touch the face covering while in use.
- Employees are provided face coverings or may use their own face coverings at all times, while at work.
  - Additional PPE provided for employees, depending on work classification/accommodations.
  - Students and visitors will also be required to wear face coverings.
- Disposable masks will be provided as needed.
- Disposable masks can be found daily at the health screening station and additional stock may be obtained from the Assistant Principal over Facilities.
- If an employee encounters a non-employee that is not wearing a face covering: Employees shall offer a disposable mask to the non-employee.
- If an employee encounters an employee that is not wearing a face covering, they should inform their site supervisor. Face coverings are required of all employees, visitors and students, unless otherwise exempt.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection (N95s) in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.

**Engineering Controls**

We implement the following measures for situations where we cannot maintain at least six feet between individuals:

- Workstation relocation or redirection
- Plexi-glass barriers

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Ensuring all HVAC systems operate in the mode which delivers the most, fresh air changes per hour. Units will begin each day at 100% outside air and modulate down to 15%, as weather dictates. Air filter shall be MERV-13 and changed at recommended intervals. HVAC systems are located at each school site and operated and maintained by trained Maintenance and Operations Personnel.
- Manually adjusting as needed to maintain fresh air indoors, should the outside air intake/circulation need to be minimized due to other hazards such as heat or wildfire smoke,
- Instructing employees to notify their site safety supervisor regarding units for HVAC service/maintenance requests, with the supervisor then inputting a work order via School Dude, if needed.
- Ensuring that all areas used as isolation space/room for an individual presenting COVID-19 symptoms use minimal recirculated air and utilize outdoor spaces as feasible.
• Changing the HVAC filters in the areas impacted, in the event of a specific known COVID-19 case.

Cleaning and Disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

• Employees can protect themselves by keeping their workstations clean. All employees are encouraged to clean their workstation at the start of each shift and at any time they feel it is necessary.

• For general workstation cleaning: spray bottles (soap and water solutions) and paper towels are readily available and kept stocked in each site’s custodial office. Employees should contact their site Assistant Principal over Facilities or their Head Custodian to obtain cleaning supplies for their work area.

• Trained custodial staff will clean and disinfect high-touch surfaces at school at least daily and, as practicable. High-touch surfaces include, but are not limited to: door handles, light switches, sink handles, bathroom surfaces, tables, student desks, chairs, etc.

• Classrooms (including P.E. & Locker Rooms if used):
  ○ Students are to use hand sanitizer located on the wall at the entrance of every classroom before entering and exiting the classroom and as needed.
  ○ Night custodial crew will check daily and stock hand sanitizer, dawn cleaning solution and paper towels.
  ○ Special Education classrooms, including START: custodian will clean, sanitize and stock supplies throughout the day.
  ○ Classrooms will be cleaned and sanitized nightly.

• Classrooms, restrooms, staff kitchens, offices and office spaces:
  ○ Cleaned and sanitized at least once per day and nightly.
  ○ Student Nutrition personnel will maintain routine cleaning requirements for food surfaces/storage in Student Nutrition kitchens.

Should we have a confirmed COVID-19 case in our workplace, we will implement the following procedures:

• General area where the infected employee worked will be temporarily closed until cleaning is completed. If possible, custodial personnel will wait 24 hours before cleaning and disinfecting to minimize potential for other employees being exposed to respiratory droplets.

• If waiting 24 hours is not feasible, custodial personnel are instructed to wait as long as possible. During this waiting period, outside doors and windows will be opened to increase air circulation in these areas, if possible.

• Deep cleaning of the entire general area where the infected employee worked and may have been, including breakrooms, restrooms and travel areas, with an EPA approved for use, disinfectant.
  ○ Cleaning product used for COVID-19 sanitation: 730 HP Disinfectant Cleaner (Safety Data Sheet available upon request and in paper form at each site).
  ○ Deep cleaning involves application of 730 HP Disinfectant Cleaner (once employees are cleared of the area). Cleaner is left to dry on all surface areas prior to activity in the area.

• All personnel cleaning the area have completed the required OSHA, CalDPR, and Manufacturer training. This allows them to safely and effectively clean and sanitize. Additionally, applicable personnel are equipped with the proper PPE for COVID-19 disinfection (disposable gown, gloves, eye protection, mask, or respirator if being utilized) in addition to PPE required for cleaning products per manufacturer guidelines.

• Each site custodial department has been equipped with adequate cleaning and PPE supplies. Supplies are housed in the Custodial offices, located at each site.
Shared Tools, Equipment and Personal Protective Equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the employee should clean shared workstations and work items before and after use using the soap and water cleaning solution. For items that cannot be cleaned (e.g., copier) employees may use hand sanitizer or wash their hands after use.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seat belt buckles, armrests, shifter, etc.) will be disinfected between users.

Hand Sanitizing

The virus that causes COVID-19 cannot be transmitted through your skin, but it can be transferred from surfaces to your nose, eyes, or mouth by way of your hands. Frequent hand washing is the best way to prevent this.

In order to implement effective hand sanitizing procedures, we:

- Provide handwashing facilities in restrooms, faculty and student nutrition kitchens, and certain classrooms.
- Provide hand sanitizer for individual desks and installed hand sanitizer stations at the school entrance as well as in communal areas and areas with shared office equipment (e.g., copiers, printers, and break rooms).
- Encourage employees to wash their hands for 20 seconds with soap and water.
- Instruct staff that hand washing should occur after using the restroom, before and after eating, when coming and going to and from work, after interactions with others, after contacting shared surfaces or tools and after blowing nose or sneezing.
- Encourage employees to make a habit of washing their hands or using hand sanitizer each time they enter a room, and each time they return to their workstation after using shared materials or equipment.
- Encouraging employees that hand washing or hand sanitizer should also be used immediately after removing or adjusting protective items like face coverings or disposable gloves.

Personal Protective Equipment (PPE) Used to Control Employees’ Exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144. We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are or may be exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

For the complete respiratory plan, visit: EUHSD Respiratory Plan.

Investigating and Responding to COVID-19 Cases

Employees who had potential COVID-19 exposure in our workplace will be:

- Given notice of the potential COVID-19 exposure, within one business day of District being notified of a positive COVID-19 case; and, sent home to quarantine.
During quarantine, the employee may continue to work remotely. If employees are not able to work remotely, accrued sick/vacation/comp time may be used. If an employee has exhausted accrued sick/vacation/comp time, then differential pay (classified) or sub-pay deduct (certificated) may be used for time off work.

- Offered COVID-19 testing at no cost during their working hours.
- Provided information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to employees.

**System for Communicating**

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees should report possible COVID-19 safety hazards to their site safety supervisor.
- The supervisor will work to remedy the hazard at the site level. If not possible to remedy with existing supplies, together with Risk Management, hazards will be further evaluated and corrected/removed.
- Employees have the option to submit anonymously, a written, hazard communication via intra-district mail to Risk Management, without fear of reprisal.
- All supervisors are responsible for communicating with their employees about occupational safety and health in a form readily understandable by all employees.
- Employees should report COVID-19 symptoms to their supervisor and Human Resources.
  - If symptoms or fever develop while at work, employees are to inform their supervisor isolate and return home.
    - If a student develops symptoms or fever while at school, they will be placed in the site designated isolation room until they are picked up by parent/guardian.
- Our procedures or policies accommodate employees with medical or other conditions that put them at increased risk of severe COVID-19 illness. Employees should contact Human Resources to initiate the Interactive Accommodation Process and to discuss reasonable accommodations.
- Employees may access voluntary COVID-19 testing:
  - Through their individual or group health plan.
  - Local testing sites, see: [county’s public testing sites](#).
- In the event we provide testing because of a workplace exposure or outbreak, Human Resources will communicate next steps.
  - EUHSD will provide COVID-19 testing to all employees at the exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period(s) as applicable. COVID-19 testing is provided at no cost to employees during an employee’s working hours. Human resources will provide information on testing sites and expectations. As referenced above, employees may also access information on testing sites via the [county’s public testing sites](#).

**In the Event of Multiple COVID-19 Infections and COVID-19 Outbreaks**

This section of CPP is only applicable if a workplace in the district is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 cases in a workplace within a 14-day
period. This section will stay in effect until there are no new COVID-19 cases detected in the affected workplace for a 14-day period.

COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees’ working hours.
- All employees in our exposed workplace will be provided immediate testing and then provided testing again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
- We will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
- We will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP Exclusion of COVID-19 Cases and Return to Work Criteria requirements, and local health officer orders if applicable.

Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak.

COVID-19 investigation, review and hazard correction

In addition to our CPP Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
- Increasing outdoor air supply when work is done indoors.
- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.

Notifications to the local health department

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

In the Event of Major COVID-19 Outbreaks

This section of CPP is only applicable if a workplace in the district experiences 20 or more COVID-19 cases within a 30-day period. This section will stay in effect until there are no new COVID-19 cases detected in the affected workplace for a 14-day period.

COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees’ working hours.
- Employees in the exposed workplace shall be provided testing immediately; positive cases and exposures will be excluded.
- Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
- We will continue to provide COVID-19 testing to employees who remain at the workplace, twice weekly, or more frequently if recommended by the local health department, and until there are no new cases detected for a 14-day period/workplace no longer qualifies as an outbreak.
- Risk to conduct hazard assessment on ventilation systems and respiratory program.
- We will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP Exclusion of COVID-19 Cases and Return to Work Criteria requirements, and local health officer orders, if applicable.

Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP Investigating and Responding to COVID-19 Cases.
COVID-19 investigation, review and hazard correction

In addition to our CPP Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.

- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.

Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:

- Moving indoor tasks outdoors or having them performed remotely.
- Increasing outdoor air supply when work is done indoors.
- Improving air filtration.
- Increasing physical distancing as much as possible.
- Respiratory protection.

Notifications to the local health department

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.

- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- What is COVID-19 and how is it spread, signs and symptoms of COVID-19, when to seek medical attention if not feeling well, and that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
  - An infectious person may have no symptoms.
● Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.

● The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.

● The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.

● Proper use of care of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.

● COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

● Recommended Personal Protective Equipment (PPE) by employee category and storage location

● Staff cleaning expectations and how to safely use cleansers and disinfectants.

● Campus Visitors protocol.

● Potential exposure protocol.

● Sanitation protocol.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

● Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.

● Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.

● Continuing and maintaining an employee’s earnings, seniority, and all other employee rights and benefits per guidelines laid out in Cal/OSHA Emergency Temporary Standards. Employees are advised to contact Human Resources with questions on exclusions benefits.

● Providing employees at the time of exclusion with information on available benefits.
  ○ Certificated (ESTA) Collective Bargaining Agreement – Leaves of absence (pgs. 38-51)
    ▪ Additional ESTA Resources: Negotiation & Bargaining updates (Reopen, FFCRA, etc.)
  ○ Classified (CSEA) Collective Bargaining Agreement – Leaves of absence (pgs. 35-46)
    ▪ Additional CSEA Resources: Negotiation & Bargaining Updates (Reopen, FFCRA, etc.)
  ○ Workers’ Compensation Benefits: If an employee believes they contracted a COVID-19-related illness as a result of their employment, they may be entitled to workers’ compensation benefits. If it is determined the COVID-19-related illness arose out of and in the course of employment, they may be entitled to compensation including full hospital, surgical, and medical treatment, disability indemnity, and death benefits. To file a workers’ compensation claim, please notify Risk Management (aperreault@euhsd.org) and file a DWC 1 Claim Form pursuant to Labor Code Section 5401. Claim paperwork will be provided as well as information surrounding workers compensation benefits.
Reporting, Recordkeeping, and Access

It is our policy to:

● Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.

● Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.

● Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b). Meaning:
  ○ Maintaining records of scheduled and periodic inspections required to identify unsafe conditions and work practices, including person(s) conducting the inspection, the unsafe conditions and work practices that have been identified and action taken to correct the identified unsafe conditions and work practices. This documentation shall be maintained for at least one (1) year.
  ○ Documenting safety and health training required for each employee, including employee name or other identifier, training dates, type(s) of training, and training providers. This documentation shall be maintained for at least one (1) year.

● Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.

● All COVID-19 Cases will be recorded and tracked. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

● COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
  ○ Symptoms, negative PCR test: employees may return 24 hours have passed without fever and symptoms have started improving.
  ○ Symptoms, positive test (antigen or PCR) or no test: employees may return when 24 hours without fever of 100 degrees Fahrenheit or higher (without the use of fever-reducing medications), and symptoms are improving and at least 10 days from symptom onset or test date.

● COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.

● All persons without COVID-19 symptoms who have had close contact with a COVID-19 patient must immediately quarantine themselves in their home or another residence.
  ○ Employees may end quarantine and return to school/work after:
    ▪ 14 days (e.g., on the 15th day) after the date of last exposure

● A negative COVID-19 test will not be required for an employee to return to work.

● If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted.
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39  Appendix
We have all been impacted by the COVID-19 pandemic in a variety of ways. As a District, we are all united in making the best decisions for our students. The intent of this document is to provide our staff, students, and families information pertaining to our 2020-2021 school year based upon current information.

We have taken many steps to be prepared for the reopening of our school campuses. In May 2020, we launched a “Futures Taskforce” to assist in the planning for reopening of our campuses and determining learning models and supports that meet county and state guidelines. These guidelines called for a redesign of our instruction, with the understanding that public health guidelines prevented all students from being on campus at the same time. In addition, various advisory groups consisting of parents, students, and stakeholders from across the District and community contributed to discussions on the reopening of our campuses.

Our current plan reflects a focus on the guiding priorities of safety and flexibility. The information provided supports orders established by the State of California Department of Public Health (CDPH) and San Diego County Public Health. In addition, our plan includes guidelines set by the California Department of Education (CDE). Please note that this document is subject to change based upon current orders set by the State of California and San Diego County.

We appreciate our teachers, staff, and administrators for their efforts and hard work spent in preparation and development of our 2020-2021 school year. We also want to thank our students and their families for their understanding and support during this time of change. Together, we work towards a successful academic school year for our EUHSD students.

**EUHSD’s Reopening Guiding Principles**

**These Core Principles Have Guided the Board, Superintendent, Staff, Administrators, and Teachers to Ensure a Safe and Consistent 2020-21 School Year**

**Safety + Flexibility**
The California Department of Public Health issued a statewide public health order, effective August 31, 2020. It included a blueprint for reducing COVID-19 in the state with criteria for loosening and tightening restrictions on activities. The Blueprint for a Safer Economy (Click Here) is California’s approach to determining what business can and cannot open. As shown in the chart below, each tier is tied to specific criteria for the number of cases per county (per 100k) and statewide vaccine equity metric goals. Data and tier assignments are updated every Tuesday.

**STATEWIDE VACCINE EQUITY METRIC GOAL #2:**

Purple (Widespread) tier threshold will remain at greater than 10 cases per 100,000, Red (Substantial) tier case rate range will narrow to 6-10 cases per 100,000; and the Orange (Moderate) tier case rate range will shift to 2-5.9 cases per 100,000. The Yellow (Minimal) tier case rate range will shift to less than 2 cases per 100,000 when:

- 4 million doses have been administered to persons living in the Vaccine Equity Quartile (assessed statewide).

**BLUEPRINT TIER FRAMEWORK THRESHOLDS UPON MEETING STATEWIDE VACCINE EQUITY METRIC GOALS**

<table>
<thead>
<tr>
<th>Doses administered in the Vaccine Equity Quartile (statewide)</th>
<th>Tier 1 Widespread (Purple)</th>
<th>Tier 2 Substantial (Red)</th>
<th>Tier 3 Moderate (Orange)</th>
<th>Tier 4 Minimal (Yellow)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current: Less than 2 million doses administered</td>
<td>Case Rate &gt; 7</td>
<td>Case Rate 4 - 7</td>
<td>Case Rate 1 - 3.9</td>
<td>Case Rate &lt; 1</td>
</tr>
<tr>
<td>Goal #1: 2 Million administered</td>
<td>Case Rate &gt; 10</td>
<td>Case Rate 4 - 10</td>
<td>Case Rate 1 - 3.9</td>
<td>Case Rate &lt; 1</td>
</tr>
<tr>
<td>Goal #2: 4 Million doses administered</td>
<td>Case Rate &gt; 10</td>
<td>Case Rate 6 - 10</td>
<td>Case Rate 2 - 5.9</td>
<td>Case Rate &lt; 1</td>
</tr>
</tbody>
</table>

Source: https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID19CountyMonitoringOverview.aspx

The day a Vaccine Equity Metric goal has been met, tier assignments will be revised to reflect the shift in Blueprint tier thresholds shifts and announced the following the day. Updated tier assignments will be effective the day after tier assignments are announced.

EUHSD staff members have access to COVID-19 vaccines through VEBA Vaccinates. For information, please visit VEBAVaccinates.com.
EUHSD’s leadership team has been actively engaged in planning for the reopening of our school campuses and on-campus instruction since we were mandated to abruptly close on March 13, 2020. The realities and complexities involved in the planning and implementation of returning students and staff to on-campus learning while adhering to the required safety accommodations and logistics come with many challenges. To successfully implement the necessary components, consistent with the lens of safety and flexibility, the following represents our overarching process and timeline of activities, training, and preparation to reopen campuses.
TRANSITION TO ON CAMPUS LEARNING TIMELINE

The following timeline is pending San Diego County shifting to the Red Tier and negotiations with labor partners.

March 9
Board Meeting to Approve Transition to On Campus Learning

March 17-22
Asynchronous Learning, Staff Training and Preparation

March 23-24, April 6-9
Seniors in Learning Pods; Cal-SAFE Open; other Learning Pods Continue

March 25-April 5
Spring Break

April 12-16
All Freshmen & Seniors on campus in Learning Pods; Cal-SAFE Open; other Learning Pods continue

April 20-June 17
All students and staff return in Two-Day Blended Learning Model on campus

THE TWO-DAY BLENDED LEARNING MODEL MAY BEGIN ON CAMPUS APRIL 6 WHEN...

- San Diego County is in the Red Tier
- Staff has access to be fully vaccinated

*Pending Negotiations
FUTURES TASKFORCE MEMBERSHIP

PURPOSE

The EUHSD Futures Taskforce was established for the purpose of researching, considering, and making recommendations on how to best reopen school campuses in the climate of COVID-19 within county and state public health guidelines. We want to express sincere appreciation to all Taskforce members whose recommendations are foundational to district plans and reflect research of practices from other countries, states, and districts as well as survey data from stakeholders in our community.

EDUCATION COMMITTEE

Ali Aardappel
April Moore
Carlos U. Saucedo
Damon Blackman
Dave Mussatti
Freddy Delgado
Jen Hughes
Jennifer Gentile
Jennifer Medeiros
Jim Chevalier
Jose Aguirre
Josh Murphy
Juan Vargas
Karin Helenschmidt
Leah Dardis
Martin Casas
Marybelle Esteban
Mia Funk
Michael Sovacool
Myron Kwai
Olga West
Pilar Vargas
Rita Guerra
Roxanne Apodaca
Ruth Hellams
Saul Morales
Stephen Yi
Vivian Rendon

OPERATIONS COMMITTEE

Adriana Lepe-Ramirez
Alicia Pitrone
Amanda Phillips
Andrea Perreault
Andrew Clark
Anna Cady
Callie Escobedo
Charan Kirpalani
Cory Gregory
Courtney Coffin
Jerry De La Cruz
Joseph Dionisio
Linda Rendon
Marvin “Tido” Smith
Miguel Velasquez
Mike Byers
Rachel Macias
Rich Watkins

PRESENT OPTIONS & INFORMATION

EXPLORE, ASK QUESTION, RESEARCH

PROPOSE PROTOCOL AND PROCESS

Determine best options & make recommendation

EUHSD RETURN TO CAMPUS GUIDE
HEALTH AND SAFETY

DAILY HEALTH PRACTICES AND PROTOCOLS

AS WE REOPEN...

The health and safety of our students, staff, and families are of the utmost importance. Due to health and safety measures set forth by the California Department of Public Health, the 2020-21 school year will look much different than in years previous.

Screening and temperature checks will be conducted prior to students and staff entering a campus.

Students and staff should not attend school or report to a district work facility if you:

- Have a fever of 100°F or more.
- Are experiencing symptoms including a persistent cough, shortness of breath, runny nose, nasal congestion, sore throat, nausea, vomiting, diarrhea, fatigue, new loss of taste/smell, headache, muscle or body aches, or poor appetite.

*Detailed charts and reporting protocols are located in the COVID-19 Section of the Plan (beginning on p. 19)
HEALTH AND SAFETY
DAILY HEALTH PRACTICES AND PROTOCOLS

ARRIVING AT SCHOOL/WORK

- Each school will designate routes and specific locations for entry of students and staff onto campus in order to limit direct contact with others. A schedule for when and where gates will be opened will be developed by each school site.

- Students will be encouraged NOT to arrive early and avoid congregating on school grounds.

- Available staff will monitor gates and campuses to ensure students adhere to social distancing. Such staff will also supervise students who arrive by bus and ensure they go directly to class. Parents and visitors will not have access to the interior of school campuses.

- Teachers will be ready in classrooms to receive their students at the appointed time and once gates are opened, students will go directly to class following designated routes.

- Schools will provide daily grab and go breakfast and lunch for students participating in the on-campus program. Distance learning students will continue to pick up meal kits on Mondays and Thursdays at one of EUHSD’s three comprehensive high schools.

- Signage throughout the school will assist students and staff to remember to wear masks, stay socially distant, and observe designated routes and hand-washing protocols. Procedures and signage are posted at the front of the school for adults who need to check out their students, in order to minimize “lingering/waiting” around office staff.
HEALTH AND SAFETY

PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

HANDWASHING AND HAND SANITIZER

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19. The hand sanitizer used by the District shall have a minimum alcohol content of 60% in order to efficiently promote the disinfection of an individual’s hands.


- Employees are expected to frequently wash their hands. Hand-washing soap is provided in restrooms and all sinks.
- Hand sanitizer is provided in common areas and at the public entrances to facilities.
- Hand sanitizer dispensers have been installed inside or near the entrance to each classroom.

Other supplemental actions have been taken as follows:
- Signs on proper hand-washing procedures are posted next to sinks.
- Hand sanitation is promoted throughout the day, especially:
  - before and after using the restroom
  - before and after breaks
  - before and after meals or snacks
  - after coughing and/or sneezing
  - after being outside
HEALTH AND SAFETY

PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

PERSONAL PROTECTIVE EQUIPMENT (PPE)

All employees have been or will be provided with personal protective equipment to be used in accordance with current federal, state, and local mandates to protect themselves and others from the spread of the COVID-19 virus.


The following items have been sent to schools based upon student enrollment, specialized programs, and number of staff:

- Cloth masks
- Disposable masks
- Face shields
- Hand sanitizer
- Gloves
- Gowns
- Spray bottle, soap and paper towels
- Thermometers (distributed for school health office use and special programs; not per classroom)
- Additional PPE is provided on a position-specific basis for employees who may perform duties that require specific PPE

The following items will be available at each school site:

- Plexiglass in high traffic areas and teacher desks
- Directional walkways
- Messaging signs and floor stickers
- Health and hygiene signage
On June 18, 2020, the California Department of Public Health (CDPH) issued guidance for the use of face coverings in response to the COVID-19 epidemic. Consistent with this guidance and current state mandates, the District has established the following guidelines regarding the use of face coverings. For information and exemptions please visit CDPH.

https://www.cdph.ca.gov/

Face coverings are required to be worn properly (covering mouth and nose) at all times by all individuals on a school campus indoors or outdoors. This applies to all staff, all administrators, and any visitors on campus over two years of age.

**STUDENT FACE COVERINGS**

Based on a mandate from the State of California on July 17, 2020, face coverings must be worn by all students in EUHSD. Students must utilize face coverings:

- While in the classroom
- While waiting to enter campus
- While in the restroom
- While on school grounds (except when eating and drinking)
- While entering and exiting school
- While on the bus

It is highly encouraged for students to bring their own face covering. Personal face coverings will be allowed by students that are in compliance with dress code policies. Schools will provide face coverings for any student who needs one. In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face-covering under CDPH guidelines and refuse to wear one provided by the school. Students who refuse to wear face coverings and do not have an exemption will be excluded from on-campus learning. They will be required to participate in fully online learning.
HEALTH AND SAFETY

PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

EMPLOYEE FACE COVERINGS

All EUHSD employees must wear a facial covering when they, among other things:

- Interact in-person with any member of the public.
- Work in any space currently visited by members of the public.
- Work in any space where food is prepared or packaged for sale or distribution to others.
- Work in or walk through common areas, such as hallways, stairways, elevators, and parking facilities, including exterior hallways between buildings.
- Work in any room or enclosed area where other people (except for members of the person’s own household or residence) are present when unable to physically distance.
- Individuals who cannot wear a mask because of a documented health issue shall instead be required to wear a face shield and neck drape.
- Face coverings may be removed only when the individual is alone in their classroom, workspace, and area.
HEALTH AND SAFETY

PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

PHYSICAL DISTANCING

Physical distancing limits the spread of the virus. Schools will adhere to the following strategies to maintain physical distancing as much as practical.


This includes social distancing and avoiding close contact (closer than 6 feet for longer than 15 minutes, over a period of 24 hours):

- Minimize contact at school between students, staff, families, and the community at the beginning and end of the school day.
- Minimize the movement of students and teachers or staff as much as practical.
- Not hold large gatherings such as assemblies, award ceremonies, and performances and move to implement virtual events for families instead of on-campus gatherings for widely attended events such as Back-to-School Night and Open House.
- Designate routes to reduce face-to-face contact and directionality.
- Designate an isolation room for staff or students who show symptoms while at school.
- Communicate clear expectations for distancing and face coverings on buses and at bus stops. Limit the number of persons who may occupy at any one time spaces in common areas such as break-rooms, workrooms, and other spaces used by multiple employees.
- Employees are encouraged to use outdoor spaces for breaks, lunches, and instruction as practical.
- Limit the number of persons who can meet in conference rooms while maintaining 6 feet of physical distance.
- Meetings may be held virtually or in-person during school campus reopening.
- In-person meetings shall be offered virtually.
- Large meetings or gatherings shall be held virtually until State and County Public Health guidelines authorize otherwise.
- Prioritize minimizing contact between adults at all times:
  - When working indoors or in outdoor areas
  - Before and after the work shift
  - Coming and going from vehicles
  - Entering, working, and exiting physical buildings or other structures
HEALTH AND SAFETY

PERSONAL PROTECTIVE EQUIPMENT AND PROTOCOLS

VISITORS TO CAMPUS

Non-essential visitors during regular school hours (including volunteers, and activities involving other groups) are currently limited.

- Volunteers or non-essential visitors will be limited on campus.
- Visitors who are required to come onto campuses such as members of public health, social workers, service providers, or law enforcement will have their temperatures taken by trained staff in the front office.
- District employees wearing district identification and previously screened will not be required to have their temperature taken when moving between district locations.
The District has established cleaning and sanitization standards in conjunction with the Centers for Disease Control (CDC) recommendations to provide for the health and safety of its employees and the public that visits the Escondido Union High School District. The following definitions apply in this section.

**CLEANING** - Physical removal of soil (dirt and debris) from surfaces which can include the use of water and detergent.

**SANITIZATION** - Treating a surface to effectively reduce microorganisms of public health significance. Cleaning before sanitizing is recommended.

**DISINFECTING** - Destroying or inactivating microorganisms, including bacteria and viruses on surfaces.

**CLEANING AND SANITIZING PROTOCOL**

- Cleaning products will be made available to staff to clean and sanitize frequently touched surfaces throughout the workday.
- Frequently touched surfaces (desks, seats, light switches, doorknobs, etc) will be cleaned and disinfected nightly by the custodial crew.
- Restrooms will be cleaned and disinfected on a regular basis.
- Offices/classrooms will be vacuumed and cleaned nightly.
- Daily disinfesting and cleaning schedule will be followed for regular and frequent cleaning of common touch-points.
- Custodians will follow Cal/OSHA requirements including proper ventilation during cleaning and disinfecting.
- Cleaning products used by the Escondido Union High School District are FDA approved. Each product is vetted and its use is identified for specific cleaning purposes. Safety precautions and information on the make-up of each cleaning product can be found in the Safety Data Sheet (SDS) for the product. Product SDS information can be found in the employee lounge and online in the operations section of the District website.
HEALTH AND SAFETY

NON-OPERATIONAL CAMPUS AREAS

Drinking fountains are non-operational. There are several water bottle filling stations throughout each campus that can be used by students and staff to access drinking water.

INDOOR AIR QUALITY AND FILTERS

All heating, ventilation, and air conditioning (HVAC) systems have been checked, cleaned, maintained and all filters have been changed. HVAC systems all have MERV-13 filter. HVAC systems introduce uncirculated fresh air into classrooms based on recommendations from the American Society of Heating, Refrigeration, and Air Conditioning (ASHRAE). Rooms that do not have HVAC systems that are compatible with MERV-13 filters will have a portable HEPA filter installed.

WE ENCOURAGE THE USE OF OUTDOOR SPACE TO THE EXTENT PRACTICAL.
A cohort is defined as a group of students and adults on campus sharing the same space on the same day.

- EUHSD employee MOUs (ESTA & CSEA)

- The movement of students will be minimized such that they will stay with the same teacher while in the Purple Tier.
- The use of outdoor space will be planned such that all space possible is used in order to keep groups separated, as practical.
- The teacher and other staff desks will be placed at least six feet away from student desks.
- Space will be maximized between student desks. Student chairs will be at least 6 feet away from one another, except where 6 feet of distance is not possible after a good-faith effort has been made. Under no circumstances should distance between student chairs be less than 4 feet.
- Procedures for turning in assignments have been developed to minimize contact.
- Sharing of devices, books, instruments, and other items will be restricted whenever practical.
- While in the Purple Tier, cohorts are limited to no more than 16 individuals, including staff and students.
What measures should be taken when a student, teacher, or staff member has symptoms, is in contact with someone infected, or is diagnosed with COVID-19?

1. **WITH PCR COVID-19 VIRAL TEST**
   - (Not antibody test; not antigen test)
   - **NEGATIVE**
     - May return after 24 hours without fever and other symptoms improving.
   - **POSITIVE**
     - Identify all close contacts (as defined by CDC). Quarantine and exclude close contacts for 14 days after last date case present.
     - Retested or Not Retested
       - *Proof of negative test not required*

2. **WITHOUT PCR COVID-19 VIRAL TEST**
   - If note from (MD/DO/NP/PA) or public health defines case as presumed COVID-19 virus then notify school of potential exposure.
   - Isolate the case. May return when:
     - (a) 24 hours without fever (no meds) and (b) symptoms are improving AND (c) at least 10 days from the day symptom onset or test date.

3. **NOTE FROM HEALTHCARE PROVIDER re: chronic illness**
   - A signed note from licensed (MD/DO/NP/PA) must: confirm the chronic diagnosis; including provider’s contact information; explain how symptoms are unrelated.
   - May return to school immediately

(†) A contact is defined as a person who is <6 feet from a case for >15 minutes over 24 hours. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other groups may need to be considered exposed, particularly if people have spent time together indoors.
COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS - STUDENTS

STUDENT SCREENING

To ensure a safe and healthy school environment, please screen your student for symptoms of illness and check temperature prior to school daily. Determining whether or not your student should attend school or stay at home can be a difficult decision. Please use these guidelines to make the best decision for your student and for the health of others. Students should stay home from school when symptoms of illness are present. Students should also be kept home if they have had close contact with a person diagnosed with COVID-19.

SCENARIOS

WHAT IF I HAVE AN EXISTING MEDICAL CONDITION?

If the student has an existing medical condition that exhibits symptoms consistent with COVID-19 (asthma, allergies, migraines, etc.), please provide a signed note to the health office from a licensed health care provider explaining how the symptoms are unrelated to COVID-19. If the school health office already has documentation of the student’s medical condition, no additional action is necessary.

With this documentation on file, the student may attend school on campus.
COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS - STUDENTS

SCENARIOS

WHAT SHOULD I DO IF I HAD CLOSE CONTACT WITH SOMEONE WHO HAS COVID-19?

If the student has been in confirmed, close contact with someone who has tested positive for COVID-19, the student should stay home for 14 days after exposure based on the time it takes to develop. Watch for symptoms as they may appear 2-14 days after exposure to the virus. If symptoms develop, contact your medical provider.

Notify the school that the student has been in close contact with someone who has tested positive for COVID-19 and will be quarantining for 14 days. The student may continue participating in distance learning.

I JUST CAME BACK FROM TRAVELING ABROAD AND DO NOT HAVE ANY SYMPTOMS. IS IT OKAY TO GO BACK TO SCHOOL OR SHOULD I SELF-QUARANTINE FOR A FEW DAYS?

Students who have recently traveled out of state or out of country should monitor their symptoms and follow all safety protocols. If the student is not exhibiting symptoms and has not been in a confirmed, close contact situation with someone who has tested positive for COVID-19, the student is welcome to attend school on campus when scheduled. There is no mandatory quarantine after travel at this time. If you are in doubt or believe the situation has changed, please contact your school’s attendance office for further guidance.
COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS - STUDENTS

WHEN QUARANTINING DUE TO COVID-19

Stay home. Most people with COVID-19 have mild illness and can recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.

Take care of yourself. Get rest and stay hydrated.

Stay in touch with your doctor. Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.

Separate yourself from other people.

Monitor your symptoms. Seek emergency medical attention if you have: trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face.

Continue to participate in school via distance learning. Contact the school attendance office if the student is not able to participate due to personal illness.

COMMUNICATION PROTOCOLS

If communication is deemed necessary through the decision tree process in consultation with the school and district nurse, all communication will be distributed through the district office.

REPORT OF POSITIVE CASE OR POTENTIAL EXPOSURE OF STUDENT TO COVID-19

Each school will maintain a communication system that allows 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 the privacy of educational records and other privacy laws.

Parents/families/guardians should immediately report to the school if they have received a diagnosis of COVID-19 infection for their school-aged child. Likewise, if there is a chance that school-aged children have been exposed to a confirmed case of COVID-19, this should also be reported.

For the EUHSD COVID-19 Dashboard, visit https://www.euhsd.org/updates-remote-learning-resources/
**COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS - STAFF**

**STAFF SCREENING**

Staff members should stay home if they are experiencing any illness. Staff are screened daily and have their temperature taken daily prior to entering the work site. If they answer yes to any of these questions, they shall be sent home: Do you have...

- A fever (100° or higher) or a sense of having a fever?
- A new cough that you cannot attribute to another health condition?
- New shortness of breath that you cannot attribute to another health condition?
- A new sore throat that you cannot attribute to another health condition?
- New muscle aches that you cannot attribute to another health condition or that may have been caused by a specific activity (such as physical exercise)?

**NOTIFICATION OF POSSIBLE COVID-19 SYMPTOM, EXPOSURE, POSITIVITY - REPORT IMMEDIATELY**

- **Staff Member reports COVID-19 symptom, exposure, or confirmed infection to Supervisor**
- **Supervisor reports to HR & Student Services**
- **District office staff collects necessary data, gives direction, makes report to County Health**

**CONTACTS**

EUHSD’s Student Services and the Human Resources departments are the designated contacts for the local health department relative to contact tracing and reporting of COVID-19 cases.

EUHSD Student Services  
(760) 291-3281

EUHSD Human Resources  
(760) 291-3280
COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS - STAFF

ROUTINE COVID-19 EMPLOYEE TESTING AND REPORTING

WHO SHOULD BE TESTED AND HOW OFTEN?

San Diego County Department of Public Health understands routine testing of school staff to be required when in-person instruction resumes per the CDPH school reopening framework. Accordingly, the County has since made available to schools the use of all county testing sites, as well as reserved sites for school staff exclusively. Employees can go to any of the employee only designated locations, or any of the county’s public testing sites. You may also review this map to identify public testing sites. School districts and schools should ensure that staff is tested periodically. Recommended frequency include all staff being tested every 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate which staff members are tested over time. Staff may provide a receipt that they have tested. Staff does not have to share the test results. If there is a positive result, the San Diego County Public Health Department will notify the District and conduct contact tracing as appropriate.

WHEN ARE ATHLETES TESTED?

When public health conditions show above 7 cases per 100,000, regular rapid antigen testing of student athletes, coaches, and support staff will take place in accordance with CDPH Guidance for Youth and Recreational Sports. There will be no cost for students or employees.

WHO WILL PAY FOR THE TESTING OF SCHOOL EMPLOYEES?

Employees will not be charged if they go to any of the San Diego County sites identified above. That means employees may go to either the employee only designated sites or the county’s public sites. School employees may also contact their own health care provider for testing. Mileage will be reimbursed to the nearest testing site from your work location.
The California Department of Public Health (CDPH) recommends individual school closure based on the number of cases, the percentage of the teacher/student/staff that are positive for COVID-19, and following consultation with the local health officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teacher/student/staff cases are within a 14-day period, depending on the size and physical layout of the school.

The local health officer may also determine if school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

**IF A SCHOOL IS CLOSED FOR IN-PERSON LEARNING, WHEN MAY IT REOPEN?**

Schools may typically reopen after 14 days and the following has occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department
COVID-19 SCREENING, EXPOSURE & NOTIFICATION PROTOCOLS

POTENTIAL CLOSURES

WHAT ARE THE CRITERIA FOR CLOSING A SCHOOL DISTRICT?

The California Department of Public Health recommends that a school district close if 25% or more of the schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local health department.

IF A SCHOOL DISTRICT IS CLOSED, WHEN MAY IT REOPEN?

Districts may typically reopen after 14 days, in consultation with the local health department.

Note: These action guidelines may change in accordance with recommendations from CDPH and the local county health officer.

EUHSD recognizes that families, students, and staff need choices regarding instructional programs during the current COVID-19 pandemic that best address individual health and safety concerns and needs. As we make plans to transition to on-campus learning, EUHSD families, students, and staff have the option to continue the 2020/21 school year in one of three models:

**Online Independent Study via Edgenuity**
- Online Learning 5 days each week
- Flexible Scheduling
- Individualized Pacing
- Weekly Check-ins with Teacher
- College Prep Curriculum
- Academic Grades
- Mandatory Attendance
- Social Emotional Supports
- Variety of Electives

**Two-Day Blended Model**
- 6 classes each week
  - 2 Days On Campus
  - 3 Days Distance Learning
- Academic Grades
- Mandatory Attendance
- Social Emotional Supports

**Distance Learning via Canvas**
- 6 classes, 5 days distance learning
- Live Instruction via Video Conferencing
- Academic Grades
- Mandatory Attendance
- Social Emotional Supports

This section of the Reopening Plan outlines information regarding our planned instructional offerings.
INSTRUCTIONAL PROGRAMS

FAMILIES AND STUDENTS

Based on the information we have provided in the following pages, beginning Friday, October 23 through Sunday, November 1, families will be asked to complete an online "registration form" identifying the learning model they wish their child to participate in. Because of the complexities involved with building schedules and assigning staff to three learning models, the registration form assignments are for the remainder of the 2020/21 school year. Please view this video for more information on the three models. Any family who does not complete a commitment form will have their child placed in the Two-Day Blended Model. Requests for model changes after we transition to the on-campus model will be managed by site administrators as usual, based on program space availability.
The Escondido Union High School District offers three learning models to meet the needs of our families, students, and staff.

Each model will operate under guidelines outlined in the EUHSD 2020-2021 Health and Safety Plan and the Instructional Plan. School based athletic and extracurricular activities are evaluated based on current local and state public health conditions.

CHOICES FOR SPRING SEMESTER

ONLINE INDEPENDENT STUDY VIA EDGENUITY
- Online learning 5 days each week
- Flexible scheduling
- Individualized pacing
- Weekly check-ins with teacher
- College Prep
- Curriculum academic
- Grades mandatory
- Attendance
- Social emotional supports
- Variety of electives

TWO-DAY BLENDED MODEL
- 6 classes each week
  - 2 days on campus
  - 3 days distance learning
- Academic grades
- Mandatory attendance
- Social emotional supports

DISTANCE LEARNING VIA CANVAS
- 6 classes, 5 days distance learning
- Live instruction via video conferencing
- Academic grades
- Mandatory attendance
- Social emotional supports

Transportation: Available for Special Education students enrolled in the Two-Day Blended Model via a student's IEP. Limited access for Del Lago Academy students as in prior years.

Student Nutrition: Meals will continue to be provided and available for students in all models.

Model Preference: Parents/guardians are to complete the registration form for model preference selection, which will be available from 10/23/2020 through 11/1/2020. This selection is for Spring semester only. Parents/guardians who do not submit their model preference selection will have their student enrolled in the Two-Day Blended Model. Requests to change a student’s learning model will be considered at the semester break.

EUHSDFUTUREREADY

EUHSD RETURN TO CAMPUS GUIDE
INSTRUCTIONAL PROGRAMS

This section of the Reopening Plan outlines information regarding our planned instructional offerings.

2-DAY BLENDED LEARNING SCHEDULE

<table>
<thead>
<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Students Online</td>
<td>A-L Cohort on Campus</td>
<td>M-Z Cohort on Campus</td>
<td>A-L Cohort on Campus</td>
<td>M-Z Cohort on Campus</td>
</tr>
<tr>
<td>Minimum Day AM: Weekly SEL Lesson Live</td>
<td>Period 1</td>
<td>Period 1</td>
<td>Period 2</td>
<td>Period 2</td>
</tr>
<tr>
<td>Period 3</td>
<td>Period 3</td>
<td>Period 4</td>
<td>Period 4</td>
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<tr>
<td>Period 5</td>
<td>Period 5</td>
<td>Period 6</td>
<td>Period 6</td>
<td></td>
</tr>
<tr>
<td>PM: PLC &amp; Staff Collaboration</td>
<td>M-Z Cohort attend asynchronously</td>
<td>A-L Cohort attend asynchronously</td>
<td>M-Z Cohort attend asynchronously</td>
<td>A-L Cohort attend asynchronously</td>
</tr>
</tbody>
</table>

*DLA & VHS MAY HAVE AN ALTERNATE SCHEDULE
**ALPHA ASSIGNMENTS MAY SHIFT SLIGHTLY BY SCHOOL AND GRADE LEVEL

CHOICES FOR SPRING SEMESTER

**ONLINE INDEPENDENT STUDY VIA EDGENUITY**
- ONLINE LEARNING 5 DAYS EACH WEEK
- FLEXIBLE SCHEDULING
- INDIVIDUALIZED PACING
- WEEKLY CHECK-INS WITH TEACHER
- COLLEGE PREP
- CURRICULUM ACADEMIC
- GRADES MANDATORY
- ATTENDANCE
- SOCIAL EMOTIONAL SUPPORTS
- VARIETY OF ELECTIVES

**TWO-DAY BLENDED MODEL**
- 6 CLASSES EACH WEEK
  - 2 DAYS ON CAMPUS
  - 3 DAYS DISTANCE LEARNING
- ACADEMIC GRADES
- MANDATORY ATTENDANCE
- SOCIAL EMOTIONAL SUPPORTS

**DISTANCE LEARNING VIA CANVAS**
- 6 CLASSES, 5 DAYS DISTANCE LEARNING
- LIVE INSTRUCTION VIA VIDEO CONFERENCING
- ACADEMIC GRADES
- MANDATORY ATTENDANCE
- SOCIAL EMOTIONAL SUPPORTS
INSTRUCTIONAL PROGRAMS

SPECIAL EDUCATION

SAFETY CONSIDERATIONS FOR STUDENTS WITH DISABILITIES

- Students with disabilities will adhere to the district policy on wearing facial coverings.
- Students with disabilities struggling with facial covering compliance will receive support and instruction on the importance of wearing facial coverings.
- Students whose disabilities prevent them from benefiting from support and instruction will have their IEP team meet to assess behaviors associated with the wearing of a face covering, offer alternatives to face coverings such as face shields or face shields with drapes, take face covering breaks outside the classroom, or teach/model/reinforce face coverings.
- Should positive interventions result in minimal progress, the IEP team may meet and exempt the student from wearing a facial covering should this be a result of the student’s disability.

CONSIDERATIONS FOR STAFF WORKING WITH STUDENTS WITH DISABILITIES

- Staff will be provided a face covering which is most conducive to addressing specific student needs.
- IEP services will be delivered while adhering to CDPH guidelines by wearing facial coverings, and/or the use of desk shields or table guards, physical distancing, increased hand-washing, and sanitizing to the greatest extent possible.
- All staff who work with students who require more hands-on services such as diapering, catheterization, feeding, etc. will utilize both face coverings, gloves, and other appropriate PPE, and follow established EUHSD protocols.
Students who may benefit from in-person instruction will be invited to participate by their school of residence. Safety is the number one priority for students and staff.

- Students with disabilities with behavioral challenges will receive positive interventions and supports. Should these positive interventions and supports result in minimal impact, the students will return to full-time distance learning.

- Attendance is important to in-person instruction and switching between in-person and distance learning is not recommended.
INSTRUCTIONAL PROGRAMS

SPECIAL EDUCATION

IEP PROCEDURES

- For the safety of parents, students and staff, all IEP meetings will be conducted in a virtual platform.
- If parents do not have access to technology at home, they may contact their student’s case manager, program specialist or school psychologist and arrange for a laptop and internet access to be available at their student’s school of residence.
- All IDEIA IEP meeting procedures and timelines will continue to be implemented and followed.

RELATED SERVICES

- Related services such as Speech & Language, Occupational Therapy, Adapted Physical Education, or Orientation and Mobility may be provided to students in-person or virtually.
- All decisions on how related services are provided will be determined on an individual basis. All of our related service providers may be available for in-person delivery of services.
- Special education students will have services delivered to the maximum extent possible in alignment with the student's IEP.

ASSESSMENTS

- All assessment timelines will follow federal and state special education laws.
INSTRUCTIONAL SUPPORT

MENTAL HEALTH/SOCIAL-EMOTIONAL LEARNING

The Escondido Union High School District is committed to the ongoing support of students social and emotional well-being. As our students begin to transition back to school, we have provided important connections to school-based support systems, as well as community supports that focus on student and family needs. We know that families and schools need to work closely together to ensure that students’ individual needs for support are met during these challenging times. EUHSD families can access a list of resources by clicking here or by accessing the district website. Once on the EUHSD web site, scroll to the bottom of the page and select “Community Resources” under the “Parents” tab.

STUDENT SUPPORTS

- Implement Monday weekly lessons focused on SEL. All students participate in these important lessons.
- Use surveys to provide students and staff a forum to express their needs.
- Provide school-based services for students and families.
- Partner with critical community agencies and providers to provide supports for students and families.
- Conduct home visits. School teams include site administrators, social workers, counselors, school psychologists, District Service Center staff. The team conducts visits to the homes of students who are not attending or not engaging in online learning. These visits afford another opportunity to connect students and families with needed supports.
- Offer a menu of flexible counseling options that include in-person and virtual individual and group counseling sessions. Offer afternoon programs for students to receive counseling and to participate in various activities.
- Provide clear and consistent communication with families that need additional supports to get through this difficult time. Parents/guardians are encouraged to reach out to a school counselor, school psychologist, social worker, or administrator to discuss specific student needs.
INSTRUCTIONAL SUPPORT

MENTAL HEALTH/SOCIAL-EMOTIONAL LEARNING

- Ensure that families, students, and staff are supported through the process of finding individualized mental health supports to meet their individual needs.
- Raise awareness of supports and warning signs during Suicide Prevention Week and Red Ribbon Week.

EUHSD RESOURCES

EUHSD Partners with community agencies such as Escondido COMPACT, Palomar Family Counseling, Mental Health Systems, Interfaith, North County Lifeline, and the YMCA to increase access to mental health support and counseling. We also develop partnerships with and create access to new agencies such as Outdoor Outreach.

For more information please access information on the EUHSD website, call the school your student attends at the numbers listed below, or call the District Service Center. You are part of the EUHSD community and we are here to help!

<table>
<thead>
<tr>
<th>School</th>
<th>Phone Number</th>
</tr>
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<tbody>
<tr>
<td>Escondido High</td>
<td>(760) 291-4000</td>
</tr>
<tr>
<td>San Pasqual High</td>
<td>(760) 291-6000</td>
</tr>
<tr>
<td>Orange Glen High</td>
<td>(760) 291-5000</td>
</tr>
<tr>
<td>Valley High</td>
<td>(760) 291-2240</td>
</tr>
<tr>
<td>Del Lago Academy</td>
<td>(760) 291-2500</td>
</tr>
<tr>
<td>EUHSD Service Center</td>
<td>(760) 291-3200</td>
</tr>
<tr>
<td>Adult Education</td>
<td>(760) 737-8000</td>
</tr>
</tbody>
</table>
The EUHSD Student Nutrition Services Department is committed to meeting the nutritional needs of each and every student during the 2020-2021 school year. The department has developed and will adhere to, the following measures to ensure the overall health and safety of students who rely on EUHSD’s meal service. Student Nutrition staff will follow safety guidelines set forth by the California Department of Public Health for hand-washing, proper sanitation of work stations, social distancing, and wearing face coverings.

**ON CAMPUS MEALS**

- Provide a contact-free meal service to protect students and employees.
- All school meals are free
- Grab and go meals will be distributed to designated areas for students attending class on campus.
- Students will access on campus meals from various locations on campus while following social distancing guidelines.

For questions or assistance, visit the nutrition website or call (760) 291-3240
PROGRAMS AND SERVICES

CURB-SIDE SERVICE

- All school meals are free.
- Reinforce health and safety protocols, including hand hygiene, social distancing, wearing face coverings, and wearing gloves.
- All students who are distance learning will continue to pick up meal kits one day a week at three EUHSD locations (EHS, OGHS, and SPHS).

SERVICE TIME

Monday: 11:00 AM - 12:30 PM

MEAL DISTRIBUTION LOCATIONS

- Escondido High
- San Pasqual High
- Orange Glen High

For questions or assistance, visit the nutrition website or call (760) 291-3240
EUHSD follows the CDPH Guidance for Schools. The guidance is to maximize space between students and the driver on school buses and open windows to the greatest extent practicable.

The goal of our Transportation Department is to maximize space by blocking off the row directly behind the driver and only putting one individual (student or adult) per seat to the greatest extent practicable. Bus drivers and students will be required to wear face coverings.

- Windows on the buses should be open, and students and staff should wear appropriate PPE.
- Students are also being screened for symptoms and temperatures prior to boarding the bus.
- Students will board the bus one at a time, filling the bus from back to front.
- Buses will be cleaned and disinfected between routes, including seats and other frequently touched surfaces.
APPENDIX

COVID-19 GUIDANCE FOR SCHOOLS

COUNTY GUIDANCE

- San Diego County Office of Education (SDCOE)
- County’s Public Testing Sites

STATE GUIDANCE

- California Department of Public Health Guidance for Schools
- California Masks and Face Coverings