

Blue Lake Union Elementary School District
School Site Specific Protection Plan

School or District Site Name	
Blue Lake Union Elementary School District	
Facility Address	
631 Greenwood Avenue, Blue Lake, CA 95525	
This COVID-19 School Site-Specific Protection Plan (SSSPP) was most recently updated on:	
September 4, 2020	
The person(s) responsible for implementation of this Plan is:	
Name: DeAnn Waldvogel	Title: Superintendent-Principal
I, certify that all staff and parents have been provided a copy of this SSSPP and that staff have received training as required and described in this SSSPP.	
Signature:	Date: September 4, 2020

Specific Control Measures and Screenings

1. All activities are consistent with and will adjust to changing applicable state and local Public Health orders.
2. Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment. Please see attached Injury and Illness Prevention Program COVID-19 Addendum.
3. Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols.
 - Students will participate in health and safety lessons and will be taught classroom routines that will maximize safety.
 - Handwashing videos will be shown to students regularly.
 - In addition to annual trainings already provided, the following online trainings and recordings will be provided to staff prior to school opening.
 - *Coronavirus Awareness*
 - *Coronavirus: CDC Guidelines for Making and Using Cloth Face Coverings*
 - *Coronavirus: Cleaning and Disinfecting Your Workplace*
 - *Coronavirus: Managing Stress and Anxiety*
 - *Coronavirus: Preparing Your Household*
 - *Keenan: IPM for Teachers and Office Staff*

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4. A single point of contact will be established and identified at each school site to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as a liaison to Public Health and participate in the school's COVID-19 Task Force.
The name of this person is: DeAnn Waldvogel

5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces. Schools are directed to use EPA-approved disinfectants for COVID-19.

6. Health screening for each student is conducted daily prior to leaving home and/or entering school which includes symptoms, history of exposure, temperature screening. In the classroom, teachers are vigilant for signs of illness in students and follow school protocols when a child becomes ill.
 - The student is directed to continue to wear a mask and will be isolated to a room with adult supervision.
 - The parent/guardian is notified and instructed to pick up the student from school immediately. If the symptoms become severe, the student will be transported to the hospital.
 - Administration will work with CDPH to notify families and staff of potential exposure.
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 - Areas that have been used by a sick person is not to be used again until fully disinfected.
 - Custodians will use proper disinfection procedures and PPE while cleaning the area, waiting 24 hours before entering, if at all possible.
 - Cohorts of students are given an alternative learning space if needed.
 - The Parent/guardian is informed that the student may not return to school until CDC criteria has been met to discontinue home isolation, including 3 days with no fever, a decrease in symptoms, and a minimum of 10 days since symptoms first appeared.
 - Cohorts exposed to a student that tests positive is required to follow the County Health Officers guidance. This may require a 14-day quarantine.
 - Access to distance learning is made available to a student who is absent due to a COVID-19 related illness.

7. Staff and students who are sick are expected to stay home.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19 which may include surveillance testing for staff on an agreed upon schedule throughout the school year. This may include testing of students with appropriate parental permissions obtained in advance.

9. Protocols, actions and template communications are in place for the following COVID-19 related scenarios: (link: [Humboldt County Public Health Protocols & Communication Templates](#) for each scenario):
 - A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question or has a temp of 100.4 or above.
 - A family member or someone in close contact with a student or staff member test positive for COVID-19.
 - A student or staff member tests positive for COVID-19.
 - A student or staff member tests negative for COVID-19 after any of the reasons in scenarios a, b, or c.

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The table below was provided by CDPH and can be found in the document titled COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year.

	Student or Staff with:	Action	Communication
1	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific Guidelines	Send home Recommend testing (If positive, see #3, if negative, see #4) School/classroom remain open	No Action needed
2	Close contact (†) with a confirmed COVID- 19 case	Send home Quarantine for 14 days from last exposure Recommend testing (but will not shorten 14- day quarantine) School/classroom remain open	Consider school community notification of a known contact
3	Confirmed COVID-19 case infection	Notify the local public health department Isolate case and exclude from school for 10 days from symptom onset or test date Identify contacts (†), quarantine & exclude exposed contacts (likely entire cohort (††)) for 14 days after the last date the case was present at school while infectious Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14- day quarantine) Disinfection and cleaning of classroom and primary spaces where case spent significant time School remains open	School community notification of a known case
4	Tests negative after symptoms	May return to school 3 days after symptoms resolve School/classroom remain open	Consider school community notification if prior awareness of testing

(†) A contact is defined as a person who is 15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

(††) A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

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10. Distance staff desks at least 6 feet from student desks. Where practicable, physical distancing of six feet is maintained between students within a classroom or instructional area (distance of 3-6 feet is acceptable if other safety precautions are in place as specified in this document). Maximize distancing between desks to the extent possible by redesigning classroom space and removing non-essential furnishings. Facial coverings and other measures are intended to support the effectiveness of all levels of distancing.
11. For elementary students, stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or trimester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts. Prioritize stability of classroom cohorts over strict physical distancing.
 - Size of Cohorts will follow State and County guideline.
 - Currently guidelines state 14 students or less in a cohort (per County Public Health)
12. For middle and high schools, single classroom cohorts are used as practicable but larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding school-wide mixing of students and staff. Space students at least six feet apart, if possible, in existing facilities. Distancing of 3-6 feet is acceptable in classrooms if all other safety measures are in place as specified in this document. Strict social distancing is prioritized in older children and when cohorting cannot be implemented.
13. Where practicable, desks are arranged facing forward to minimize face-to-face proximity between students.
14. School staff are permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort. Whenever possible, staff will interact with student cohorts through virtual means. Staff members will wash hands thoroughly and change face coverings between classroom cohorts.
15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. Blue Lake School has two points of entry. Students will be assigned one of the two entrances based on cohort. Due to staggered arrival times, congregation at entries will be minimized.
16. Congregate movement through hallways will be minimized as much as practicable. Cohorts will be on staggered arrival, dismissal and break schedules. Hallways are marked for directionality and spacing between individuals.
17. Large gatherings (i.e., school assemblies) are currently prohibited.
18. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort.

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19. Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.
20. Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.
21. Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.
22. Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals. Sinks are available in all classrooms. Students will wash hands and/or sanitize upon arrival at school and will wash/sanitize again before snack, after recess, and before lunch. If a student puts their hands in their mouth or nose, they will be told to wash their hands immediately. Hand sanitizer will be available in every classroom.
23. Face coverings must be used in accordance with CDPH guidelines ([link to document](#)).
24. Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.
 - Staff will be provided a mandated training through Keenan and will train/educate students.
25. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.
26. Sharing of electronic devices, clothing, books and other games or learning aides will be avoided as much as practicable.
27. Use of privacy boards or clear screens will be considered as much as practicable.
28. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.
29. This School Site-Specific Protection Plan outlining the above measures is completed, posted, and shared with all stakeholders and updated as state and local Public Health guidance dictates.

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Cleaning and Disinfecting Protocols

☒	Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.	☒	Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, no-touch trash cans, hand soap, adequate time for hand-washing, alcohol-based hand sanitizers, disinfectants, and disposable towels.
☒	All shared equipment and touchable surfaces are cleaned and sanitized between each use.	☒	Cleaning products are used that meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list.
☒	All entrances and exits are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes.	☒	School hours and/or other procedures have been modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
☒	Hand washing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed. Antimicrobial soaps are not required or recommended. Sanitizers containing methanol may not be used.	☒	Hands-free devices have been installed, if possible, including motion sensor lights, contact-less payment systems, automatic soap and paper towel dispensers, and timecard systems.
☒	Hand sanitizer will be provided where indoor plumbing is not readily available.	☒	Staff is provided adequate time to implement cleaning practices before and after shifts.

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Schedule for Cleaning and Disinfecting high traffic areas and commonly used surfaces.

Fill in the fields below with the schedule for how often each area is disinfected.

Mark N/A for all that do not apply to your specific worksite and add any that are missing to “Other”

Classrooms:	Offices:
Daily by custodial staff and ongoing by teachers.	Daily by custodial staff and ongoing by office staff.
Restrooms:	Telephones:
Every two hours by custodial staff during the day and every evening. Staff will disinfect after using the restroom.	Ongoing by individual staff members who use their phones.
Handrails / door handles / shelving:	Handwashing facilities:
When students are on campus every other hour by custodial staff. Teachers will wipe down their individual classroom door handles and shelving units if used. Doors will be left open to lower the amount of times they are touched.	Will be sprayed with disinfectant after a staff member uses the handwashing facility. Every other hour for student facilities.
Copy Machines / Scanners / Faxes:	Common Areas:
After each use by the person that uses the machine.	No common areas will be used.
Playground Structures:	Outdoor Common Areas:
Not in use at this time.	Open air space does not need to be disinfected.
Indoor Common Areas:	Other: Drinking Fountains
Not in use at this time.	Not operational unless an individual water bottle is not available. Encouraging use of individual water bottles and the use of hydration filling stations.

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Physical Distancing Guidelines

<input checked="" type="checkbox"/>	Staff breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.	<input checked="" type="checkbox"/>	Tape or other markings have been placed at least six feet apart on sidewalks or other walkways near public entrances with signs directing students to use the markings to maintain distance.
<input checked="" type="checkbox"/>	Staff desks are 6 feet from students. Where practicable, physical distancing of six feet is maintained to the greatest extent possible within a classroom or instructional area. Three to six feet is acceptable where requirements herein are in practice;	<input checked="" type="checkbox"/>	All desks or individual workstations within office settings are separated by at least six feet or employees otherwise maintain six feet if workspace is limited.
<input checked="" type="checkbox"/>	Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable;	<input checked="" type="checkbox"/>	The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort;

Notification of COVID-19 Positive Case at School or Office Site

<input checked="" type="checkbox"/>	County of Humboldt Public Health is notified of all positive COVID-19 cases.	<input checked="" type="checkbox"/>	Employers and employees are aware that they can call Humboldt Public Health if a suspected exposure has occurred at 707-268-2182.
<input checked="" type="checkbox"/>	If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential worksite exposures, and will advise on any recommended testing, quarantine, or isolation instructions.	<input checked="" type="checkbox"/>	<p>Protocols, actions and template communications are in place for COVID-19 related scenarios:</p> <ul style="list-style-type: none"> • Student Symptom Checklist • Humboldt County Public Health Protocols on the onset of Symptoms

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Training

Staff have been or will be trained on the following topics:

<input checked="" type="checkbox"/>	Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.	<input checked="" type="checkbox"/>	Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.
<input checked="" type="checkbox"/>	Self-screening at home, including temperature and/or symptom checks using CDC guidelines.	<input checked="" type="checkbox"/>	The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
<input checked="" type="checkbox"/>	The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.	<input checked="" type="checkbox"/>	Proper use of face coverings.
<input checked="" type="checkbox"/>	The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on CDC's webpage.	<input checked="" type="checkbox"/>	Face coverings do not protect the wearer and are not personal protective equipment (PPE).

Compliance and Documentation

<input checked="" type="checkbox"/>	This school site / office is regularly inspected for compliance with this School Site-Specific Protection Plan (SSSPP) and any deficiencies are documented and corrected.
<input checked="" type="checkbox"/>	All school sites and offices operations will continue to be accessible to students and staff with disabilities, complying with the Americans with Disabilities Act. Title III which covers private business entities.
<input checked="" type="checkbox"/>	This school site has created a Task Force to support SSSPP activities. This group meets regularly. Administration, Supervisor of Maintenance, Supervisor of Transportation, Business Manager

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Resource Documents:

- [The Road Ahead: Humboldt County Schools Re-Opening Framework](#)
- [Humboldt County Public Health and Human Services](#)
- [Humboldt County Public Health Local Orders](#)
- [California Department of Public Health COVID-19 Industry Guidance: Schools and School Based Programs](#)
- [Center for Disease Control - Schools Decision Tree](#)
- [California Department of Education - Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)