



## **COVID-19 School Site-Specific Protection Plan**

### **Grass Valley Little Learners**

#### **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) incorporates past and current Nevada County Public Health Orders and requirements, in addition to updated guidance from the Centers for Disease Control & Prevention, the California Department of Public Health, the California Department of Education. It has been modified to meet specific guidance 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 Nevada County public health policies. The State of California requires all businesses (including 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.



# Grass Valley School District

School or District Site Name
<b>Grass Valley Little Learners</b>
Facility Address
<b>225 South Auburn St., Grass Valley CA 95945</b>
This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:
<b>August 10, 2020</b>
The person(s) responsible for implementation of this Plan is:
Name:
<b>Carol Viola</b>
<b>Nancy Jokkel</b>
Title:
<b>District Administrator</b>
<b>Site Supervisor</b>
I, <b>Carol Viola and Nancy Jokkel</b> , certify that all staff and parents have been provided a copy of this SSPP and that staff have received training as required and described in this SSPP.

Name:

*CAROL VIOLA*

Signature:

*Carol Viola*

## Specific Control Measures and Screenings

- 1. All activities are consistent with and will adjust to changing applicable state and local Public Health orders. **Yes!**
- Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment. Describe below:  
**Staff have received training on the health and safety measures recommended by state and county guidance for re-opening schools. The Director reviews these protocols with staff on a regular basis through the use of signage in common areas and verbal reminders during the workday via in person conversations. All staff have daily access to face coverings and other necessary protective equipment, as recommended by state and local public health officials. Preschool students will be required to wash hands upon arriving at school, after each transition and throughout the day. Face coverings will be recommended and available for preschool students.**  
  
**Handwashing signs are posted in all bathrooms, the kitchen, and classroom sink. Signs are posted requiring face coverings in our environment.**  
**Hand sanitizer and disposable protective gloves are available.**
- 2. Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols. Describe below:  
**Online training on health and safety measures was provided to all staff at the beginning of their return to work. The Director ensures and documents that all staff successfully completed their training. Further, the district nurse is available to answer questions and work with staff who need further clarification on these practices and protocols.**



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6. Staff and students who are sick are expected to stay home. **Yes**
7. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including testing for staff at the beginning of the school year, and then no less than once every two months. This may include testing of students with appropriate parental permissions obtained in advance. **Yes**
8. Protocols, actions and template communications are in place for the following COVID-19 related scenarios (link: [Nevada County Public Health Protocols & Communication Templates](#) for each scenario):
- 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.
  - A family member or someone in close contact with a student or staff member test positive for COVID-19.
  - A student or staff member tests positive for COVID-19.
  - A student or staff member tests negative for COVID-19 after any of the reasons scenarios a, b or c.
- Describe below:  
**We will be following the Nevada County Public Health COVID-19 Exposure Guide for Schools.**
9. Where practicable, physical distancing of six feet is maintained between adults and students; four to six feet distance is permissible between students within a classroom or instructional area where requirements herein are in practice. **Yes**
10. For elementary, 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. **N/A**
11. 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. Describe below: **N/A**
12. Where practicable, desks are arranged facing forward to minimize face to face proximity between students. **N/A**
13. School staff are 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. Describe below:  
**Our preschool classroom will always have the same cohort teaching staff each day. If an essential visitor needs to be in the classroom then the Site Supervisor will sign them in after doing a temperature check and health screening. A written record who visited and provided instruction will be kept in each classroom.**
14. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. Describe below:  
**Preschool children must be signed in and out each day by their parents. This will be done each day outside. Parents and students will follow signs and arrow entering and exiting the side yard one way. Proper social distancing between 4 to 6 feet apart will be observed.**
15. Schedules for arrivals, recess and lunch will be strategically coordinated to prevent mixing of classroom cohorts. Describe below:  
**The preschoolers will be divided into 3 groups for arrival and departure with a 10 minute window between groups. These groups will have recess, lunch and naps together.**

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.

**Yes**



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Types of protective equipment provided to employees at this school/office location include:

Mask  
 Shields  
 Disposable Gloves  
 Hands Free Hand Sanitizer Dispenser

Additional control measures you are implementing at this school/office include:

## Cleaning and Disinfecting Protocols

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



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## Physical Distancing Guidelines

<input checked="" type="checkbox"/> Staff breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.	<input checked="" type="checkbox"/> 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.
<input checked="" type="checkbox"/> Where practicable, physical distancing of five to six feet is maintained to the greatest extent possible and distancing may be permissible down to four feet within a classroom or instructional area where requirements herein are in practice;	<input checked="" type="checkbox"/> All desks or individual workstations within office settings are separated by at least six feet or employees otherwise maintain six feet if workspace is limited.
<input checked="" type="checkbox"/> Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable;	<input checked="" type="checkbox"/> The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort;

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

<input checked="" type="checkbox"/> County of Nevada Public Health is notified of all positive COVID-19 cases.	<input checked="" type="checkbox"/> Employers and employees are aware that they can call Ne Public Health if a suspected exposure has occurred at <del>415-473-7191</del> <b>269-1450</b>
<input checked="" type="checkbox"/> If an student or staff member is diagnosed with COVID-19, Marin County Public Health will provide assistance in the assessment of potential worksite exposures, and any recommended testing, quarantine, or isolation instructions.	<input checked="" type="checkbox"/> Protocols, actions and template communications are in place for COVID-19 related scenarios (link: <a href="#">Nevada County Public Health Protocols &amp; Communication Templates</a> )

## Training

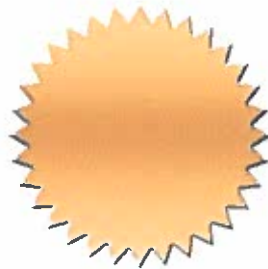
Staff have been trained on the following topics:

<input checked="" type="checkbox"/> 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.	<input checked="" type="checkbox"/> Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.
<input checked="" type="checkbox"/> Self-screening at home, including temperature and/or symptom checks using CDC guidelines.	<input checked="" type="checkbox"/> The importance of physical distancing, both at work and off work time (see Physical Distancing section above).
<input checked="" type="checkbox"/> The importance of not coming to work if employees have a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, or if they or someone they live with have been diagnosed with COVID-19.	<input checked="" type="checkbox"/> Proper use of face coverings, including <b>Face shields and face masks</b>
<input checked="" 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 CDC's webpage.	<input checked="" type="checkbox"/> Face coverings do not protect the wearer and are not personal protective equipment (PPE).



**School Site-Specific  
Protection Plan**

**Certificate of Completion**



Grass Valley Little Learners Preschool  
August 10, 2020

**has completed the School Site-Specific Protection Plan  
with current information related to COVID-19  
Protocols and Procedures. The full SSSPP is available  
for viewing or download here:**

**This certificate should be displayed in the site's main office and the full SSSPP should be available  
online at the above web address.**