

Liberty School District



COVID-19 Safety Plan (CSP)  
Liberty Elementary School  
District for the 2020-2021  
School Year

Version 2.0

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## Introduction and Overview

This document is designed to assist in planning for a safer reopening of school for the 2020-2021 school year. We recognize the importance of returning students to school campuses for in-person instruction, as well as the overarching need to protect the health and safety of our students, school staff, and broader community. The goal of this document is to help plan for and implement measures to reduce COVID-19 transmission in the school setting, while meeting the educational needs of all students.

Early decisions on school closure by public health experts around the country were based heavily on knowledge and experience with influenza, a disease for which school-based transmission is a significant factor in community-wide spread of disease. While scientific data for COVID-19 is still limited, published studies suggest that the epidemiology of COVID-19 is distinct from that of influenza. Specifically, studies suggest:

- COVID-19 disease prevalence among children is lower than in adults, and children who contract COVID-19 are more likely than adults to be asymptomatic or to have very mild symptoms.
- Multisystem inflammatory syndrome in children (MIS-C), a severe condition associated with COVID-19, remains rare.
- Furthermore, in several studies, children were less likely to be the first case within a household, suggesting that child-to-adult transmission may be less common than adult to-child transmission.
- In other countries, where schools remained open or have recently reopened, cases in school children have been associated with few secondary cases in the school, suggesting that child-to-child transmission may also not be as significant as with influenza.
- Analysis of data broken down further by age shows that these trends are seen more in younger children compared to teenagers, whose disease patterns more closely parallel those of adults.

These key findings have important implications for how we think about infection risk and play an important role in guiding our recommendations for preventing transmission in schools. Specifically, these findings suggest that COVID-19 transmission in schools is likely to be less widespread than influenza transmission, that adult-to-child transmission is greater than child-to-child transmission, and that transmission risks among younger children appear to be lower than older children.

Education, just like healthcare and food provision, is an essential service in our community, and as such, the reopening of school for in-person instruction with strict safety protocols should be prioritized. School closures magnify socioeconomic, racial, and other inequities among students. The students most impacted by school closures are those without access to technologies that facilitate distance learning, those whose parents comprise a disproportionate share of our community's essential workforce and may be less available to provide instructional support, and

those with special needs. Disruption of normal childhood social interactions also has a profound adverse impact on students' social and emotional well-being.

The County of Sonoma Public Health Department's decision to reopen school campuses for in-person instruction and to keep them open will depend on a number of factors. These include, but are not limited to, continually evolving scientific understanding of COVID-19; the number of current COVID-19 cases; the degree to which schools are contributing to community spread of COVID; the capacity of our health system to identify and care for cases and prevent transmission in healthcare settings; the availability and use of widespread testing to identify new cases; county residents' ability to quickly and effectively isolate or quarantine themselves when sick; and our community's continued cooperation in practicing physical distancing, using face coverings, and taking other preventive measures.

As we prepare to resume in-person instruction, we will ensure plans are in place for remote instruction for students who may need to isolate or quarantine, as well as students who are medically fragile or who have a household member who is medically fragile. We will also be prepared for the possibility of partial or full school closure, either short term or for a longer period. Because the data regarding the impact of school reopening on COVID-19 transmission dynamics remains incomplete, we will continue to learn and revise our guidance accordingly.

This document contains a series of public health requirements, recommendations, and considerations for school reopening for in-person instruction. These should be read in conjunction with all relevant local, State, and federal laws, as well as school reopening guidance from the State and federal government.

Of particular relevance to this document are Education Code sections 43503 and 43504, which are in the process of being enacted by the State Legislature as this guidance is being released. Education Code section 43504 states that schools in California "shall offer in-person instruction to the greatest extent possible" during the 2020-2021 school year. Education Code section 43503 states, "Distance learning may be offered under either of the following circumstances: (A) On a local educational agency or school wide level as a result of an order or guidance from a state public health officer or a local public health officer. (B) For pupils who are medically fragile or would be put at risk by in-person instruction, or whom are self quarantining because of exposure to COVID-19."

## Section 1: Prevention

Common public health strategies to reduce the risk of disease transmission in schools and other community settings include: (1) minimizing the number of people who come into contact with each other, (2) maximizing the physical distance between people, (3) reducing the time that people spend in close proximity to others, and (4) measures to minimize dispersion of droplets and aerosols (e.g., using face coverings and covering coughs and sneezes). Because the relative contribution of each of these measures in reducing the spread of COVID-19 is not yet clear, public health experts have generally recommended that they be used collectively where possible.

These strategies may be easier or harder to implement in different age groups or settings. For example, a school may be able to ensure that younger elementary school students have fewer contacts by having students stay in one classroom, but young students may be less able to wear face coverings consistently or maintain physical distancing during age-appropriate social and educational activities. For these reasons, the requirements, recommendations, and considerations for minimizing disease transmission at school necessarily vary by age group.

### **Communication & Training**

- **System for Communicating**
  - Our goal is to ensure that we have effective two-way communication with our employees and families, in a form they can readily understand, and that it includes the following information:
  - All plans (CSP, CPP & CSP Checklist) are available on our website and by request in a hard copy.
  - A virtual review is provided to parents regarding all aspects of the Safety Plan during evening sessions.
  - All safety issues are reviewed at monthly Board Meetings that are open to the public.
- **Training and Instruction**
  - During multiple staff meetings, plan details were shared and reviewed for understanding.
  - Staff Training is conducted via the Target Solutions COVID-19 module and a COVID-19 training roster will be used to document this training.
  - Staff members may consult with administration regarding questions or concerns related to any of the plans or protocols within the plans.

### **Stable Group Structures and Physical Distancing**

- **Stable Group Structures –**
  - Elementary schools
    - Ensure students and staff remain in stable classroom cohorts by keeping the same students and teacher or staff together for the entire school day. Students should not mix with other stable classroom cohorts.
    - Distance teacher and staff desks at least six feet away from students to minimize adult-to-child disease transmission.
    - Assign stable seating arrangements for students to ensure that close contacts within classrooms are minimized and easily identifiable.

- Enrichment will be provided virtually.
  - Prioritize stability of stable classroom cohorts. Given the social and educational needs of this age group, physical distancing and face coverings may be difficult to control. Therefore, strict maintenance of a stable classroom cohort, which minimizes the total number of contacts, is the primary mechanism of risk reduction.
  - Establish stable classroom cohorts for the entire school day.
  - Keep student belongings separate to minimize contact.
  - Stable classroom cohorts may be facilitated by having different teachers rotate into the classroom to teach different subjects.
  - Stable cohorts will be fixed for instruction, lunch and recess.
- **Physical Distancing - General**
    - Communicate with all staff and families regarding physical distancing requirements and recommendations.
    - Train staff and students on protocols for physical distancing for both indoor and outdoor spaces.
    - Post signage reminding students and staff about physical distancing in prominent locations throughout each school campus.
    - Allow only necessary personnel on the campus and limit the number of students and staff who come into contact with them.
    - For outside organizations utilizing school facilities outside of school hours, ensure that they follow all required health and safety measures.
- **Physical Distancing – Arrival and Departure**
    - Minimize close contact between students, staff, families, and the broader community at arrival and departure through the following methods:
      - Designate routes for entry and exit, using as many entrances and exits as can be supervised appropriately to decrease crowding at entry and exit points.
      - Instruct drivers to remain in their vehicles, to the extent possible, when dropping off or picking up students.
      - When in-person drop-off or pick-up is needed, only a single parent or caregiver should enter the facility to pick up or drop off the child.
      - When necessary, adults entering campus for in-person pick-up or drop-off to wear a face covering.
      - Provide supervision to disperse student gatherings during school arrival and departure.
      - Place markings on the ground to facilitate physical distancing of six feet or more at all school entry and exit points and crosswalks near the school.
      - To reduce crowding of students during arrival or departure, stagger arrival or departure times and designating multiple pick-up and drop-off locations to maximize physical distancing while minimizing scheduling challenges for students and families.
- **Physical Distancing – Classroom Settings**

- Elementary schools
  - Ensure students and staff remain in stable classroom cohorts by keeping the same students and teacher or staff together for the entire school day. Students should not mix with other stable classroom cohorts.
  - Reduce disease transmission risk by maximizing the space between student desks.
  - Distance teacher and staff desks at least six feet away from students to minimize adult-to-child disease transmission.
  - Distance student desks up to 6 feet apart from each other whenever possible.
  - Assign stable seating arrangements for students to ensure that close contacts within classrooms are minimized and easily identifiable.
  - Class sizes will be determined by the current guidance provided by the CDPH. Currently up to 16 people in a room.
  - Prioritize stability of stable classroom cohorts. Given the social and educational needs of this age group, physical distancing and face coverings may be difficult to control. Therefore, strict maintenance of a stable classroom cohort, which minimizes the total number of contacts, is the primary mechanism of risk reduction.
  - Space students at least six feet apart. If that is not possible, consider placing barriers between students.
  - Establish stable classroom cohorts for the entire school day.
  - Class sizes should be as small as practicable but will allow for the required social distancing.
  - Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, electronic devices, etc.) to the extent practicable, or limit use of supplies and equipment to one group of students at a time and clean and disinfect between uses.
  - Keep students' belongings separate so that students do not come in contact with other students' belongings.
  - Reduce the amount of furniture and equipment in the classroom to facilitate distancing and reduce high-touch surfaces.
  - Increase ventilation by increasing outdoor air circulation (e.g., by opening windows) or using high-efficiency air filters and increasing ventilation rates.

***Considerations***

- Use non-classroom space for instruction (including regular use of outdoor space, gyms, or cafeterias), if doing so will allow for greater distancing between students.
- Place markings on classroom floors to facilitate physical distancing.
- Stable classroom cohorts can be facilitated by having different teachers rotate into the classroom to teach different subjects.
- **Physical Distancing – Non-Classroom Settings**

- Restrooms: The number of students allowed in the restrooms will be limited at any time.
- Libraries: Students will make book requests through their teacher.
- Lunch Space: Lunch will be outside whenever possible.
- Playgrounds and Recess: Will hold recess activities in separated areas designated by class and/or staggered throughout the day. Limit use of shared playground equipment in favor of physical activities that require less contact with surfaces and allow for greater physical distancing.
- Physical Education: Conduct physical education classes outdoors whenever possible, maintaining separation of classes and with appropriate physical distancing within groups to the extent practicable. Face coverings do not need to be worn during exercise.
- Staff Room: Limit the number of staff who can be in the break room at a given time to allow for physical distancing. Encourage or require staff to eat meals outdoors or in large, well-ventilated spaces.
- School Offices: Space staff at least six feet apart.

**Hygiene Measures – Per CDPH’s face covering requirements...**

- **Hygiene – Face Coverings**
  - Teachers and staff
    - All adults must wear a facemask at all times while on campus, except while eating or drinking.
    - Staff excluded from this requirement are those that require respiratory protection according to Cal/OSHA standards.
    - Staff unwilling to wear a face mask will be asked to take an unpaid leave of absence.
  - Students
    - Currently all students (transitional kindergarten through 6<sup>th</sup> grade) are required to wear cloth face coverings: students must use cloth face coverings when in the classroom even if they are in a stable classroom cohort. As per new CDPH guidance, students are required to wear face masks while at recess or PE.
    - Students excluded from face covering requirements include: (1) anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance and (2) students with special needs who are unable to tolerate a face covering.
    - Post signage in high visibility areas to remind students and staff of (1) when and where face coverings are required and (2) appropriate use of face coverings.
    - Communicate with all staff and families regarding expectations for use of face coverings at school and how to wash face coverings.
    - Educate students, particularly younger elementary school students,



on the rationale and proper use of face coverings.

### ***Recommendations***

- We will not exclude students from the classroom if they occasionally fail to wear a face covering, or if a few students in the classroom are consistently unable to wear a face covering, when required. The school will provide masks to students without one available. The small increase in risk of disease transmission does not justify classroom exclusion, but students without face coverings should maintain physical distance to the extent feasible.
- If a student or staff experiences difficulty wearing his/her face covering, allow the individual to remove his/her face covering for a short period of time.
- Provide face coverings for students and staff who lose their face coverings or forget to bring them to school.
- Face shields are not recommended as a replacement for face coverings given concerns over their ability to minimize droplet spread to others. Teachers may consider using face shields with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar) in certain situations: during phonological instruction to enable students to see the teacher's mouth and in settings where a cloth face covering poses a barrier to communicating with a student who is hearing impaired or a student with a disability.

- **Hand Washing and Other Hygiene Measures**

#### ***Requirements***

- Teach and reinforce proper hand washing technique, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes.
- Post signage in high visibility areas to remind students and staff of proper technique for hand washing and covering of coughs and sneezes and other prevention measures.
- Ensure adequate supplies to support healthy hygiene behaviors, including soap, paper towels, tissues, no-touch trash cans, face coverings and hand sanitizers (with at least 60 percent ethyl alcohol) for staff and students who can safely use hand sanitizer.
- Minimize the sharing of supplies and equipment among staff and students to the extent feasible. When items must be shared, clean and disinfect items between uses.
- Minimize staff and student contact with high-touch surfaces (e.g., propping open building or room doors, particularly at arrival and departure times).
- Model, practice, and monitor hand washing, particularly for lower grade levels.
- Develop routines to ensure students wash their hands or use hand sanitizer upon arrival to campus; after using the restroom; after playing outside and returning to the classroom; before and after

eating; and after coughing or sneezing.

- Have students and staff wash hands at staggered intervals to minimize congregation around hand washing and hand sanitizer stations.
- Proper hand washing is more effective at preventing transmission, but hand sanitizer is an acceptable alternative if hand washing is not practicable.
- Provide hand sanitizer in each classroom, in any other indoor space used by students or staff, at building entrances/exits, and at locations designated for students or staff to eat.
- Students under the age of 9 should use hand sanitizer only under adult supervision.
- Suspend or modify use of site resources that necessitate sharing or touching items.

## **Cleaning and Maintenance**

### ***Requirements***

- At least daily, and more frequently if feasible, we will clean and disinfect frequently touched hard surfaces (e.g., tables, desks, chairs, door handles, light switches, phones, copy/fax machines, bathroom surfaces (toilets, countertops, faucets), drinking fountains, and playground equipment) and shared objects (toys, games, art supplies, books) pursuant to CDC guidance.

### ***Recommendations***

- When choosing cleaning products, we will use those approved for use against COVID-19 on the Environmental Protection Agency (EPA)-approved list “N” and follow product instructions. We will choose asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) whenever possible and avoid products that mix these ingredients with peroxyacetic (paracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can exacerbate asthma.
- We will provide employees training on manufacturer’s directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
- We will ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible, for example, by opening windows where practicable. When cleaning, air out the space before students arrive; plan to do thorough cleaning when students are not present. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.
- We will ensure that all water systems are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires’ disease and other waterborne diseases.
- After an illness, we will limit access to areas used by the sick person (e.g., a student’s desk or a staff member’s office) until cleaned and disinfected.

### ***Considerations***

- Limit use of items that are difficult to clean and sanitize.

- Establish a cleaning and disinfecting schedule to avoid both under- and over-use of cleaning products.

## **Food Services**

### ***Requirements***

- Refer to Distancing Section above for requirements regarding physical distancing in food service areas.
- We will follow all requirements issued by the County's Department of Environmental Health to prevent transmission of COVID-19 in food facilities.

### ***Recommendations***

- We will serve meals in classrooms or outdoors where practicable. Serve individually plated or bagged meals. Avoid sharing of foods and utensils and buffet or family-style meals.

## **Enrichment, Extracurricular Activities, Athletics, and School Events**

### ***Extracurricular Activities***

#### ***Requirements***

- We will not allow extracurricular activities in which physical distancing (at least six feet) and face covering use cannot be maintained at all times.
- We will not allow aerosol generating activities, including in-person choir, and band due to increased risk of disease transmission

#### ***Considerations***

- We will consider whether extracurricular activities can be conducted outdoors or virtually (e.g., remote broadcasting of musical and theatrical practice and performances) or while maintaining stable classroom cohorts.

### ***Sports***

#### ***Recommendation***

- Postponed until the spring any extracurricular sports programs.

### ***School Events***

#### ***Requirements***

- Field trips, assemblies, and other gatherings are permitted if (1) students of different classroom cohorts do not mix and (2) classroom cohorts remain at least 25 feet apart from each other.
- Attendance at school events should be limited to students and staff or those participating in a presentation only (no visitors).

#### ***Recommendations***

- We will maximize the number of school events that can be held virtually or outside.
- Events involving on-campus visitors interacting with staff or students will be minimized or eliminated.

## **Section 2: Monitoring**

## Health Screenings

Health screenings refer to symptom screening, temperature screening, or a combination of both. Although temperature screening for COVID-19 has become a widespread practice in a variety of business and community settings, it has limited effectiveness. With respect to COVID-19, the CDC acknowledges that "fever and symptom screening have proven to be relatively ineffective in identifying all infected individuals." This is because people with COVID-19 can infect others before they become ill (pre-symptomatic transmission), some people with COVID-19 never become ill but can still infect others (asymptomatic transmission), and fever may not be the first symptom to appear. Despite the limitations, Liberty will follow the current guidelines and screen all staff and students when they arrive on campus.

### **Requirements**

- Post signs at all entrances instructing students, staff, and visitors **not** to enter campus if they have any COVID-19 symptoms. COVID-19 symptoms include fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, recent loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea.
- All staff will screen for symptoms each day. Staff and students' parents or guardians can conduct symptom-screening at-home, prior to arrival. Symptom screenings do not need to be performed by a nurse or other health professional.
- When temperature screening is performed, contactless thermometers will be used.
- Contact thermometers should only be used when a fever is suspected and if appropriate PPE can be used (facemask, eye protection, and disposable gloves). Contact thermometers must be properly cleaned and disinfected after each use.
- Students or staff with any identified COVID-19 symptoms and/or a temperature of 100.0 or higher must be sent home immediately until testing and/or medical evaluation has been conducted.
- We will communicate screening requirements to all staff and families and provide periodic reminders throughout the school year.
- On-campus temperature screening (for students or staff) will be conducted using a contactless thermometer.
  - Screening stations will be set up at least six feet apart from each other.
  - People measuring temperatures will be trained and wear appropriate PPE (facemask and eye protection).

### **Recommended Health Screening for Students and Staff**

- Parents should ask their own children and staff should consider for themselves the following questions. **A person who answers "Yes" to any one of these questions must not enter the school facility.**
  1. Within the last 14 days have you been diagnosed with COVID 19 or had a test confirming you have the virus? **Yes – Stay home and seek medical care.**
  2. Do you live in the same household with, or have you had close contact with someone who in the past 14 days has been in isolation for COVID 19 or had a test confirming they have the virus? Close contact is less than 6 feet for 15 minutes or more. **Yes – Stay home and seek medical care and testing.**
  3. Have you had any one or more of these symptoms today or within the past 24 hours? Are these symptoms new or not explained by another reason?
    - a. Fever
    - b. Cough
    - c. Shortness of breath
    - d. Trouble breathing

- |                           |              |
|---------------------------|--------------|
| e. Chills                 | j. Headache  |
| f. Night sweats           | k. Confusion |
| g. Sore throat            | l. Vomiting  |
| h. Muscle/body aches      | m. Diarrhea  |
| i. Loss of taste or smell |              |

**Yes – Stay home and seek medical care and testing.**

## **COVID 19 Testing and Reporting**

### ***Requirements***

- All staff will be tested following the current State guidelines. Staff will be tested through a District implemented program every week conducted by Valencia Labs. The District is contracting with accredited labs to provide the tests to all staff free of charge.
- The District will follow CDPH guidelines and test students as required dependent on the color tier we are currently assigned. Student testing will be conducted by our Health technician and be free of charge through our agreement with Valencia Labs.
- Students and staff should get tested as soon as possible after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19. Students will be referred to their own health provider for testing. If the family is unable to provide testing, the School will provide testing through our agreement with Valencia Labs.
- Positive test results:
  - Parents/guardians and staff should notify school administration immediately if the student or staff tested positive for COVID-19 or if one of their household members or non-household close contacts tested positive for COVID-19.
  - Upon receiving notification that staff or a student has tested positive for COVID-19 or has been in close contact with a COVID-19 case, we will take actions as required in Section 3 below.
- Negative test results:
  - Symptomatic students or staff who test negative for COVID-19 should remain home until at least 72 hours after resolution of fever (if any) and improvement in other symptoms.
  - Asymptomatic non-household close contacts to a COVID-19 case should remain at home for a total of 14 days from date of last exposure even if they test negative.
  - Asymptomatic household contacts should remain at home until 14 days after the COVID-19 positive household member completes their isolation.
  - Documentation of negative test results must be provided to school administration.

### ***Recommendations***

- In lieu of a negative test result, symptomatic students and staff may return to work/school with a medical note by a physician that provides alternative explanation for symptoms and reason for not ordering COVID-19 testing.
- As available, we will provide parents and staff with information regarding nearby testing sites.

## **Section 3: Response to Suspected or Confirmed Cases and Close Contacts**

## **Requirements**

- As per notice, the District will provide contact tracing as prescribed by the County Health Department. Multiple Liberty staff members, the District Nurse, Health Technician, District Superintendent and the District Secretary, have been trained in contact tracing through the Line Tracing training provided by SCOE and the Sonoma County Department of Public Health. They will follow the training protocols outlined in the webinar and the Sonoma County Department of Health training. The Health Technician will be the identified contact for the public health department and charged with facilitating initiation of contact tracing when a confirmed case of COVID-19 is reported.
- When a COVID-19 positive staff member or student is identified, contact tracing will be initiated immediately. A list of close contacts will be identified and notified of the need to isolate and consult with their physician. This list will also be submitted to the Public Health Department and any further recommendations from them will be implemented. Individuals will obtain testing via their personal healthcare providers. Those individuals who cannot obtain testing or do not have access will utilize the contracted testing facility.
- When there is a work exposure, possibly affecting employees will be notified via letter which is emailed to them. They may also receive a phone call or text.
- **Suspected COVID-19 Case(s):**
  - Liberty will maintain an isolation room with a Health Technician staffed throughout the school day.
  - Any students or staff exhibiting symptoms will immediately be required to wear a face covering and wait in the isolation area until they can be transported home or to a healthcare facility, as soon as practicable. For serious illness, we will call 9-1-1 without delay.
    - **Isolation Protocol: If a Student Develops Symptoms at School** If a student develops a fever of 100.0 or higher and/or symptoms consistent with COVID-19 while at school, we will keep them under observation in an isolation room until they can be picked up.
      - Parents/guardians must have a plan for picking up their child **at all times.**
      - Symptomatic students should be picked up **within 30 minutes** by their parent or emergency contact. **The student cannot wait in the isolation room for the rest of the school day.**
      - When the parent arrives to pick up their child, please stay in the car, call the office, and wait for the child to be escorted outside. Parents and other visitors are not allowed on campus during this time.
      - Please contact your child's healthcare provider for further direction regarding the need for testing and/or doctor visit.
      - Please inform the main office as soon as possible if your child is confirmed to have COVID-19.
- **Confirmed COVID-19 Case(s):**
  - **Communication:** Liberty will notify the County of Sonoma Public Health Department immediately of any positive COVID-19 case. As advised by County Health, we will also notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws. The community

will be notified through either a note home or through our email blast system.

- Close off areas used by any sick person and do not use before cleaning and disinfection. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation as recommended in Section 1.C.
  - For settings in which stable classroom cohorts have been maintained: All students and staff should be instructed to get COVID-19 testing and remain quarantined at home for 14 days.
  - For all settings: Provide information regarding close contacts to the County of Sonoma Public Health Department via secure fax or email.
- **Close contacts to confirmed COVID-19 Case(s):**
    - Close contacts (household or non-household) of confirmed COVID-19 cases should be sent home immediately and instructed to get COVID-19 testing. They should, even if they test negative, remain in quarantine for a full 14 days after (1) date of last exposure to COVID-19 positive non-household contact or (2) date that COVID-19 positive household member completes their isolation.
    - No actions need to be taken for persons who have not had direct contact with a confirmed COVID-19 case, and instead have had close contact with persons who were in direct contact.
    - Those who test positive should not return until they have met County of Sonoma criteria to discontinue home isolation.
  - **Return to Campus after Testing:**
    - Symptomatic individuals who test negative for COVID-19 can return 24 hours after resolution of medication free fever (if any) and improvement in symptoms.
      - Documentation of a negative test result should be provided to the school.
      - In lieu of a negative test result, we will allow students and staff to return to work with a medical note by a physician that provides alternative explanations for symptoms and reasons for not ordering COVID-19 testing.
    - Symptomatic individuals who test positive for COVID-19 can return 14 days after symptom onset OR 7 days after resolution of fever and improvement in other symptoms, whichever is longer.
    - Asymptomatic individuals who test positive for COVID-19 can return 14 days after their positive test result.
    - If they test positive, close contacts to confirmed COVID-19 cases can return after completing the required isolation period described above.
    - If they test negative, close contacts to confirmed COVID-19 cases can return a full 14 days after (1) date of last exposure to COVID-19 positive non-household contact or (2) date that COVID-19 positive household member completes their isolation.

## Section 4: Distance Learning/Independent Study

### **Considerations**

- Regardless of on-site school conditions, independent study will be made available for the following students:
  - Students who are medically fragile or would be put at risk by in-person instruction, or who are isolating or quarantining because of exposure to COVID-19
  - Students who live in a household with anybody who is medically fragile
  - In addition, during the 2020/2021 school year, all families may choose to participate in our independent study program.
- **Off Campus Option- Home/Independent Study** – Some Liberty families are choosing to stay off campus due to health concerns.
  - This option will last, at least, until the December Winter Break but parents can choose this option for the entire school year. Students will not lose their spot in our traditional program.
  - 5 days a week of independent study/distance learning using a combination of online and paper/pencil activities.
  - Served by dedicated independent study staff.
  - Parents must be able to provide support at home.
  - Attendance and grades are measured by completion and quality of work.
- **On Campus Option- Distance Learning/On Campus Classes**
  - This option will begin with distance learning, similar to the program from the spring of 2020. Students will receive assignments from classroom teachers and participate in daily videoconference lessons.
  - **After Liberty receives a waiver or the County moves off the Watch List and into Stage 3, on campus classes will resume in a hybrid model.**
    - Kindergarten students will return in an am/pm model five days a week. The am program will run from 8:00 to 11:00 and the pm will run from 11:30 until 2:30.
    - 1<sup>st</sup> - 3<sup>rd</sup> grade classes will return 5 days a week with social distancing protocols in place with small class sizes.
    - 4<sup>th</sup> – 6<sup>th</sup> grade classes will return in a 2-day a week on campus and 3-day a week off campus model. Upper grade students will attend either Monday and Tuesday or Thursday and Friday.
  - All students will be expected to wear masks in class. At outdoor recess or PE, students will have the option to go without a mask.
  - Families will be expected to monitor for COVID 19 symptoms and the school will provide daily temperature checks for all students and staff.
  - Extensive hygiene and cleaning service protocols will be in place.
  - In the event of an on campus COVID 19 case, the School will follow the County Health Department protocols and the protocols outlined in our Reopening Plan.
  - **When the County moves into Stage 4, upper grade classes will be brought back 5 days a week, if class numbers can allow for the required social distancing.**



# Liberty School District

## Daily COVID-19 Student at Home Assessment Checklist

**Purpose:** Based on various State health orders, all students, on a daily basis, are to be screened for signs of respiratory illness accompanied by fever PRIOR to coming to school.

**Instructions:** Complete this assessment for each student in your household prior to them coming to school each day.

1. **Contact your doctor if anyone in your household has the following severe symptoms:**
  - **Trouble breathing**
  - **Persistent pain or pressure in chest**
  - **New confusion or inability to stay awake**
  - **Blue lips or face**

**This is not a complete list. If you think you are experiencing a medical emergency, call 911.**

2. **In the last 24 hours has the student been in contact with anyone with a known case of COVID-19 virus?**
  - YES**
  - NO**

**If YES, please do not report to school. Contact the school to inform them of your absence. Stay home and monitor your symptoms and contact your medical provider to consult on next steps. \* If NO, proceed to question #3.**

3. **Has the student had any of the following symptoms in the past 24 hours?**
  - Any symptoms experienced have been cleared by our primary care provider**
  - Cough**
  - Fever (Temperature above 100.0°F)**
  - Chills**
  - Sore Throat**
  - Feeling achy**
  - Shortness of breath/difficulty breathing**
  - Nausea or vomiting**
  - Unusual or new headache in last 24 hours**
  - Diarrhea**
  - Loss of taste or smell**
  - Tingling or numbness**
  - None of the above**

**If YES to ANY, students should not report to the school building. Contact the school to inform them of your absence. Stay home from school, monitor symptoms, and contact your medical provider to consult on next steps.**

**If NO to all, proceed to school. Your temperature will be taken when you arrive. Upon entry to the building, wash your hands or use alcohol-based hand sanitizer.**

## Hand Hygiene

Frequent hand hygiene is one of the most important preventative practices to help slow the spread of COVID-19 and will be encouraged at school.

Students and staff will be required to wash or sanitize their hands upon arrival to school each day before entering the classroom. Time for hand hygiene will be scheduled for all students before eating and before returning to the classroom after recess and lunch.

### Five steps to proper hand washing:

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air-dry them.

### How to use hand sanitizer:

1. Apply the hand sanitizer to the palm of one hand (read the label to learn the correct amount).
2. Rub your hands together.
3. Rub the sanitizer over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

## Cough Etiquette and Other Important Health and Hygiene Practices

Please help us teach your child(ren) these important preventative measures to reduce the spread of COVID-19 and other illnesses.

- Cough and sneeze into a tissue or into the crook of the elbow, throw the tissue into the trash right away and wash hands.
- Avoid touching the eyes, nose, and mouth with unwashed hands.
- Avoid close contact with anyone who is sick.
- Maintain 6 ft. distance from others outside your home. Keeping distance from others is especially important for individuals at higher risk for severe illness.
- Please discuss the importance of community physical distancing measures while not at school, including discouraging students from gathering elsewhere.
- Encourage your child to ask questions and express their feelings with you and their teachers. Remember that your child may have different reactions to stress; be patient and understanding.
- Prevent stigma by using facts and reminding students to be considerate of one another.

## Facemask Information

### How to put on and remove a facemask

#### How to put on a facemask

1. Clean your hands with soap and water or hand sanitizer before touching the mask.
2. Determine which side of the mask is the front. The colored side of the mask is usually the front and should face away from you, while the white side touches your face.
3. Follow the instructions below for the type of mask you are using. Hold the mask by the ear loops. Place a loop around each ear.
4. Mold or pinch the stiff edge to the shape of your nose.
5. Pull the bottom of the mask over your mouth and chin.

#### How to remove a facemask

1. Clean your hands with soap and water or hand sanitizer before touching the mask. Avoid touching the front of the mask. The front of the mask is contaminated. Only touch the ear loops/ties/band.
2. Hold both of the ear loops and gently lift and remove the mask.
3. Throw the mask in the trash. Clean your hands with soap and water or hand sanitizer.

**Cloth masks should be cleaned after every wearing. This reduces the risk of spreading the coronavirus or other germs.**

**Disposable blue surgical masks should be thrown away after each day or more often if soiled.**

## Frequently Asked Questions

Will Liberty receive a waiver to allow for opening while Sonoma County is on the State Watch List?

- Liberty will apply for a State waiver when the process becomes clear. If granted a waiver, we will then move from distance learning towards our Stage 3 hybrid model.

Will masks be required?

- All staff will wear masks both outside and inside. Students will also be required to wear masks at all time unless eating or drinking.

How many students will be in a classroom?

- In Stage 3, we will follow the current guidelines of spacing students at 6 feet distance. While students won't always be 6 feet apart, they will spend most of their time in this socially distanced configuration. Class size will depend on the size of the room but most rooms will accommodate 16 students.

What are the hand washing and disinfection Protocols?

- Students will be expected to use both disinfectant and hand washing with soap frequently throughout the day. Teachers will spend time at the beginning of the year to teach proper hand washing practices and how to cover your cough with the inside of your elbow instead of with your hands. Students will be expected to disinfect when leaving the classroom and when returning to the room.

Will students have recess?

- Students will have recess during the day. We will follow the current guidelines for allowing outdoor play within small class cohorts.

Will the school be taking the temperature of students in the morning?

- Yes, all students will have their temperature taken upon arrival. If a student has a temperature of 100 or higher, they will have to leave school.

Will the school hours change?

- With am/pm TK/Kindergarten, we will have a change for those grade levels. In addition, it is likely we will change upper grade dismissal times to allow families to reduce the number of trips to the campus each day.

How frequently will bathrooms and classrooms be cleaned?

- Bathrooms will be disinfected hourly or as necessary and thoroughly cleaned every day after school. Classrooms will be cleaned and sanitized daily and as necessary.

How long does my child have to stay home when sick?

- The latest State guidelines states that children must be fever free and have no other symptoms for 72 hours before returning to school.

Will lunches be available at school?

- When school returns on campus, lunch will be available on a daily basis. Lunch will be pre-packed and delivered to classrooms.

Will daycare be available?

- At this time, we are reviewing State requirements to see if daycare will be available.

Will enrichment classes still be available?

- Some enrichment classes will be available but may have to change to meet the current guidelines.

Will there be Foundation events?

- Foundation is looking at how they can continue to provide programs for our students and families but many of the traditional events like Family Fun Night or Walkathon will not be possible at this time.

Will students have access to water during the day?

- Students should bring their own labeled water bottles from home. All drinking fountains will be disabled in order to reduce virus transmission. Water refill stations will be available for students to refill their personal water bottles and water bottles will be available for students that do not have one.

### **General Information and Plan Resources**

- ✓ Sonoma County Roadmap to a Safe Reopening
- ✓ Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools
- ✓ The National Academies: Reopening K-12 Schools During the Covid-19 Pandemic: Prioritizing Health, Equity, and Communities (2020)
- ✓ American Academy of Pediatrics: COVID-19 Planning Considerations: Guidance for School Reentry
- ✓ Centers for Disease Control: Toolkit for K-12 Schools
- ✓ California Department of Public Health: School and School Based Guidance
- ✓ CA Assembly Bill 98: Education Finance for 2020/2021
- ✓ Santa Clara County Public Health: COVID-19 Prepared