



## **Purpose of this Document**

The purpose of this document is to provide each school site and/or district office with clear guidance for reopening in a manner that provides a safer and cleaner environment for students, school staff, and any essential visitors. This COVID-19 School Site-Specific Protection Plan (SSPP) is based on the template Site-Specific Protection Plan provided by the Humboldt County Office of Education and Humboldt County Public Health. They are also informed by the American Academy of Pediatrics “COVID-19 Planning Considerations: Guidance for School Re-entry.” It incorporates past and current Humboldt County Public Health Orders and requirements, in addition to updated guidance from the Centers for Disease Control & Prevention, the California Department of Public Health, and the California Department of Education. It has been modified to meet specific guidelines and requirements for schools and school offices and is intended to ensure schools and school/district offices have well developed and thorough plans in place and remain in compliance.

## **Description of a COVID-19 School Site-Specific Protection Plan (SSPP)**

The (SSPP) template below combines state-level guidance published in the California State Resilience Road map and local Humboldt County public health policies. The State of California requires all schools to:

1. Perform a detailed risk assessment (school site walkthrough) and implement a school site-specific protection plan (SSPP)
2. Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them
3. Implement individual control measures and screenings
4. Implement disinfecting protocols
5. Implement physical distancing guidelines

Additionally, this SSPP should be incorporated into the Comprehensive School Safety Plan.

As the COVID-19 public health crisis continues to evolve and new Public Health Orders are issued both at the State and local levels, amendments to individual schools’ SSPPs may be needed in order to incorporate new requirements. The HCOE website will post and disseminate [updated information and tools for you to use in developing any needed amendments.](#)



## **Guidance for Developing Your School's COVID-19 School Site-Specific Protection Plan (SSPP)**

1. Perform a risk assessment and school site walkthrough of your campus and office spaces and use the protocols, guidance and best practices detailed in the [Public Health Guided Return to Site-Based Classroom Instruction](#) as a guide for conducting your assessment.
2. Use the template below to create your own SSPP by filling in the required details, based on your individual school site/school or district office, to mitigate the transmission of COVID-19, along with the accompanying guidance from Humboldt County Public Health.
  
3. To assist you in your process, Humboldt County Public Health will provide a nurse liaison to area schools for technical assistance should questions emerge as school plans are developed. You should post the plan on your website and/or at your school or office at a visible location, near the entrance where students, staff, and visitors can easily review it without touching the document.
4. Signage also needs to be posted at each public entrance of each site to inform all students, staff, and visitors that they should:
  - Avoid entering or using the facility if you have COVID-19 symptoms;
  - Maintain a minimum six-foot distance from one another;
  - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
  - Wear face coverings, as appropriate; and
  - Do not shake hands or engage in any unnecessary physical contact.

**Templates for signs can be downloaded for use from the CDC at**  
<https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Audience=Schools>

## **Tools for Developing Your School Site-Specific Protection Plan**

### **COVID-19 School Site-Specific Protection Plan (SSPP) Template**

The Humboldt County Office of Education is providing this template that can be used by any school or district in Humboldt to create their own School Site-Specific Protection Plan (SSPP). It contains all of the standard content already written for you to reopen your school or school office and prompts you to “fill in the blank” where unique information is required in order to complete your SSPP. The template has been reviewed and is supported by Humboldt County's Public Health Officer.

## **School Specific Best Practices**



The HCOE is monitoring updated guidance from the Center for Disease Control, the California Department of Public Health, the California Department of Education, and Humboldt County Public Health to support and promote emerging best practices to share with the school community in Humboldt. These best practices are based on alignment with tribal, local, state, and federal guidelines in coordination with the county’s Public Health Officer. There is a section in the Template document that instructs you to cut/paste best practices right into your SSPP.

School or District Site Name	
Captain John Continuation High School	
Facility Address	
101 Loop Road, Hoopa, Ca 95546	
This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:	
1/15/2021	
The person(s) responsible for the implementation of this Plan is:	
Name: Erin Moya	Title: Principal
I certify that all staff and parents have been provided a copy of this SSPP and that staff has received training as required and described in this SSPP.	
Signature: <i>Erin Moya</i>	Date: 2/12/2021



### **Specific Control Measures and Screenings**

1. All activities are consistent with and will adjust to changing applicable state, local, and tribal Public Health orders.
2. In-person instruction will be conducted in accordance with all public health measures and protections in place. All in-person instruction will be permitted up to two hours per session.
3. Health and safety practices and protocols are in place, including handwashing, appropriate face coverings, and access to essential protective equipment. **Describe below:**

#### **Safety Protocol Students on Campus KTJUSD**

TOP 3 PREVENTION MECHANISMS

WEAR A FACIAL COVERING

DISTANCE YOURSELF 6 FEET FROM OTHERS

WASH YOUR HANDS/USE HAND SANITIZER

**Students will only be permitted access to KTJUSD campuses/facilities on scheduled cohort days and times and by scheduled appointment only.**

Students/Parents/Guardians/Guests entering any KTJUSD campus must sign in at the front office, have a daily health and safety check (temperature, symptoms review, health questionnaire) completed prior to entering any KTJUSD facility. The entry point at each campus is the front office, site designated employees will complete the health and safety check, students must use hand sanitizer provided before entry into facilities. . You will be given a Captain John Health Screening Bracelet to be worn at all times when on campus. Students then go directly to their homeroom and will leave campus immediately after their scheduled appointment or the end of the school day to accommodate for cleaning and sanitizing the school site. All areas including the playgrounds are closed, with the exception of bathrooms.



**Please arrive 5 minutes prior to your appointment time or the start of school to allow for the health screening process.**

### **HAND HYGIENE**

- Students, and staff are required to use hand sanitizer or wash their hands upon entering district facilities and leaving district facilities.
- Good hand hygiene is practiced, washing your hands after touching your face, sneezing, coughing, touching surfaces.
- Wash your hands for 20 seconds every two hours on a regular schedule to prevent the transmission of germs.
- Frequent use of hand sanitizer is recommended

### **PHYSICAL DISTANCING**

- Physical distancing attempts will be implemented at the recommended six-foot distance from other individuals when practicable.
- Meetings are to be held via an internet-based modality or using social distancing rules. If a meeting is to be held in person, it is best for them to be held outdoors with individuals spaced 6 feet apart.

### **FACE COVERINGS**

- Students/Employees are required to wear facial coverings at all times when working in enclosed spaces with others and remain socially distanced at 6ft when possible.
- Employees may remove facial coverings if they are working in their own space by themselves (examples: office space or classroom).
- Students/Employees are required to use facial coverings while riding in vehicles with other individuals. Socially distance at 6 ft while riding in vehicles, when possible. It is recommended that there only be one person per vehicle, unless absolutely necessary.
- Students/Parents/Guardians/Guests over the age of **2 years** (unless otherwise deemed contraindicated by a healthcare provider) are always required to wear properly worn and fitting facial coverings when on KTJUSD campuses/facilities.
- Wearing a face covering does not eliminate the need to socially distance.
- If individuals choose to wear personal face coverings, they must be washed or changed out daily with clean face coverings.
- Masks are **NOT** to be worn by children under the age of 2, or anyone who has trouble breathing is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
- Individuals that are unable to wear a face-covering due to a medical condition, must provide a written order from their medical provider.
- Masks with exhalation valves or vents are NOT allowed.
- Disposable face masks will be provided to those individuals that are unable to provide their own.



## **CLEANING**

- All Staff will implement regular cleaning and disinfection of their workspace throughout the day and in between students
- Staff will be provided District issued Nitril gloves, face shields, and gowns to use during disinfecting procedures.
- Staff will be provided with FDS/EPA/Cal OSHA approved cleaning products for their work area.
- Staff is required to clean their work area in between each individual student or cohort of students.
- Surfaces to clean on a regular basis include but are not limited to door handles, workstations, counters, computers, phones, copy machines etc.
- Bathroom use will be available. Only one student will be allowed in the bathroom at a time. Regular cleaning of the bathrooms will occur throughout the day.
- Janitorial staff will conduct their normal daily cleaning of district facilities, using FDS, EPA, Cal OSHA approved cleaning products.
- No students will be present while cleaning and disinfecting surfaces.

## **Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols.**

- Keenan COVID-19 training is available for all teachers and staff
- Health Screening Staff training
- COVID-19 All Staff training (how to return to campus safely)-
- Expectations discussed with homeroom teachers through the MTSS model
- Classroom instruction for students
- Ongoing updates of the State and County guidelines for all teachers, staff, students, and families
- Keenan COVID-19 Janitorial Cleaning Online Training
- Mendes COVID-19 Sanitizing and Disinfecting Training
- Keenan IPM Integrated Pest Management
- Mobilizer Fogger Training
- District COVID Training
- Online Trainings on use of District provided cleaning products
- Cleaning product Safety Data Sheets have been provided to district employees



- Blood Borne Pathogen Training
- COVID-19 Health Screening Training
- Site specific COVID-19 policy and procedure training.
- COVID-19 Vaccine PowerPoint emailed to all employees
- Return To Work Safely Training

**Describe below:**

**Hand Washing**

[Wash Your Hands 5 steps to clean... - California Department of Public Health](https://www.cdc.gov/handwashing/pdf/wash-your-hands-fact-sheet-508.pdf)

<https://www.cdc.gov/handwashing/pdf/wash-your-hands-fact-sheet-508.pdf>

**Social Distancing**

<https://youtu.be/nOa8wIhQdzo>

A single point of contact will be established and identified at each school site to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as a liaison to Public Health and participate in the school's COVID-19 Task Force.

**The name of this person is:**

**Angie Brown, BSN, PHN, CSN**

**KTJUSD District School Nurse**

**(707) 845-7774**

**abrown@ktjUSD.k12.ca.us**

Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces. Schools are directed to use EPA-approved disinfectants for COVID-19.

<https://www.epa.gov/sites/production/files/2020-04/documents/disinfectants-onepager.pdf>

**CLEANING**

- All Staff will implement regular cleaning and disinfection of their workspace throughout the day and in between individual students and or cohorts of students.
- Surfaces to clean on a regular basis include but are not limited to door handles, workstations, counters, computers, phones, copy machines, etc.
- Employees are required to wipe down their workstations upon arriving and leaving work.
- Staff will be provided FDS/EPA/Cal OSHA approved cleaning products for their work areas.
- Staff will be provided District issued Nitril gloves, face shields, and gowns to use during disinfecting procedures.



- Cleaning products are not to be used while students are present.

Each morning staff will complete a health screening with the site secretary or designated individual.\*\*\*\***Exceptions: If an employee is scheduled to work at an offsite campus more than 15 miles from their designated entry area and they are scheduled to work alone, they may start their day at that site, as long as they are symptom and temperature free. They will take their own temperature and symptom review and report via text to their appointed designee\*\*\*\***

Health screening for each student is conducted daily prior to leaving home and or getting on the bus for scheduled transportation. (health screening includes symptoms and, history of exposure and temperature screening.) In the classroom, teachers are vigilant for signs of illness in students and follow school protocols when a child becomes ill.

## **Staff and students who are sick are expected to stay home.**

Prior to leaving your home do a self-assessment of you and your child's health check. If you are ill or answer yes to any of the questions below, do not come to any KTJUSD campus/facility.

### **The procedure described below:**

- Temperature Check (100.4 oral thermometers, 99.1 no-touch thermometers)
- Symptoms Review (fever, chills, cough, shortness of breath, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, runny nose, congestion, nausea, vomiting, or diarrhea).
- Have you or your child tested positive for COVID-19 in the last 14 days?
- Have you or your child been exposed to anyone that has tested positive for COVID-19 in the past 14 days?

### TEMPERATURE

- 100.4 with an oral temperature constitutes a fever
- 99.1 with a no-touch temperature constitutes a fever
- Any individual with a fever will be denied access to KTJUSD campuses/facilities.
- Temperatures will be maintained on a spreadsheet and kept confidential.
- Health Screening data will be documented and kept confidential under HIPPA and FERPA Guidelines.

### SYMPTOMS REVIEW



- Symptoms Review (Individuals with symptoms will be sent home and not allowed to be on any KTJUSD facilities site)
- Fever or Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

## QUESTIONS REVIEW

### Screening Questions

1. Have you tested positive for COVID-19?
2. Have you been exposed to any known individuals who are positive for COVID-19?
3. Do you have any current symptoms listed above?

**Schools and districts will cooperate with State, County, and local Tribal Public Health authorities to remain in compliance with health requirements to support testing strategies to mitigate transmission of COVID-19. State, County, and Local requirements will be followed pursuant to COVID-19 mitigations strategies including surveillance testing for staff. This may include testing of students with appropriate parental permissions obtained in advance, if required by State, County, or Local governances.**



**Protocols, actions, and template communications are in place for the following COVID-19 related scenarios (link: [Humboldt County Public Health Protocols & Communication Templates](#) for each scenario):**

- a. A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question, or has a temp of 100.4 or above.
  1. Individuals will be sent home or stay home. If student becomes ill at school, they will be sent to the quarantine illness room, parent/guardian will be called and expected to pick up the student within 20 minutes. If weather permits and when practicable, student will be isolated outside in a comfortable environment, where social distancing will be carried out.
  2. Contact health care provider/Public Health for testing
  3. Cohort remains OPEN
  
- b. A family member or someone in close contact with a student or staff member test positive for COVID-19.
  1. The cohort remains open.
  2. The student or staff member is expected to report this to the site administrator immediately, is excluded from the cohort, and they and all household members should quarantine, monitor symptoms, and contact their health providers and/or Public Health for additional steps and to schedule testing.
  3. The site administrator should gather any additional information regarding details of known contact and forward this information to Public Health.
  4. Public Health will advise of any additional next steps including support of expedited testing.
  5. If the student or staff member has siblings, family or household members at other school sites with possible exposure they should be excused from school and Public Health contacted to assess exposure risk and determine disposition (e.g. exclude from cohort). A Public Health infectious disease exposure notice letter has been requested.
  6. All families of students and staff members of the cohort should be notified that a student or staff member has a household member that has tested positive for COVID-19.
  7. Humboldt County Public Health (707) 268-2182
  8. If the student is a Hoopa Tribal member, contact Hoopa Tribe Public Health Officer.
  9. Template Communication Letter (Household member positive for COVID-19)  
<https://fin-app-02.humboldtcoe.org/>



- c. A student or staff member tests positive for COVID-19.
  1. The cohort will be closed for 14 days from the last known exposure.
  2. All families of students and staff members of the cohort should be notified with a phone call followed by a letter that a student or staff member in the cohort has tested positive. Students and staff should be quarantined for 14 days from the date of last known contact.
  3. The entire cohort of staff and students should be tested working directly with their healthcare providers and/or Public Health.
  4. Further testing of family members may be advised based on cohort test member results.
  5. Humboldt County Public Health (707) 268-2182
  6. If the student is a Hoopa Tribal member, contact Hoopa Tribe Public Health Officer.
  7. Template Communication Letter (Confirmed COVID positive case in Cohort)
  
- d. A student or staff member tests negative for COVID-19 after any of the reasons in scenarios a, b or c.
  1. The cohort remains open.
  2. Even though the student or staff member has tested negative, if the student or staff member has had close contact with an individual who has tested positive for COVID-19, they must remain in quarantine or isolation for 14 days from the last known contact with the individual.
  3. All families of students and staff of the cohort should be notified that the student or staff member tested negative.
  4. Contact Humboldt County Public Health (707) 268-2182
  5. Template Communication Letter (Negative Test Cohort Member)
  
- e. A student becomes ill while on campus
  1. The student will inform the teacher that they are sick, or the teacher observes the student showing symptoms. The teacher will immediately call the front office and have the student wait outside under observation 6-foot distance. The support staff will arrive and escort the student to the front office small conference room 1 to be isolated. Student's parent(s)/guardian(s) will be contacted for pick up on campus. Students must be picked up within 20 minutes.
  2. Potentially exposed individuals who have symptoms of COVID-19 should self-isolate.
  3. Potentially exposed individuals who do not have symptoms, but have been within 6 feet of contact with an infected individual for more than 15 minutes should remain at home or in a comparable setting and practice social distancing for 14 days.
  4. The front office notifies student cohorts' families of possible exposure, the cohort remains open until the confirmed positive test, at which point, the cohort will be closed. The cohort will remain closed until all members are cleared to return to school.

**When can an ill Student or staff member Return to School:**

- **Symptom-based strategy.** Exclude from school/ work until:
  - At least 24 hours have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and,
  - At least 14 days have passed *since symptoms first appeared*



- **Test-based strategy.** Exclude from school/work until:
  - At least 24 hours resolution of fever without the use of fever-reducing medications and
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath), and
  - At least 14 days have passed *since symptoms first appeared*
  - Negative COVID test results

**Employee/Student Tests Positive for COVID-19**

If an employee/student tests positive for COVID-19

- Symptomatic: (Student/Employee may not return to work until)
  - Student/Employee has been in isolation at least 10 days after symptoms first appeared or date of COVID-19 test
  - Student/Employee has been released from isolation by Public Health or their Medical Provider
  - Symptom free for 24 hours
- Asymptomatic: (Student/Employee may not return to work until)
  - Student/Employee has isolated for 10 days after the date they tested for COVID-19, and test result was positive.
  - Symptom Free for 24 hours
  - Student/Employee has been released from isolation by Public Health or their Medical Provider

**STUDENT/EMPLOYEE DEEMED A CLOSE CONTACT TO A COVID-19 POSITIVE CASE**

It is recommended that if you are deemed a close contact of a COVID-19 positive case and are asymptomatic that you wait at least 7 days to be tested.

- **Positive Test Result** (Student/Employee may not return to KTJSD facilities until)
  - Student/Employee must isolate for 10 days after symptoms first appeared or the date tested for COVID-19, and the result was positive
  - Student/Employee is symptom free for 24 hours.
  - Student/Employee has been released from isolation by Public Health or their Medical Provider
- **Negative Test Result** (Student/Employee may not return to work until)
  1. Student/Employee must quarantine for 14 days after last contact with known COVID-19 positive case
  2. Symptom Free 24 hours
  3. Student/Employee has been released by Public Health or Medical Provider.



Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including surveillance testing for staff on an agreed upon schedule throughout the school year. This may include testing of students with appropriate parental permissions obtained in advance.

Currently, testing is available weekly through OptumServe in Hoopa, CA

Schools and districts will cooperate with State, County, and local Tribal Public Health authorities to remain in compliance with health requirements to support testing strategies to mitigate transmission of COVID-19. State, County, and Local requirements will be followed pursuant to COVID-19 mitigations strategies including surveillance testing for staff. This may include testing of students with appropriate parental permissions obtained in advance, if required by State, County, or Local governances. **Currently testing of staff and students is not required by state or local authorities.**

Space will be maximized between seating and desks. Teacher and other staff desks will be placed at least 6 feet away from students and other staff desks. Student' desk and chairs will be placed 6 feet away from one another, except where 6 feet of distance is not possible after a good-faith effort has been made. Under no circumstances will the distance between students' desks/chairs be less than 4 feet. If 6 feet of distance is not possible, ventilation will be optimized, as well as other separation techniques such as student desk shields, and desks will be arranged to minimize face to face contact. Classrooms will be modified to maximize space by removing all non-essential furniture. Facial coverings, stated directional flow within the classroom, and student desk barriers are intended to support the effectiveness of all levels of distancing.

For middle and high schools, single classroom cohorts are used. Space students at least six feet apart, if possible in existing facilities. The distance of 4-6 feet is acceptable in classrooms if all other safety measures are in place as specified in this document.



**Describe below: Cohort A Monday-Tuesday, Wednesday Distance Learning, Cohort B Thursday-Friday**

Captain John		Bus Arrival	Bus Departure	Length of Time	Cohort A on Campus	District-wide Distant learning	Cohort B on Campus
Phase 1	1 on 1 appointment	No Bus	No Bus	up to 120 minutes	By teacher appt.	NA	By teacher appt.
Phase 2	Small groups	No Bus	No Bus	Up to 120 minutes	By teacher appt.	NA	By teacher appt.
Phase 3	Cohorts	12:05	2:05	120 minutes	Mon., Tues.	Distant Learning Wednesday	Thurs. , Fri.

Where practicable, desks are arranged facing forward to minimize face to face proximity between students.

School staff is permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face-covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort. Only KTJUSD staff and essential service providers will be allowed to visit classrooms, no other visitors will be allowed. **Describe below: Instances, where the teacher needs to leave the classroom and staff support, is needed. Any unassigned staff member must be documented by the teacher. All before entering any classroom on CJ campus must go to the office, follow health screening procedures, and sign in indicating what room they are going to. CJ screening bracelets must be worn at all times.**

Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. **Describe below: This is an open campus, that consists of four portables. there is only one entry point to each portable. Students, and staff must first go to the office for health screening, sign in, and CJ screening bracelet for allowed access to the designated portable.**



Schedules for arrivals procedures will be strategically coordinated to prevent the mixing of classroom cohorts. **Describe below: Students are only permitted on campus for up to two hours daily. Upon getting off the bus or dropping off on-campus students will enter the office for health screening, sign in, and CJ screening bracelet. If students become hungry on campus snacks will be available. Students will go outside, follow social distancing guidelines staying six feet apart from one another, receive hand sanitizer, and snack to eat. Upon finishing snack, students will use hand sanitizer as they enter the classroom. Masks will be worn at all times with the exception of placing food in your mouth.**

Congregate movement through campus will be minimized as much as practicable. **Describe below: Students and Staff are to practice 6ft social distancing at all times.**

Large gatherings (i.e., school assemblies) are currently prohibited.

The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Describe below: Teachers will schedule outdoor classroom activities to limit exposure to other cohorts.

Teaching staff lunches will happen before students arrive or after they leave depending on the school's finalized schedule. **Monday, Wednesday, and Thursday will continue as food delivery/pick up days. Students residing in the Hoopa area, Weitchpec, and Jack Norton will have food delivered on food delivery routes. Orleans and Trinity Valley residents will have food available for pick Monday, Wednesday, and Thursday at school sites.**

Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals. **Describe below: Upon entrance into the office, after health screening students will sanitize hands before they leave the front office to go to their homeroom class with the CJ screening bracelet. Each teacher will include hand washing and sanitizing times in their daily classroom schedule.**

All staff as well as all students TK-12th grade must wear a face covering while in the classroom and on campus unless there is an exemption. **Individuals exempted** from face-covering requirements include:

- (1) anyone who has trouble breathing is exercising or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance
- (2) students with special needs who are unable to tolerate a face covering or with developmental, behavioral, or medical contraindications and
- (3) staff that require respiratory protection according to Cal/OSHA standards.



Training will be provided for staff and students on the proper use of face coverings which will include the instruction to minimize touching of face coverings.

Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have a separate individually labeled supply container.

The sharing of electronic devices, clothing, books, and other games or learning aids will be avoided as much as practicable.

The use of privacy boards or clear screens will be considered as much as practicable.

**Students are expected to wear masks and comply with all safety protocols, always, while on campus, unless instructed otherwise by school personnel (eating, drinking circumstances). If a student makes a choice to not adhere to mask/safety protocols:**

**1st non-adherence- Students will be placed on a distance learning model for the next school day.**

**2nd non-adherence- Students will be placed on a distance learning model for 5 consecutive school days.**

**3rd non-adherence- Student will be assigned to distance learning model until the beginning of the next Hex cycle.**

This School Site-Specific Protection Plan outlining the above measures is completed, posted, and shared with all stakeholders and updated as tribal, state and local Public Health guidance dictate.

## **Cleaning and Disinfecting Protocols**



<input type="checkbox"/>	Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.	<input type="checkbox"/>	Sanitizing supplies are provided to promote employees' personal hygiene. This may include tissues, no-touch trash cans, hand soap, adequate time for handwashing, alcohol-based hand sanitizers, disinfectants, and disposable towels.
<input type="checkbox"/>	All shared equipment and touchable surfaces are cleaned and sanitized between each use.	<input type="checkbox"/>	Cleaning products are used that meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list.
<input type="checkbox"/>	All entrances and exits are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes.	<input type="checkbox"/>	School hours and/or other procedures have been modified to provide adequate time for a regular, thorough cleaning, product stocking, or other measures.
<input type="checkbox"/>	Handwashing facilities will be made available and will stay operational and stocked at all times and additional soap, paper towels, and hand sanitizer are supplied when needed	<input type="checkbox"/>	Hands-free devices are available, including motion sensor lights, automatic soap/hand drying equipment, and hand sanitizing stations
<input type="checkbox"/>	Hand sanitizer will be provided where indoor plumbing is not readily available.	<input type="checkbox"/>	Staff is provided adequate time to implement cleaning practices before and after shifts.

**Schedule for Cleaning and Disinfecting high traffic areas and commonly used surfaces.**

Classrooms:	Offices:
Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and	Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and disinfection procedures



disinfection procedures throughout the day and between individual students or cohorts.	throughout the day and between individual students or cohorts.
Restrooms:	Telephones:
Janitorial staff will conduct their normal daily cleaning routine. Regular cleaning of the bathrooms will occur throughout the day.	Telephones will be sprayed with FDS/EPA/Cal OSHA approved cleaning products and wiped down after each use.
Handrails/door handles/shelving:	Handwashing facilities:
Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and disinfection procedures throughout the day and between individual students or cohorts.	Handwashing will occur in restrooms and hand sanitation stations will be located in designated areas on campus.
Copy Machines / Scanners / Faxes:	Common Areas:
Employees will use FDS/EPA/Cal OSHA approved cleaning products to wipe down the copy machine after each use.	Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and disinfection procedures throughout the day and between individual students or cohorts.
Playground Structures:	Outdoor Common Areas:
	Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and disinfection procedures throughout the day and between individual students or cohorts.
Indoor Common Areas:	Other:
Janitorial staff will conduct their normal daily cleaning routine. Employees will implement regular cleaning and disinfection procedures throughout the day and between individual students or cohorts.	
Other:	Other:



**Physical Distancing Guidelines**

<input type="checkbox"/>	<p>Staff breaks are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.</p>	<input type="checkbox"/>	<p>Tape or other markings have been placed at least six feet apart on sidewalks or other walkways near public entrances with signs directing students to use the markings to maintain distance.</p>
<input type="checkbox"/>	<p>Where practicable, the physical distancing of six feet is maintained to the greatest extent possible within a classroom or instructional area. Must ensure a good faith effort is made to remain at 6- foot distancing. Four feet is a minimum distance requirement when all other efforts have been put in practice</p>	<input type="checkbox"/>	<p>All desks or individual workstations within office settings are separated by at least six feet or employees otherwise maintain six feet if the workspace is limited.</p>
<input type="checkbox"/>	<p>Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable;</p>	<input type="checkbox"/>	<p>The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort;</p>

**Notification of COVID-19 Positive Case at School or Office Site**



<input type="checkbox"/>	<p>The County of Humboldt Public Health is notified of all positive COVID-19 cases. Local Tribal Public Health Officer will be notified of all positive COVID-19 Tribal Members</p>	<input type="checkbox"/>	<p>Employers and employees are aware that they can call Humboldt Public Health if a suspected exposure has occurred at 707-268-2182.</p>
<input type="checkbox"/>	<p>If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential worksite exposures, and will advise on any recommended testing, quarantine, or isolation instructions.</p>	<input type="checkbox"/>	<p>Protocols, actions, and template communications are in place for COVID-19 related scenarios:</p> <ul style="list-style-type: none"> <li>• <a href="#">Student Symptom Checklist</a></li> <li>• <a href="#">Humboldt County Public Health Protocols on the Onset of Symptoms</a></li> </ul>

**Training**

Staff have been or will be trained on the following topics:

<input type="checkbox"/>	<p>Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.</p>	<input type="checkbox"/>	<p>Manufacturer’s directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.</p>
--------------------------	--	--------------------------	--



<input type="checkbox"/>	Self-screening at home, including temperature and/or symptom checks using CDC guidelines.	<input type="checkbox"/>	The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
<input type="checkbox"/>	The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, the recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.	<input type="checkbox"/>	Proper use of face coverings, including:
<input type="checkbox"/>	The importance of seeking medical attention if an employees' symptoms become severe, including persistent pain or pressure in the chest, confusion, or bluish lips or face. Updates and further details are available on the CDC's webpage.	<input type="checkbox"/>	Face coverings do not protect the wearer and are not personal protective equipment (PPE).

**Compliance and Documentation**

<input type="checkbox"/>	The Health & Safety Advisory Team will conduct regular site inspections to ensure compliance with the Health & Safety Protocols and the School Site Specific Protection Plan (SSPP). The KTJUSD Facilities Checklist will be used to document inspections and note deficiencies and correction required
<input type="checkbox"/>	All school sites and office operations will continue to be accessible to students and staff with disabilities, complying with the Americans with Disabilities Act. Title III covers private business entities.
<input type="checkbox"/>	This school site has created a Task Force to support SSPP activities. This group meets regularly.



**Resource Documents:**

- [The Road Ahead: Humboldt County Schools Re-Opening Framework](#)
- [Humboldt County Public Health and Human Services](#)
- [Humboldt County Public Health Local Orders](#)
  
- [California Department of Public Health COVID-19 Industry Guidance: Schools and School-Based Programs](#)
- [Center for Disease Control - Schools Decision Tree](#)
- [California Department of Education - Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)

<https://hcoe.org/wp-content/uploads/COVID-19-Responses-in-a-School-Setting.pdf>