

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) is based on the template Site-Specific Protection Plan provided by Humboldt County Office of Education and Humboldt County Public Health. They are also informed by the American Academy of Pediatrics "COVID-19 Planning Considerations: Guidance for School Re-entry." It incorporates past and current Humboldt County Public Health Orders and requirements, in addition to updated guidance from the Centers for Disease Control & Prevention, the California Department of Public Health and 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 Humboldt County public health policies. The State of California requires all 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. The HCOE website will post and disseminate [updated information and tools for you to use in developing any needed amendments.](#)

Guidance for Developing Your School's COVID-19 School Site-Specific Protection Plan (SSPP)

1. Perform a risk assessment and school site walkthrough of your campus and office spaces and use the protocols, guidance and best practices detailed in the [Public Health Guided Return to Site-Based Classroom Instruction](#) as a guide for conducting your assessment.
2. Use the template below to create your own SSPP by filling in the required details, based on your individual school site/school or district office, to mitigate the transmission of COVID-19, along with the accompanying guidance from Humboldt County Public Health.
3. To assist you in your process, Humboldt County Public Health will provide a nurse liaison to area schools for technical assistance should questions emerge as school plans are developed. You should post the plan on your web site and/or at your school or office at a visible location, near the entrance where students, staff and visitors can easily review it without touching the document.
4. Signage also needs to be posted at each public entrance of each site to inform all students, staff and visitors that they should:
 - Avoid entering or using the facility if you have COVID-19 symptoms;
 - Maintain a minimum six-foot distance from one another;
 - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
 - Wear face coverings, as appropriate; and
 - Do not shake hands or engage in any unnecessary physical contact.

Templates for signs can be downloaded for use from the CDC at

<https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc&Audience=Schools>

Tools for Developing Your School Site-Specific Protection Plan

1. COVID-19 School Site-Specific Protection Plan (SSPP) Template

The Humboldt County Office of Education is providing this template that can be used by any school or district in Humboldt to create their own School Site-Specific Protection Plan (SSPP). It contains all of the standard content already written for you to re-open your school or school office and prompts you to “fill in the blank” where unique information is required in order to complete your SSPP. The template has been reviewed and is supported by Humboldt County’s Public Health Officer.

2. School Specific Best Practices

The HCOE is monitoring updated guidance from the Center for Disease Control, the California Department of Public Health, the California Department of Education, and Humboldt County Public Health to support and promote emerging best practices to share with the school community in Humboldt. These best practices are based on alignment with local, State and federal guidelines in coordination with the county’s Public Health Officer. There is a section in the Template document that instructs you to cut/paste best practices right into your SSPP.

School or District Site Name	
Stanwood A. Murphy Elementary School, Scotia Union School District	
Facility Address	
417 Church Street, Scotia, CA 95565	
This COVID-19 School Site-Specific Protection Plan (SSPP) was most recently updated on:	
August 8, 2020	
The person(s) responsible for implementation of this Plan is:	
Name: Amy Gossien	Title: Superintendent
I, 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.	
Signature:	Date:

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.

The school provides essential protective equipment, including face coverings, for all students and staff, gloves for all staff members, and plexiglass tabletop barriers where social distancing is not readily achieved. All staff members wear face coverings while on campus. All students grades 3-8 wear face coverings while in the school building. All students grades transitional kindergarten-2 are strongly encouraged to wear face coverings while in the school building. Students are instructed on proper care and wear of face coverings, and proper handwashing. Sinks and soap to do so are located in each restroom and in each classroom. Hand sanitizer dispensers are located at the entrance of all rooms in the school building, and at all entrances to the building. Students and staff are required to “sanitize in, sanitize out” upon entering or leaving a room. Portable containers of hand sanitizer are also available in all classrooms. All student use of student hand sanitizer is monitored by a staff member. Anti Microbial soap is not recommended. Hand sanitizer that contains methanol is not used.

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

Prior to the first day of school, all certificated and classified staff is trained on keeping social distance from others, proper use of face coverings, the need for frequent and routine handwashing, and the proper use of hand sanitizer when handwashing is not an option, for all students and staff. All staff is trained on educating students on the above mentioned safety practices. Training sources will be Keenan Safe Schools online modules and guidance documents from CDC, CDE, and Public Health. Staff is also trained on signs and symptoms of COVID 19, in order to properly screen students for such symptoms. Staff explicitly trains students on safety protocols of keeping social distance, caring for and wearing a face covering, proper hand washing, and the appropriate use of hand sanitizer if a hand washing station is not readily available.

4. A single point of contact will be established and identified at each school site to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as a liaison to Public Health and participate in the school’s COVID-19 Task Force.

The name of this person is: Amy Gossien, Superintendent/Principal

5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces. Schools are directed to use EPA-approved disinfectants for COVID-19.

All staff is trained on the proper use of cleaning and disinfecting supplies through the Keenan Safe Schools Training Portal. All staff has access to cleaning supplies and essential protective equipment to use while cleaning/disinfecting. The daily schedule is written to ensure that classified and certificated staff are allowed time to follow a regular disinfecting schedule during the school day, while students are not in the classroom. This regular disinfecting will take place while students are at recess break, and out of the classroom for outside learning time. This cleaning will involve cleaning surfaces including door handles. Custodial staff completes intensified cleaning and disinfecting in each room of the building at the conclusion of each school day. All cleaning supplies are EPA approved for COVID-19.

6. Health screening for each student is conducted daily prior to leaving home and includes symptoms and, history of exposure and temperature screening. In the classroom, teachers are vigilant for signs of illness in students and follow school protocols when a child becomes ill.

Scotia School utilizes the Qualtrics daily health screening app. Parents are instructed to complete a daily health screening of their student prior to leaving home, including symptoms, history of exposure, and temperature screening. The parent enters the data into the app, which is then sent to the school’s confidential database. All staff is trained on signs of illness, and is vigilant in observing for and reporting signs immediately to the front office. When a staff member reports to the office, the student will be sent to the nurse’s room, adjacent to the school office, and will remain there until a parent/guardian picks them up.

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

Families of students choosing to return to in person learning are given the Scotia School in Person Learning Guidance document. This document includes instructions to remain home if the health screening responses entered into the Qualtrics app triggers a message to remain home, or if the student exhibits any symptoms of being ill. Staff is provided with Scotia School's written guidance to remain at home if exhibiting any signs of illness, or if the responses entered in the Qualtrics app triggers a message to remain home.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including surveillance testing for staff at the beginning and on an agreed upon schedule throughout the school year. This may include testing of students with appropriate parental permissions obtained in advance.

The Superintendent/Principal or designee will insure cooperation with County Public Health to support testing and surveillance testing for staff, and students (with appropriate parental permission). The school will provide information about testing opportunities to staff members, and will provide release time and resources necessary to allow for regular testing of all staff members.

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

- a. 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.
- b. A family member or someone in close contact with a student or staff member test positive for COVID-19.
- c. A student or staff member tests positive for COVID-19.
- d. A student or staff member tests negative for COVID-19 after any of the reasons in scenarios a, b or c.

The appropriate Humboldt County Public Health Protocols and Communication Templates will be utilized for each of the above scenarios. The CDC School Decision Tree will also be utilized when making decisions in each of the above scenarios. Specifically:

Scenario A) If any of these occur before coming to school, the student's parent/guardian or the staff member enters the information into the Qualtrics app, remains at home, and contacts the school. The parent/guardian or staff member is instructed by the Superintendent/Principal or designee to contact their health care provider or Public Health for testing. If the student is at school when this occurs, the student is immediately sent to the nurse's room until parent/guardian picks the student up; the staff member is immediately sent home. The Staff member or student's parent/guardian is instructed by the Superintendent/Principal or designee to contact their health care provider or Public Health for testing.

Scenario B) If this occurs before coming to school, the student's parent/guardian or the staff member enters the information into the Qualtrics app, contacts the school to report the information to the Superintendent/Principal or designee, and remains home. The staff member or student's parent/guardian is instructed to quarantine, and contact their health care provider or Public Health for testing. The families of the student's or staff member's cohort are notified individually via phone call by the Superintendent/Principal or designee, that a family member or close contact of member of the cohort has tested positive for COVID-19. A letter is also sent to each family of the student or staff member's cohort. The student or staff member remains home until a negative COVID-19 test result. The student or staff member's cohort remains open.

Scenario C) If this occurs, the student's parent/guardian or the staff member enters the information into the Qualtrics app, contacts the school to report the information to the Superintendent/Principal or designee, and quarantines. The families of the student's or staff member's cohort are notified individually via phone call by the Superintendent/Principal or designee, that a member of the cohort has tested positive for COVID-19, and the cohort will be closed for 14 days from last exposure. A letter is also sent to each family of the student or staff member's cohort.

Scenario D) If this occurs, the parent/guardian of student, or the staff member, is notified by the Superintendent/Principal or designee that they may return to school after three days of exhibiting no symptoms. However, if a family member that the student or staff member is in close contact with is COVID-19 positive, the student or staff member is instructed by the Superintendent/Principal or designee to remain in isolation and not return to school. The families of the student's or staff member's cohort are notified individually via phone call by the Superintendent/Principal or designee, that a member of the cohort tested negative for COVID-19. A letter is also sent to each family of the student or staff member's cohort. The cohort is open.

10. Distance staff desks at least 6 feet from student desks. Where practicable, physical distancing of six feet is maintained between students within a classroom or instructional area (distance of 3-6 feet is acceptable if other safety precautions are in place as specified in this document). Maximize distancing between desks to the extent possible by redesigning classroom

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space and removing non-essential furnishings. Facial coverings and other measures are intended to support the effectiveness of all levels of distancing.

Staff desks are positioned 6 feet from student desks. Student desks are arranged facing forward with a minimum of 3 feet between student seats in classrooms where students wear face coverings. In grades TK-2, if a student's parent/guardian refuses to follow the recommendation for students to wear a face covering, the student's desk is placed 6 feet from any other student desks. Where 3-6 feet of distance is not able to be maintained, plexiglass dividers are utilized.

11. For elementary students, 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. Prioritize stability of classroom cohorts over strict physical distancing.

Students are in small, stable classroom cohorts. Each cohort includes one certificated teacher and one classified employee (paraprofessional) who is responsible for in class meal supervision, and outdoor recess supervision. Additional staff members entering classrooms while students are present will be kept to a minimum, and will include essential services only. Students who receive specialized instruction (special education, speech, intervention) will do so outside of the classroom 1 on 1 or in a small group only with students from the same cohort, unless six feet of distance is able to be maintained at all times. Each cohort will use its own restroom assigned to that specific cohort.

12. For middle and high schools, single classroom cohorts are used as practicable but 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. Space students at least six feet apart, if possible in existing facilities. Distancing of 3-6 feet is acceptable in classrooms if all other safety measures are in place as specified in this document. Strict social distancing is prioritized in older children and when cohorting cannot be implemented.

The school's one sixth grade class cohort is self-contained with one teacher for the duration of the instructional day. The school's one seventh and one eighth grade classroom cohort remain in their respective classrooms for the duration of instructional day. Rather than students changing classrooms, the 2 teachers rotate to the other classroom to teach his/her subject content. Students and staff wear face coverings at all times while in the classroom, and plexishield barriers are placed between students if a minimum of 3 feet between each student is unable to be maintained.

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

All student desks are arranged facing forward. For classrooms that utilize tables, plexiglass barriers are placed between students if they are not able to face forward, and/or are not able to maintain 3 feet (with face covering) or 6 feet (without face covering - grades TK-2 only).

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.

The school's two seventh and eighth grade teachers will wear face coverings, and will alternate to classrooms once each day to teach their subject content area. These 2 teachers will maintain physical distancing protocols and will record each visit to the alternate classroom.

15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. Minimize contacts between staff, students and families at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.

For families that drive their students to school, they are instructed to pull up to the front parking lot student unloading area and remain in their vehicle while their student exits and walks directly to his/her classroom and enters through the classroom's exterior door. If a student walks to school, (s)he is instructed to walk directly to his/her classroom and enter through the classroom's exterior door. If a parent/guardian is required to walk a student to class, they are instructed to walk the student directly to his/her classroom and stay outside when the student enters through the classroom's exterior door. At no time will a student enter the building through the main front entrance. All classrooms have an individual exterior entrance. At all times students are to remain socially distanced from others while walking to and from class. Signage is placed around the campus reminding students and families of proper distancing and no congregating requirements.

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

For families that drive their students to school, they are instructed to pull up to the front parking lot student unloading area and remain in their vehicle while their student exits and walks directly to his/her classroom and enters through the classroom's exterior door. If a student walks to school, (s)he is instructed to walk directly to his/her classroom and enter through the classroom's exterior door. If a parent/guardian is required to walk a student to class, they are instructed to walk the student directly to his/her classroom and stay outside when the student enters through the classroom's exterior door. At no time will a student enter the building through the main front entrance. All classrooms have an individual exterior entrance. At all times students are to remain socially distanced from others while walking to and from class. Signage is placed around the campus reminding students and families of proper distancing and no congregating requirements.

Each cohort has an assigned recess time and location. Students maintain 6 feet of distance when walking to and from recess. Students are offered meals in the classroom. At the end of the instructional day, each classroom cohort is escorted by a school employee, all while keeping socially distanced, to the class's assigned excusal location.

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

Congregate movement will not take place inside the school building. All cohort movement is supervised and takes place using the outside of the building, keeping distance between all members of the cohort. In inclement weather, movement will take place under the eaves that surround the entire school building.

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

No gatherings or assemblies are permitted.

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

Scotia School encompasses a large campus with a great deal of outdoor space. Teachers are encouraged to utilize this outdoor space for instruction and recreation to the greatest extent possible. Each classroom cohort is assigned specific outdoor spaces across the campus, including the picnic tables under the eaves, the lower basketball courts, the lower kickball diamond, the upper cement tables, the upper basketball courts, the upper field, and Murphy's Mountain.

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.

Classroom cohorts are assigned areas of the playground for recess. The staff member responsible for supervising the students will encourage physical activities that involve less contact. Each cohort will have its own assigned playground equipment. All members of the cohort will wash or sanitize hands before and after recess.

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.

Interior non-classroom spaces such as the library, cafeteria, and music room are utilized for small group instruction, with distancing, if exterior spaces are not conducive to the activity. However, the utilization of exterior spaces is preferred to the utilization of interior multi-use spaces. Interior non-classroom spaces will be used only when previously scheduled. Use of the space will be logged, and the space will be cleaned after each use.

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. Workers or other persons handling food must use gloves in addition to facial coverings.

All employees handling food wear gloves and face coverings. Meals are individually served in individually sealed containers. Breakfast is served in each classroom. Other meals are given to schools prior to dismissal for consumption after school dismissal.

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

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All classrooms (with the exception of one) contain sinks and soap dispensers. All restrooms contain sinks and soap dispensers. All cohorts have scheduled hand washing times built into their daily schedule. The cohort classroom without a sink utilizes hand sanitizer as well as the sinks in its assigned restroom for regular handwashing. All other cohorts utilize the sink within the classroom for regular handwashing.

24. Face coverings must be used in accordance with CDPH guidelines ([link to document](#)).

Face coverings are available from the school. However, staff members and students can choose to provide their own face covering. In order to comply with this guidance, Scotia School must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. If a student is excluded from campus, (s)he will be enrolled in the school's distance learning program.

25. Training is provided for staff and students on proper use of face coverings which includes instruction to minimize touching of face coverings.

Staff trainings take place prior to the beginning of the school year. Instruction and training for students takes place during the first weeks of school, and regularly throughout the school year.

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.

Each student has his/her own box/bag/tub of required school materials. Each student has her/his own textbooks and device. Any devices or manipulatives that cannot be assigned to an individual student for the duration of the year are used by one student at a time, and cleaned after each use.

Each student has his/her own locker, cubby, or mailbox for storage of personal items.

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

Any materials that must be used by more than one student are cleaned after each student's use.

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

At any time that distancing guidelines cannot be met in a classroom, plexiglass dividers are utilized.

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

No visitors are allowed in the classrooms or common areas of the school building. Any visitors are required to check in and remain in the front office, using the school's front main doors to enter and exit. Deliveries to the office and cafeteria are logged, including the name and company of the delivery person, and date and time of the delivery. Students are not in the presence of delivery persons.

30. Activities where there is increased risk of transmission from exhaled droplets such as band and choir practice and performances, are not permitted. Activities involving singing must take place only outdoors.

The school's performance groups, including band and chorus, are suspended. Students may receive individual instruction in stringed and percussion instruments at the discretion of the music teacher. Classroom cohorts will receive scheduled classroom music instruction using percussion instruments only. Any singing takes place outside with distancing between students.

31. 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.

Scotia School's Site Specific Protection Plan is shared and discussed with stakeholders at a public hearing, is shared and discussed with all staff members, is adopted by the School Board of Trustees at a public meeting, is posted on the school's website, and is updated as state and local Public Health guidance dictates.

Cleaning and Disinfecting Protocols

✓	Thorough cleaning in high traffic areas is performed regularly. Commonly used surfaces are frequently disinfected.	✓	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.
✓	All shared equipment and touchable surfaces are cleaned and sanitized between each use.	✓	Cleaning products are used that meet the Environmental Protection Agency (EPA)'s-approved for use against COVID-19 list.
✓	All entrances and exits are equipped with proper sanitation products, including hand sanitizer and/or sanitizing wipes.	✓	School hours and/or other procedures have been modified to provide adequate time for regular, thorough cleaning, product stocking, or other measures.
✓	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. Antimicrobial soaps are not required or recommended. Sanitizers containing methanol may not be used.	✓	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.
✓	Hand sanitizer will be provided where indoor plumbing is not readily available.	✓	Staff is provided adequate time to implement cleaning practices before and after shifts.

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:	Offices:
Mid day and at the conclusion of each day	Daily at the conclusion of each day
Restrooms:	Telephones:

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Mid day and at the conclusion of each day (Restrooms are cohort specific)	After each use Daily at the conclusion of each school day
Handrails / door handles / shelving:	Handwashing facilities:
Daily for shelving Mid day and the conclusion of each day for door handles and handrails	At the conclusion of each day
Copy Machines / Scanners / Faxes:	Common Areas:
After each use At the conclusion of each day	After use by an individual cohort (prior to use by different cohort) At the conclusion of each day
Playground Structures:	Outdoor Common Areas:
Prior to start of each day Prior to use by different cohort	Prior to start of each day Prior to use by different cohort
Indoor Common Areas:	Other: Bus
After use by an individual cohort (prior to use by different cohort) At the conclusion of each school day	After each bus run

Physical Distancing Guidelines

✓	Staff breaks and break rooms are managed to allow employees to eat on premises in designated areas where they can remain 6 feet apart.	✓	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.
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✓	Staff desks are 6 feet from students. Where practicable, physical distancing of six feet is maintained to the greatest extent possible within a classroom or instructional area. Three to six feet is acceptable where requirements herein are in practice;	✓	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.
✓	Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable;	✓	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

✓	County of Humboldt Public Health is notified of all positive COVID-19 cases.	✓	Employers and employees are aware that they can call Humboldt Public Health if a suspected exposure has occurred at 707-268-2182.
✓	If a student or staff member is diagnosed with COVID-19, Humboldt County Public Health may ask for assistance in the assessment of potential worksite exposures, and will advise on any recommended testing, quarantine, or isolation instructions.	✓	Protocols, actions and template communications are in place for COVID-19 related scenarios: <ul style="list-style-type: none"> ● Student Symptom Checklist ● Humboldt County Public Health Protocols on the onset of Symptoms

Training

Staff have been or will be trained on the following topics:

✓	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.	✓	Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.
✓	Self-screening at home, including temperature and/or symptom checks using CDC guidelines.	✓	The importance of physical distancing, both at work and off work time (see Physical Distancing section above).

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✓	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.	✓	Proper use of face coverings, including: proper wear and care of face coverings
✓	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.	✓	Face coverings do not protect the wearer and are not personal protective equipment (PPE).

Compliance and Documentation

✓	This school site / office is regularly inspected for compliance with this School Site-Specific Protection Plan (SSPP) and any deficiencies are documented and corrected.
✓	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.
✓	This school site has created a Task Force to support SSPP activities. This group meets regularly.

Resource Documents:

- [The Road Ahead: Humboldt County Schools Re-Opening Framework](#)
- [Humboldt County Public Health and Human Services](#)
- [Humboldt County Public Health Local Orders](#)
- [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](#)

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