



Nord Country School COVID-19 Reopening and Safety Plan 2020-2021

Our staff and School Board have worked to develop this plan for reopening school as soon as possible. It has been based on current guidelines distributed by the California Public Health Department and the Butte County Public Health Department. These plans are based on the information we have today and may need to be modified if we receive any new directives from these organizations. Keeping our students, staff, and families safe during this unsettled time is a top priority for Nord Country School.

General Measures

- We have established and will maintain direct contact with Butte County Public Health (BCPH), Butte County Office of Education (BCOE), California Department of Public Health (CDPH), and California Department of Education (CDE) during this pandemic to remain up-to-date with all information they share.
- This plan will be reviewed and updated as needed to match the changing needs of this unprecedented situation.
- Our campus will be evaluated and inspected daily for compliance with this document, board policy and the current guidelines.
- Staff will regularly review updated guidance from the state including the California Department of Public Health and the California Department of Education.
- Nord Country School has updated their Injury and Illness Prevention policy (IIPP) to address the unique circumstances during the COVID-19 crisis.

Promoting Healthy Hygiene Practices

- Prior to school starting, all staff will be trained in proper hygiene practices and will be guided in the process of teaching their students the same practices through modeling, informational posters, and practice.

- ☒ Students and staff will thoroughly wash their hands with soap, for at least 20 seconds, throughout the day and before and after eating, after touching shared surfaces (doorknobs, etc), and before and after using the restroom.
- ☒ Fragrance free hand sanitizer (ethyl-alcohol based and at least 60% alcohol) will be available in each classroom and in common areas such as the office, cafeteria, and restrooms. Children under nine years of age should use hand sanitizer under adult supervision.
- ☒ Outdoor hand washing stations will be strategically placed around campus and students will be trained in their use.
- ☒ Handwashing signage will be put up in all classrooms and inside and outside of bathrooms.
- ☒ Staff will teach and regularly review with students to not touch the face or face covering.

Protective Equipment

Face Coverings

- Face coverings must be used according to the [CDHP Guidelines](#) particularly in indoor environments such as the classrooms and the Office, on the bus. etc.
 - ☒ All staff is required to wear masks inside and outside of the classrooms.
 - ☒ Students in Kindergarten through 2nd grade: masks are strongly encourage and recommended but not required
 - ☒ Students in 3rd grade and above: masks are required
 - ☒ Students will store face coverings in separate labeled bags when not in use.
- Teachers will reinforce and teach the students in their proper use, including not touching the face, washing hands after repositioning the mask, and proper placement of the mask.
- The CDPH guidance on face coverings will be distributed to both staff and families.
- Face covering will be provided to students who inadvertently forget theirs from home.
- Unless exempt from wearing a face covering, we will exclude students from campus if they refuse to comply with our face covering requirements.
- Nord Country School will provide masks should an employee or student need one.

Other Protective Equipment

- We will provide custodial staff the necessary personal protective equipment for cleaning and disinfecting.
- We will ensure adequate PPE supplies are maintained at all times for students and staff

Teacher and Staff Safety/Testing

Once school is re-opened to at least some in-person instruction, surveillance testing will be implemented based on the local disease trends. Staff will be sent to one of several testing sites in Chico. We will test all

staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.

- Staff is required to maintain physical distancing from each other to the greatest extent possible.
- Support Staff assignments have been rearranged to minimize contact with more than one group of students.
- All Staff meetings will be conducted via Zoom or with proper social distancing practices being enforced.
- All Staff will work to minimize the congregation of adults in the staff room, office, and other settings.
- All Staff will be encouraged to stay at home if they are not feeling well.
- All Staff will monitor their own health by taking their temperature and reviewing Health Screening Questionnaire daily before entering campus. They may only enter campus if all health screening questions are answered in the negative.

Cleaning, Disinfecting and Ventilation

- Cleaning and Disinfecting supplies will be approved for COVID-19 use and listed on the [Environmental Protection Agency Approved List](#).
- All areas of the campus will be cleaned and disinfected at the end of each school day.
- Frequently touched surfaces (doorknobs, light switches, sink handles, bathrooms surfaces, etc.) will be cleaned and disinfected multiple times throughout the day.
- Middle school teachers will disinfect their classroom between classes.
- Each classroom will have a supply of appropriate cleaning and disinfecting supplies.
- PE equipment will be disinfected between uses.
- Playground equipment will be assigned to classrooms to minimize cross-contamination and it will be disinfected daily.
- Ventilation will be maximized in the classrooms to the extent possible by opening windows and doors where practical.
- Special filters with a rating of MERV 11 or better will be installed in all HVAC systems to provide enhanced filtration.
- Class materials such as glue sticks, pens, pencils, crayons, and manipulatives will be assigned to individual students, stored in a plastic pencil box belonging to that student, and no sharing of these materials will be allowed. Middle school students will be asked to store the supplies in their backpacks, a zipper pouch is recommended but not provided.
- Textbooks will be assigned to students, stored in their personal desks and not shared. Each teacher will implement practices for turning in assignments that will minimize contact.
- Chromebooks will be assigned to individual students so that they are not shared.

Physical Distancing

Arrival and Departure

- Student cohorts will be assigned to specific entry/departure gates for the campus:
 - ☐ Kindergarten/1st/ 2nd grade students will enter campus through the gate by the Office
 - ☐ 3rd / 4th/ 5th grade students will enter campus through the gate by the cafeteria
 - ☐ 6th - 8th grade students will enter campus through the gate between the cafeteria and Room 6.
- On the bus, the appropriate spacing will be maintained between students and the driver. Ventilation will be maximized to the greatest extent possible and masks will be required.
- Parents will utilize the drop-off zone in the mornings. They will wait in vehicles until staff conducts a health screening to confirm students have no symptoms of illness. Staff will then take the student's temperature. If anyone has a temperature higher than 100.4° the parent will be asked to park and wait a few minutes to be retested.
- No parents or parent volunteers will be permitted on campus other than in the Office for business.
- No more than one person/family/student permitted in the Office at a time. Social Distancing will be maintained as people are waiting for their turn in the Office.
- Daily end times are staggered to alleviate congestion in the front of the school and students will be asked to leave through the same gate they used in the mornings.
 - ☐ Kindergarten - 2nd grade students are dismissed at 2:30
 - ☐ 3rd - 5th grade students are dismissed at 2:45
 - ☐ 6th - 8th grade students are dismissed at 3:00

Classrooms

- Grades have been organized into Cohorts to minimize contact between students, teachers, and staff. The Cohorts are:
 - ☐ Kindergarten and 1st grade
 - ☐ 2nd and 3rd grades
 - ☐ 4th and 5th grades
 - ☐ 6th - 8th grades
- Desks and tables have been changed out and rooms rearranged to provide the most distance between students that is possible. A minimum of six feet of space will separate the student desks where practicable. Markings will be on classroom floors to ensure desks remain in place.
- All students will be at single desks facing in the same direction in both classrooms and the cafeteria.
- Recess, Lunch, and PE times have been adjusted to be able to rotate cohorts through those areas one at a time to minimize contact.
- Teacher and other staff desks will be at least six feet away from student desks.

Non-Classroom Areas

- Outside seating for lunch when possible. Properly distanced seating inside the cafeteria if outside seating is not available.
- Cafeteria lunches will be delivered daily to middle school students who order one so that they do not walk thru campus to the cafeteria.
- Hand sanitizer will be available in the cafeteria, outside dining patios, and the Office.
- The Lunch Server will wear a mask and gloves to serve food to the students.
- Students will remain properly distanced while they wait in line for their lunch.
- Proper distancing will be maintained during PE activities and encouraged at recess.
- Water Fountains will be turned off. Students will need to bring a refillable water bottle with them to school each day for both classroom use and PE use. They can refill the bottles at their classroom sinks.
- No lockers, Kindergarten through 8th grade, will be used this year because social distancing can not be maintained. Please provide a sturdy backpack for your child.
- The school library will not be available for student use this year. We will be providing access to [Epic!](#), a website that provides books in electronic form.
- No more than one guest (student or family) in the Office at a time. Social Distancing will be enforced as guests wait for their turn in the Office.
- Parents will not be allowed on campus beyond the Office. No Parent Volunteers will be allowed this year.

Other

- No Middle School socials will be held
- No whole school assemblies will be held
- No band or music classes will be held
- No field trips will be taken

Training and Educating All Staff and Families

- Prior to school starting, all staff will be trained in:
 - ☐ Cleaning and disinfecting practices
 - ☐ Distancing guidelines and their purpose
 - ☐ Proper screening practices and their importance
 - ☐ How COVID is spread and its symptoms
 - ☐ Proper use, removal, and washing of face coverings
 - ☐ Screening their own health conditions
 - ☐ The importance of community physical distancing measures, including discouraging students or staff from gathering elsewhere

☒ Testing and contact tracing requirements

- Prior to school starting, all families will receive information on:
 - ☒ How COVID is spread and its symptoms
 - ☒ Proper screening practices and their importance
 - ☒ Proper use, removal, and washing of face coverings
 - ☒ The importance of community physical distancing measures, including discouraging students from gathering elsewhere
 - ☒ Drop-off and pick-up procedures for before and after school
- On the first day of school teachers will instruct students on the importance and proper techniques of hand washing, social distancing, wearing a mask, using hand sanitizer, and coughing and sneezing into elbow or tissue. Direct instruction will continue at least weekly.
- Any families and/or employees that are new to Nord Country School will receive training upon joining our school community.

Screening for Signs and Symptoms

- All students will be treated with respect and care, regardless of the diagnosis of, or exposure to, COVID-19.
- Student and family confidentiality will be maintained as much as possible.
- All students and staff who exhibit symptoms will need to contact the school immediately and stay home.
- Parents will be asked if their student has any COVID-19 symptoms within the last 24 hours, whether anyone in their home has had COVID-19 symptoms or a positive COVID-19 test. Symptoms include:
 - Fever or chills
 - Cough
 - Shortness of breath
 - Muscle pain or body aches
 - Headache
 - Sore throat
 - Fatigue
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - New loss of taste or smell
- Parents will be asked if they have been in close contact with any person with a positive COVID-19 test. Close contact is defined as contact within 6 feet for greater than 15 minutes.

- All students will have their temperatures taken with a no-touch thermometer by a staff member upon arriving at school and monitored throughout the day by classroom teachers.
- All students who ride the bus will also be screened, including the taking of temperatures with a no-touch thermometer, by the bus driver before being transported to school.
- Nord Country School will follow all Butte County Public Health and Butte County Office of Education guidelines if a staff member or student is diagnosed with, or exposed to, COVID-19.
- All staff will be self-monitored for signs of illness before arriving at school and throughout the day.

Plan for When a Student or Staff Member Becomes Sick

Kathy Dahlgren, Nord Country School's Administrator, will be the staff liaison between families and BCPH. She will immediately contact families of known exposure by phone and/or email, document contacts, create a list of exposed staff and students (including their contact information), and submit this information to BCPH. She will be in regular contact with families and staff who have possibly been exposed, keeping record of whether they have been tested or are self-isolating. We will follow all HIPPA and FERPA guidelines for confidentiality.

- Any student or staff member with a fever of 100.4° or more, a persistent cough, or other [COVID-19 symptoms](#) will be required to wear a face mask, wait in an isolation room for a ride (if student) and be sent home. The cohort will remain at school for instruction.
- If a student or staff member comes in close contact with a person who is positive for COVID-19, they will be immediately sent home to quarantine. If employee/student becomes symptomatic a COVID test will be recommended. If no symptoms are reported the exposed employee/student may return to school 10 days after their last exposure to the person who tested positive.
- Any sick staff member or student who has been absent from school due to COVID-19 to isolate at home until they have met the CDC criteria to discontinue home isolation. This includes being symptom free, 3 days with no fever, and 10 days since symptoms first appeared.
- Any area used by any individual suspected of being infected with the virus that causes COVID-19 will be closed off. After a 24 hours waiting period, the area will be cleaned and disinfected.
- We will refer to the following Butte County Public Health Flowcharts.

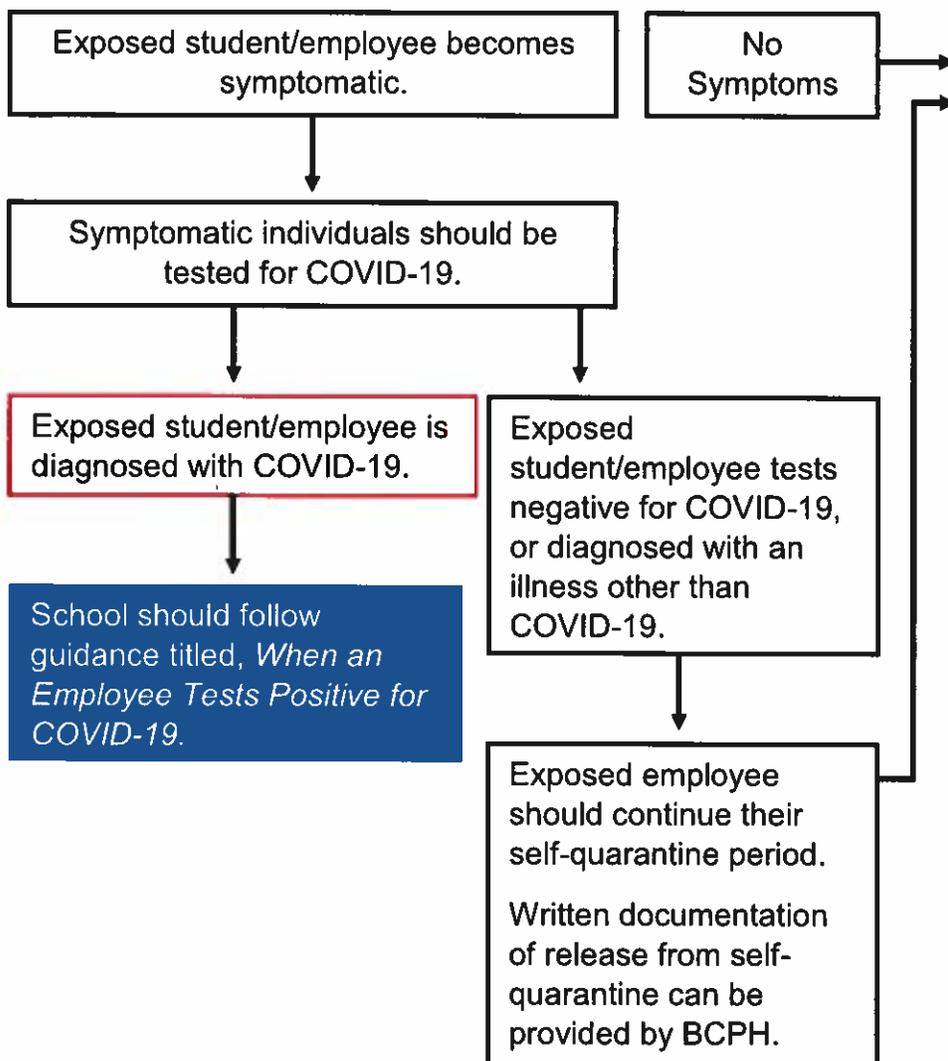
Close Contacts to a Lab-confirmed COVID-19 Case

Butte County Public Health will provide follow up to close contacts. Close contact is defined as being within 6 feet of a person during their infectious period for 15 minutes or longer. This can occur 2 days before symptoms appear or the positive test is collected, and during the first 10 days from symptom onset or the positive COVID-19 test.

BCPH will monitor Student/Employee for symptoms during their quarantine period. It is recommended that all those in quarantine get tested for COVID-19 on day 3 to 5 and day 14 of their quarantine period.

Allow exposed student/employee to learn/work remotely during self-quarantine if able to from home.

Allow exposed student/employee to return to school 14 days after their last exposure to the person who tested positive as long as they remain asymptomatic.



Based on the CDC's [Public Health Recommendations for Community-Related Exposure](https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html),
<https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>

Legend

School
BCPH
Individual

When a Student/Employee Tests Positive for COVID-19

In most cases, the Infected Student/Employee will notify the employer of a positive test result. If so, notify Butte County Public Health, 530.552.3050.

In some cases, Butte County Public Health (BCPH) will be the first to notify a School that a student/employee tested positive.

If the Infected Student/Employee is at home, instruct to stay home.
If Infected Employee is at school, send home immediately.
If Infected Student is at school, mask and isolate until parent/guardian arrives.

BCPH will determine whether the Infected Student/Employee had prolonged direct contact (within 6 feet for more than 15 minutes) with other students/employees during the two days before symptoms first started or since the case tested positive.

BCPH and school will assess full or partial closure of the school based on employee/student close contact during infectious period and physical presence on campus.

In conjunction with BCPH, the school will identify students and employees who may have had close contact with the Infected Student/Employee and the last date of exposure.

School performs assessment of facility and arranges for thorough cleaning and disinfecting of areas where the Infected Student/Employee was present while infectious. (BCPH may provide

BCPH will work with the school to notify all close contacts of Infected Employee.

School may allow Infected Student/Employee to learn/work remotely if they are well enough and are able to do so from home.

Infected Students/Employees should not return to work until meeting criteria (see page 3 Returning to Work). BCPH will determine when the Infected Student/Employee is released from isolation.

Written documentation of release from isolation can be provided by BCPH.



Based on the CDC's [Cleaning and Disinfecting](https://www.cdc.gov/coronavirus/2019-ncov/hcp/cleaning-disinfecting), and [Discontinuation of Home Isolation](https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html)
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html>

Legend

School

BCPH

Collaboration

Returning to School after Testing Positive for COVID-19

Infected Students/Employees who have been diagnosed with COVID-19 may not return to work until they meet the CDC criteria for discontinuation of isolation. Butte County Public Health (BCPH) will utilize the following Symptom/Time based strategy.

BCPH determines if the patient had symptoms consistent with a COVID-19 infection regardless if it is before or after testing.

No Symptoms

At least 10 days have passed since positive test result.

AND

No symptoms have developed since positive test result.

NOTE: Positive results after 10 days do not necessarily mean that the Infected Student/Employee is still infectious to others. There are reports of patients having positive tests for weeks and months after no longer being infectious.

BCPH will determine when the Infected Student/Employee is released from Isolation.

Written documentation of release from isolation can be provided by BCPH.

Symptoms

At least 10 days have passed since symptom onset, (or from the testing date if asymptomatic.).

AND

Infected Student/Employee must have no fever (without the use of fever-reducing medication) for 24 hours.

AND

Infected Student/Employee's symptoms have improved.

Recovered Student/Employee may return to work.

Student/Employee should follow all recommendations by their healthcare provider and BCPH (if any), maintain good hygiene practices, and continue to self-monitor for any symptoms.



Based on the CDC's [Cleaning and Disinfecting](https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html), and [Discontinuation of Home Isolation](https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html)
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/return-to-work.html>

Legend

School

BCPH

Individual

Triggers for Switching Back to Online Learning

According to the California Department of Public Health, "Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and the current guidance from the Local Health Officer. School closure will occur when there are multiple cases in multiple cohorts or when at least 5 percent of the total number of teachers/students/staff have cases within a 14 day period."

Currently, we may reopen after 14 days and the following have occurred:

- Thorough cleaning and disinfecting of the campus
- Consultation with the local public health department

Communication Plans

- We have designated our school Administrator, Kathy Dahlgren, as the liaison responsible for responding to COVID-19 concerns. The Administrator will be trained to coordinate the documentation and tracking of possible exposure, in order to notify local health officials, staff and families in a prompt and responsible manner.
- We will notify local health officials immediately of any positive case of COVID19, and exposed staff and families as relevant while maintaining confidentiality as required by state and federal laws.
- Student and staff absenteeism will be monitored.
- The school will make phone calls and use the email/text messaging system set up in School Wise to communicate with staff and families regarding potential school exposures, closures or changes to our schedule.
- We will provide guidance to both parents and staff reminding them of the importance of community physical distancing measures while not on campus.
- Maintain communication systems with the local public health department that allow staff and families to self-report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.