



School Covid Guidance Plan

2021-2022

NOTE: This handbook is subject to change as state and local guidance changes
The most recent update of this plan was 8/27/21

For questions related to specific building protocols for lunch, recess, and classrooms, please see the school's website.

Statement of Non-discrimination San Juan Island School District Commitment to Non-discrimination

San Juan Island School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups.

The following people have been designated to handle inquiries regarding the nondiscrimination policies:

Cynthia McVeigh, Civil Rights Compliance
Coordinator
PO Box 458, Friday Harbor, WA 98250
(360) 378-4133
cynthiamcveigh@sjisd.org

Becky Bell, Title IX Officer
PO Box 458, Friday Harbor, WA
(360) 378-4133
beckybell@sjisd.org

Becky Bell, Special Services Director, 504
Officer, ADA Coordinator
PO Box 458, Friday Harbor, WA 98250
(360) 378-4133
beckybell@sjisd.org



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INTRODUCTION

The San Juan Island School District Health and Safety Committee (nurse, pediatrician consultant, Special Services and Facilities Director, Administrators and office staff) has developed this plan with guidance from the Office of the Superintendent of Public Instruction (OSPI), the Department of Health (DoH), and Labor and Industries (L&I) standards. This handbook describes the standards and measures implemented to keep students and staff safe for in-person learning on campus. These standards and measures include an expectation of masking, hand washing, promoting healthy behaviors, disinfecting surfaces, health screening and preparation for onsite illness to help protect students, teachers and staff from COVID-19 risks.

The Department of Health notes that there are two primary goals when participating in school on campus. Those goals are to minimize transmission of COVID-19 among students and staff in K-12 schools and to their families and broader community and to maximize in-person instruction.

There are key changes are represented in this updated guidance:

- 1. Attestations are no longer required; however, we ask that students and staff stay home when sick, especially with COVID-19 symptoms.**
- 2. Face coverings/masks are not required outdoors when distancing can occur.**
- 3. Vaccines are mandatory for all K - 12 school district employees per Governor's orders. Full vaccination or a medical or religious accommodation must be on file by October 18, 2021 to meet district requirements for employment.**
- 4. Fully vaccinated students and staff who do not have symptoms do not need to be quarantined when exposed to COVID-19 unless they develop symptoms, and may not require COVID testing.**
- 5. Staff may be indoors without masks when alone and isolated from interactions with others and have little or no expectation of in-person interruptions or when in a small gathering with other employees when everyone is fully vaccinated.**

DEFINITIONS

The following definitions are meant to clarify the practical use of this plan:

Close contact. In close proximity to a known or probable Covid-19 positive person longer than 15 minutes, without standard classroom mitigation or having direct physical contact such as hugging or kissing, sharing eating or drinking utensils, or having been in proximity while someone was sneezing or coughing without mitigation measures in place. In a K-12 indoor classroom, the close contact definition excludes students who were distanced from one another, were wearing a face mask, and other prevention strategies were in place.

Coronavirus/COVID-19. A type of virus that looks like a corona (crown) when viewed under an electron microscope. There are many strains of coronaviruses, most cause mild respiratory infections like the common cold. The strain of coronavirus that causes COVID-19 infections is called SARS-CoV-2.

Exposure. Close contact with someone diagnosed with COVID-19. Exposure may also occur through close personal contact (example: shaking hands or touching a contaminated object or surface and then touching mouth, nose, or eyes).

Face shield. This is not a face mask. There are two forms of a face shield. One is a clear face shield with no cloth covering. This face shield must be worn with a face mask. The second form of face shield is a clear face shield with at least two layers of cloth enclosing the airspace around the face so that there is no opening for respiratory droplets to freely pass into shared airspace. This type of face shield may be used by those who are unable or have difficulty wearing a face mask. This accommodation is requested through the HR department.

Fully vaccinated. An individual is considered fully vaccinated:

- Two weeks after receiving the second dose in a two-dose series, **OR**
- Two weeks after receiving a single -dose vaccine.

Hand hygiene. Frequent washing with soap and water for at least 20 seconds or using hand sanitizer containing at least 60% alcohol.

Isolation. Staying home and away from others for a recommended period of time if having symptoms of COVID-19 or testing positive or awaiting results of testing.

Outbreak. When two or more laboratories have confirmed COVID-19 cases within 14 days and there is evidence of transmission in a shared location.

Quarantine. Staying home and away from others for a recommended period of time if exposed to COVID-19.

Test to Stay. Test to Stay involves unvaccinated students or staff whose exposure to COVID-19 is either unclear or deemed to be minimal and they do not have symptoms of COVID-19. These contacts have an exception to the 10-day quarantine in that they may attend in-person classroom instruction with the following guidelines. NOTE: Fully vaccinated students and staff who do not have symptoms do not have to quarantine if exposed to COVID-19 and may not require COVID-19 testing.

- They remain at home except for attending school.
- No participation in extracurricular activities or field trips.
- They may utilize district transportation.
- They are tested by Rapid Antigen test on day one and Monday, Wednesday, and Friday during their 10-day quarantine through the school testing program.
- If any COVID-19 symptoms develop during the 14 days after potential exposure, they do not qualify for Test to Stay and must fully quarantine.

TRANSMISSION RISK & TYPES OF PPE (Personal Protective Equipment)

There are different protection options. A person may add one level of protection by adding a face shield over the mask for that extra level of protection.

Transmission Risk	Role	Type of PPE	District Provides
Negligible risk	<ul style="list-style-type: none"> • Working alone in classroom or office • Participating in remote classes • Not expected to interact with students • Students or staff outdoors maintaining appropriate distancing per DOH guidelines 	Masks not required	NA
Low risk	<ul style="list-style-type: none"> • Typical K-12 instruction • Office settings in the school • Food service and transportation where distance is easily maintained 	Cloth face mask Disposable face mask	Provided. Request through your building's office.
		Cloth face mask with clear window	Provided upon request. Request through your building's office.
Medium risk	<ul style="list-style-type: none"> • Small group instruction • Bus drivers • Food service • distance mostly maintained (follow DOH distancing guidelines) 	Cloth mask with face shield	Provided upon request. Request through your building's office.
		Disposable surgical-style mask	Provided upon request.
		KN95 or other filtering respirators	KN95 Provided upon request. Request through your building's office.
High risk	<ul style="list-style-type: none"> • Sustained close contact in transportation • Sustained close contact in instruction 	KN95 mask plus face shield	Provided upon request. Request through your building's office.

MORE ON FACE COVERINGS

The use of cloth face masks is only one of the mitigation strategies to help prevent the spread of COVID-19. All masks must be used with other mitigation strategies such as proper handwashing, social distancing, moving outdoors when possible, and increased ventilation.

All students age 2 and older, staff, volunteers, and guests must wear cloth face coverings or acceptable alternatives in K-12 settings with exceptions as noted below:

- Students may remove face coverings to eat and drink when physically distanced.
- Staff may be indoors without masks when alone and isolated from interactions with others and have little or no expectation of in-person interruptions or when in a small gathering with other employees when everyone is fully vaccinated.
- Face masks are not required outdoors when able to physically distanced, but students must keep their mask securely on their person.

Maximize distance between students to the degree possible. During high-risk activities when increased exhalation or aerosolization occurs, such as PE or exercise, singing or playing instruments, and cheering or shouting, these activities should be moved outdoors or to large, well-ventilated spaces whenever possible and when inside students should wear masks or use bell covers over the ends of their instruments.

Students, aside from those who have special plans or accommodations noted in their formal nurse-directed medical health plans or special education plans, who are not able to adhere to the guidelines will be retaught the expectations and may require consultation with the building principal with follow-up to parents. If a student continues to refuse to follow school guidelines, additional measures may include but are not limited to a behavior intervention plan, removal from the learning space.

Disposable masks may be reused up to 5 times if they are in good condition.

HAND HYGIENE

Hand Washing on Arrival and Throughout the Day

Students and staff are recommended to wash their hands on arrival, using soap and water if available and a 20-second friction scrub while maintaining 3 feet of personal space. Frequent hand washing or hand sanitizer is recommended throughout the school day including before meals or snacks, after outside activities, after going to the bathroom, after sneezing or coughing or using a kleenex, and before leaving school. Students will be coached not to touch their eyes, nose, and mouth with unwashed hands.

TRANSPORTATION

Transportation staff will follow the DoH and OSPI guidelines for busing services. OSPI guidelines include maximizing outside air and keeping windows open when possible. Walking, biking, or being driven by caregivers, when possible, will be encouraged. Buses will be disinfected between routes and at the end of the day. Students will not enter the bus without

SCHOOL PROCEDURES

Arrival & Dismissal

Upon arrival at school, students and staff must put on masks while indoors and are encouraged to wash hands. Temperature checks and proof of attestations will no longer be required on arrival. However, students and staff may request a temperature check if they wish. Families will complete symptom checks before leaving home, but no documentation will be required. All staff and students with symptoms of COVID-19 or exposure to COVID-19 may not come to school. If a student arrives with symptoms, they will immediately be isolated and then sent home.

On dismissal, students must continue to wear masks while on all school premises and on buses and locations outdoors where distancing is not possible.

Hallways & Classrooms & Restrooms

Each site will have marked paths going in opposite directions to encourage social distancing while walking. Staff will work to ensure hallways are kept clear except during passing times, bathroom runs or to go to the office.

Student seating will be spaced apart when possible. Students will be expected to wear cloth face coverings that adequately cover the mouth and nose. Individual sites will develop specially designed instruction for students with unique needs and targeted reinforcement to encourage all students to follow COVID-19 specific expectations.

Classrooms will maintain good ventilation with open windows and doors as feasible. If weather permits, classes are encouraged to be held outside.

Sites will establish individual plans for staff providing student support and moving between students. Aspects to consider include:

- Utilize technology in classroom to maintain distance
- Limit student group work and activities where social distancing is not able to occur
- Use individual sets of supplies

When staff or students move between classrooms it is recommended that they wash or sanitize hands between room transitions.

Students needing to use the restrooms or handwashing stations will do so in small groups so they can remain distanced or one at a time.

Breakfast and Lunch

While in the classroom, students should only use their own water bottles and not share. Students may remove their masks briefly to drink water.

All food items should be completely covered, and containers or bags closed/sealed at preparation. Those transporting food for others should wear appropriate PPE and wash and sanitize hands before transporting the food. Any trays or carts used for transportation should be cleaned with disinfectant wipes before and after use.

Students and adults should thoroughly wash hands and/or use hand sanitizer prior to eating. Masks should be worn except when actively eating and drinking. Movement throughout the

room should be minimized to limit potential contamination while masks are not being worn. If someone does need to get up, they should wear their mask.

After a student has finished eating, they may dispose of any remaining food and their table should be cleaned by the student with soap and water prior to resuming other activities with the space.

Students bringing food items from home should keep these securely sealed and stowed until it is time to eat, and then may follow the above protocol for consumption. Food may not be shared.

Recess

Students and staff should wash or sanitize hands before returning to classrooms.

Students and staff using the playground may remove their masks while outdoors if social distancing can occur. If staff or students are in an outdoor area where distancing cannot occur it is recommended to keep masks on.

Any games or sports involving person to person contact are prohibited. All temporary equipment (sports balls, jump ropes, etc.) should be regularly cleaned.

Field Trips

For the 2021-2022 school year, formal field trips may be modified for safety. Individual sites will communicate to families accordingly.

If a class chooses to go on a walking field trip, masks will be worn, and distancing will be upheld. The Program Administrator shall be notified prior to all such trips.

Communication to Families

Families will receive communication of changes to school schedules related to Covid.

Technology Support

The San Juan Island School District strives to help eliminate technology barriers wherever possible. A chromebook will be provided to every student.

Attendance

Attendance is important for student learning. Daily attendance will be taken at all schools, including Griffin Bay. If a student is absent for illness, it is important that the parent or guardian call the school and notify the school of the absence.

Grading

Grading for work completed through in person services will follow the typical site practices pre COVID-19. Grading for work completed through distance learning at Griffin Bay will follow state guidance.

Staff and Students with Known Health Conditions

If a student has a known health condition with symptoms similar to COVID-19, a written note from a health care provider must be provided to attend in person instruction while having symptoms. Staff members with known conditions please contact the human resources

department for information on how to receive accommodations to attend in person while demonstrating symptoms attributable to another condition.

DEFINITION OF COVID SYMPTOMS

In screening for COVID-19 on site or at home, use the following definitions for symptoms within the last 24 hours that are not caused by another condition.

- Fever or chills. Temperature greater than 100.4 F within the last 24 hours or feeling feverish.
- Cough. New, uncontrolled cough that may cause difficulty breathing. OR for students with chronic allergic/asthmatic cough, a change in their cough from baseline.
- Sore throat.
- Diarrhea, vomiting, or abdominal pain. Within the last 24 hours.
- Headache. New onset of severe headache.
- Fatigue, muscle and body aches. New onset, unexplained by recent activity.
- Congestion or runny nose. New onset. Change from baseline. May cause cough with difficulty breathing or inability to contain secretions.
- New loss of taste or smell.

SYMPTOM SCREENING & ONSET OF SYMPTOMS

Staff and students should stay home if they have symptoms of COVID-19.

If a student or staff member starts having COVID-19 symptoms while at school, they should go home immediately. Students will be placed in an isolation space away from others while they wait for a parent or guardian to pick them up.

If a parent consents for COVID testing, a rapid antigen test may be done before leaving the building. If the test result is positive, San Juan County Health will be notified. If the test result is negative, a student with symptoms will still go home and remain at home until they are no longer symptomatic, have not had a fever for 24 hours and meet all criteria for return to school as outlined in the DOH Evaluation Flowchart.

WEEKLY AND SYMPTOMATIC RAPID ANTIGEN TESTS AT SCHOOL

Rapid antigen tests will be available to all staff and students on Wednesdays from 3:30 pm-5:00 pm on a walk-in basis. A signed parental consent must be on file. If a student or staff member is symptomatic, testing may also be done before sending the student home if a signed consent is on file. These tests **are** voluntary, not mandatory (unless required for a specific program).

TESTED POSITIVE FOR COVID-19

People who have tested positive for COVID-19 regardless of vaccination status should remain at home and should not return to school until:

- At least 10 days have passed since symptoms began
- AND at least 24 hours have passed since fever resolved
- AND other symptoms have improved

People who test positive for COVID-19 but never develop symptoms should:

- Remain home and away from others for at least 10 days after the first positive COVID test.

EXPOSED STUDENTS OR STAFF

Sick students or staff who have been in close contact with someone with confirmed COVID-19 should be encouraged to get tested and remain home for:

- At least 14 days from date of last exposure
- AND at least 10 days after symptoms began
- AND at least 24 hours after fever has resolved
- AND symptoms have improved

Sick staff members or parents/guardians of a sick student should notify the school immediately if they or someone in their home tests positive for COVID-19.

Exemptions from Quarantine

- Close contacts who are fully vaccinated and do not have symptoms, do not need to quarantine but should watch for symptoms and get tested if symptoms develop.
- Close contacts who had confirmed COVID-19 in the past three months, have recovered and do not have symptoms, do not need to quarantine but should watch for symptoms and get tested if symptoms develop.

SCHOOL ISOLATION PLAN

Students or staff who develop any of the symptoms of COVID-19 while at school, should be immediately placed in an isolation area and then sent home or to a healthcare facility.

- If a student or staff member becomes ill with any of the symptoms of COVID-19 while at school, the individual will immediately be sent home or accompanied to the isolation area.
- Temporary isolation areas are located at all campuses. If a student can be supervised, an outdoor area may be used as the isolation area, weather and privacy permitting.
- The ill student or staff will wear a facemask unless having difficulty breathing while in the isolation area.
- The nurse or health aid will be called by the office to meet the student in the isolation area.
- When providing care for anyone with suspected COVID infection, personnel who need to be within 6 feet will wear gloves, gown, a face shield or goggles, or KN95 mask and face shield if a respirator is not available.
- If a school needs to call an ambulance, they should first alert the healthcare staff that the student may have been exposed or have the symptoms of COVID-19.
- After the student has left an isolation area, school staff should close off the area, open the windows, wipe down the area according to disinfecting policy and leave the area closed

for 2 hours if feasible.

- The student may not go home on the bus.
- The school should be mindful that students are isolated in a nonthreatening manner, within the line of sight of adults, and for very short periods of time.
- Open the space for use after proper cleaning and disinfecting.
- Clean and disinfect all areas used by the person who is sick, such as high-touch surfaces, and items they have touched (e.g., individual desk, cot, recently used toys, shared equipment).
- Wear gloves when cleaning, and wash hands after removing gloves.
- Change PPE before entering new spaces or interacting with additional staff and students.

NOTIFYING PUBLIC HEALTH

When a school learns of a student or staff with COVID-19 or an outbreak of COVID-19 on the school premises, the School COVID-19 Coordinator must immediately notify the school district and local health jurisdiction of the school. A list of local health jurisdiction (LHJ) contacts can be found on the DOH website. Be prepared to provide LHJs with information for all students or staff with COVID-19. Local health jurisdictions use confidential information for public health investigations and do not share confidential information publicly.

Schools and the general public are required to cooperate with public health authorities in the investigation of cases, suspected cases, outbreaks, and suspected outbreaks (WAC 246-101, Governor's Proclamation 20-25.14). Schools must release information about COVID-19 cases to local public health as part of a case or outbreak investigation. This information may include, but is not limited to:

- Name
- Date of birth
- Sex
- Role (student, staff, teacher)
- Parent or guardian name
- Home phone number, or home phone number of parent or guardian
- Home address
- Classroom/Grade
- Dates of school attendance
- Type of COVID-19 Test
- Specimen collection date of positive test
- Date of symptom onset
- Preferred language spoken
- Vaccination status (manufacturer, dates of administration)
- Information about any close contacts of the student or staff with COVID-19

The School COVID-19 Coordinator must also gather information about everyone the student or staff with COVID-19 may have been in close contact with at the school during their infectious period. The ultimate determination of close contact is made by the local health jurisdiction; they may delegate this determination if appropriate.

COVID BUILDING CLEANING CHECKLIST

Daily Cleaning Checklist with approved disinfectants	
Hard (Non-porous) Surfaces	<p>If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.</p> <ul style="list-style-type: none"> ● Doorknobs and handles ● Stair Rails ● Classroom Desks and Chairs ● Lunchroom tables and Chairs ● Countertops ● Handrails ● Light Switches ● Handles on equipment ● Shared classroom items
Soft (Porous) Surfaces	<p>For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces.</p>
Electronics	<p>Follow the manufacturer's instructions for all cleaning and disinfection products.</p> <p>Consider the use of wipeable covers for electronics. If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.</p> <ul style="list-style-type: none"> ● Telephones ● Desktops ● Computers, keyboards, and mice
Linens, clothing, and other Items that go in the laundry	<p>Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.</p> <p>Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.</p> <ul style="list-style-type: none"> ● Personal Protective Equipment ● Gowns ● Masks ● Face Shield

REFERENCES

[COVID-19-Cleaning-and-Disinfection-Manual-5.13.20](#)

[K-12 Schools Requirements 2021-2022](#)

[F414-164-000 L&I Requirements and Guidance for Preventing COVID-19](#)

[DEPARTMENT OF HEALTH](#)