

CENTER JOINT UNIFIED SCHOOL DISTRICT

COVID-19 School Guidance Checklist

January 14, 2021 (April 2022 Update)

CALIFORNIA
ALL

Your Actions
Save Lives



Date: January 29, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: Center Joint USD

Number of schools: 7

Enrollment: 4200

Superintendent (or equivalent) Name: SCOTT A. LOEHR

Address: 8408 Watt Ave, Antelope, CA 95843 Phone Number: 916-338-6400

Email: superintendent@centerusd.org

Date of proposed reopening: Not determined

County: Sacramento

Current Tier: Purple

Grade Level: TK-12

Type of LEA: Center Joint Unified School District

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is: K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

I, Scott Loehr, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,

which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

Stable group structures (where applicable): How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

Stable cohorts of students are no longer required by the state.

6 foot spacing between desks and students is no longer required. The school will make every effort to maximize the space between students. Classrooms, lunchrooms, and other areas of each campus shall not exceed legal occupancy standards.

Class Size reduction guidelines will be adhered to according to current state law.

If you have departmentalized classes, how will you organize staff and students in stable groups?

We do not have departmentalized classes in elementary schools.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

We do not have departmentalized classes in elementary schools.

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

We have a process for ensuring safe entrance and egress, and movement throughout the school during the day. See Playbook for details.

Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced for staff and students.

Our plan for ensuring CDPH's face covering requirements is found in our Playbook.

☒ Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Students and staff will be provided antigen tests if symptomatic while at school. Additional testing is available to all by request. Those testing positive shall immediately be sent home. Schools will make use of isolation rooms for COVID positive students while waiting to be picked up by a parent/guardian, in order to prevent close contact with other people. Further details can be found in the Playbook.

☒ Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Handwashing stations and hand sanitizer will be available throughout campus. Safe and appropriate use will be promoted into routines for staff and students. See the Playbook for details.

☒ Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Contact tracing is no longer required except in cases of outbreaks. The district will report to the County Department of Public Health any incident of 3 or more individuals testing positive within the same classroom. Specific actions taken by staff are outlined in the Playbook.

☒ Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Physical distancing of 6 feet is no longer required. Each school will maintain as much distance as possible between student desks, and will adhere to all occupancy and Class Size Reduction guidelines. Offices and classrooms will be set up in a manner to maintain as much space as possible between individuals.

☒ Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

Training has been provided to all staff in the following areas: Hand washing; Use of Face Masks; Social Distancing; COVID-19 Workplace safety; COVID-19 Cleaning and Disinfecting; COVID-19 Symptoms; What if I had COVID-19 and How long is COVID-19 contagious; Tips for managing COVID-19 at home; Help slow the spread of COVID-19; Understanding COVID-19: How to Stay Safe; Self-screening procedures, Protection of Cohort integrity.

Additionally, Community Training and Education will be provided through the District website including information regarding: Symptoms of COVID-19; Self-screening procedures and when to stay home; Guideline on how to properly wash hands; How to properly and safely wear and take off a face covering; Social distancing guidelines; Directional signs and meaning; Educational delivery options for students; Posted CSP: District contact information for asking questions regarding COVID-19

X Testing of Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

In accordance with California Department of Public Health Order of 8-12-21, all employees are required to either be fully vaccinated for COVID-19, or submit to weekly testing for COVID-19. Implementation was fully completed prior to October 15, 2021. District records are maintained providing evidence of all employees who have been fully vaccinated. A weekly testing program is implemented with reminders and accountability provided to ensure all staff who have not been fully vaccinated, are tested weekly. This testing is provided by the District at no cost to the employee.

The District is aware of the recommended cadence for surveillance testing of students and staff. We have contracted to have a roving testing agency that regularly visits each site and department to provide the opportunity for all employees and students to receive surveillance testing, and encourage individuals to participate. The district also provides Sacramento County Public Health sites for asymptomatic surveillance testing. Locations for additional locations are found in the COVID-19 Prevention Program (CPP) Appendix E.

All CJUSD campuses and worksites have rapid response antigen testing available to employees and students for both surveillance and response testing purposes.

X Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:

Please refer to the procedures outlined above regarding staff testing, as these cover the procedures for students as well. Additional information is included in the CPP.

Identification and Reporting of Cases: At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

All positive tests results from school testing are recorded on the state's database. Outbreaks will be reported to the County Department of Public Health.

The district will report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.

Communication Plans: How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Communication about cases and exposures at school will be via email or phone call as soon as possible. Written communications use the appropriate templates provided by the Sacramento County Department of Health.

X Consultation: (For schools not previously open) Please confirm consultation with the following groups

X Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name & Date: CUTA 2/22/2021, 9/29/21, 10/19/21, 11/16/21, 3/10/22

Name & Date: CSEA 2/26/2021, 10/21/21, 10/29/21, 3/15/22, 3/24/22

X Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name & Date: District Advisory Council 2/24/2021, 9/22/21

Name & Date: District English Learner Advisory Council 2/24/2021, 10/14/21

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for AllHub](#)



