

Date: January 25, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Biggs Unified School District

Number of schools:

Three

Enrollment:

600

Superintendent (or equivalent) Name:

Doug Kaelin

Address:

300 B Street

Phone Number:

530-868-1281

City:

Biggs

Email:

dkaelin@biggs.org

Date of proposed reopening:

October 19th, 2020

County:

Butte

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

Public

Grade Level (check all that apply)

X TK

X 2nd

X 5th

X 8th

X 11th

X K

X 3rd

X 6th

X 9th

X 12th

X 1st

X 4th

X 7th

X 10^t

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

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

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

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

- X I, Doug Kaelin, 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:

We have sent all plans to local public health and received a state approved waiver for Tk-6tj.

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

When ever possible all groups are keep together with the same staff

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?)

The smallest group of students is 10 with two adults and the largest is 23 with one adult

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

To the best of are ability

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

No electives at the elementary level will be offered at this time

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

We have three main entrance to the elementary schools, staff check all students as they enter, parents are not allowed on campus at this time

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

All staff, students and visitors to the office must wear face covering. No outside visitors are allowed on campuses

☒ **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.

All staff and students go through a screening process before entering campuses or buses. All students and staff have their Temperatures taken before entering the campus for busses.

☒ **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.

Every classroom, office space has hand sanitizer available. All TK-8th grade classroom have sinks with soap available. Staff have been instructed to continually instruct students on the importance of using hand sanitizer and washing hands. All call notices continue to go home asking parents to do the same

☒ **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.

Every class is required to maintain a seating chart. When a confirmed case is ID the site nurse with the principal contact every students parents that were within close contact. Admin then contact local health department

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

We have have all classroom teachers to remove unneeded items so desk can to place as far apart as possible. Different grade level enter and leave the campus through ID exits to avoid contact

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

Maximum: feet

Minimum feet

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

Student desk and desk barriers and the size of 50 year old classrooms

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

Staff have completed district training and education materials are sent out weekly

☒ **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.

The district has been doing asymptomatic testing with staff that are willing to be tested. Students and staff that have any symptoms are encouraged to get tested at local testing sites. they are also not allowed on school campuses for 10 days

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

No, unless the state provides more testing. All staff members have been offered the vaccine

- ☒ **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.

At this time no testing of students is being done by the district. Students with symptoms of COVID 19 or exposed will be encouraged to be tested,. they will be advised that they cannot be at school for 10 days or until symptoms free for 10 days.

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

NA

- ☒ **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](#).

All reporting will be consistent with reporting requirement's

- ☒ **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.

The superintendent has had school sites communicate with those affected. we are in the process on putting it on our web page

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

All of our school have already been open

- ☒ Labor Organization

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

Name: BUTA

Date: October 2020

- ☒ Parent and Community Organizations

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

Name: PAWS

Date: October 2020

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

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

- ☒ Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases Butte. County has certified and approved the CRP on this date: 10-2-2020. If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

On October 2, 2020 Butte County Public Health and CDPH approved BUSD waiver for reopening our schools

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)