

Kentfield School District Training Module

TOPIC: Site Specific Safety Protection Plan

October 2020

Purpose: Ensure the physical and social-emotional well-being of students and staff as we navigate the continuance of teaching and learning

Agenda

Welcome - Introductions

State - Local Guidance

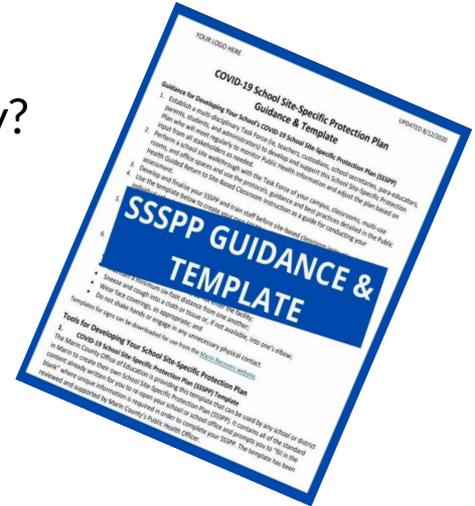
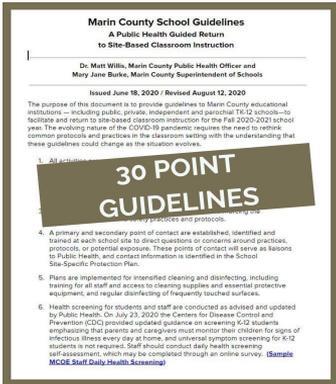
Pilot Program Background - The Why?

SSSPP - 30 Point Guidelines

KSD Dynamic School Plan

When to Stay Home

Q & A





Permissibility of School Operations

State & Local Guidance



Blueprint for a Safer Economy & Marin's Guide to Site Based Instruction

- Marin's status - Tier II - Red Substantial (9/15)
- Schools allowed to open per local public health guidance
- Marin County's 30 Point Guide - SSSPP (8/12)
- Physical Distancing - EPE/PPE - Stable Cohorts - Training - Hygiene Practices - Cleaning

Pilot Program - The Why?

Prioritize Physical and Social-Emotional Well-Being

Go Slow - Scaffold Opportunities

Eliminating the achievement gap while providing a rich, high-quality academic program

Examine Equity, Equality & Engagement

Optimize financial and human resources

Optimize Those that are Ready

Think Boldly

Let's hold the Vision & Trust the Process



Purpose: Ensure the physical and social-emotional well-being of students and staff as we navigate the continuance of teaching and learning

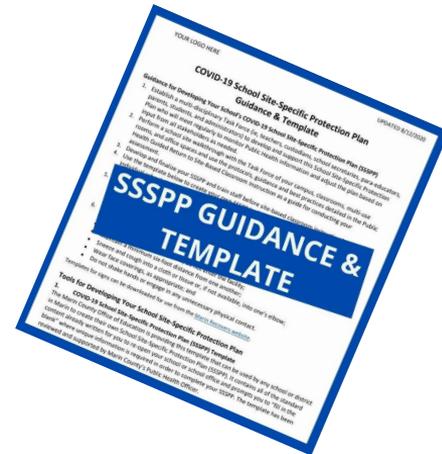


Staff Site Specific Safety Plan

The 30-Point Guidelines

PURPOSE: Universal guidelines to facilitate a return to site-based classroom instruction for the 2020-2021 school year.

The evolving nature of the COVID-19 pandemic requires the need to rethink common protocols and practices in the classroom setting with the understanding that these guidelines could change as the situation evolves.

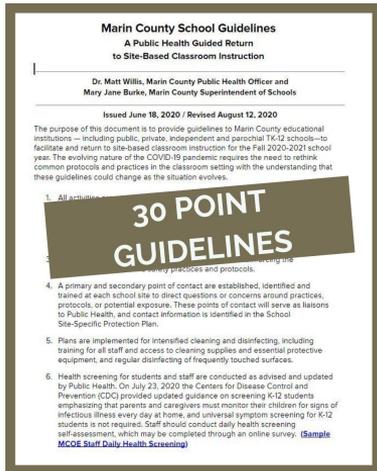


A Public Health Guided Return to Site-Based Classroom Instruction

Issued June 18, 2020 / Revised August 12, 2020

GUIDELINE #1

All activities are consistent with and will adjust to changing applicable state and local Public Health orders.

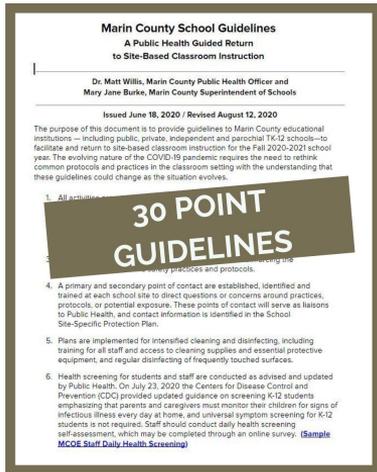


A Public Health Guided Return to Site-Based Classroom Instruction

Issued June 18, 2020 / Revised August 12, 2020

GUIDELINE #2

Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, access to essential protective equipment, and up to date student and staff attendance tracking.

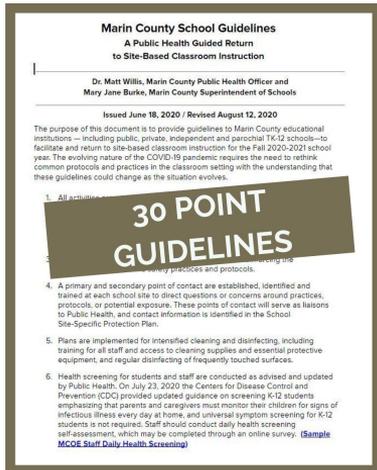
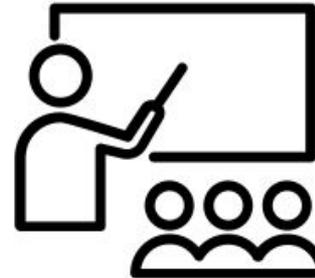


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GUIDELINE #3

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

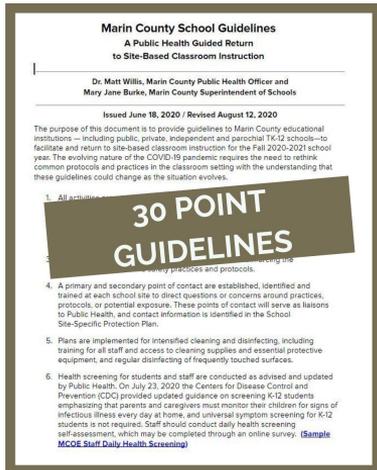


A Public Health Guided Return to Site-Based Classroom Instruction

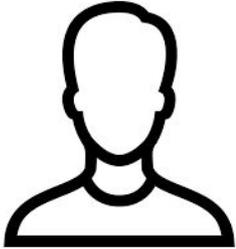
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GUIDELINE #4

A primary and secondary point of contact are established, identified and trained at each school site to direct questions or concerns around practices, protocols, or potential exposure. These points of contact will serve as liaisons to Public Health, and contact information is identified in the School Site-Specific Protection Plan.



Site Contacts - Public Health Liaisons



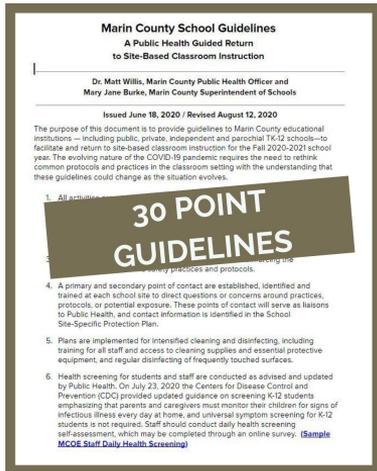
BACICH	KENT
Laurel Yrun, School Nurse 415-925-2220 x.269	Laurel Yrun, School Nurse 415-482-9850 x.269
Lynn Bartha, Office Staff 415-925-2220 x.251	Jeanne Sellers, Office Staff 415-458-5970 x.351
Mary Ann Spitzer, Principal 415-925-2220 x.254	Grant Althouse, Principal 415-458-5970 x.358

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GUIDELINE #5

Plans are implemented for intensified cleaning and disinfecting, including training for all staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces.



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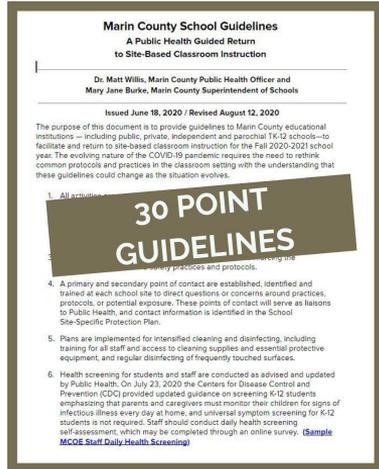
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GUIDELINE #6

Health screening for students and staff are conducted as advised and updated by Public Health. On July 23, 2020 the Centers for Disease Control and Prevention (CDC) provided updated guidance on screening K-12 students emphasizing that parents and caregivers must monitor their children for signs of infectious illness every day at home, and universal symptom screening for K-12 students is not required. Staff should conduct daily health screening self-assessment, which may be completed through an online survey.

GUIDELINE #7

Staff and students who are sick are expected to stay home, and an isolation area is identified for students who begin to exhibit symptoms during the school day, until they can be picked up.





Staff Site Health Check

Health screenings refer to symptom screening, temperature screening, or a combination of both, the District has identified how staff will administer regular health checks and screening.

Staff and parents are required to respond to screening questions daily to confirm they are symptom free prior to coming to campus





Staff Health Check

Staff should be screened for symptoms each day. Staff can conduct symptom screening online at-home ([KSD Staff Check-In](#)) prior to arrival. Alternatively, symptom screening can occur on-site via self-reporting, visual inspection, or a symptom screening questionnaire.

Staff and students with any symptoms consistent with COVID-19 or who have had close contact with a person with COVID-19 shall be sent home or sent to an isolation room on site pending travel home or to a medical facility.

The screenshot shows a web form titled "Kentfield School District (KSD) Staff Daily Health Screening - Sign In/Out". The form includes a header with a navigation menu (Questions, Register) and a sub-header with a small image of a desk with a coffee cup. The main content area has a blue header with the title and a sub-header "Sign In/Out". Below this is a text input field for "Last Name" and another for "First Name". There are two radio button options: "Yes" and "No". The form is partially obscured by a grey sidebar on the right.

Student Health Check



Students should be screened for symptoms each day. Symptom screening may occur online at-home (KSD Student Check-In) prior to arrival. Alternatively, symptom screening can occur on-site via self-reporting, visual inspection, or a symptom screening questionnaire.

Staff and students with any symptoms consistent with COVID-19 or who have had close contact with a person with COVID-19 shall be sent home or sent to an identified room (Room 4 - **Kent** Conference Room - **Bacich**) on site pending travel home or to a medical facility.

This form will be submitted to Thursday, Oct 1

You must complete and submit this form each day before reporting to campus. If the answer to any of the following questions is YES, you must stay home.

Print Form

This form applies to:

Me, Report Now

I would like to answer 0 to 5 of questions

Have you or your child or anyone you live with had close contact with anyone with prolonged fever, cough, headache, sore throat, chills, muscle/body aches, diarrhea, vomiting, loss of sense of taste and/or smell, rash, or inflammation or been diagnosed with COVID-19 within the last 14 days?

Yes
 No

Are you or your child or anyone you live with experiencing any of the following symptoms: fever, cough, headache, sore throat, chills, muscle/body aches, diarrhea vomiting, loss of sense of taste and/or smell, rash, or inflammation?

Yes
 No

Electronic Signature Consent

By clicking the "Submit" button below, I confirm that the information I have provided is true.

Your Name Email Phone

Report Now Email Phone

Electronic Signature

Please sign your full name

All answers must match exactly to provided in ParentSquare

*COVID-19 symptoms based on CDC recommendations

— Student Health Check



A.E. Kent Middle School

Send updates and announcements, share pictures or request participation

KSD Communication Update - Hybrid Pilot Information
Raquel Rose · 7 hours ago · Friday, Oct 2 at 8:46 AM · Kentfield School District

Dear Kentfield School Community:

On Monday, October 5th we are excited to welcome our pilot classes to each KSD site. As you may be aware we have nine (9) classes operating over our two school sites with up to fifty (50) students. This small pilot of children on campus is to allow us to implement our hybrid instructional approach... [Read More](#)

Appreciate - Print

- 1580 Notified - Use Preferred Notifications - Staff and Parents
- 4 people appreciate this post.

KSD Newsletter - September 29, 2020
Kentfield School District · 6 days ago · Tuesday, Sep 29 at 12:14 PM · Kentfield School District

STUDENT DAILY HEALTH SELF-SCREENING FORM

Submit Daily Screening

EVENTS

SUN	MON	TUE	WED	THU	FRI	SAT
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17

- Oct 5 KSPFA Meeting via Zoom
- Oct 6 Equity and Inclusion Committee Meeting
- Oct 6 Kent Site Council Meeting
- Oct 6 DELAC Meeting

A.G. Bacich Elementary School

Send updates and announcements, share pictures or request participation

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Appreciate - Print

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- 4 people appreciate this post.

Check your boxes when you can!
Tille - Mary Ann Spitzer · 8 hours ago · Friday, Oct 2 at 8:03 AM · A.G. Bacich Elementary School

STUDENT DAILY HEALTH SELF-SCREENING FORM

Submit Daily Screening

EVENTS

SUN	MON	TUE	WED	THU	FRI	SAT
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4	5	6	7	8	9	10
11	12	13	14	15	16	17

- Oct 5 KSPFA Meeting via Zoom
- Oct 6 Equity and Inclusion Committee Meeting
- Oct 6 DELAC Meeting
- Oct 13 School Board Meeting

A Public Health Guided Return to Site-Based Classroom Instruction

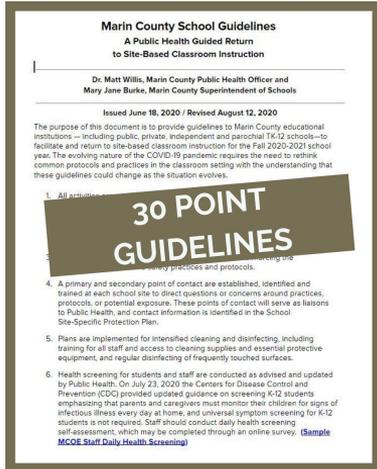
Issued June 18, 2020 / Revised August 12, 2020

GUIDELINE #8

Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including testing of staff who have regular daily contact with students before site-based classroom instruction is resumed, and then no less than once every two months. This may include testing of students with appropriate parental permissions obtained in advance.

GUIDELINE #9

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



Purpose: Ensure the physical and social-emotional well-being of students and staff as we navigate the continuance of teaching and learning



COVID-19 Case Exposure

Marin County Public Health Protocols on the Onset of Symptoms, Potential Exposure to and/or Close Contact with an Individual Testing Positive for COVID-19 in a School/Classroom Setting

Scenario	Action	Communication
1 A student or staff member either exhibits COVID-19 symptoms or has a temperature of 100.4 or above.	<ul style="list-style-type: none"> Report information to administrator, send home Contact Healthcare provider/Public Health for testing (recommend testing) If positive, see Scenario #3; if negative, see Scenario #4 School/Classroom OPEN 	<p>No action is needed</p>
2 A family member or someone in close contact with a student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> Report information to administrator, send home, quarantine for 14 days Contact Healthcare provider/Public Health for testing (recommend testing) School/Classroom OPEN 	<p>To: Student Families and Staff Template Letter: Household Member or contact w/ C19+</p>
3 A student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> Report information to administrator, send home, isolate as per Public Health Families of Students and Staff: quarantine and contact Healthcare provider/Public Health Classroom CLOSED for 14 days from last exposure School Remains OPEN 	<p>To: Student Families and Staff <ul style="list-style-type: none"> Phone call and Template Letter: Confirmed C19+ in Cohort</p>
4 A student or staff member tests negative for COVID-19 after symptoms or confirmed close contact.	<ul style="list-style-type: none"> May return to school 24 hours after symptoms resolve 14 day quarantine required for close contact with COVID-19 positive case School/Classroom OPEN 	<p>Consider notification to families and staff if prior awareness of testing. Template Letter: Negative Test Cohort Member</p>

For more detailed information visit: <https://bit.ly/ExposureProtocols>

Public Health (415) 473-7191

<https://bit.ly/MCOERethinkingSchools>

RapidResponse@marinschools.org

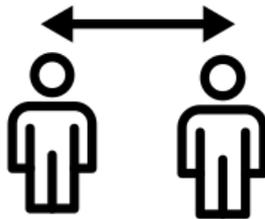
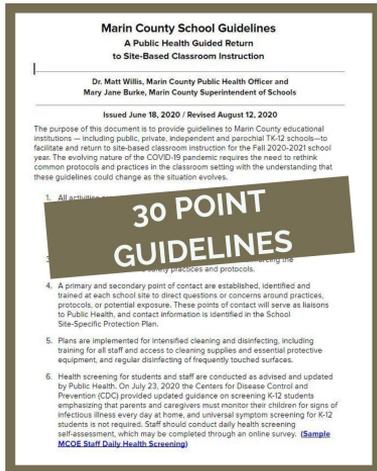
Updated 7/31/2020

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GUIDELINE #10

Where practicable, physical distancing of six feet is maintained between adults and between adults and students; four feet distance is permissible between students within a classroom or instructional area where requirements herein are in practice.



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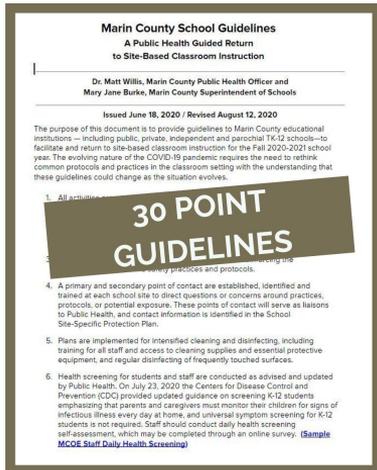
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GUIDELINE #11

For elementary schools, stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts.

GUIDELINE #12

For middle and high schools, larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding school wide mixing of students and staff.

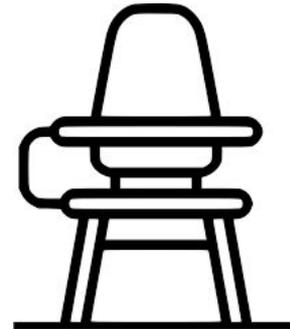
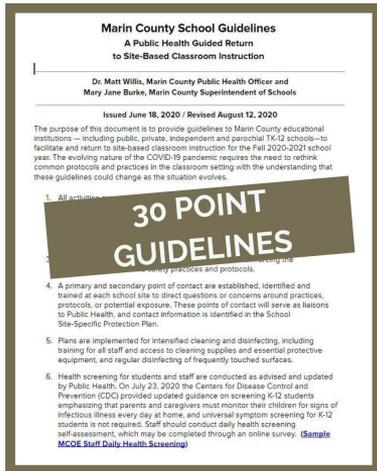


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GUIDELINE #13

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

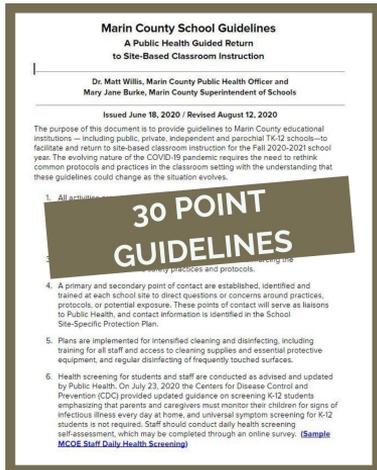


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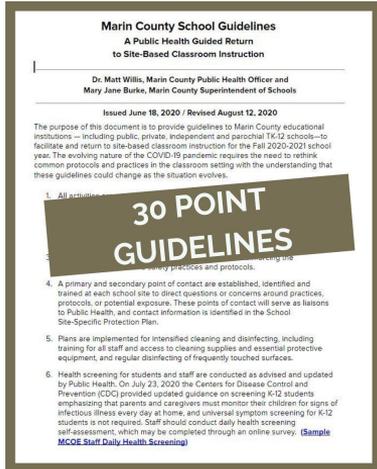
GUIDELINE #14

School staff are permitted to visit and instruct more than one classroom cohort, following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort.



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GUIDELINE #15

Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible.

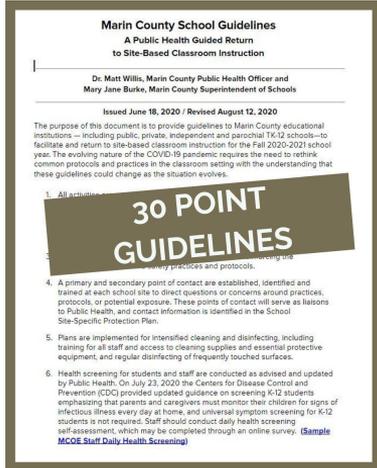
GUIDELINE #16

Schedules for arrivals, recess and lunch will be strategically coordinated to prevent mixing of classroom cohorts.



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GUIDELINE #17

Congregate movement through hallways will be minimized as much as practicable.

GUIDELINE #18

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

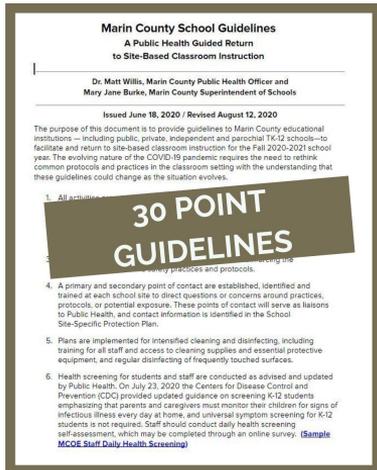


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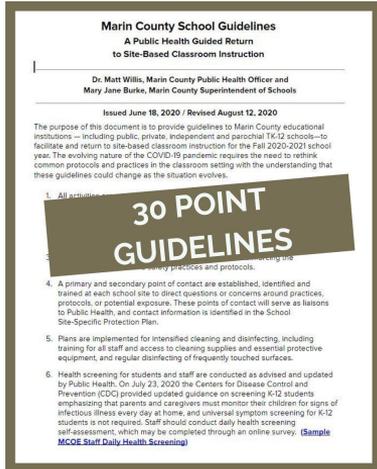
GUIDELINE #19

The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Efforts should also be made to maximize fresh air flow in classrooms through existing ventilation systems, and opening of windows and doors as much as possible.



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GUIDELINE #20

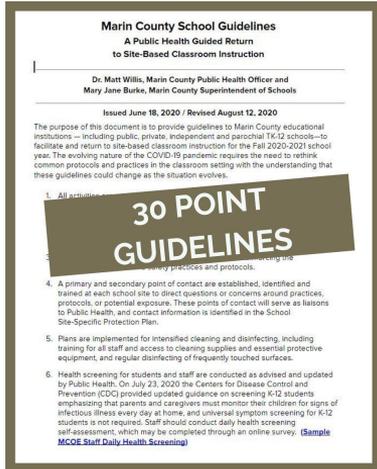
Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.

GUIDELINE #21

Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.

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GUIDELINE #22

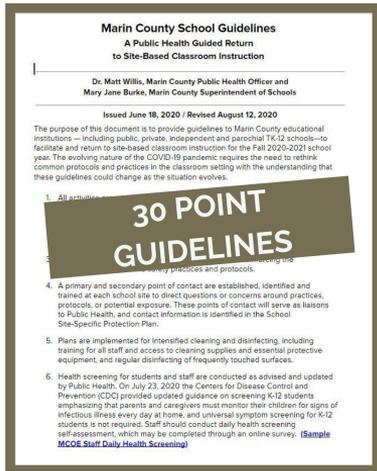
Meals will be served outside as much as possible or in classrooms instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.

GUIDELINE #23

Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals.

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GUIDELINE #24

All staff as well as all students in grades 3 - 12 are required to wear face coverings while in the classroom and on campus, unless there is a medical or behavioral contraindication. Students from grades TK - 2 are strongly encouraged to wear face coverings and should be supported and taught how to wear them properly.

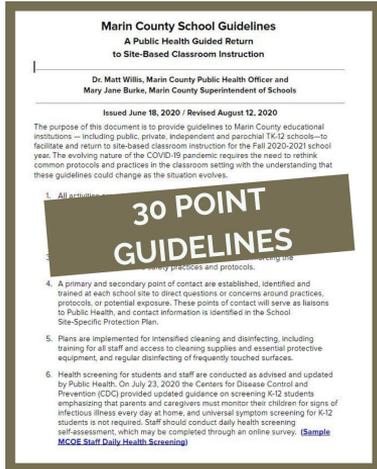
GUIDELINE #25

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



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GUIDELINE #26

Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.

GUIDELINE #27

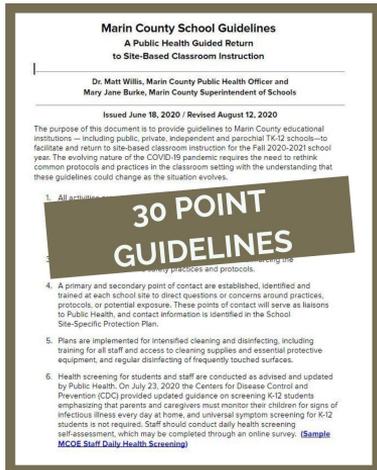
Sharing of electronic devices, clothing, books and other games or learning aids will be avoided as much as practicable.

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GUIDELINE #28

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

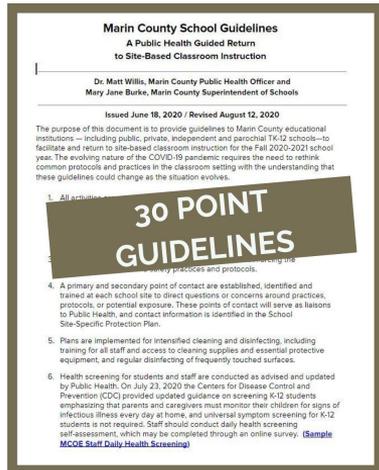


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GUIDELINE #29

Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.

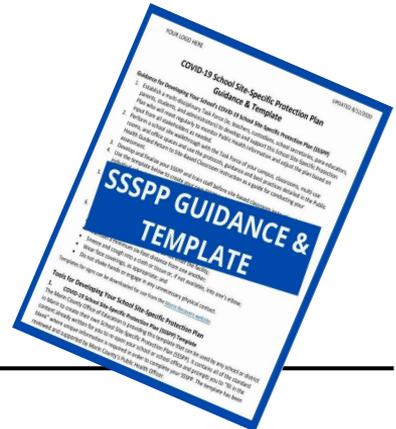
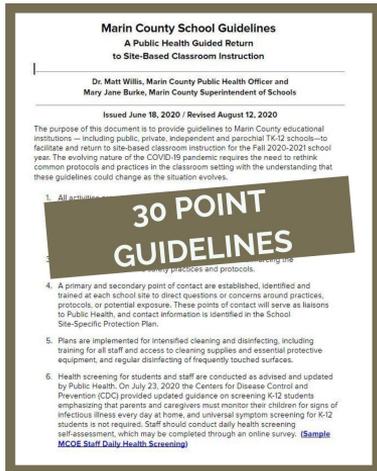


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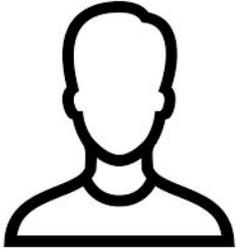
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GUIDELINE #30

A School Site-Specific Protection Plan outlining the above measures is completed, posted on school or district website and shared with all staff and families and will be updated as state and local Public Health guidance dictates.



Questions Specific to Sites - Contact Site Admin



DISTRICT OFFICE

Raquel Rose, Superintendent
rose@kentfieldschools.org
415-458-5130

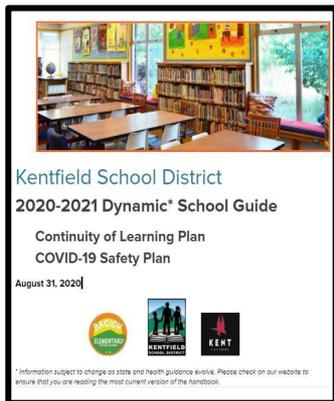
BACICH ELEMENTARY SCHOOL

Mary Ann Spitzer, Principal
mospitzer@kentfieldschools.org
415-925-2220 x.254

KENT MIDDLE SCHOOL

Grant Althouse, Principal
galthouse@kentfieldschools.org
415-458-5970 x.358

KSD's Dynamic School Guide



District Announcements

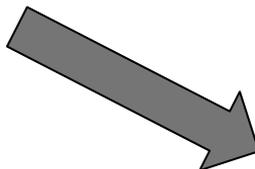
[Community Office Hours Recording and Dynamic School Guide Presentation, September 24, 2020*](#)

**The complete video is now uploaded.*

[Newsletter – September 21, 2020](#)

[Learning Continuity and Attendance Plan \(LeCAP\)](#)

[2020-2021 Dynamic School Guide](#)



When to Stay Home - Staff or Student

WATCH FOR SYMPTOMS*

Fever or chills
Cough
Shortness of breath/difficulty to breathe
Fatigue
Muscle or body ache
New loss of taste or smell
Sore Throat
Congestion or runny nose
Nausea or Vomiting
Diarrhea

This list does not include all possible symptoms CDC will continue to update the list as we learn more

Exhibits **COVID-19 symptoms** or has a temperature of **100.4°F or higher.**

Please check for symptoms of illness every morning before coming to school.

- Keep home if temperature is 100.4°F or higher, or demonstrating symptoms of illness
- Do not return to school until the fever has been gone for at least 24 hours without the use of medicine.
- Inform school - site administrator
- Contact healthcare provider or Public Health for testing. **Should the there be a test positive, please inform the school as soon as possible.**

**-100.4 -
STAY HOME**



When to Stay Home - Staff or Student

CDC Definition of Close Contact

For COVID-19 a close contact is defined as any individual who was within 6 feet of an infected person for at least 10-15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated.

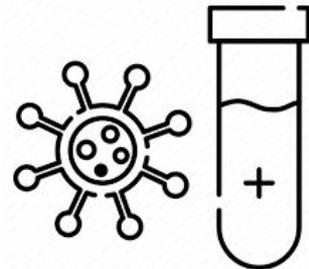
A family member or someone in close contact with the student tests positive for COVID-19.

- Exposure means that an individual has been in close contact (within 6 feet for 10-15 minutes or longer without a face mask) of a positive case of COVID-19.
 - Report information to administrator, send home, quarantine for 14 days
 - Parents/guardians should contact healthcare provider or Public Health for testing. Should the student test positive, parents/guardians should inform the school as soon as possible. (recommend testing)
-

When to Stay Home - Staff or Student

Staff/Student tests positive for COVID-19.

- Inform the school of COVID-19 positive case as soon as possible.
- Family of positive case should quarantine and contact their health provider/Public Health for further action.
- Classroom CLOSED for 14 days from last exposure
School Remains OPEN



Purpose: Ensure the physical and social-emotional well-being of students and staff as we navigate the continuance of teaching and learning

Next Steps....

1. Link to the School Site Specific Safety Protection Plan for each site
2. Parent Square Email with Health Check
3. Pledge to Commit to Following Protocols



Q & A
