



COVID-19 School Site-Specific Protection Plan

Our Kids' Place

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	
Our Kids' Place, GVSD	
Facility Address	
10846 Gilmore Way, Grass Valley, CA 95945	
This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:	
8/10/20	
The person(s) responsible for implementation of this Plan is:	
Name:	Title:
Kristen Bartel	Site Supervisor
Carol Viola	District Supervisor
I, Kristen Bartel and Carol Viola , 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.

2. 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 all preschool students.

Children and staff will wash hands thoroughly upon entering the classroom as well as after toileting, mealtimes, and transitioning from outdoor spaces. Face masks and face shields will be provided for all staff and children. Disposable masks will be made available to families/persons entering the building. Touchless hand sanitizing units and hand sanitizer and cleaning wipes are provided outside of the front door and in the main lobby, as well as offices for staff. Social distancing decals will be placed 6ft apart in the lobby area and outside to maintain appropriate distance during pick-up and drop-off times.



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7. Staff and students who are sick are expected to stay home.



8. 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.



9. 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.



10. 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.



11. 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.



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. Describe below: Preschool, N/A



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



14. 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 of who visits or instructs will be kept in each classroom.



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

Room 1 and Room 2 at OKP campus have separate classrooms with separate doors for each cohort to exit and enter to and from outdoor spaces.



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

Times will be staggered for each cohort group to share outside spaces, as to not cross groups. Cleaning and sanitation protocols will be implemented after each group use of shared outdoor spaces. Room 1 and Room 2 cohorts will continue to implement staggered drop-off



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17. Congregate movement through hallways will be minimized as much as practicable. Describe below:

N/A- Hallways not present on OKP campus. Children line up outside when transitioning in or out of the classroom, and do not cross cohorts when doing so.



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



19. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Describe below:

Outdoor areas will be utilized as instructional space when applicable. Cohort groups will maintain a staggered schedule when sharing spaces, with proper sanitation protocols implemented in between.



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.



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.



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

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

Children and staff will continue to wash hands thoroughly upon entering the classroom, after transitioning from outdoor spaces, before and after mealtimes, after all toileting/bathroom use, and before and after activities where applicable, and when/if hands become soiled at any point during the day.



24. All staff as well as all students TK-12th grade are required to wear face coverings while in the classroom and on campus, unless there is a medical or behavioral contraindication.



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.

Clear face shields will be provided to both children (recommended) and staff.



26. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials



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- 27. Sharing of electronic devices, clothing, books and other games or learning aides will be avoided as much as practicable.
- 28. Use of privacy boards or clear screens will be considered as much as practicable.
- 29. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.
- 30. This School Site-Specific Protection Plan outlining the above measures is completed, posted and shared with all stakeholders and updated as state and local Public Health guidance dictates.



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

Fill in the fields below with the schedule for how often each area is disinfected.

Mark N/A for all that do not apply to your specific worksite and add any that are missing to "Other"

Classrooms: Morning, afternoon, closing, throughout the day when and where applicable	Offices: Daily, after use
Restrooms: Daily	Telephones: After use
Handrails / door handles / shelving: Daily	Handwashing facilities: Daily
Copy Machines / Scanners / Faxes: Daily, after use	Common Areas: Daily
Playground Structures: Once daily as needed however students will also be instructed to wash their hands before and after using	Outdoor Common Areas: Before and after use
Indoor Common Areas: Daily	Other:
Other:	Other:

Description of specific operational procedures being implemented to ensure there is adequate time for cleaning/disinfecting:
 Staff shifts start a minimum of 45 mins prior to the arrival of children, and end an hour after children departure, ensuring ample cleaning time. Extra staff on hand to clean and disinfect areas after use and in between cohort use. Cleaning procedures for preschool classrooms will continue to be worked in to our daily schedules.

Additional measures that have been taken at this school or office site:
 Installation of touchless hand sanitizing stations both inside and outside of main entrance/front door. Soft/fabric items inside of classrooms such as play clothes, pillows, puppets, etc. have been removed or replaced with items that can be easily wiped/disinfected.

<input checked="" type="checkbox"/> The vulnerability of older adults and people with chronic medical conditions, and the need to practice particular caution to protect these groups.	<input checked="" type="checkbox"/> Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.
<input checked="" type="checkbox"/> The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% ethanol or 70% isopropanol when employees cannot get to a sink or handwashing station, per CDC guidelines).	<input checked="" type="checkbox"/> The importance of washing and/or sanitizing hands before and after using or adjusting face coverings.
<input checked="" type="checkbox"/> Face coverings to be washed after each shift.	<input checked="" type="checkbox"/> Avoid touching eyes, nose, and mouth.

<p>Other school or office site training measures being taken:</p> <p>Met with Public Health Nurse, Kathy Kestler, to further go over health and safety protocols.</p>
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Compliance and Documentation

<input checked="" type="checkbox"/> This school site / office is regularly inspected for compliance with this School Site-Specific Protection Plan (SSPP) and any deficiencies are documented and corrected.
<input checked="" type="checkbox"/> All school sites and offices operations will continue to be accessible to students and staff with disabilities, complying with the Americans with Disabilities Act, Title III which covers private business entities.
<input checked="" type="checkbox"/> This school site has created a Task Force to support SSSPP activities. This group meets regularly.

Resource Documents:

- [July 14, 2020 Nevada County Public Health Guided Return to Site-Based Classroom Instruction](#)
- [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](#)

Site Specific Documents: