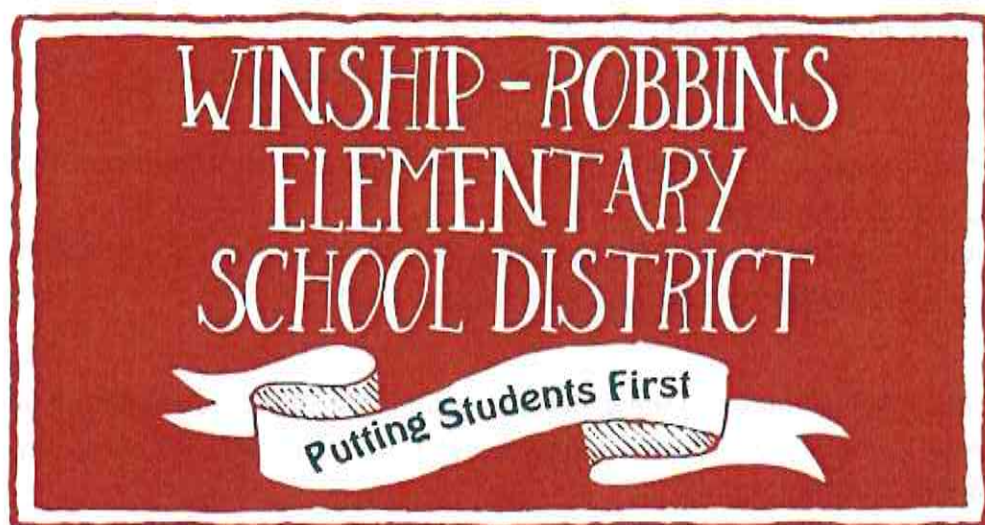


Winship-Robbins Elementary School District Reopening Plan



Preschool-8th Grade

Superintendent/Principal: Dawn Carl

Introduction

As a result of the COVID-19 pandemic and subsequent state of emergency declared by Governor Newsom, Winship-Robbins Elementary School District has been closed since March 16, 2020. Reopening guidance was issued by Governor Newsom on July 17, 2020. Due to the concerns regarding the pandemic and uncertainties we are facing we have created a thoughtful reopening plan to ensure the health and safety of all our students and staff.

The Winship-Robbins Elementary School District's Reopening Plan ensures that we are moving to best support the families and employees we serve. This plan will commence with the onset of the 2020-2021 academic year.

The following guidance was used in generating this plan:

- World Health Organization (WHO): *Considerations for school-related public health measures in the context of COVID-19* (10 May 2020)
- Centers for Disease Control and Prevention (CDC): *Interim Guidance for Administrators of US K-12 Schools and Child Care Programs* (15 May 2020)
- California Department of Public Health (CDPH): *Guidance for Schools and School-based Programs* (5 June 2020)
- California Department of Education (CDE): *Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools* (8 June 2020)

Parents, staff and community members provided input during the development of this plan. The Reopening Plan was reviewed and approved by the Winship-Robbins Elementary School District Board of Trustees.

WRESB Board of Trustees:

Janet Alonso, President
 Hassen Mohsen, Clerk
 Melissa Boyer, Member
 Jamellh Mohsen, Member
 Mona Sakurada, Member

The Winship-Robbins Elementary School Districts' Reopening Plan was approved by the Bi-County Health Officer:

Dr. Luu, September 30, 2020

We plan to resume in-person learning for all of our students as soon as is safely possible. It will take all of us working collaboratively together to ensure we are able to meet the needs of all of

October 1, 2020

our students in our community during this unprecedented time. We thank you in advance for your patience as you join us in this journey to get the children of Robbins School back to school!

Local Conditions

Physically reopening our District and enacting the WRESA Reopening Plan will be guided by a continual risk-based approach to maximize the educational and health benefits for students and staff. We will continue to work in collaboration with the Bi-County Health Officer to ensure that our plan acts in response to the ever-changing local conditions; it will be adjusted depending upon local cases and community spread until we are able to resume full operations in Phase 4 as classified by the Centers for Disease Control and Prevention (CDC) and California Department of Public Health (CDPH) (Plan A+). We will continue to seek out information from Bi-County Health Department, CDC, and CDPH as new scientific knowledge and subsequent guidance from them and the California Department of Education is given; we will then work in coordination with our local stakeholders to refine details of the re-opening plan.

School Status

Due to the July 17, 2020 report from Governor Newsom, Plan B will begin for all families. This plan includes at home Distance Learning for all students with Independent Study for students with special circumstances. This plan includes screening, monitoring, contact tracing, and the use of face coverings when physical distancing is not feasible for anyone on school grounds.

When the Bi-County Health Department directs/approves, our school will move to Plan A for families -- open with significant modifications. This plan includes a full-time in-person program for students who select and an at-home Independent Study Program for those families who prefer to keep their children home. This plan will include screening, monitoring, contact tracing, and the use of face coverings when physical distancing is not feasible.

When the Bi-County Health Department directs/approves, our school will move to Plan A+ for families -- the new normal. This plan includes a full-time in-person program for all students with regular movement occurring throughout campus. This plan will include monitoring of all individuals on school grounds. Before school/after school care and extracurricular activities will be available to all eligible students.

	Phase 1 Distance Learning Plan B	Phase 2 In-Person, Social Distancing Plan A	Phase 3 Plan A+
School Status	Restricted, Open to limited use	Open with modifications	New Normal
Illness Prevention	Screening & Monitoring Contact Tracing	Screening & Monitoring Contact Tracing	Monitoring
Face Coverings	Required for staff and for students (parents when on campus) when physical distancing is not feasible	Required for staff and for students 3 rd grade and up. Staff may wear face shields when students need to see the teachers mouth for phonological instruction) when providing instruction.	N/A
Educational Programs	A-Distance Learning B-Independent Study	A-In Person-regular schedule B-Independent Study	In-person regular schedule
Movement on Campus	N/A	Classroom, restrooms, hand washing stations, playground, gym assigned space and time in cohort	Regular movement
Transportation	N/A	Bus-loading @ regular capacity for eligible students, assigned seating Staggered private vehicle-drop off/pick up	Open to eligible students
Food Service	Grab and Go (curbside)	Classrooms/Cafeteria/Outside Grab and Go (assigned area with cohort)	Cafeteria/Outside Spaces
School Age Care	N/A	Open to eligible students	Open to eligible students
Extracurricular Activities	Not available	Possible w/further guidance	Open to eligible students

Campus Access	Restricted	Restricted	Probable
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Communication

The WRES D Reopening Plan involves transparent, clear, and consistent communication with parents/guardians and staff to minimize chaos and confusion. Among the most important communication will attend to the health and safety of all. We want our community to understand the implementation measures we are taking in unison to ensure healthy and safe educational opportunities for the children we serve. In addition, consistent communication with Bi-County Health Department will be essential to ensure that our plan acts in response to the ever-changing local conditions. Specific District details can be found in Appendix A.

Promoting Health & Safety Practices

WRES Ds' Reopening Plan includes promoting healthy hygiene practices as recommended by CDE and CDC. This includes teaching about and ensuring hand washing and contact/covering when coughing and sneezing. It also includes posting signage about healthy practices. In addition, we will continuously ensure we have the equipment necessary to enact all hygiene aspects of the plan. Specific District details can be found in Appendix B.

Additional cleaning measures as recommended by CDE and CDC are part of the WRES D Reopening Plan. This includes cleaning and disinfecting buses and vehicles, school spaces and things, and providing increased ventilation whenever possible. In addition, we will continuously ensure we have the cleaning supplies necessary to enact all aspects of the plan; personal protective equipment will ensure personal health and safety for the staff who clean school facilities and vehicles. Our District aims to meet high cleanliness standards prior to reopening and to maintain a high level during the school year. Specific District details can be found in Appendix B.

The WRES D Reopening Plan attends to illness prevention and focuses on daily screening staff and students to check for signs and symptoms of Covid-19 at the school bus stops and upon arrival at school; this screening includes a visual wellness check, temperature check, and Covid-19 questions. In addition, the Plan ensures a consistent process for when a staff member or student becomes ill, including always ensuring contact tracing to limit continued spread. Our District aims to maintain healthy operations as we transition to Plan A+ and a healthy community and have plans for teaching students and staff about illness prevention, self-reporting, and monitoring health throughout the day. Specific details can be found in Appendix C.

Our District recognizes the need to attend to the physical distancing standards in all school facilities and vehicles as recommended by the CDC when specific plans call for such and also understand the need to meet individual student medical, personal, or support needs, when

necessary. The CDC currently recommends a minimum of 6 feet of distance between individuals. Because of the various buildings on our campus, how space and facilities will be utilized will vary to ensure the 36 square feet per person standard is met when specific phases call for such. When physical distancing cannot be maintained or achieved through other means (physical barriers, class size reduction classrooms), students will be required to use face coverings. In addition, all students will be required to wear face coverings when on the bus, when entering/leaving campus, when using the restroom, and when seeking a health check in the office. Staff are required to use face coverings when with students and with each other when physical distancing cannot be maintained. Instruction in physical distancing and the appropriate use of face coverings will be provided for students and staff. Specific District details can be found in Appendix D.

Educational Programs

The WRES D Reopening Plan recognizes that this pandemic has undoubtedly impacted students' social emotional health in ways we may not yet recognize. As such, our priority will continue to be on focusing on the social emotional needs of our students. When our students return to school, it will be essential that we continue to provide the mental health supports they need. We believe that our student health and well-being must be attended to in order for student academic learning to occur. We will continue to provide quality instruction in these areas when school resumes. In addition, extracurricular activities to enhance the educational experience will be provided as allowed.

Our District recognizes the uniqueness of each family and their needs as we navigate through this pandemic. We will offer Independent Study for students to complete their learning at home under special circumstances. When allowed, we will implement Plan A, an In-Person Regular Schedule. Students will attend school five days a week with some modifications and focus on keeping students in their cohort as much as possible. When/if we experience a positive Covid-19 case on campus or community surge, our school will implement the appropriate procedures as recommended by our Public Health Department. At that time, students will return to learning at home. English Learners and students with Individualized Educational Plans or 504 Plans–will continue to receive their designated supports in all plans. Specific District details can be found in Appendix E.

School Age Care

While WRES D recognizes the need for before, during or after school care for school-aged children, we are currently assessing the needs for our families and will determine whether to provide before, during or after school care during all Phases of the plan. When and if it is determined that before, during or after school care is needed, this will be available to eligible families. We will work to ensure communication and, the promotion of healthy hygiene, intensifying cleaning, disinfecting, and ventilation to prevent illness. We will adhere to social

distancing standards, use barriers, face coverings, and organize students into class/family cohorts. Specific details can be found in Appendix E.

Campus Access

Winship-Robbins Elementary School District/Robbins School campus will be accessible to staff during Distance Learning and may be available to small cohorts of students under certain circumstances. We request parents/guardians, visitors, volunteers, and community members/others to only come on campus when necessary and to adhere to social distancing recommendations. All Board Meetings, Local Control Accountability Meetings, Site Council Meetings, Title I Meetings, District English Learner Advisory Committee Meetings, and Parents Club meetings will be held virtually; in-person accommodations will be made for those with limited/no digital access from home, and illness prevention and physical distancing measures will be followed. Protocols have been established for accepting deliveries safely.

Employee Support

Our District is committed to ensuring that staff have the necessary training and support. As such, we will continue to work with our stakeholder groups as new scientific knowledge and subsequent guidance is given in order to refine the details of our plan. We will develop/provide staff training on all aspects of this plan, in general, and specifically for those who work in certain areas of our systems. District details can be found in Appendix F.

Appendix A

Communication

Appendix B

Promoting Healthy Hygiene Practices
Intensifying Cleaning, Disinfecting, and Ventilating
Personal Protective Equipment
Equipment Availability
Cleaning Supply Availability

Appendix C

Illness Prevention
Self-Reporting
Screening
Monitoring
When there is a fever of 100.4 or higher
When there is a positive case of Covid-19
Contact Tracing

Appendix D - Plan A and C (D as appropriate)
Physical Distancing and Face Coverings
Transportation
Arrival/Departure
Classrooms
Movement on Campus
Playgrounds/Outside Spaces/Athletics
Staff Workplaces

Appendix E
Educational Programs
Long-term Independent Study
In-person Regular Schedule
Distance Learning
SERRF Expanded Learning

Appendix F
Employee Support- Staff Training and Family Education

Appendix G
CDPH Guidelines

Appendix H
Superintendent Attestation for Consultation with Labor Groups

Appendix I
Confirmation that WRES D Re-Opening Plan is Published on the WRES D Website

Appendix A

Communication

Communication will be provided:

- In varied communication platforms (email, School Messenger, website posts, Facebook page, phone calls, printed mailings/handouts) aimed to meet the needs of the preferred audience/s and in Spanish.
- About the WRESD Reopening Plan and accessible to families/staff on the WRESD website or in print if requested.
- About which plan (A+, A, or B) is currently being implemented in response to Covid-19. This includes communication about when there is a positive case for Covid-19. This may also be noted on the school marquee.
- From the WRESD District Office that includes critical information about Covid-19 to reduce confusion, anxiety, or misunderstandings and ensure one consistent message.
- On the health and safety measures the District is taking to ensure students can return to school buildings safely including:
 - Teaching and modeling healthy hygiene practices
 - Intensifying cleaning, disinfecting, and ventilating protocols
 - Screening, monitoring, and contact tracing
 - Expectations for physical distancing and the proper use of face coverings
- About basic information on COVID-19 and measures families/staff can take to stay safe when not at school.
- In the Parent/Student handbook on when to keep a student home and the process for notifying the school, this must be signed by each family and returned each fall.
- In the Parent/Student handbook on procedures for when a sick child is sent home and when to return; this includes information on self-reporting symptoms.
- On the School-Parent Compact about expectations for the staff, parents, and students to promote the health and safety of all in the midst of this pandemic.
- In video messages on what returning to school looks like.
- By school administrators and office staff as well as classroom teachers in order to consistently communicate with all families to ensure students are supported.
- The Superintendent will communicate with students, staff and parents about cases and exposures at the school, adhering to privacy requirements such as FERPA and HIPAA. The Superintendent will follow CDPH guidelines as to who to inform and when, see Illness Prevention- Health Screenings for Students and Staff.

- If a return to Distance Learning is deemed necessary, parents will be notified immediately through the various communication forms used by the school and parents.

Appendix B

Promoting Healthy Hygiene Practices

Intensifying Cleaning, Disinfecting, and Ventilating

Personal Protective Equipment

Equipment Availability

Cleaning Supply Availability

Promoting Healthy Hygiene Practices

- Handwashing/Sanitizing
 - Teach and reinforce using hand sanitizer or washing hands for 20 seconds with soap, rubbing thoroughly after application, and using paper towels to dry hands thoroughly when:
 - Entering the bus
 - Arriving at school
 - Before and after eating
 - After coughing, sneezing, or blowing the nose
 - After being outside
 - Before and after using the restroom
 - After having close contact with others
 - After using shared surfaces or tools
 - Staff should model and practice using hand sanitizer or handwashing when:
 - Arriving at school
 - Before and after eating
 - After coughing, sneezing, or blowing the nose
 - After being outside
 - Before and after using the restroom
 - After having close contact with others
 - After using shared surfaces or tools
 - Use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers. Children under the age of 9 should only use hand sanitizer under adult supervision. Methanol/Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children.

Isopropyl hand sanitizers are more toxic and can be absorbed through the skin.

- Build in time throughout the day for routine hand washing by both students and staff.
- Extra portable handwashing stations are made available throughout the day to increase safety measures for student and staff.
- Contact/Covering
 - Teach avoiding contact with one's eyes, nose, and mouth.
 - Teach covering coughs and sneezes: Use a tissue to wipe nose and cough/sneeze inside a tissue or their elbow.
- Signage
 - Post signs on how to stop the spread of COVID-19, properly wash hands, and promote everyday healthy hygiene practices.

Intensifying Cleaning, Disinfecting, and Ventilating & Personal Protective Equipment

- Buses should be thoroughly cleaned and disinfected daily. Drivers should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during route transportation.
- School spaces should be thoroughly cleaned and disinfected daily by trained custodial and other staff:
 - Handrails
 - Door handles/surfaces on doors that are touched frequently
 - Light switches
 - Sink handles
 - Tables
 - Student desks
 - Chairs
 - Staff desks
 - Keyboards, phones, copy machines
 - Restroom surfaces
 - Playground equipment
- School staff should be provided disinfectant and gloves to support disinfection of frequently touched surfaces during the school day and as needed when children are present:
 - Door handles/surfaces on doors that are touched frequently
 - Light switches
 - Sink handles
 - Tables
 - Student desks
 - Chairs

- Staff desks
- Keyboards, phones
- Toys, games, art supplies
- Instructional materials
- Physical education equipment
- Technology (following the directions from the Data and Technology Coordinator)
- Ensure safe and correct application of disinfectant and keep products away from students. Provide employees training on manufacturer's directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable.
- Custodial staff with the responsibility of cleaning and disinfecting the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product instructions. All products must be kept out of children's reach and stored in a space with restricted access.
- 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 children arrive; plan to do thorough cleaning when children are not present. If using air conditioning, use the setting that brings in fresh air if possible. Replace and check air filters and filtration systems to ensure optimal air quality.
 - If opening windows poses a safety or health risk (e.g., allowing pollen in or exacerbating asthma symptoms) to persons using the facility, consider alternatives. For example, maximize central air filtration for HVAC systems (targeted filter rating of at least MERV 13).

Equipment Availability

- There is a supply of personal protective equipment and masks to comply with CDPH guidance for students and staff (as appropriate for each staff job classification, respectively, as well as OSHA requirements).
- Each classroom, bus, cafeteria and office is equipped with no-touch thermal scan thermometers.

Cleaning Supply Availability

- All classrooms contain either hand washing stations or an ample supply of hand sanitizer.
- Plans for ongoing supply of school-appropriate cleaning supplies to comply with CDHP guidance. When choosing cleaning products, use those that are

approved for use against Covid-19 on the Environmental Protection Agency (EPA) approved list and follow product instructions.

- To reduce the risk of asthma related to disinfecting, custodial staff should aim to select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid).
- Avoid products that mix these ingredients with peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthma.
- Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times.
- Establish a cleaning and disinfecting schedule in order to avoid both under- and over-use of cleaning products.
- Measures are in place to re-supply hand sanitizer, soap, tissues, and paper towels.

Appendix C

Illness Prevention- Health Screenings for Students and Staff

- Follow CDPH Guidance chart *"What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19?"* included after Appendix.
- The Superintendent will follow the CDPH guidelines and will use these guidelines to determine if a return to Distance Learning is necessary. Parents will be communicated with as outlined in the Communication section.

Self-Reporting

- Parents/guardians of students are encouraged to report their child's symptoms and subsequent absence to the school office. The school secretary will follow-up with parents/guardians each day of students who have not called in to report an absence. This information will be recorded in the Student Information System.
- Staff members are required to report to the Superintendent if they are going to be absent. This information will be recorded on our Absence from Duty Forms.

Screening

- Screening procedures for staff and students will be used upon entering the facility under Plans A and B (when applicable), daily, and confidentiality will be maintained:
 - Visual wellness checks
 - Temperature screening (100.4) with a no-touch thermometer that is properly cleaned and disinfected after each use:

- For students, at bus stop prior to boarding
- For students, at the car at drop off
- For staff, in their classroom or office or the school office
- For staff children, in the office or parent's classroom
- Covid-19 questions

Monitoring

- Monitoring procedures for staff and students will be used throughout the day and confidentiality will be maintained:
 - Visual wellness checks
 - Temperature screening (100.4) when sent to the screening room for a health check, as necessary (taking personal belongings with them at that time) with a no-touch thermometer that is properly cleaned and disinfected after each use.

When there is a fever of 100.4 or higher:

- Sick staff and students at school will be required to put on a face mask and be isolated until they can be sent home. School staff should use Standard and Transmission-Based Precautions when caring for sick people:
 - The isolation space should ideally be cleaned and disinfected after 24 hours of remaining empty. If it is not possible to wait 24 hours, wait as long as is practicable. Ensure a safe and correct application of disinfectants using PPE and ventilation recommended for cleaning.
- If Covid-19 symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face, 9-1-1 will be called.
- Advise sick staff members and children not to return until they have met CDC criteria to discontinue home isolation. Access to instruction will be provided while that student is home.
- WRESA will follow CDPH's guidance on testing recommendations.

When there is a positive case of Covid-19:

- Health staff should notify local health officials if there is a positive case of Covid-19 and vice-versa.
- In consultation with local public health officials, consider whether in-person school closure is warranted and length of time based on the risk level within the specific site and potentially across sites.
- The students/most staff will need to be dismissed for 2 to 5 days while contact tracing and cleaning/disinfection can occur.

- The health staff in coordination with local public health officials should track incidents of possible exposure through contact tracing.
- WRESA staff will be trained by CDPH to do contact tracing. (Cynthia Ramirez, Bilingual Administrative Assistant)
- The classroom/office where the Covid-19 positive individual was based will need to close temporarily (1-2 days) for cleaning and disinfecting.
- Additional areas of the school visited by the Covid-19 positive individual will need to be closed temporarily (1-2 days) for cleaning and disinfecting.
- The Superintendent and designated office staff will notify staff and families immediately of any positive case of Covid-19 while maintaining confidentiality, as required under FERPA and state law related to privacy of educational records.
- Additional close contacts at school outside of a classroom should also isolate at home.
- The Superintendent will work with staff to return to Distance Learning for continuity of education and nutrition and other services as WRESA transitions to the appropriate next plan.
- WRESA will follow current CDPH Guidelines (see attached)

Contact Tracing

- WRESA staff will be trained by CDPH to do contact tracing. (Cynthia Ramirez, Bilingual Administrative Assistant)
- Bus drivers keep a record of which students are riding the bus each day to be retained for contact tracing. Bus drivers will also submit a Health Check Form for any student who has been asked to return home due to fever; daily, the Head Bus Driver will submit these documents to the school office for input into the Student Information System.
- Teachers will take attendance each day and record which students are in attendance for each class and/or each break from instruction in Google Classroom. The morning attendance must be entered into the student information system.
- Teachers and Para educators will take attendance for students receiving extra support and complete on the appropriate form, in the appropriate Google Classroom.
- Students who are sent home with a fever or Covid-19 symptoms will be signed out by a parent and the health information will be recorded in our Student Information System.
- Students who attend Child Care or the After School Program will be required to be signed in and out each day.
- All staff will keep a personal log on a Work Report Form of which rooms/spaces they worked in that day and retain this for contact tracing should it be necessary.

Appendix D - Plan A and B

Physical Distancing and Face Coverings

Transportation

Arrival/Departure

Classrooms-Cohorts

Movement on Campus- Cohorts

Playgrounds/Outside Spaces/Athletics

Staff Workplaces

Physical Distancing and Face Coverings

- Staff and students will be trained in physical distancing.
- Where maintaining physical distance of 6 feet is not practicable, physical barriers, such as sneeze guards and partitions that minimize face-to-face contact, will be used - office.
- When sufficient physical distancing is not feasible, students will be expected to wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible. Note: Students will NOT be required to wear face coverings during exercise in physical education as physical distancing can be maintained at that time.
- When physical distancing cannot be maintained, ALL students in grades 3rd-6th will be expected to wear face coverings that cover the mouth and nose consistent with public health guidance.
 - While waiting for and riding on the bus
 - When entering/leaving campus
 - When using the restroom
 - When seeking a health check in the screening room or visiting the office
- For students, staff or visitors refusing to wear face coverings they will be sent home or asked to leave the premises.
- Face coverings are not recommended for anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance. Students and staff with health issues will work with our office staff to make the appropriate accommodations.
- Staff are required to wear cloth face coverings (or face shields as appropriate) when physical distancing cannot be maintained, unless Cal/OSHA standards require respiratory protection. Face shields should be used for teachers of younger students to see their teachers' faces and to avoid potential barriers to phonological instruction as well as by teachers who serve hearing impaired

students. In addition, staff of students with special needs may prefer a face shield to a mask.

- Teach and reinforce the use of cloth face coverings, masks, or face shields; remind students and staff not to touch the face covering and to wash their hands frequently.
- Food Service staff are required to wear cloth face coverings and gloves as well as aprons.
- Front Office staff should use cloth face coverings and gloves when interacting with the public if physical barriers are not available.
- Employees engaging in symptom screening should wear face masks or face shields and gloves.
- Information should be provided to all staff and families on appropriate removal and washing of cloth face coverings.

Transportation

- Students are required to wear face coverings at bus stops and on buses.
- **Students will stay with their grade-level cohort all day to minimize encounters with other non-cohorts.**
- Students and parents will be instructed to maintain 6-foot distancing at bus stops and while loading and unloading.
- Students should be seated with their family in the same bus seat and all seats will be pre-assigned by the bus driver.
- Clear barriers may be used to provide a space for students who need to be isolated and for those who are unable to wear masks.
- Windows will be opened for ventilation when practicable.

Arrival/Departure

- Arrival time may be later and students will go directly to their classroom.
- Departure times may be staggered to minimize cohort cross over.
- Students should wear face coverings when arriving and departing from school.
- Staff will monitor entrances to school grounds and conduct temperature checks during arrival times.
- Access to parents will be limited and parents will be expected to adhere to face coverings and social distancing.

Classrooms

- Re-teach appropriate social skills encouraging minimal physical contact.
- To the extent possible, and as recommended by the CDC, students will remain with their grade level **cohort** to minimize the mixing of student groups throughout the school day.

- Students will move according to the class schedule to Physical Education and back again.
- All students will remain in the same classroom all day, and the teacher will move classrooms.
- Desks should be arranged apart from one another when possible and arranged in a way that minimizes face-to-face contact. Clear physical barriers may be used between students.
- Other campus spaces will be utilized for instructional activities, as necessary.
- Teachers will develop instructions for minimizing movement in both their indoor and outdoor spaces that are easy for students to understand and developmentally appropriate.
- Teachers will develop procedures for turning in assignments to minimize contact.
- Teachers will arrange developmentally appropriate activities for smaller group activities and rearrange furniture, carpet areas, and play spaces to maintain separation, when possible.
- Adequate supplies will be provided to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or use of supplies and equipment will be limited to one group of children at a time and cleaned and disinfected between use.
- Children's belongings will be separated from others' and kept in individually labeled containers, cubbies, or areas and taken home each day and cleaned, if possible.
- Until we reach Phase 3: Plan A+, no backpacks should be brought to school and a home lunch should be brought only in a paper or plastic disposable container.
- Pencils and pens and other school supplies/learning tools will not be shared.
- Sharing of electronic devices, toys, books, and other games or learning aids will be discouraged.
- Windows will be opened for ventilation when practicable.
- Field trips will be virtual, and-intergroup events (such as assemblies) will not be held.

Movement on Campus

- Routes for entry and exit will be put in place to limit direct contact with others as much as practicable.
- Signage will be posted to direct traffic around campus.
- Congregate movement through hallways will be minimized as much as practicable.
- Bathroom times will be assigned for homeroom classes, but also available for students who have an emergency outside of the assigned time.

- Physical guides, such as tape on floors or sidewalks and signage on walls, will ensure that students remain at least 6 feet apart.

Playgrounds/Outside Spaces/Athletics

- Increase supervision to ensure physical distancing.
- Recess will be held in designated areas for designated grade level cohorts.
- Physical education (PE) and intramural/interscholastic athletics must be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials. Physical distancing should be maintained during physical education, and masks should not be worn.

Food Service

- Physical interaction will be limited during meal service by providing breakfast grab and go breakfast to be eaten outside (weather permitting) or in the cafeteria in designated areas.
- Lunch schedule will be changed to serve three grade level cohorts at a time in the cafeteria with tables spaced out well beyond 6 feet. Food will be delivered to tables to avoid students standing in line. Students will be required to stay at their table at all times unless using the bathroom. Arrival and departure times into the cafeteria will be staggered.
- Appropriate cleaning and trash removal systems will be put in place.
- Individually plated or bagged meals will be served.
- The sharing of foods and utensils will be prohibited.
- With an approved National School Lunch Program waiver, we will ensure Grab and Go meals for students during Plan B.
- Students who bring their own lunch will be encouraged to bring it in a disposable bag (paper or plastic).

Staff Workspaces

- Physical distancing among staff in their work environment will be encouraged to reduce spread of the virus that includes:
 - Avoid staff congregation in work environments, break rooms, staff rooms, and bathrooms.
 - Avoid grouping staff together for training or staff development. Training may be offered virtually or, if in-person, ensure distancing is maintained.
- In accordance with Cal/OSHA regulations and guidance, all workspaces will be evaluated to ensure that employees can maintain physical distancing to the extent possible.
- Workspaces will be rearranged, where possible, to incorporate a minimum of 6 feet between employees and students.

Appendix E

Educational Programs

Distance Learning

- Students will be provided learning opportunities in the following areas:
 - English Language Arts
 - Mathematics
- Certificated teachers will use their adopted Core Curriculum and 2020-2021 Content Area Lesson Plans (based upon the CA State Standards) to drive this instruction and ensure consistency across the grade level as well as vertically to ensure students are growing toward the next grade level's expectations.
- Minimum School day requirements with instruction delivered by a certificated teacher:
 - 180 instructional minutes in kindergarten
 - 230 instructional minutes grades 1 to 3
 - 240 instructional minutes in grades 4 to 8
- Chromebooks will be given to all students in first through eighth grades.
- Teachers will use daily digital instructional tools for all students to include online interaction, instructional television, video, tele-courses, or other instruction that relies on computer or communications technology. Students without internet access at home will receive Smart Spots, one per family.
- Print materials may be used incorporating assignments that are the subject of written or oral feedback.
- Teachers will use Google Classroom to deliver daily instruction, additional support and communicate with students daily. Documentation is required using the Daily Pupil Participation Record. The Student Information system will be used to record daily attendance.
- Parents are to be notified the first day that a student does not show up for class.
- Written "Tiered Reengagement Strategies" will be used for all students who are absent from distance learning for more than three schooldays or 60% of the instructional days in a school week.
 - Verification of current contact information for enrolled students
 - Notification to parents or guardians of absences
 - A plan for outreach from the school to determine student needs including connection with health and social services
 - Transitioning the student to full-time in-person instruction
- Para educators will provide intervention services, instructional support and social emotional support to students under the direction of the certificated teacher.

- Students and their parent/guardian will be provided a weekly opportunity to meet with their teacher (in-person, by phone, text message or via Google Meet) to discuss areas of focus and need.
- A Weekly Engagement Record is completed for each student documenting synchronous and asynchronous instruction for each whole or partial day of distance learning, verifying daily participation, and tracking assignments.
- Diagnostic, formative and summative assessments will be conducted, as appropriate during the Distance Learning time.
- Students will be held accountable for their work, and Progress Reports and grades will be issued accordingly.
- Students who are English Learners will be provided with supports to meet their language needs from their classroom teacher.
- Students with IEPs or 504 plans will be provided with supports to meet their individual needs, and the special education staff will work in concert with the classroom teacher to this end.
- Counseling services will continue to be provided for eligible students.

Short-Term Independent Study

- Short-term Independent Study will be available for students just as it has always been.
- The Superintendent will make a determination of whether to grant the ISP.
- Students may need to enter the short-term Independent Study for a medical emergency, family emergency, or have other plans and their child cannot attend in person.
- Students who are English Learners, have an IEP or a 504 will be provided with support/accommodations within their short-term Independent Study.
- Classroom teachers are responsible for preparing and collecting the short-term Independent Study work and submitting it to the school secretary when the student returns to school.

In-Person Regular Schedule

- Students will be provided learning opportunities in the following areas:
 - English Language Arts
 - Mathematics
 - Science
 - Social Science
 - Health/Physical Education
 - Social Emotional Learning
- Teachers will use their adopted Core Curriculum and 2020-2021 Content Area Lesson Plans (based upon the CA State Standards) to drive this instruction and

ensure consistency across the grade level as well as vertically to ensure students are growing toward the next grade level's expectations.

- Teachers will continue to focus on providing students with opportunities to engage in learning and consider offering them a menu of options to highlight their learning.
- Students and their parent/guardian will meet with their teacher (in-person, by phone, or via Google Meet) as necessary to discuss areas of focus and learning forward.
- Diagnostic, formative and summative assessments will be conducted, as appropriate during the in-person regular schedule time.
- Students will be held accountable for their work, and Progress Reports and grades will be issued accordingly.
- Students who are English Learners will be provided with supports to meet their language needs from their classroom teacher.
- Students with IEPs or 504 plans will be provided with supports to meet their individual needs, and the special education staff will work in concert with the classroom teacher to this end.
- The Local Health Officer may determine that school closure is warranted due to multiple cases in multiple cohorts at a school or when at least 5% of the total number of teachers/students/staff are cases within a 14-day period, depending on the size and physical layout of the school. The Local Health Officer may also determine school closure is warranted for other reasons, including from public health investigation or other local epidemiological data. If school closure is determined by the Local Health Officer the district will resume with Distance Learning. Parents will be appropriately notified using communications outlined in Appendix A.
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Appendix F

Employee Support- Staff Training and Family Education

- Training (in-person or virtually) will be provided to staff and families on:
 - The WRESA Reopening Plan overarching components and details
 - Healthy hygiene:
 - Frequent hand washing and proper technique
 - Cough/sneeze etiquette
 - Keeping one's hands away from one's face
 - Cleaning, disinfecting, and ventilating frequency, methods, and tools/chemicals in accordance with the Healthy Schools Act, CDPR guidance, and Cal/OSHA regulations.

- Illness Prevention
 - Covid-19 virus information
 - Symptom screening including temperature checks
 - Self-monitoring
- Physical distancing of staff and students
- Proper use and cleaning of face coverings
- Responding to Illness/Injury
- Contact tracing
- Continued training on:
 - Responding to Behavior
 - Social Emotional Learning
 - Academic instruction and assessment, as well as interventions
- WRES D will assist with locating testing centers for staff, students and community members. At all times, WRES D will follow CDPH COVID Guidelines. Staff will be tested per CDPH guidelines.
- Staff are encouraged to contact Cynthia Ramirez, or Dawn Carl, Superintendent, if they have Covid-19 health concerns regarding their students.
- Staff are encouraged to contact Stacey Bailey, Confidential Office Manager, if they have Covid-19 employment questions in relation to absences.

Appendix G

CDPH Reopening Guidelines for Schools



SONIA Y. ANGELL, MD, MPH
State Public Health Officer & Director

State of California—Health and Human Services Agency California Department of Public Health



GAVIN NEWSOM
Governor

What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19?

	Student or Staff with:	Action	Communication
1.	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom Screening: Per CA School Sector Specific Guidelines	- Send home - Recommend testing (if positive, see #3, if negative, see #4) - School/classroom remain open	No Action needed
2.	Close contact (+) with a confirmed COVID-19 case	- Send home - Quarantine for 14 days from last exposure - Recommend testing (but will not shorten 14-day quarantine) - School/classroom remain open	Consider school community notification of a known contact
3.	Confirmed COVID-19 case infection	- Notify the local public health department - Isolate case and exclude from school for 10 days from symptom onset or test date - Identify contacts (+), quarantine & exclude exposed contacts (likely entire cohort (++) for 14 days after the last date the case was present at school while infectious - Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine) - Disinfection and cleaning of classroom and primary spaces where case spent significant time - School remains open	School community notification of a known case
4.	Tests negative after symptoms	- May return to school 3 days after symptoms resolve - School/classroom remain open	Consider school community notification if prior awareness of testing

Appendix H**Superintendent Attestation for Consultation with Labor Groups**

I attest that as Superintendent I have consulted with all parents and labor organizations for the Winship-Robbins elementary School District and Robbins School. There are no labor groups in the Winship-Robbins Elementary School District.

I attest that on the following are in person and zoom meetings that I held with board members, parents, staff and community members to allow for consultation to determine re-opening plans and Distance Learning. (See Appendix G)

March 16, 2020

April 8, 2020

May 6, 2020

June 10, 2020

July 15, 2020

August 5, 2020

Signed: _____

Dawn Caul

Date: _____

October 1, 2020

Appendix I**Confirmation that WRES D Re-Opening Plan is Published on the WRES D Website.**

I attest that the Winship-Robbins Elementary School District Re-Opening Plan has been published on the Winship-Robbins Elementary School District webpage <http://winship-robbins.sutter.k12.ca.us/>.

Signed: _____

Dawn Caul

Date: _____

October 1, 2020

