



Portola Valley School District

School Reopening Health & Safety

Overview for Parents*



2020 - 2021 School Year

Please reference the **PVSD 2020-21 Pandemic Response School Reopening Plan for more details.*





Introduction

Under the guidance of San Mateo County's Pandemic Recovery Framework, this document provides an overview for parents about the health and safety measures Portola Valley School District has taken into consideration for prevention, monitoring, and containment for COVID-19; when reopening schools for in-person learning. Further details are available in the **PVSD 2020-21 Pandemic Response School Reopening Plan¹**.

Section I: General Health & Safety	Covid-19 testing, and Covid-19 positive case in-school policies.
Section II. Before (In-Person) School	School preparation including at-home screenings, sick policies, etc.
Section III. In Person - Arrival / Departure	Arrival and departure protocols.
Section IV. On-Campus	On-campus protective measures, in-classroom and instruction protocols, physical distancing measures, limiting gatherings, and facilities procedures.
Appendix A.	PVSD Health Screening Questionnaire for Teachers, Staff and Students
Appendix B.	PVSD Health Guidance (sick policy) for Teachers, Staff and Students

Please note: As conditions and public health orders change, PVSD's Reopening Plan and the content and guidance in this overview may change as well.

¹ Please reference the **PVSD 2020-21 Pandemic Response School Reopening Plan** for more details.



Section I: General

- PVSD is guided by the San Mateo County Public Health Department's four pillar guidance to reopen campuses for in-person return. The four pillars are: *Health & Hygiene, Face Coverings, Physical Distancing, and Limiting Gatherings*.
- Within the four pillars, special consideration for COVID-19 prevention, monitoring, and containment are being followed as outlined by San Mateo County Public Health Department.
- Teachers will be tested prior to students returning to in-person learning on site. The district will require teachers to have COVID-19 tests on a scheduled basis.
- Any teacher, staff or student who tests positive for COVID-19 and was present on campus within 48 hours prior to the onset of symptoms, or within 48 hours of the date on which they were tested, must immediately inform the school principal or front office staff.
- If an individual shares a household, or is a close contact of a suspected or confirmed case, they must also immediately notify the principal or front office staff. A close contact refers to a person who is within 6 feet of a confirmed case for more than 15 minutes regardless of face covering use.
- A school must close and enter distance learning if, within a 14-day period, either multiple cohorts have cases or 5% of students/staff (of those who are on-campus) test positive. The full district must close if more than 25% of schools within the district are under mandated distance learning. Given the size of PVSD, the closure of one school will result in the closure of the District. San Mateo County Health may also determine whether school closure is warranted for other reasons, including results from a public health investigation or other local epidemiological data.

Section II: Before (In-Person) School

- Sick policies for teachers, staff and students will be enhanced and strictly enforced to make sure that everyone stays home when sick. (See *Appendix B*).
- When a child may have [non-contagious symptoms](#), such as a runny nose from seasonal allergies, a parent may need to provide a doctor's note to confirm that the child is not contagious.
- Everyone who is planning to physically be on campus should check for symptoms daily and self-screen before arriving on campus. (See *Appendix A*).
- Parents will need to provide face coverings for their children to bring and wear to school. A cloth face covering should cover the nose and mouth. Face coverings should have multiple layers and should allow the child to breathe without restriction. They should fit snugly and comfortably and be secured with ties or ear loops. Children should be able to remove the face covering easily and without adult assistance. **Face coverings such as gators or bandanas will not be allowed.**
- Training on the proper wearing and care for face coverings will be provided by PVSD.



Section III: In Person - Arrival / Departure

- Drop off and pickup will be staggered, and grouped by grade in different areas to avoid excessive congregating.
- Upon arrival, designated and trained staff will use a non-contact infrared thermometer to screen students for body temperature. Students will not be admitted to school with a temperature of 100.4 or above. If the student has a temperature of 100.4 or above, parents will be advised to seek medical care, per the San Mateo County COVID Health protocol. Individuals will be asked a series of questions related to potential symptoms and staff will monitor for physical signs of illness. An affirmative answer to any question or any observed symptoms will result in denial of entry until cleared to return based on the protocol of a suspected case.
- Designated staff will make sure students wash their hands when:
 - they arrive on campus,
 - after recess and before re-entering classrooms,
 - before and after lunch; and as needed.
- Staff will look to make sure everyone is wearing face coverings. Face coverings are required for everyone on campus from kindergarten students to staff, except those that cannot wear one due to medical reasons.
- Both schools will have a designated space on campus to isolate anyone who is identified as sick or becomes sick during the school day.



Section IV: On-Campus

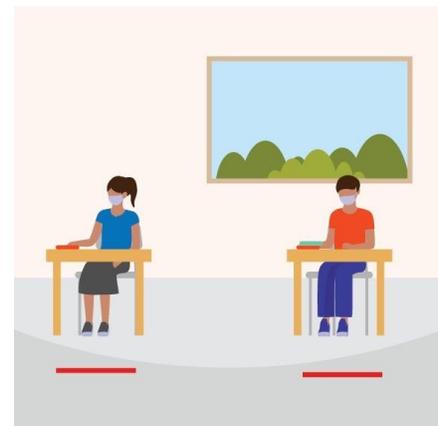
Essential protective equipment (EPE)



- Essential Protective Equipment (EPE) provided for each classroom and office spaces will include single-use face coverings, CDC approved hand sanitizer, disinfecting wipes, gloves for specific activities, wastebaskets, tissues, and standards-based cleaning materials.
- Teachers and students will be asked to bring face coverings from home. If a teacher/student forgets his/her mask, a disposable one will be provided at school.
- Each classroom will have a functioning sink or handwashing station.
- Additional handwashing stations will be strategically placed on each campus
- Students should carry their own small bottle of hand sanitizer to use.
- All individuals will be required to wear face coverings while on school grounds, except when eating or drinking. Being on school grounds includes waiting to enter or exit the school campus and at all times while on a school bus.

Classroom / Instruction

- Students stay put, teachers come to them.
- Students will spend most of their day in one classroom, moving to no more than one other indoor space for instruction.
- Outdoor space will be used creatively as an instructional space. Classes may, when feasible, utilize outdoor spaces as permitted by



weather and/or applicable laws/regulations². Please dress students appropriately, including application of sunscreen if applicable, for extended outdoor learning.

- Teachers will be encouraged to keep windows and doors open to increase the exchange rate of fresh air in rooms. Necessary repairs will be made so that all classroom windows are operable.
- Shared items and school materials will be reduced and monitored.
- Physical barriers are being installed in areas where necessary.

Physical Distancing

- Our classrooms generally allow students to be seated 5-6 feet apart. This leaves reasonable space for the teacher at the front and/or sides of the room as well.
- All non-essential furniture and materials will be removed from classrooms to facilitate cleaning and social distancing.
- Hallways and building entrances will all be one-way to aid with appropriate distancing.
- Lockers will not be used, students should carry belongings in their backpacks.



Limiting Gatherings

- Visitors to campus will not be allowed initially and may be gradually phased in over time, specifically to support the curriculum. Those that eventually return must comply with all health screening, face coverings, hygiene and social distancing guidelines.
- Libraries will be closed.

² Any temporary structures, including shading/weather protection, are subject to approval by the Division of State Architect.

- Lunch and recess will be staggered, and grouped by cohorts.
- Hot lunch will still be available, but service will be coordinated to avoid congregating during pick up.
- Assemblies, field trips, extra curricular activities will be cancelled or moved online.
- Staff/teacher meetings, parent/teacher conferences and professional development will be conducted online whenever possible.

Facilities

- We have two custodians at each campus, plus an additional full time roaming custodian. Both new and returning staff are being retrained on daily expectations and procedures.
- Both campuses will be cleaned and disinfected daily, with high-touch, high traffic areas such as bathrooms and other areas cleaned throughout the day.
- Each classroom will have disinfecting materials for use before each class period.
- Bathroom usage will adhere to new social distancing procedures.
- EcoLabs Peroxide Multi Surface Cleaner & Disinfectant is our primary disinfectant. As an alternative, the District may also use Serenade Lemon Disinfectant. These are two of the products included on the EPA's List-N, Disinfectants for use against SARS-CoV-2 (COVID-19).
- HVAC systems have been serviced and replaced where necessary.
- HVAC units have all been fitted with MERV 13 air filters which will be replaced every 6 months. Air purifiers have been placed in each classroom.



- Communal drinking fountains will not be accessible.

Appendix A

Health Screening for Students and Staff

A person who answers “Yes” to any one of these questions must not be allowed to enter the school facility.

1. Within the last 14 days have you been diagnosed with COVID-19 or had a test confirming you have the virus?
Yes – STAY HOME and seek medical care.
2. Do you live in the same household with, or have you had close contact with, someone who in the past 14 days has been in isolation for COVID-19 or had a test confirming they have the virus? Close contact is less than 6 feet for 15 minutes or more.
Yes – STAY HOME and seek medical care and testing.
3. a. Have you had any one or more of these symptoms today or within the past 3 days?
<ul style="list-style-type: none">• Fever or chills• Cough• Loss of taste or smell• Shortness of breath or difficulty breathing
Yes – STAY HOME and seek medical care and testing.
b. Have you had any one or more of these symptoms today or within the past 3 days and that are new or not explained by another reason?
<ul style="list-style-type: none">• Fatigue• Muscle or body aches• Headache• Sore throat• Nausea, vomiting, or diarrhea
Yes – STAY HOME and seek medical care and testing.



Appendix B

Dear Portola Valley School District (PVSD) Parents,

During the COVID-19 situation, PVSD will have ***more conservative "stay at home" symptom standards***. Any time your child exhibits even mild cold/flu-like symptoms such as a fever, cough, sore throat and/or respiratory symptoms (such as shortness of breath, sneezing, etc.), they should stay home.

We know that the coronavirus affects different individuals in different ways - sometimes including being infected with no symptoms at all. This, obviously, makes it difficult for all of us to be as protective of our community as is ideal. There are many viruses, including the common cold and the flu among others, as well as familiar "bacterial" infections such as strep throat where the symptoms overlap with COVID-19. This can make such health concerns more difficult to sort out without thorough testing- and time. This issue is heightened as we pass into the typical fall/winter season. None of us want to pass a "cold" to our neighbors- never mind the flu, strep or coronavirus. We don't suggest panic or unnecessary worry. We are, however, in a situation with this pandemic where we must essentially assume the worst in terms of protecting each other. If we don't feel well or sense we are not in our usual health we need to act protectively and not assume all is fine. We need to be more conservative. So, we ask, if there is uncertainty in that regard, take the stronger precautions until you have that answer. We will all benefit from that concern.

Those symptoms include:

- Fever, chills, sweats, muscle aches, headache
- Cough, shortness of breath
- Sore throat, fatigue, change in smell/taste sensitivity



- Nausea, vomiting, diarrhea

If your child presents with any of these symptoms or you have any sense they are not their usual self, please, keep them home until the situation is clarified. The San Mateo County Health Dept. policy is that students be symptom free for 72 hours before they return to school. If your child's medical status is unclear in any way, please, see your health care provider for guidance. We want to keep our schools open and safe.

Stay well,

Abbe Keane, R.N., PHN

Portola Valley School District, and San Mateo County Health Department