



BUCKEYE UNION SCHOOL DISTRICT

BUCKEYE ELEMENTARY SCHOOL



## Re-Opening Overview

It is the goal of the Buckeye Union School District to reopen and remain open in a manner that adheres to State mandates and guidelines for preventing the spread of COVID19. The wellbeing of our students, employees, and families is of paramount importance as we meet the challenges of the pandemic.

The plans/protocols contained within this document have been developed in accordance with the California Department of Public Health's (CDPH) [COVID19 Industry Guidance: Schools and Schools Based Programs](#).

This plan will be updated should new guidance be provided by the California Department of Public Health in the future.

## General Measures

The Buckeye Union School District has established and will continue communication with the El Dorado Public Health Department regarding disease levels and control measures in the communities of the Buckeye Union School District. We are also monitoring communications from the California State Department of Public Health and the California Department of Education. The District will continue to collaborate with the El Dorado County Office of Education and neighboring Districts regarding the operations of programs during this pandemic.

The principal of each school site has been designated to ensure implementation of the plan.

- In the event of an outbreak among students or employees, communication with the El Dorado County Public Health Department will be coordinated with the District Office.
  - This plan incorporates the [CDPH Guidance for the Use of Face Coverings](#). Requests for exemptions must be submitted to the school site principal for review and approval.
  - This plan will be reviewed and made available to all employees.
  - The plan will be amended if deficiencies are identified.
  - In the event COVID19 illness emerges, efforts will be made to determine if any work-related factors could have contributed to risk of infection and the plan will be updated as needed to prevent further cases.
  - The site will implement the recommendations of the El Dorado County Department of Public Health should the site have an outbreak. The community can anticipate that the response would be similar to that recommended by the [California Department of Public Health](#).
  - The site will identify individuals who have been in close contact (within six feet for 15 minutes or more) of an infected person and take steps to isolate COVID19 positive person(s) and quarantine close contacts.
  - Adhering to these guidelines will be essential in order to prevent illnesses that may cause classrooms or the entire school to be temporarily closed or limited.
- A. Community use of the school site facility will be limited to the El Dorado County Charter Extended Day Program and Preschool Program and they will adhere to the measures outlined in this plan.
- B. In the event that closures of classes, groups or entire facilities when persons associated with the facility or in the community become ill with COVID19 occurs, the affected groups will move to distance learning.

C. District Nurses will continually review health concerns for students and create student health plans to identify and support students who may need additional accommodations or classroom and non-classroom preparation as needed. Site health clerks will support the nurses with review of emergency cards and medical concerns that could require additional interventions and communicate concerns to the District Nurse. The District Nurse will communicate with district families regarding health concerns that may require accommodations or a new health plan from the District Nurse. Families are encouraged to contact the health office with additional medical information about their child that may not be known. Additional information from a treating physician may be beneficial to address specific concerns for a student. If your child has been identified as a close contact with someone who tested positive for COVID19, you may also be contacted by a El Dorado County Public Health staff member to share more information with you and to get information about your child's health. Groups who might be at increased risk of becoming infected or having unrecognized illness include the following:

- Individuals who have limited mobility or require prolonged and close contact with others, such as direct support providers and family members;
- Individuals who have trouble understanding information or practicing preventive measures, such as hand washing and physical distancing; and
- Individuals who may not be able to communicate symptoms of illness.
- Individuals who have a chronic illness or other underlying health concern that has been identified by a medical provider as being at greater risk.
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## Promote Healthy Hygiene Practices

Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

- A. Hand sanitizer will be available in all offices, classrooms, lunch areas, and near play structures.
- B. Teachers, School Nurses, and Health Clerks shall provide developmentally appropriate instruction to students regarding the hygiene practices necessary to stem the spread of the virus.
- C. Teachers shall ensure all students wash their hands using hand sanitizer or soap and water, for 20 seconds, whenever entering and leaving the room. Buckeye will make a PBIS type video to review this with our kids.
- D. Students shall be taught and prompted to wash their hands using sanitizer or soap and water prior to eating, after coughing or sneezing, and before and after using the restroom. Buckeye will make a PBIS type video to review this with our kids.
- E. All service providers will model healthy hygiene practices for students including washing hands when entering the classroom.
- F. Cloth face coverings will be provided to all employees upon request. Non-surgical masks will be available in front offices.
- G. All students in grades 3-8 must wear a face covering. These will be available in the front office and in classrooms. Students in grades TK-2 will be strongly encouraged to wear a cloth face covering.
- H. All employees must wear cloth face coverings.
- I. All members of the public are required to wear a cloth face covering when on the site. Face coverings must cover both the nose and mouth.
- J. District nurses will communicate to families that it is strongly recommended that all students and staff be immunized each

autumn against influenza unless contraindicated by personal medical conditions, to help:

- Protect the school community
- Reduce demands on health care facilities
- Decrease illnesses that cannot be readily distinguished from COVID19 and would therefore trigger extensive measures from the school and public health authorities.
- Reduce worries about the unknown potential effects of potential co-infection with COVID19 and influenza.

## FACE COVERINGS

Cloth face coverings must be used in accordance with [CDPH guidelines](#) unless a person is exempt as explained in the guidelines, particularly in indoor environments, on school buses, and areas where physical distancing alone is not sufficient to prevent disease transmission.

- Teachers will teach and reinforce use of cloth face coverings, or in limited instances, face shields.
- Students and staff should be frequently reminded not to touch the cloth face covering and to wash their hands frequently.
- Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings. Teachers will teach this in the classroom and Buckeye will make a PBIS type video to review this with our kids.

- People who are exempted from wearing a cloth face covering will be provided the same access to the school site and classrooms as those who are wearing a face covering.
- Students and staff who are exempted from wearing a face covering should be encouraged to wear a plastic face shield. These will be provided by the District.

### STUDENTS

Age	Face Covering Requirement
Under 2 years old	No
2 years old – 2 <sup>nd</sup> grade	Strongly encouraged**
3 <sup>rd</sup> grade – High School	Yes, unless exempt

\*\*Face coverings are strongly encouraged for young children between two years old and second grade, if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly.

- Persons younger than two years old, anyone who has trouble breathing, anyone who is unconscious or incapacitated, and anyone who is otherwise unable to remove the cloth face covering without assistance are exempt from wearing a cloth face covering.
- A cloth face covering or face shield may be removed for meals, snacks, naptime, or outdoor recreation, or when it needs to be replaced, when physically distanced. When a cloth face covering is temporarily removed, it may be placed in a clean paper bag (marked with the student’s name and date) or hung on a lanyard until it needs to be put on again.
- In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a cloth face covering under CDPH guidelines and refuse to wear one provided by

the school. Buckeye has a protocol to provide a face covering to students who inadvertently fail to bring a cloth face covering to school to prevent unnecessary exclusions. The District will offer alternative educational opportunities for students who are excluded from campus to the extent practicable.

- All staff must use cloth face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.
- In limited situations where a cloth face covering cannot be used for pedagogical or developmental reasons, (i.e. teaching phonics or to those who receive direct ELD support) a face shield, with drape, can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a cloth face covering outside of the classroom.

## ENSURE EMPLOYEE SAFETY

- Ensuring staff maintain physical distancing from each other is critical to reducing transmission between adults.
- Ensure that all staff use cloth face coverings in accordance with CDPH guidelines and Cal/OSHA standards.
- Conduct all staff meetings, professional development training and education, and other activities involving staff with physical distancing measures in place, or virtually, where physical distancing is a challenge.
- Minimize the use of and congregation of adults in staff rooms, break rooms, and other settings.
- Employees will complete a [daily symptom screener](#).

## Intensify Cleaning, Disinfection, and Ventilation

- A. School facilities and buses will be disinfected each day using electrostatic emitters with FDA approved cleaning solutions.
- B. All drinking fountains will be turned off, and students will be encouraged to bring a water bottle that can be filled at a classroom sink. Additional water bottles have been purchased for all students at Buckeye to be used as a backup.
- C. Parents may supply their children with EPA approved cleaning wipes of their choice. The District is prohibited from providing cleaning wipes to students.
- D. HVAC systems will be set to maximize circulation of air from outside buildings.
- E. E. MERV13 air filters have been installed in all HVAC systems.
- F. Attempts will be made to limit use of shared objects/materials, when practical. Handwashing/sanitizing will be required prior to and after use of playground equipment. We will provide each recess cohort with their own color of playground equipment.

## Implementing Distancing Inside and Outside the Classroom

**The District's facilities do not allow for implementation of physical distancing at 6 ft when all students are present. If a two track model, in which 50% percent of students are present each day, was implemented, then 15 students can be in a classroom with 5 ft. to 6ft. of separation between desks.**

- Bus Drivers will maximize space between students and between students and the driver on school buses and open windows to the greatest extent practicable.
- Volunteers will not be permitted on sites.

- Buckeye will minimize contact at school between students, staff, families and the community at the beginning and end of the school day. Buckeye will designate routes for entry and exit, using as many entrances as feasible. We will put in place other protocols to limit direct contact with others as much as practicable. For example, students will enter at designated dropoff zones when arriving and leaving school. Families with multiple children can choose their location.

**Drop-off and Pick-up Gate and Path Assignments**



- K-1 Students will use the front entrance of the school.
- 2nd-3rd Grade will use the upper parking lot.
- 4th and 5th grade will use the church parking lot
  - (If you have multiple kids, pick the spot that works for you)
- Buckeye prioritizes minimizing contact between adults at all times.
- Implement health screenings of all [staff](#) upon arrival at school.
- Buses will be equipped with extra unused face coverings on school buses for students who may have inadvertently failed to bring one.
- To reduce possibilities for infection, students must remain in the same space and in cohorts as small and consistent as practicable, including for recess and lunch. Buckeye created a schedule for recess equipment and lunch tables to maximize best practices as possible. This will keep the same students and teacher or staff with each group, to the greatest extent practicable.

- Classrooms- As practicable as possible students will be encouraged to stay in the same area. Staff will attempt to maximize space between seating and desks in classrooms and consider ways to establish separation of students through other means if practicable, such as, six feet between desks, where practicable, partitions at tables, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact. Clear partitions have been provided classrooms to increase and enforce separation between staff and students. The partitions will be used primarily at the tables. Staff will attempt to minimize the movement of students in their daily routines and activities, consider redesigning activities into smaller groups when practicable, and rearrange classroom furniture to promote social distancing. Parents are requested to make contact with the staff member by phone or email, rather than in person. Teachers will implement procedures to minimize student interaction when turning in assignments. Teachers will avoid equipment sharing to the extent possible, and if unavoidable, clean and disinfect shared equipment between use by different people to reduce the risk of COVID19 spread.
- Arrival of Students - Staff supervision begins at 8:45 AM. We request parents not drop their students off at school earlier than 8:45 AM as there is no supervision. Parents who drop their students off by vehicle will be asked to follow the new drop off procedure which will designate a drop off area according to the students grade level. Parents will need to stay in their vehicle, drop off their student, and then depart. Parents who walk with their students to school are encouraged to use the church parking lot. Parents are encouraged to socially distance themselves when they are on or near campus and cloth face masks are required for all adults while on campus. Beginning at 8:45 AM students will be expected to go to their classroom and line up on the markings near their classroom door. Parents of Kindergarten and 1st grade students will be allowed to enter campus and walk their students to their classroom while

practicing social distancing of six feet from other children and parents and wearing a cloth face covering. Older siblings may drop younger siblings off at their classroom.

- Dismissal of Students - Parents of kindergarten and grade 1 students will have access to walk to classrooms while practicing social distancing of six feet and wearing a cloth face covering for pickup. Parents of kindergarten students will be allowed to meet their students in the kindergarten area and parents of first graders will be able to meet their students in the area in front of the library and MP Room. Parents who wish to pick up their students by vehicle at the end of the school day will need to proceed to their designated pickup area which will be assigned according to the child's grade level. Older siblings may pick up younger siblings at their classroom to meet their parents in the designated pick-up areas.
- Office - Due to the size of our office, only one visitor may be in the office at one time. Please wait outside and maintain social distancing while you are waiting your turn. All parents, visitors, and members of the public will be required to wear cloth face covering in the office; the office will provide cloth masks for parents and visitors if needed. Parents are encouraged to call the office in advance if signing students out in order to limit the amount of time that the parent is in the office. Signage will be posted outside of the office to remind parents, students, and staff to socially distance. All deliveries of lunches or student materials should be left in the office. No parent deliveries will be allowed to the classroom. Students will not be allowed to use the telephone in the office to make calls after school. The school secretaries will use their phone to make the call for the student.
- Health Office - Plans are in place to separate or isolate any student or staff that displays COVID-19 symptoms. Only one child will be able to enter the health office at a time. Teachers/staff will need to call the office prior to sending a student down.

- Lunch/Recess - Routes will be designated and marked for student movement to lunch area and playground area. Portable hand sanitizers will be available for use near the playground, lunch tables, library, and playground equipment. Each grade level will have their own colored recess equipment. The equipment will be disinfected between usage. Staff will encourage and promote social distancing practices during recess time. Grade levels will have separate recesses to allow for grade level cohorts to limit transmission. Students will be directed to wash hands or use hand sanitizer before going to recess and upon return from recess. At lunch students will be assigned classroom lunch tables and will be asked to separate as much as possible. Students will be reminded to socially distance while waiting to purchase lunch, and the number of students allowed in the kitchen will be limited.
- Bathrooms-students will be able to use all stalls. If all stalls are being used, they will be asked to wait outside. Markings will be made outside the bathrooms to promote social distancing. Poster to remind students to wash their hands will be displayed near sinks in the bathroom.
- Library- The librarian will share stories via video for all grades. Students in K-2 will have books delivered to their classrooms to preview and checkout. Students in grades 3rd-5th will be able to request books via Destiny and books will be delivered to their classroom.
- Physical education is only permitted when the following can be maintained: 1. Physical distance of at least 6 feet, and 2. A stable cohort that limits the risk of transmission.
- Avoid equipment sharing, and if unavoidable, clean and disinfect shared equipment between use by different people to reduce the risk of COVID19 spread.
- Activities where there is increased likelihood for transmission from contaminated exhaled droplets such as band and choir practice and

performances are not permitted. Band will continue for our 4th and 5th grade students via Zoom for now.

- Parents must monitor students for symptoms each day prior to coming to school. Teachers will conduct visual and verbal checks daily at the beginning of school. Health clerks and nurses will conduct spot checks throughout the day.

## Limit Sharing

- Keep each child's belongings separated and in individually labeled storage containers, cubbies or areas. Ensure belongings are taken home each day to be cleaned.
- Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the extent practicable or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
- Avoid sharing electronic devices, clothing, toys, books and other games or learning aids as much as practicable. Where sharing occurs, clean and disinfect between uses.

## Train All Staff and Educate Families

Training and regular communications regarding the following topics will occur:

- Sanitation practices
- Physical distancing
- Face coverings
- Screening practices

- COVID19 symptom identification
- Proper use, removal, and washing of cloth face coverings.

Signage will be posted throughout the site to remind students, employees, and the public of the practices that will minimize the possibility of COVID19 spreading on campuses.



## Check for Signs and Symptoms

- Employees will attest daily that they do not have COVID19 or COVID19 like symptoms.

- Teachers will conduct visual wellness checks of students and see that students who do not appear well receive a temperature check by the health clerk or school nurse.
- Any confirmed or suspected cases of COVID19 will be immediately reported to the El Dorado County of Public Health.
- Please see the Student/Staff Symptom Decision Tree below

## Student/Staff Symptom Decision Tree

Screen all students for potential COVID-19 symptoms or exposure

### Low-risk: general symptoms



Fever ( $\geq 100.4^{\circ}\text{F}$ )



Sore throat



Congestion/runny nose



Headache



Nausea/vomiting/diarrhea



Fatigue/muscle or body aches

### High-risk: red flag symptoms



Cough



Difficulty breathing



Loss of taste/smell

### Exposure to COVID-19 positive person?

Close contact: less than 6 feet, 15 minutes or longer

**NO**

▶ 1 **low risk** symptom



Send home



Return to school 24 hrs after symptom resolution (without fever reducing medication)

▶  $\geq 2$  **low risk** symptoms  
OR 1 **high risk** symptom



Send home



Evaluation by health care provider

1

Health care provider confirms alternative diagnosis for symptoms. A health care provider's note must be on file. SARS-CoV-2 PCR test not needed.



Return to school after 24 hrs without fever and symptoms improving

2

Negative SARS-CoV-2 PCR test.



Return to school after 24 hrs without fever and symptoms improving

3

Positive SARS-CoV-2 PCR test  
OR  
No provider visit or test.



Return to school only after 10 days since symptom onset and 24 hrs without fever. Quarantine close contacts of confirmed cases. If any questions, contact local health care provider.

**YES**



Stay home\*



Return to school after 14 days from last contact, unless symptoms develop. If symptoms develop, perform SARS-CoV-2 PCR test.

\*In consultation with local health care provider

This care pathway was designed to assist school personnel and is not intended to replace the clinician's judgment or establish a protocol for all patients with a particular condition.

Diagnosis and treatment should be under the close supervision of a qualified health care provider.

Guidance might change 09-12-20



## Plan for When a Staff Member, Child, or Visitor Becomes Sick

- Isolation rooms will be identified at each school site to separate anyone with symptoms of COVID19. The office across from the health office will be utilized to quarantine students that display COVID-19 symptoms.
- Any individual that requires isolation shall wear a face covering as they await transport to home or to a hospital.
- Parents are required to immediately pick students up who are displaying COVID19 symptoms.
- Sites will coordinate with the District Office regarding the response to an individual with COVID19 or COVID19 like symptoms. The response protocol follows CDPH guidelines: [Click Here](#)

## Considerations for Partial or Total Closure

In the event that COVID19 is confirmed on a school site, the El Dorado County Department of Public Health will be immediately contacted by the District Superintendent or a designee for guidance regarding the need for closure.

In general, decisions regarding closure will follow the [CDPH re-opening framework](#) and the guidance of the El Dorado County Public Health Officer.

In the event of a closure, teachers will be prepared to shift to providing Distance Learning that incorporates a combination of direct instruction and independent learning activities.