



## **Secondary Reopening Plan**

### **Safe Return to School (Grades 6 - 12)**

As with all best laid plans, this plan is subject to change in this ever-evolving pandemic environment. Since Glenn County is in the “red tier,” all Willows Unified District Schools will reopen for student attendance on November 12, 2020.

We are confident that our reopening plans and procedures will allow our students to return safely and receive the education they deserve--IN-PERSON. Our goal is to prevent the spread of COVID-19 and provide students with an onsite education to enhance their lives including social connections, physical activity, and mental health benefits. The American Academy of Pediatrics called for the return to in-person instruction in schools due to “the negative effects of missing in-person educational time as children experience prolonged periods of isolation and lack of instructions.”

WUSD will monitor local conditions, collaborate with Glenn County Department of Public Health, and regularly review updated guidance from the local, county, and state agencies. This plan is based on the California Department of Public Health Guidance for Reopening K-12 Schools and CDC guidelines.

We have carefully considered the safety measures needed for all schools, staff and students alike.

WUSD Meets the California Department of Education Checklist for Reopening Schools



## Secondary Reopening Plan

### Cleaning and Disinfection

WUSD Maintenance and Operations takes pride in the care and cleanliness of our facilities and has been working since the March school closures on additional sanitizing and disinfecting practices.

#### **PURPOSE:**

In consideration of the guidelines developed by the Centers for Disease Control (CDC) and California Public Health Department (CPHD) for school campuses, including classrooms, workspaces, outdoor spaces, and playgrounds, Willows Intermediate School, Willows High School and Willows Community High School will implement the following procedures:

#### **PROCEDURES:**

- All individuals on campus are required to wear masks at all times other than eating and PE activities.
- Staff will sanitize high-touch surfaces at scheduled times throughout the school day.
- Teachers will spray disinfectant and use microfiber towels on desks and other frequently touched spaces between classes.
- Restrooms will be open during passing periods and students will be permitted to use the restroom during class.
- Disinfectant spray bottles with microfiber towels will be provided to all classrooms and offices and will be changed out daily.
- Staff have been trained in safe and appropriate use of disinfectants.
- Busses will be cleaned between routes.
- Drinking fountain use will be suspended; students are encouraged to bring water in refillable containers. Milk and juice will also be provided with the daily grab-and-go lunch.
- Hallways will be clearly marked with arrows to direct foot traffic in order to avoid congregating in the hallways.
- HVAC filters will be changed with increased frequency.
- Additional disposable PPE will be provided as needed at each school site for student and staff use.



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### Transportation

The WUSD Transportation department takes pride in the care and cleanliness of our busses and have been working since the March school closures on additional sanitizing and disinfecting practices.

#### **PROCEDURES:**

- Masks are required of all riders and bus drivers (except in the case of a medical exemption). If a student forgets his/her mask, one will be provided. Students who remove or refuse to wear a mask will lose the privilege of riding the bus.
- Hands will be sanitized upon entry on bus.
- Maximize space between students and between students and the driver on school buses and open windows to the greatest extent practicable.
- Students will be seated starting at the back of the bus.
- The busses will be sanitized after each route and at the end of the day.
- Eating and drinking are prohibited on the bus at all times.



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### In-Person Learning

WUSD believes that classroom-based instruction and the structure of attending school on a daily basis is critical to our students' educational and social-emotional well-being.

#### **PURPOSE:**

To assure that a safe distance is maintained between students, faculty and staff, WUSD will provide an in-person learning environment implementing the following distancing procedures:

#### **PROCEDURES:**

- Parents/Guardians must screen students for symptoms before coming to school every day.
- The schedule has been modified to allow time for cleaning between classes entering the space.
- Maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks.
- Establish separation of students through other means if practicable, such as, six feet between desks, where practicable, partitions between desks, marking on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact.
- Desks will be rearranged so as not to face each other. Group activities will be limited during indoor instruction. Students will have assigned seats for the potential of contact tracing.
- Students and staff will wear appropriate face coverings.
- WUSD encourages outdoor learning on campuses.
- Traffic flow in all hallways will be modified and lockers will be off limits to reduce congregations in the hallway.
- Student desks will be maximally spaced in the room.
- All staff meetings, professional development training, education, and all other staff activities, will be held remotely when possible, and if in-person, appropriate physical distancing will be exercised.
- Upon entry to each class period, students will wash or sanitize their hands.
- Pick-up will occur outside in socially distanced designated areas to avoid large gatherings.
- Teachers will allow students to enter as soon as possible to the classroom. Effort will be made to minimize lines of students waiting to enter the room.
- Additional space will be made available for students to eat lunch.
- Parents/visitors will be allowed on campus by appointment only and must use a face covering consistent with state mandates.



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- Schools will be limiting outside guests on all campuses to individuals or agencies providing direct services to our students.
- Classroom doors and windows will remain open to the extent possible, and unless in extreme weather conditions.
- Signage will be posted throughout the school, reminding everyone of good hygiene practices. Examples include, masking, hand washing, covering coughs and sneezes, “stop the spread of germs”, maintaining social distancing.



## Secondary Reopening Plan

### Independent Studies

#### **PURPOSE:**

To provide an alternative learning program for families who choose to not send their child(ren) to campus for in-person learning due to COVID.

#### **PROCEDURES:**

- When “on-campus” learning is permitted by the state of California, WUSD will offer to 6th -12th grade students an “Independent Studies Program” (ISP) option for those families who choose to remain home due to COVID. ISP will be provided through an on-line instructional program called Acellus (grades 6-8) Odysseyware (grades 9-12).
- A parent/guardian must request to be enrolled in Independent Studies Program (ISP). The parent and student will sign a contract prior to starting and must remain in the program for a minimum of one trimester/semester.
- Students will NOT have their regular teachers and will NOT participate in Zoom instruction. Acellus and Odysseyware are a self-paced, independent work program. Instruction, assignments, and assessment are provided and a designated teacher from the sites will be available to support students. The ISP teacher will monitor the students’ progress in the online courses. Grades and credits are based on successful and timely work completion within both ISP programs.
- Successful learners spend approximately 6 hours per day (a normal school day) completing the work independently.
- The responsibility of the WUSD ISP teachers are to track students’ progress within the programs and stay in contact with students and families about progress.
- Students on ISP are not eligible to participate in school sports, clubs, etc.
- Students may be allowed to opt back into to in-person instruction at a later point in the school year.
- Parents can find Independence Studies information and contract on our district website under the “Parents” tab or on our the sites’ website under the “programs” tab.”



## Secondary Reopening Plan

### Face Coverings

#### **PURPOSE:**

To help prevent the spread and exposure to COVID-19, to establish a face covering protocol to be followed by faculty, staff, students, and third parties (both parents and vendors) on our campuses.

#### **PROCEDURES:**

- Under the current California masking mandate, all staff will wear face coverings in the classroom per California Department of Public Health (CDPH) Guidelines.
- Masking is required for students in grades 6-12. Students who refuse to wear a mask at school will be required to participate in Independent Study.
- Students are encouraged to bring their own masks. All campuses and busses have cloth and disposable masks available for students/staff when needed.
- Staff may use transparent face shields when necessary to conduct educational activities. Staff must use face masks when not involved in direct instruction (e.g. adult to adult interaction).
- CDPH recognizes there are some people who cannot wear a face covering for a number of different reasons. People are exempted from the requirement if they are under age 2, have a medical or mental health condition or disability that impedes them from properly wearing or handling a mask, or when it would inhibit communication with a person who is hearing impaired. This medical condition must be documented in the IEP or communicated to the school by way of a physician's order.
- According to CDPH guidelines, if a student refuses to wear a face covering, the student will be excluded from on-campus instruction, unless they are exempt, until they are willing to wear a face covering.
- Students excluded on this basis will be offered other educational opportunities through distance learning.
- Face coverings should not be worn during strenuous exercise such as PE.



## Secondary Reopening Plan

### Health Screening for Students and Staff

The COVID-19 virus is spreading throughout our community and will continue to do so until either a vaccine or herd immunity ends the spread altogether. As we learn more about the virus, we now know that our youth are least affected and generally recover quickly. We also know much more about how the disease spreads and for how long a person may be contagious. With that knowledge, we are well prepared for what to do when a student or staff member exhibits symptoms or becomes positive.

#### **PURPOSE:**

To provide for the screening of students and staff to identify potential exposure to COVID-19 and avoid the spread of COVID-19, WUSD will take all steps necessary to screen individuals for signs and symptoms of COVID-19 when entering our campuses. These steps are:

#### **PROCEDURE:**

- Parents will screen their children for symptoms of illness in the morning at home before leaving for school. Special attention should be paid to signs/symptoms related to COVID-19, which include: fever of 100.4 or higher, chills, cough, difficulty breathing, uncharacteristic fatigue, sore throat, muscle or body aches, loss of taste or smell, runny nose, nasal congestion, nausea or vomiting, abdominal pain, diarrhea, or headache. Anyone experiencing any of these symptoms must stay home.
- Parents are strongly encouraged to use the CDC Coronavirus Self-Checker.
- If a student has been in close contact with someone who
  - (a) is COVID positive,
  - (b) is being tested for COVID, or
  - (c) an ill person with symptoms of COVID, they must stay home. Parent will call Glenn County Public Health at (530) 934-6588 additional guidance.
- If a student has been kept home and symptoms resolve, they may return to school when they have been fever free for 24 hours without the use of fever-reducing medicine. Students also need to be free of vomiting and diarrhea for 24 hours without the use of medicine to suppress these symptoms.
- Children who exhibit any of these symptoms while at school will be sent home immediately (parent or guardian is to arrive within 30 minutes of call). Student will return to school when cleared by a physician, the county health department or School Nurse.
- Employees are responsible for self-monitoring for COVID-19 symptoms.
- Classified and certificated staff will be required to be tested once every two months as a measure of prevention and as mandated by CPHD.
- Students will be visually screened including a temperature check each time they enter their classroom.





## Secondary Reopening Plan

### Health Screening for Students and Staff, cont.

The COVID-19 virus is spreading throughout our community and will continue to do so until either a vaccine or herd immunity ends the spread altogether. As we learn more about the virus, we now know that our youth are least affected and generally recover quickly. We also know much more about how the disease spreads and for how long a person may be contagious. With that knowledge, we are well prepared for what to do when a student or staff member exhibits symptoms or becomes positive.

#### **PURPOSE:**

To provide for the screening of students and staff to identify potential exposure to COVID-19 and avoid the spread of COVID-19. WUSD will take all steps necessary to screen individuals for signs and symptoms of COVID-19 when entering our campuses. These steps are:

#### **PROCEDURE:**

- Students who present with fever and respiratory symptoms will be sent directly to the health office on campus where they will be evaluated by a nurse or administration on campus.
- Student will be held in an isolation area in the health office until a parent or guardian comes to pick them up.
- Students sent home for exhibiting symptoms or awaiting test results will be provided short-term distance learning opportunities while they are out.
- Staff who exhibit with fever and respiratory infection symptoms will be sent home immediately. The district nurse will follow-up with a phone evaluation.
- Staff members in isolation or quarantine who are not exhibiting symptoms may continue to provide Distance Learning lessons from home.



## Secondary Reopening Plan

### COVID-19 Case Process for Glenn County School Administrators

- **Purpose:** This document is intended as a resource for School Administrators (PKs, K-12<sup>th</sup> grade) to respond to suspected and confirmed COVID-19 Cases and close contacts.
  - Glenn County Office of Education (GCOE) will work with school to maintain the COVID-19 School Liaison (and back-up) contact information to be shared with Public Health.
- **Testing:** Staff are recommended to be tested for COVID-19 prior to returning to school. Staff are recommended to be tested for COVID-19, regularly throughout the year, such as once every two months (i.e., 25% staff every two weeks, 50% every month). More frequent testing is recommended upon re-opening of schools in response to cases occurring in the school. Staff include teachers, para-professionals, cafeteria workers, janitors, bus drivers, or any other school employee that may have contact with students or other staff.
- **Immunizations:** Strongly recommend all staff and students be immunized each fall against influenza in order to protect the school population and decrease illnesses that cannot be readily distinguished from COVID-19 and would involve extensive response measures as outlined below.

#### Isolating individuals at school sites:

- Staff, students and visitors (all individuals on campus) should be screened for symptoms each day and temperature taken, as practicable. Screening can be conducted at-home prior to arrival or on-site via self-reporting and visual inspection. Plans for screening should be outlined in the school re-open plan. Screening will be performed on individuals entering a site. Symptom screening will be as follows:
  1. If a student, staff, or visitor states that they have or exhibit the following COVID-19 **symptoms** they will be immediately isolated from others and masked, if not already.
    - a. **Students:** Fever of 100.4 degrees or higher; Sore throat; New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline); Diarrhea, vomiting, or abdominal pain; New onset of severe headache, especially with a fever. (If a student is exhibiting symptoms refer to student health history form)
    - b. **Adults:** Fever of 100.4 degrees or higher; Chills; Cough; Shortness of breath/difficulty breathing; Fatigue; Muscle or body aches; Headache; New loss of taste or smell; Sore throat; Congestion or runny nose; Nausea or vomiting; Diarrhea
    - c. If needed, temperature will be taken using contact-less thermometer.



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- Isolated individuals will be sent home or to a healthcare facility per CDPH guidance. A templated COVID-19 symptoms letter for COVID-19 School Liaisons to utilize is at the end of this document.
- Anyone (monitoring staff and sick individuals) in the isolation area are required to wear a face covering (face mask) and maintain 6 feet of physical distance. In situations where close contact is needed (less than 6 feet of distance), the school staff monitoring individuals will don the following PPE: a fit-tested N95 respirator, disposable gloves, and face shields or other eye protection. A disposable gown could be worn if extensive contact with the child is anticipated. If a fit-tested N95 respirator is not available (not all N95s need to be fit-tested), a medical grade facemask, e.g. a surgical mask, is an acceptable alternative (see <https://www.fda.gov/medical-devices/personal-protective-equipment-infection-control/n95-respirators-surgical-masks-and-face-masks#s2>) in conjunction with disposable gloves and face shields or other eye protection.
- Staff should be trained on isolation area protocols. When practicable, isolate in a well-ventilated area. See Strategies for Optimizing Supply of PPE and Other Equipment during Shortages.
- Siblings, family members, and close contacts of an individual exhibiting symptoms can remain in school, as long as they are not exhibiting COVID-19 symptoms.

### School Process when COVID-19 Case is Identified

- 1) If a school becomes aware of a COVID-19 positive case (“confirmed case”), send home immediately.
- 2) The COVID-19 School Liaison will contact Glenn County Public Health- School Unit (PHSU; 530-934-6588) and begin the steps below. If Public Health becomes aware of a school-related case, they will contact the COVID-19 School Liaison.
  - a) The School will obtain verbal approval from parent/guardian to share confirmed case’s name, date of birth, testing date and testing location, with PHSU
  - b) The school will ask the individual for the Isolation End Date listed on the Public Health Isolation Order
- 3) The COVID-19 School Liaison determines the infectious period of the confirmed case. This information is utilized to determine school -related close contacts. Infectious period is defined:
  - a) **If Confirmed Case is Symptomatic:** 2 days before symptom onset **through** last day at school
  - b) **If Confirmed Case is Asymptomatic:** 2 days before COVID-19 test was taken **through** last day at school



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- 4) Based on the infectious period, the school site's re-opening plan, class rosters and attendance, and implemented safety measures; identify and close off areas used by the confirmed case and do not use before cleaning and disinfection.
- 5) The COVID-19 School Liaison will identify and document all school-related individuals that were potentially exposed to the confirmed case based on the infectious period. These individuals are close contacts and should be documented on the Close Contacts Form. Close contacts will be quarantined at home for 14 days from the last day of exposure to the confirmed case.
  - a) A **close contact** is defined as someone who was within 6 feet of an infected person for at least 15 minutes **regardless of face covering use** or per current CDC definition of a "close contact".
  - b) **Only close contacts of confirmed cases will need to be excluded from school.** No action needs to be taken for persons who are close contacts of contacts to a confirmed case but were not directly exposed to a case.
  - c) **For elementary schools and other settings in which stable classroom cohorts have been maintained:** If it is difficult to determine whether individuals have met the close contact criterion, an entire cohort/classroom/other group may need to be considered exposed. In this case, all students and staff that are part of the cohort/classroom/group will be quarantined. Utilizing assigned seating rosters in the classroom and lunchroom may reduce the number of close contacts identified.
  - d) **For middle schools/junior high schools, high schools, and any settings in which stable classroom cohorts have NOT been maintained:** Utilize class seating rosters and consultation with teachers/staff to identify close contacts to the confirmed COVID-19 case in all classrooms and on-campus activities.
  - e) Other Places to consider: Bus, additional classrooms or offices, Lunch, Gym, & Recess, Afterschool programs
  - f) Close contacts that exhibit symptoms are encouraged to see their healthcare provider. Their healthcare provider will determine if the individual needs a COVID-19 test.
  - g) Close Contact Form includes: Name, Date of last exposure to the confirmed case, Exposed or Potentially Exposed, Contact information, Comments, and end date of self-quarantine for each individual. The tentative self-quarantine end date is determined by 14 days after last exposure to the confirmed case. This end date can be extended if the individual tests positive or is exposed to another positive case.
- 6) COVID-19 School Liaison submits the Close Contact Form to PHSU (530-934-6588) **as soon as possible**. School may request consultation on how to determine close contacts and unique situations. PHSU will confirm the self-quarantine end dates.
- 7) **The school will give the self-quarantine document to the parent/guardian of each close contact (student) or to each close contact (adult) as soon as possible, and no later than 48 hours after notification of a confirmed case.**



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- a) The Self-Quarantine document is provided as a separate attachment. The school must complete a Self-Quarantine for each close contact. The school will fill in the appropriate name and dates on page 1 and 2. Page 3 and 4 of the Self-Quarantine document is the symptom self-monitoring log. This log will be completed daily by the close contact while in self-quarantine.
  - b) The school is encouraged to provide a cover letter on school letterhead explaining the school's expectation and providing additional information. A sample letter notification letter is below.
  - c) These instructions can be emailed or given as a hard copy.
  - d) All communication with families must keep identifying information confidential.
  - e) The school shall submit a final list of individuals who self-quarantines were issued to, to the PHSU (530-934-6588).
- 8)** The COVID-19 School Liaison will also notify the school community of any COVID-19 cases in the school setting, while maintaining confidentiality of all individual involved. A sample community notification is below
- 9)** Clean and disinfect area used by the confirmed case. To reduce risk of exposure, wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours, wait as long as practicable. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation.
- 10) Follow-up:**
- a) The COVID-19 School Liaison will investigate any COVID-19 illness to determine if work related factors could have contributed to risk of infection. The school will update their plan as needed to prevent further cases.
  - b) The individual will provide the symptom monitoring log to COVID-19 School Liaison before returning to school/work.
    - i) The school is responsible for reviewing symptom monitoring logs to determine if individuals may return to school on the originally established self-quarantine end date.
      - (1) If no symptoms developed, individual can return as planned.
      - (2) If symptoms developed, confirm whether a doctor visit or testing occurred and apply criteria in Table 1 below, as applicable. Contact the PHSU (530-934-6588), as needed.
  - c) The COVID-19 School Liaison will notify PHSU (530-934-6588) if individuals develop symptoms or test positive for COVID-19.





## Secondary Reopening Plan

**Table 1. Steps to Take in Response to Confirmed or Suspected COVID-19 Cases and Close Contacts**

SCENARIO	IMMEDIATE ACTIONS	COMMUNICATION
<p><b>Scenario 1:</b> A student or staff member either -answers “yes” to a health screening question            -OR- Exhibits the following COVID-19 <a href="#">symptoms</a>:</p> <p><b>Students<sup>1</sup>:</b> Fever of 100.4 degrees or higher; Sore throat; New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline); Diarrhea, vomiting, or abdominal pain; New onset of severe headache, especially with a fever.</p> <p><b>Adults:</b> Fever; Chills; Cough; Shortness of breath/ difficulty breathing; Fatigue; Muscle or body aches; Headache; New loss of taste or smell; Sore throat; Congestion or runny nose; Nausea or vomiting; Diarrhea</p> <p><sup>1</sup>Refer to student health history form</p>	<ul style="list-style-type: none"> <li>• Student/staff are isolated at the site until they can be sent home or to a healthcare facility per <a href="#">CDPH</a> guidance</li> <li>• <b>To return to school:</b></li> </ul> <p>Wait at least 10 days after symptom onset AND 24-hours fever free (without the use of fever-reducing medicine), AND improvement in other symptoms.</p> <p style="text-align: center;">-OR-</p> <p>If medical attention is needed, the individual should contact their healthcare provider. The healthcare provider will determine if the individual needs a COVID-19 test.</p> <ul style="list-style-type: none"> <li>• If student/staff tests positive, see Scenario 3.</li> <li>• If student/staff tests negative, see Table 2 below.</li> <li>• In addition, the individual may have a medical note by a physician that clears student to return to school. The individual may return to school after 24-hours fever free (without the use of fever-reducing medicine), and improvement in other symptoms.</li> </ul> <p><b><u>School site will remain open</u></b></p>	<p><b>Site:</b></p> <ul style="list-style-type: none"> <li>• <a href="#">COVID-19 symptoms</a> letter provided to individual or individual’s guardian</li> </ul>
<p><b>Scenario 2:</b> A family member or someone in close contact with a student or staff member (<b>outside the school community</b>) tests positive for COVID-19</p>	<ul style="list-style-type: none"> <li>• Student/staff sent home</li> <li>• COVID-19 School Liaison notified</li> <li>• Student/staff instructed to quarantine and monitor for symptoms, even if they test negative, <b>for a full 14 days after:</b></li> </ul> <p>The date of last exposure to a COVID-19 positive non-household contact</p> <p style="text-align: center;">-OR-</p> <p>The date COVID-19 positive household member completes their isolation</p> <ul style="list-style-type: none"> <li>• If student/staff begin to show COVID-19 like symptoms, it is recommended to be tested.</li> <li>• If student/staff test positive, see Scenario 3</li> </ul>	<p><b>Student (Guardian) or Staff:</b></p> <p>Immediately notify the COVID-19 School Liaison if they are a close contact of a confirmed case and provide the Quarantine Dates listed on the Public Health Order <b>COVID-19 School Liaison</b></p> <p>Inform PHSU (530-225-5591) that student/staff is on Quarantine/Isolation per Public Health</p>



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	<ul style="list-style-type: none"> <li>• <b>School site will remain open.</b> No action is required by individuals that have not had direct contact with the confirmed COVID-19 case.</li> </ul>	
<p><b>Scenario 3:</b> A student or staff member tests positive for COVID-19</p>	<ul style="list-style-type: none"> <li>• Student/staff sent home, if not already at home</li> <li>• School administration and COVID-19 School Liaison notified</li> <li>• Public Health – School Unit (PHSU; 530-225-5591 or after hours: 530-395-0132) notified</li> <li>• Close off and clean any areas used by the person who tested positive, per <a href="#">CDPH</a> and <a href="#">CDC</a> guidance</li> <li>• <b>Student/staff that tested positive:</b> Can return to school after isolating for 10 days after symptom onset and at least 24-hours fever free (without fever-reducing medication) and symptoms have improved or 10 days since test date</li> <li>• <b>School-based close contacts:</b> identified and instructed to self-quarantine and monitor symptoms for 14 days. Close contacts are identified as:             <ul style="list-style-type: none"> <li>○ In stable elementary classroom cohorts: entire cohort</li> <li>○ In other settings: use seating chart, consult with teacher/staff</li> </ul> </li> </ul> <p>*If close contacts begin to show COVID-19 like symptoms, it is recommended to be tested. Testing does <b>not</b> shorten 14-day quarantine</p> <ul style="list-style-type: none"> <li>• <b>School site will remain open.</b> No action is required by individuals that have not had direct contact with the confirmed COVID-19 case.</li> </ul>	<p><b>COVID-19 positive Individual:</b> Immediately notify school administration and/or COVID-19 School Liaison of positive result and Isolation Dates.</p> <p><b>School Site:</b></p> <ul style="list-style-type: none"> <li>• Contact PHSU (530-225-5591 or after hours: 530-395-0132)</li> <li>• <a href="#">Close Contact letter</a> and Self-Quarantine Instructions sent to school close contacts within 48 hours.</li> <li>• <a href="#">Confirmed COVID-19 case notification</a> sent to school community</li> </ul>



## Secondary Reopening Plan

**Table 2. Steps to Take in Response to Negative COVID-19 Test Result**

SCENARIO	IMMEDIATE ACTIONS	COMMUNICATION
A student or staff member tests negative for COVID-19 after Scenario 1 (symptomatic)	Student/staff may return to school after at least 24-hours with no fever (and no fever reducing medications) AND improvement in other symptoms.	Student family/staff to bring evidence of negative COVID-19 test or medical note if testing not performed.
A student or staff member tests negative after Scenario 2 (close contact)	<ul style="list-style-type: none"> <li>• Student/staff must remain in quarantine for a <b>full 14 days after:</b></li> <li>1) The date of last exposure to COVID-19 positive non-household contact</li> <li style="text-align: center;">-OR-</li> <li>2) The date that COVID-19 positive household member completes their isolation</li> </ul>	No action is needed
A student or staff member tests negative after routine surveillance testing (no symptoms and no close contact to a confirmed COVID-19 case)	<ul style="list-style-type: none"> <li>• Can return to school/work immediately</li> </ul>	No action is needed





## Secondary Reopening Plan

### Identification and Tracing of Contacts

The principals at each school site will communicate with our district nurse and designated GCPH liaison, regarding possible cases and exposure to COVID-19.

#### **WUSD COVID-19 RESPONSE PLAN:**

Situation #1: COVID-19 Symptoms in a student or staff member (e.g., fever, cough, loss of taste or smell, difficulty breathing, etc.)

Action:

- Ensure the person is wearing a mask
- If symptoms cannot be explained by another known condition (seasonal allergies, asthma exacerbation, history of migraines, etc.), then COVID must be considered.
- Disinfection and cleaning of classroom and primary spaces where symptomatic person spent significant time.
- School/classroom remains open

In these cases, we will:

- Send the student/staff member home
- Refer them for COVID testing

Home isolation until the following three criteria are met:

- 24 hours fever free without the use of a fever reducer, AND
- 10 days have passed from the start of symptoms, AND
- An improvement in respiratory symptoms

#### **Communication: Not needed**

Situation #2: A student or staff member was in close contact with a confirmed COVID-19 case (Close contact: a person who is less than six feet from a confirmed positive case for more than 15 minutes.)

Action:

- Send home
- Quarantine for 14 days from last exposure
- Recommend testing (testing does not shorten the 14 day quarantine)
- Begin internal contact tracing and coordination with Glenn County Public Health
- School/classroom remains open



## Secondary Reopening Plan

### Identification and Tracing of Contacts, Cont.

#### **WUSD COVID-19 RESPONSE PLAN:**

Situation #3: Confirmed positive for COVID-19 in a student or staff member

#### Action:

- District nurse notifies the local public health department and begins internal contact tracing.
- Infected person is interviewed for close contacts within WUSD.
- Infected individual is excluded from school for 10 days from symptom onset or test date whichever occurs first.
- Contact tracer will identify close contacts. Close contacts will quarantine at home and be excluded from school/work for 14 days from most recent contact with the COVID positive person.
- Contact tracer will follow up intermittently with student or staff member during quarantine period.
- If symptoms appear, testing for COVID will be recommended and timeline for return to school/work will be re-calculated based on results of testing and symptoms.
- Close off classroom or office where patient was based and do not use these areas until after cleaning and disinfection. Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait for at least two hours and as long as possible.
- Classroom and school remains open.

**Communication:** School staff notification of a known case

For all remaining questions regarding symptom management, please contact your local health provider.



## Secondary Reopening Plan

### Staff Training

#### **PURPOSE:**

Limit the spread of COVID-19 by teaching staff and families the most important mitigation protocols and providing up-to-date, reliable information.

#### **PROCEDURES:**

All WUSD staff members have attended COVID-19 training through Target Solutions that includes:

- Sanitation and disinfection practices
- Physical distancing guidelines
- Proper use of face coverings, removal, and washing
- Proper handwashing techniques
- How COVID-19 is spread
- Preventing the spread of COVID-19
- Staying home if you are sick
- The importance of not coming to work if someone they live with has been diagnosed with COVID-19
- COVID-19 specific symptom identification and when to seek medical attention
- The importance of testing and contact tracing
- The employer's plan and procedures to follow when children or adults become sick at school
- The employer's plan and procedures to protect workers from COVID-19 illness



## **Secondary Reopening Plan**

### **Triggers for Switching to Distance Learning**

According to the California Department of Public Health, individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. School closure will occur when there are multiple positive cases in multiple cohorts or at least five (5) percent infection of teachers/student/staff within a 14-day period.

The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data. WUSD will work in cooperation with Glenn County Public Health to monitor school and regional conditions and respond accordingly. If WUSD is closed for in-person learning, it would typically reopen after 14 days and after cleaning and disinfection, public health investigation, and consultation with the local public health department.

- In the event state or local public health officials determine that school closure will occur, WUSD will move directly into distance learning. WUSD will utilize the online platforms currently established at each school site.
- Care for children of essential service workers will continue, in compliance with the guidelines established by the Glenn County Office of Public Health.



## **Secondary Reopening Plan**

### **Communication Plans**

WUSD will adhere to the Americans with Disabilities Act and the Family Education Rights and Privacy Act to maintain confidentiality of students or staff members in its communication with stakeholders regarding dismissal decisions and the possibility of COVID-19 exposure.

- Verbal and written communication will be provided to parent or guardian of those with COVID-19 symptoms by a site administrator or designated health official (School nurse or health clerk).
- Staff and families will self-report to the school if they or their student have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days. This is in accordance with health information sharing regulations for COVID-19 and other applicable federal and state laws and regulations relating to privacy and confidentiality, such as the Family Educational Rights and Privacy Act (FERPA).
- If a student or staff member is identified through contact tracing to have been exposed to a positive COVID case and is awaiting testing results, they must self-quarantine whether or not they are exhibiting symptoms and should not to return for 14 days after the last known close contact with the case patient.
- Due to HIPAA laws, in the case of a positive COVID case on a campus, only those families of students and staff who have been identified through contact tracing will receive notification.
- If there is a confirmed positive case on a campus, the site principal will send home a written and verbal communication on Blackboard notifying the school community of the confirmed COVID-19 cases.
- WUSD will notify staff, families, and the public of school closures and any restrictions in place to limit COVID-19 exposure (e.g., limited hours of operation).



## **Secondary Reopening Plan**

### **Alternate Learning Options**

Although we believe that classroom-based instruction is still the best option for students from an educational, social, and emotional standpoint, and that our campuses will provide a safe learning environment for our students, we are aware and prepared for students and parents who may not feel ready to physically return to school daily. We also want to ensure that we have options for students who may be medically fragile or have compromised immune systems. WUSD has options to meet the needs of these families. Students with disabilities will require an IEP decision to be placed in the appropriate educational setting.

#### **Remote Learning**

- For students and teachers that may have to self-isolate or quarantine for a period of time due to a COVID 19 exposure.
- Coursework delivered from regular teachers online via Google Classroom or other online platforms.