



# Safe Schools Reopening Plan 2020-2021



[www.lancsd.org](http://www.lancsd.org)

April 2021 Update

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This document was updated in April 2021. The school district partners with local, regional, state and federal agencies to make decisions about school openings, distance learning and safety protocols. Some information in this document may be subject to change due to the evolving pandemic situation. To find ongoing updates on Lancaster SD’s coronavirus response measures, visit [www.lancsd.org](http://www.lancsd.org).



## A Message from the Superintendent

Michele Bowers, Ed.D.

Dear Lancaster School District Community,

It has been a long journey since schools closed in March 2020 and I know that these past few months have been different and challenging in many ways. We have greatly missed having our students on campus and have worked hard to prepare for their safe return. As we reopen, I recognize that you may have questions about school safety improvements and protocols, that's understandable. I am hopeful that this plan will provide some clarity and answers about where we are and where we're headed.

Our Safe Schools Reopening Plan reflects our ongoing commitment to providing our students a high quality, rigorous instructional program while ensuring a safe environment for students, staff and the community. To this end, we have worked closely with our educators and support staff to prepare the best possible learning options for our students while keeping safety as our top priority. Our Plan strives to achieve three important primary objectives during this unprecedented time:

- ***Protect the health and safety of our entire school community:***  
Establish and adhere to health and safety protocols and procedures that meet or exceed County Department of Public Health recommendations.
- ***Provide supplemental resources and support to meet the needs of our families:***  
Offer our free breakfast and lunch program that provides meals Monday-Sunday. Ensure access to resources to support social, emotional, and mental health needs.
- ***Design a strong and rich educational program that provides options, resources, and targeted support to meet the learning needs of all students:***  
Develop engaging distance learning and in-person models. Aggressively identify and address learning loss. Offer extended learning opportunities.

Throughout the Coronavirus pandemic, our actions have aligned with guidance provided by the Los Angeles County Department of Public Health for K-12 Schools and Los Angeles County Office of Education. As we reopen schools, it is critical that we continue to work together and important that we all follow the safety protocols and procedures outlined in this plan to help reduce risk of spread of the virus. While it is clear there is no single action that will completely eliminate the risk of spread, we know that if we all do our part, we can create a safe and healthy learning environment for everyone.

Thank you for your hard work and continued support. By working together, we can, and will, safely return our students to learning in their schools and classrooms.



## Health and Safety Protocols

The health and safety of our students, staff and families is of the utmost importance. When students return for in-person instruction, schools will look much different due to new health and safety measures. This plan to reopen schools is based on current guidance from public health officials and state agencies and will be updated as the situation evolves.

### Supplies & Protective Equipment

The following items are being set up at each school site:

- Directional walkways where appropriate
- Messaging signs and floor stickers to reinforce social distancing
- Hand sanitizer at entry points, common areas, and every classroom
- Maximum Occupancy signs based on social distancing requirements
- Best practices posters

The following items are being sent to schools based upon student enrollment and staff numbers:

- Cloth mask - child
- Cloth mask - adult
- Face shields for selected staff (to be worn with face covering)
- Face shield with drape - adult for selected staff
- Face shield with drape - child for selected students
- Disposable mask - child
- Disposable mask - adult
- Medical grade masks for selected staff
- Medical grade masks for ill students
- Hand sanitizer
- Disposable gloves for selected staff
- Gowns for selected staff
- Contactless thermometers (at least one per entry point)

### Daily Pre-Screening for Symptoms at Home

Parents are required to monitor temperatures and symptoms daily before going to school. Please check daily for the following symptoms:

- Fever of 100.4°F or higher
- New cough or cough different from baseline
- Vomiting
- Diarrhea

### Students and Families

- Students and adults experiencing symptoms listed MUST not attend school. This includes anyone with a fever of 100.4°F or higher.
- Student absences related to personal illness, quarantine and COVID-19 illness or symptoms will be excused.
- Students seeking testing due to exposure or symptoms of illness MUST stay home until they receive their results.
- Families should contact the school attendance office about their child's absence.



## Staff

- Staff members are required to have their temperatures taken and complete the ParentLocker questionnaire prior to arriving at work.
- Staff must contact their school administrators regarding their absences.
- Staff seeking testing due to exposure or symptoms of illness **MUST** stay home until they receive their results.

## Face Covering & Personal Protective Equipment

In accordance with the California Department of Public Health's (CDPH) Guidance, students and staff are expected to wear face coverings. Students must use face coverings:

- While in the classroom
- While waiting to enter campus
- While on school grounds (except when eating or drinking)
- While entering and exiting school
- While on the bus, as tolerable by student

Personal Protective Equipment (PPE) will be made available to staff and students, but it is highly encouraged for staff and students to bring their own face covering. Personal face coverings will be allowed in compliance with dress code policies.

- Identified teachers and staff members will receive a reusable face shield.
- Gloves are not recommended for use by students or staff, with the exception of those conducting cleaning, first aid/medical procedures or food service.

Age	Face Covering Requirement
Under 2 years old	No
2 years old–2nd grade	Yes, under supervision, unless exempt
3rd grade–High School	Yes, unless exempt

## Arrival at School

- Students and staff members will be required to wear face coverings and will be health screened upon arrival. Screening will include a contactless temperature check and proof of completion of ParentLocker screening questions upon arrival. ([Lancastersd.parentlocker.com](http://Lancastersd.parentlocker.com))
- School sites will designate routes and specific locations for entry and exit in order to limit direct contact with others.
- School sites will have signage throughout campus to remind students and staff about wearing face coverings, social distancing, and hand washing.
- Parents and visitors will have limited access to school campuses until further notice.





### Other Safety Considerations

- Staff members will complete training about COVID-19 protocols.
- Common high touch surfaces will be cleaned regularly (e.g. countertops, door handles, restrooms, student desks, student chairs).
- Staff and students will be expected to wash their hands regularly.
- Schools will limit sharing of supplies between students to the extent possible and encourage students to take home personal items for cleaning daily.
- Playground equipment, if used, will be regularly inspected and cleaned for student use.

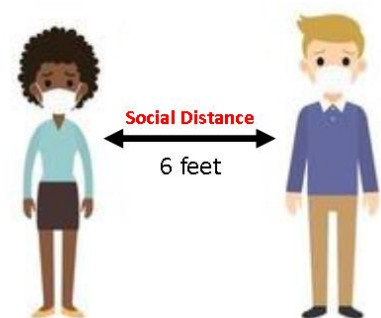
### Isolation Rooms

- Every campus will have a designated isolation room for sick students when schools reopen.
- The isolation room will be staffed with designated trained staff.
- A HEPA filter air purifier is utilized in each isolation room.
- Isolation room staff will wear appropriate PPE such as a gown, medical grade mask, face shield and disposable gloves.
- If a student is found to have COVID-19 symptoms when entering campus or during the school day, he/she will be sent to the isolation room.
- The staff member in the isolation room will contact the parent/guardian to come pick-up the student right away.

### Implementing Social Distancing

Social distancing will limit the spread of the virus. Schools will adhere to the following strategies to maintain social distancing as much as possible:

- Minimize contact at school between students, staff, families and the community at the beginning and end of the school day. Unnecessary contact between adults will be minimized at all times.
- During regular school hours, school sites will restrict non-essential visitors, volunteers, and activities involving groups. School community members are asked to call the school office for routine business rather than visiting. Appointments will be available for essential non-routine school business.
- Minimize movement of students and teachers or staff as much as practicable.
- Eliminate large gatherings such as assemblies, award ceremonies, and performances and implement virtual events for families instead of on-campus gatherings for widely attended events such as Back-to-School Night.





- Routes will be designated to reduce face-to-face contact and provide directionality at entry, exit and other transition times.
- Staggered schedules for restroom breaks and hand washing.
- Modifications to instructional schedules, protocols to reduce the concentration of students and build stable cohorts.
- Grab and Go meals will continue to be served on Tuesdays, Thursdays, and Fridays as a curbside or walk-up service. Students do not need to be present. Please visit [lancasterchildnutrition.com](http://lancasterchildnutrition.com) for more information.
- Hold play activities in separate areas designated by class.
- Each campus will have a designated isolation room to hold students who show symptoms while at school.

### Inside Classrooms

- Classroom space will be arranged to remove nonessential furniture, allowing maximum space for students and staff.
- Student desks will be spaced at least six feet from the teacher's desk and from each other.



## COVID-19 Testing and Reporting

### COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH

#### Close Contact

A close contact is defined as a person who is less than 6 feet from a case for more than 15 minutes.

#### Cohort

A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.



#### Action Guidelines

**Student or staff with COVID-19 Symptoms** (e.g., fever, cough, loss of taste or smell, difficulty breathing, chills, muscle pain, sore throat, nausea, vomiting or diarrhea):

- Students with symptoms will be placed in the school isolation room while awaiting pick-up.
- Staff with symptoms will immediately be released to go home to isolate.
- Recommend COVID-19 Testing
- Persons with symptoms of COVID-19 must remain isolated until:
  - At least **10 days** have passed since symptom first appeared; AND
  - At least **24 hours** have passed since resolution of fever without the use of fever-reducing medications; AND
  - Other symptoms have improved.
- No communication is sent to classrooms or the school community if there were no “close contacts” identified.

These action guidelines may change in accordance with recommendations from CDPH and the local county health officer.

#### Staff or student with close contact or cohabiting with a confirmed COVID-19 case

- Students will be placed in the school isolation room while awaiting pick-up.
- Staff will immediately be released to go home to isolate.
- Quarantine for 14 days from last exposure.
- Recommend COVID-19 testing.
- Any student(s) or staff who have had close contact with an individual who has a laboratory-confirmed positive test result are instructed to return home to self-quarantine as required by the Health Officer Order of July 23, 2020.
- Students and employees that are identified to have an exposure to the case are notified by the site through a letter or other communication strategies.

#### Staff or student with confirmed COVID-19 infection

- Notify the Los Angeles County Department of Public Health for >2 cases or as needed.





- Persons with COVID-19 who are **symptomatic** may discontinue isolation when:
  - At least **10 days** have passed since symptom onset; AND
  - At least **24 hours** have passed since resolution of fever without the use of fever-reducing medications; AND
  - Other symptoms have improved.
- Persons with COVID-19 who are **asymptomatic** may discontinue isolation when:
  - At least **10 days** have passed since the date of the first positive COVID-19 test.
- Identify close contacts, quarantine, and exclude exposed contacts; may be entire cohort for 14 days after the last date the case was present at school while infectious.
- Recommend testing of contacts, prioritize symptomatic contacts.
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- Students and employees that are identified to have an exposure to the case are notified by the site through a letter or other communication strategies.

### Staff or student tests negative after symptoms

- Staff or student may return to school once they are fever free for 24 hours without fever reducing medication and symptoms have improved and with proof of a negative COVID test.
- School/classroom remains open.

### Criteria for closing a school

The California Department of Public Health recommends individual school closure based on the number of cases, the percentage of the teacher/student/staff population that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teacher/student/ staff cases are within a 14-day period, depending on the size and physical layout of the school.

The Local Health Officer from the Los Angeles County Department of Public Health may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

### Reopening a school after closure for in-person learning

Schools may typically reopen after the following has occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

### Criteria for closing a school district

The California Department of Public Health recommends that a superintendent should close a school district if 25 percent or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local health department.



## **Reopening a school district after closure for in-person learning**

Districts may typically reopen in consultation with the local health department.



## Facility Cleaning and Disinfection Protocols

The safety of employees and students of the Lancaster School District is our first priority. Prior to students and employees returning, all schools have been deep cleaned and completely disinfected. Lancaster SD will continue to follow all necessary safety precautions. In addition to the deep cleaning of all offices and classrooms, the cleaning steps outlined below will be followed on a routine basis:

**Cleaning** is the physical process of removing dirt, germs, viruses and bacteria, typically using soap and water. While cleaning doesn't necessarily kill germs, by removing them from surfaces and objects, including hands, the risk of spreading infection is reduced.

**Disinfecting** uses chemicals to kill germs. While disinfecting doesn't necessarily clean dirty surfaces or remove germs, it kills germs and can lower the risk of spreading infection.

### Daily Cleaning and Disinfection of the following surfaces/areas

- Horizontal and high touch surfaces
- Door handles
- Handrails
- Restrooms
- Light switches
- Common areas
- Child Nutrition Services areas



### Daily Cleaning

- Classrooms
- Offices
- Hallways

### Handwashing

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19.

- Wash hands thoroughly with soap and water for at least 20 seconds.
- Thoroughly dry hands.

### Drinking Stations

Water fountains have been turned off to prevent the spread of COVID-19. Students are encouraged to bring their own reusable water bottles and to use environmentally friendly alternatives to disposable water bottles. Sinks are available to refill water bottles.





### Indoor Air Quality

Lancaster SD is ensuring that proper preventive maintenance is being performed on all heating and air conditioning units and is changing filters on a regular basis.

- The Center for Disease Control recommends increasing air filtration as high as possible (target MERV 13) without diminishing air flow and enforcing the existing or revised indoor air quality plan.
- Maximize the introduction of fresh air into work spaces and classrooms with respect to outdoor weather conditions and HVAC system operations. HVAC systems have been modified to run 2 hours before the start of school and 2 hours after the school is closed for the day.
- Every classroom will be equipped with a HEPA filtration device appropriately sized for a classroom.

## Current State and County Department of Public Health Guidance

The California Department of Public Health released a new health equity metric that went into effect October 6, 2020 and impacts a county's ability to move between tiers. Purple, or Tier 1, indicates that the virus is widespread in the county — with more than seven cases per 100,000 residents reported positive over seven days. Red (Tier 2) indicates “substantial” spread of the virus, while orange (Tier 3) indicates “moderate” spread and yellow (Tier 4) indicates “minimal” spread of the virus in the county. If one of the two metrics is higher than the other, the state will assign the county to the color associated with the highest rating.

The pandemic in California has not affected all communities equally. Forty percent of COVID cases and deaths occur in our lowest Healthy Places Index\* quartile (Vaccine Equity Quartile). California believes that equitable vaccine administration is a crucial tool to safely and effectively increase economic activity. By proactively preventing transmission and protecting the most hard hit and vulnerable groups, we have a better chance of moving through the pandemic as a state. As of March 4, 2021, the Blueprint for a Safer Economy has been updated to reflect full swing vaccination efforts in California with the goal of achieving community immunity.

Modifications to the Blueprint will primarily include two approaches: (1) shifting the tier threshold to higher case rates per 100K population per day based on meeting vaccination thresholds within Vaccine Equity Quartile communities and; (2) changing certain sector specific guidance and issuing new sector guidance to incorporate learnings from the last year about how the virus spreads.

**Current threshold:** More than 2,000,000 doses have been administered to persons living in the Vaccine Equity Quartile (assessed statewide).

WIDESPREAD	SUBSTANTIAL	MODERATE	MINIMAL
<ul style="list-style-type: none"> <li>• More than 10.0 daily new cases (per 100k)*</li> <li>• More than 8.0% positive test for entire county**</li> </ul>	<ul style="list-style-type: none"> <li>• 4.0 – 10.0 daily new cases (per 100k)*</li> <li>• 5.0 – 8.0% positive tests for entire county**</li> <li>• Less than 8.1% positive tests for health equity quartile**</li> </ul>	<ul style="list-style-type: none"> <li>• 1.0 – 3.9 daily new cases (per 100k)*</li> <li>• 2.0 – 4.9% positive tests for entire county**</li> <li>• Less than 5.3% positive tests for health equity quartile**</li> </ul>	<ul style="list-style-type: none"> <li>• Less than 1.0 daily new case (per 100k)*</li> <li>• Less than 2.0% positive tests for entire county**</li> <li>• Less than 2.2% positive tests for health equity quartile**</li> </ul>





**Future threshold:** More than 4,000,000 doses have been administered to persons living in the Vaccine Equity Quartile (assessed statewide).

WIDESPREAD	SUBSTANTIAL	MODERATE	MINIMAL
<ul style="list-style-type: none"> <li>• More than 10.0 daily new cases (per 100k)*</li> <li>• More than 8.0% positive test for entire county**</li> </ul>	<ul style="list-style-type: none"> <li>• 6.0 – 10.0 daily new cases (per 100k)*</li> <li>• 5.0 – 8.0% positive tests for entire county**</li> <li>• Less than 8.1% positive tests for health equity quartile**</li> </ul>	<ul style="list-style-type: none"> <li>• 2.0 – 5.9 daily new cases (per 100k)*</li> <li>• 2.0 – 4.9% positive tests for entire county**</li> <li>• Less than 5.3% positive tests for health equity quartile**</li> </ul>	<ul style="list-style-type: none"> <li>• Less than 2.0 daily new cases (per 100k*)</li> <li>• Less than 2.0% positive tests for entire county**</li> <li>• Less than 2.2% positive tests for health equity quartile**</li> </ul>

## Instructional Programs

Quality instruction and a commitment to equity for all students continues to be a focus for Lancaster SD educational programs. We know that the needs of our students and families vary, which is why we may provide a variety of instructional program models for the 2020-21 school year. Potential instructional programs include the following models:

### Hybrid Learning

In a hybrid learning environment, students come to campus for part of their school day or week and learn from home for the other part of their school day or week. Google Classroom will be used by teachers to provide additional content delivery or skill-practice opportunities.

### Distance Learning (All Online/All Virtual)

In the event that state, county and local health guidelines restrict students from returning to campus for the hybrid learning model, students will participate in distance learning. Students will use the Google Classroom following the schedule for their grade level and taught by their regularly assigned teacher(s). Lancaster SD has prioritized providing students with “live” or synchronous instruction, where teachers will be teaching in real-time via a video conferencing application. During the 2020-2021 school year families may choose to remain on Distance Learning even when hybrid learning is offered.

### Independent Study

Families can choose to have their student enroll in an independent study program. This packet-based option is a self-paced learning experience and requires submission of assigned work at regular intervals.

### Health and Safety Enhancements in Hybrid Learning Settings

In this setting, students will return to on-campus instruction with increased health and safety enhancements outlined in this document under Health and Safety Protocols. The enhancements include:

- Face covering and personal protective equipment protocols



- Health screenings when arriving on campus using ParentLocker
- Increased cleaning and sanitization protocols
- Social distancing protocols
- Designated supplies and protective equipment for students, staff and facilities
- Student desks physically distanced
- Removal of non-essential classroom furniture



### Schedule for Student Return to school

Week of	Grade/Program
<b>April 5<sup>th</sup></b>	Transitional kindergarten & kindergarten
<b>April 12<sup>th</sup></b>	General education 1 <sup>st</sup> & 2 <sup>nd</sup> grades SDC grades 1-6 (elementary & middle)*
<b>April 19<sup>th</sup></b>	General education 3-6 <sup>th</sup> grades (elementary & middle)
<b>TBD</b>	7 <sup>th</sup> & 8 <sup>th</sup> grades

\*All students in middle school SDC combination classes (6<sup>th</sup>/7<sup>th</sup> or 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup>) will return to in-person learning.



## Elementary School Models and Schedules

### Hybrid Model – TK-6<sup>th</sup> Grade Elementary & SDC Schedule

In-Person AM/Distance Learning PM		Distance Learning AM/In-Person PM	
<b>8:00-8:20</b>	Arrival/Screening	<b>8:00-11:00</b>	Work at home – assignments will be provided by teachers through Google Classroom.
<b>8:20-10:50</b>	Classroom Instruction	<b>11:00-11:55</b>	Lunch at Home
<b>10:50-11:00</b>	Dismissal	<b>11:55-12:15</b>	Arrival/Screening
<b>11:00-11:55</b>	Lunch at Home	<b>12:15-2:45</b>	Classroom Instruction
<b>11:55-2:55</b>	Work at home – assignments will be provided by teachers through Google Classroom	<b>2:45-2:55</b>	Dismissal



**Distance Learning Model – Regular Day**

<b>Transitional Kindergarten &amp; Kindergarten</b>		<b>Grades 1-6</b>	
<b>8:00-9:50</b>	<ul style="list-style-type: none"> <li>• Morning Group Live Synchronous Instruction</li> <li>• Afternoon Asynchronous Work (60 minutes)</li> </ul>	<b>8:00-10:05</b>	<ul style="list-style-type: none"> <li>• Morning Group Live Synchronous Instruction</li> <li>• Afternoon Asynchronous Work (100 minutes)</li> </ul>
<b>9:50-11:00</b>	Morning Group Intervention Block	<b>10:05-11:00</b>	Morning Group Intervention Block
<b>11:00-11:50</b>	Lunch at Home	<b>11:00-11:55</b>	Lunch at Home
<b>11:50-1:45</b>	<ul style="list-style-type: none"> <li>• Afternoon Group Live Synchronous Instruction</li> <li>• Morning Asynchronous Work (60 minutes)</li> </ul>	<b>12:15-2:45</b>	<ul style="list-style-type: none"> <li>• Afternoon Group Live Synchronous Instruction</li> <li>• Morning Asynchronous Work (100 minutes)</li> </ul>
<b>1:45-2:55</b>	Afternoon Group Intervention Block	<b>2:45-2:55</b>	Afternoon Group Intervention Block



**Distance Learning Model – Minimum Day (9/22, 12/18, 6/3)**

<b>Transitional Kindergarten &amp; Kindergarten</b>		<b>Grades 1-6</b>	
<b>8:00-9:50</b>	Morning Group Live Synchronous Instruction	<b>8:00-10:05</b>	Morning Group Live Synchronous Instruction
<b>9:50-10:15</b>	Break	<b>10:05-10:15</b>	Break
<b>10:15-12:05</b>	Afternoon Group Live Synchronous Instruction	<b>10:15-12:20</b>	Afternoon Group Live Synchronous Instruction
<b>12:05</b>	Lunch	<b>12:20</b>	Lunch
	Independent work time		Independent work time





## Middle School Model and Schedule

### Distance Learning Model

Time	Period
8:00-8:35	1
8:40-9:15	2
9:20-9:55	3
10:00-10:35	4
10:40-11:15	5
11:20-11:55	6
12:00-12:35	7
12:40-1:15	8
1:15-1:35 Wednesdays	SEL (Tied to 8 <sup>th</sup> Period)
1:15-3:00 Monday, Tuesday, Thursday, Friday 1:35-3:00 Wednesday	Parent/Student Support Hours, Small Group Support

**Physical Education:** Every period will be split in half. Group A will check in at the start of the period, and Group B will check in at the second half. Teachers will take attendance and direct students to asynchronous (offline) assignments.

**Minimum Day (9/22, 12/18/, 6/3):** The school day ends after 8<sup>th</sup> period (no Parent/Student or small group support hours).



## Special Education

### Safety Considerations for Students with Disabilities

- Students with disabilities (SWD) will adhere to the guidelines previously outlined to maintain social distancing and follow safe practices as much as possible.
- Parents and guardians should consult with their health care provider for advice about mask options that will meet the needs of each student.
- Students who are deaf/hard of hearing will not be required to wear facial coverings, but will be required to wear a clear mask or face shield with drape.
- School personnel will work closely with families of students who are immunocompromised to discuss specific needs prior to returning to school.



### Considerations for Staff Working with Students with Disabilities

- Staff will be provided a face covering or clear shield which is most conducive to addressing specific student needs.
- IEP services will be delivered while adhering to CDPH guidelines by wearing facial coverings, and/or the use of Personal Protective Equipment (PPE), such as desk shields, social distancing, increased hand washing, and sanitizing to the greatest extent possible.
- All staff who work with students who require more hands-on services such as diapering, catheterization, feeding, etc. will utilize enhanced PPE.

### IEP Procedures

- “In-Person” IEP meetings will be determined in conjunction with public health guidelines. IEP meetings may also be held virtually.
- All special education timelines resume on the day school reopens.



### Assessments

- Assessment timelines resumed on September 1, 2020.
- In-person assessments (with PPE) will commence when allowable by the California Department of Education and public health officials.



## Mental Health and Social Emotional Well-Being

District and school staff are committed to supporting students' and families' social emotional wellness and offering resources to ensure that students transition back to school smoothly. Support may include social emotional learning, building relationships, community-building activities and mindfulness and movement breaks.

### School Counselors

School counselors are available at all schools. The district counseling website and each schools' counseling websites include videos and information related to social, physical, emotional and mental health for staff, students, and families. A digital referral is posted on each counselor's webpage for parents, school staff, and students to request counseling support. Virtual counseling groups are offered to students covering specific topics, including dealing with anxiety, depression, self-care, and social-emotional learning, etc. Counselors also offer grade level sessions that provide social interaction and activities to engage in social interaction with peers while distance learning. Counselors are available to consult with school staff regarding student mental health issues or social-emotional concerns.

Caregiver workshops are offered by the counseling team 2-3 times per month. Topics include addressing anxiety during distance learning, creating a Positive Behavior Interventions and Supports (PBIS) matrix for the home, internet safety, and many other topics.

Staff will have access to the school counselors and school psychologists if they have personal mental health or social-emotional concerns. Referrals to outside agencies for additional assistance will be provided as needed. The district counseling website and each schools' counseling websites include videos and information related to social, physical, emotional and mental health for staff to access.

Students, parents, and staff are able to call or email school counselors to receive crisis support or receive information about community agency services.

### Social-Emotional Learning (SEL)

SEL activities are available for teachers to use in their classrooms as a means of connecting with students and enabling students to connect with one another in order to create a safe, secure learning environment. Weekly Second Step/SEL lesson videos have been developed for each grade level. The classroom teacher will follow each lesson with discussion questions related to the video. As part of social-emotional learning lessons, students will learn about how to behave responsibly and appropriately when engaged in learning. Behavioral expectations will be outlined by each school using matrices that are part of Positive Behavioral Interventions and Supports.

Counselors have delivered training to school staff on creating a trauma-informed classroom, which includes information about how trauma is manifested, how to address it, and how to mitigate the trauma response within the school setting.



## Appendix I: COVID-19 FAQs

### What do I do if my child is experiencing COVID-19 symptoms while at home?

If your child is experiencing COVID-19 symptoms, please keep them home and contact their health care provider. Please contact your school to report the absence. A COVID-19 related absence is excused.

### What if someone in our household tested positive for COVID-19?

If someone in your household tested positive for COVID-19 and is currently under quarantine or self-isolation, your child should follow the guidelines from the Los Angeles County Department of Public Health (LACDPH) regarding how long to remain at home and when to return to school.

### What happens if a student demonstrates COVID-19 symptoms while at school?

If a student becomes ill during the school day, the following steps will be taken:

- The student will be taken to an isolation area where temperature and symptoms will be evaluated. The student will remain in the isolation area until they are picked up by a parent or guardian.
- The school site will work with the school district COVID-19 response team to coordinate with LACDPH regarding the suspected case and all confirmed cases on site.

### What happens if a positive COVID-19 case occurs at a school?

For any positive COVID-19 case, the following protocol will be applied, in accordance with state and local laws and regulations. School administrators will notify the school district office designee with the following information:

- Name of person confirmed
- If known, date of potential exposure
- Date of test
- Last date on school site or district facility
- Names of individuals who had physical contact with an infected person or spent 15 minutes or more within six feet of distance

The school district office designee will coordinate a response with LACDPH. After receiving direction from LACDPH, the district designee will notify students, staff and families who have been potentially exposed to COVID-19 and provide health recommendations and guidance from LACDPH.

A positive COVID-19 case may lead a classroom, multiple classrooms or a school to return to distance learning for a period of time. Any closures will be determined by school district administration after consultations with LACDPH.

The classroom or impacted areas will receive extensive cleaning and sanitation following school district maintenance and operations guidelines.





### **How are others notified they were in contact with an individual who tested positive for COVID-19?**

The school district works with LACDPH to determine close contacts and low-risk contacts. Individuals identified by LACDPH are contacted and given information regarding how long individuals must quarantine, steps to mitigate contracting the coronavirus, and which symptoms are associated with the virus.

All Health Insurance Portability and Accountability Act (HIPAA) notifications and guidelines for privacy are followed.

For a more extensive list of frequently asked questions, please visit [www.lancsd.org](http://www.lancsd.org).



## Appendix II: COVID-19 “Now What” Flow Chart

Adapted from California School Nurses Organization: COVID-19 “Now What” Flow Chart

