

# Cleaning & Disinfecting



*DUSD 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 athletic fields, Durham 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. When eating or during PE, students must remain 6' apart.
- Staff will sanitize high-touch surfaces at scheduled times throughout the school day.
- Teachers will spray disinfectant, or use disinfectant wipes, on desks and other frequently touched spaces between classes.
- Restrooms will be locked during passing periods to avoid large crowds. Students will be permitted to use the restroom during class.
- Disinfectant wipes and spray bottles with towels will be provided to all classrooms and offices.
- Staff have been trained in safe and appropriate use of disinfectants.
- Busses will be cleaned between routes and shifts.
- Drinking fountain use will be suspended; DHS may have water available. Milk and juice will also be provided with the daily grab-and-go lunch.
- Additional disposable PPE will be provided as needed at each school site for student and staff use.



# Transportation

*The DUSD 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:

- Transportation is only available to students who reside in the Durham Unified attendance zone and have informed transportation that bussing is requested as available.
- The bus driver will take each rider's temperature and may ask a few health questions prior to allowing boarding.
- Parents will need to stay with their children until the bus picks up the student after a "health screen." (Temperature taken and possibly a few questions).
- Masks are required of all riders and bus drivers (except in the case of a medical exemption as outline on page 6). 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.
- Distancing will be enforced to the extent possible based on room and occupancy.
- Students will be seated starting at the back of the bus.
- 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.

# In-Person Learning



***DUSD 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, DUSD 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.
- Desks will be rearranged so as not to face each other.
  - Group activities will be limited or non-existent during indoor instruction.
  - Students will have assigned seats for the potential of contact tracing.
- Students and staff will wear appropriate face coverings.
- DUSD encourages outdoor learning on campuses.
- Traffic flow in all hallways will be modified.
- 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 sanitize their hands.
- Upon entry to their first class period, students will have their temperature assessed and may be asked a few health-related questions.

- If a student does not attend first period but does second or third, they will be checked-in and have their temperature checked in the office.
- 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.
- Parents/visitors will be allowed on campus by appointment only and must use a face covering consistent with state mandates.
- Schools will be limiting outside guests on all campuses to individuals or agencies providing direct services to our students.
- 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.



# Distance Learning

**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, DUSD will offer to 9th-12th grade students a “Distance Learning” (DL) option for those families who choose to remain home due to COVID. DL will be provided through an on-line instructional program called Acellus.
- A parent/guardian must have requested to be enrolled in Distance Learning (DL) through our on-line parent survey.
  - The parent and student will understand that they have to adhere to all attendance, discipline and grading regulations as though they were in attendance.
- **Students may NOT have their regular teachers and many classes will not offer zoom or Google classroom opportunities except through appointment.**
  - **Acellus is a self-paced on line program. Instruction, assignments, and assessment are provided by videos and links within Acellus.**
  - **Students will be assigned a DUSD DL teacher who will monitor the students’ progress in the online courses. Subject-specific DUSD tutors will be available to provide help via Google classroom upon appointment. Grades and credits are based on successful and timely work completion within Acellus.**
- Successful learners spend at least 4 hours per day watching videos and completing the work.
  - The responsibility of the DUSD DL teacher is to track students’ progress within the Acellus program and stay in contact with students and families about progress.
  - Students on DL are eligible to participate in school sports if they meet the current CIF eligibility requirements.
  - Students may be allowed to opt back into to in-person instruction at a later point in the school year with administrative approval.



## 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:

- The current California masking mandate, requires all staff will use 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 at-home learning.
- 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.
- 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. Please contact the main school office for the paperwork required to exempt the mask or face covering for students.**
- 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.

# 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. DUSD 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.
- 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 Butte County Public Health at (530) 552-3050 or the District Nurse at (530) 895-4697 EXT. 224 for 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.

- Students will be visually screened each time they enter their classroom.
- Students who present with fever and respiratory symptoms will be sent directly to the Isolation Room at the district office where they will be reported to the nurse or healthcare assistant.
- Students will be held in the Isolation Office at the back of the District Office until a parent or guardian can come 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 present with fever and respiratory infection symptoms will be sent home immediately. The district nurse will follow-up with a phone evaluation.



# Identification and Tracing of Contacts

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

## DUSD 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 1:

- 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.
- 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
- Disinfection and cleaning of classroom and primary spaces where symptomatic person spent significant time.
- School/classroom remains open

**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 Butte County Public Health
- School/classroom remains open

# Identification and Tracing of Contacts, Cont.



## DUSD 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 DUSD.
- 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.
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- 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.

# 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 DUSD staff members have attended COVID-19 training that includes:

- Sanitation and disinfection practices (Keenan Safe Schools)
- 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

# 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. DUSD will work in cooperation with Butte County Public Health to monitor school and regional conditions and respond accordingly. If DUSD 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, DUSD will move directly into distance learning. DUSD will utilize the online platforms currently established at each school site.

## Communication Plans



*DUSD 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.*

- 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 return for 14 days after the last known close contact with the case patient.
- DUSD 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).
- Due to the HIPAA, 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.

## 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. DUSD 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.