



**BASS LAKE JOINT UNION
ELEMENTARY SCHOOL
DISTRICT**



“Every Child...a Promise”

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CAMPUS ACCESS PROTOCOLS

(Developed in conjunction with the Madera County Department of Public Health, Madera County Superintendent of Schools, and the Madera County Schools Reopening Task Force; June 2020)

(Revised: 6.18.2020)

Develop a plan to minimize access to campus, and limit nonessential visitors, facility use permits, and volunteers.

- Exclude any student, parent, caregiver, visitor, or staff showing symptoms of COVID-19 (reference CDC and CDPH guidelines for COVID-19 symptoms). Staff should discuss with the parent or caregiver and refer to the student’s health history form or emergency card to identify whether the student has a history of allergies, which would not be a reason to exclude.
- Monitor staff and students throughout the day for signs of illness. Determine any special or unique needs for students with disabilities related to planned district or school-wide procedures.

STUDENTS—ENTERING CAMPUS:

- **Passive Screening.** Instruct parents to screen students before leaving for school (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- **Active Screening.** Engage in symptom screening as students enter campus and buses, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all students about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
- All students must wash or sanitize hands as they enter campuses and buses.
- Provide supervised, sufficient points of access to avoid larger gatherings.
- Use privacy boards or clear screens when practicable.
- If a student is symptomatic while entering campus or during the school day: *(See Return to Work and/or School Closure Guidance)*
 - Students who develop symptoms of illness while at school should be separated from others right away, preferably isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, ensure physical distancing.

- Any students or staff exhibiting symptoms should be required to immediately wear a face covering and wait in an isolation area until they can be transported home or to a healthcare facility.
- Students should remain in isolation with continued supervision and care until picked up by an authorized adult.
- Follow established guidelines for triaging students in the health office, recognizing not all symptoms are COVID-19 related.
- Advise parents of sick students that students are not to return until they have met CDC criteria to discontinue home isolation.
- Develop a plan for if students are symptomatic when boarding the bus.
- Protect and support students who are at higher risk for severe illness (*medical conditions that the CDC says may have increased risks*) or who cannot safely distance from household contacts at higher risk by providing options such as virtual learning or independent study. (General)

STAFF—ENTERING CAMPUSES:

- **Passive Screening.** Instruct staff to self-screen before leaving for work (check temperature to ensure temperatures below 100.4 degrees Fahrenheit, check for symptoms outlined by public health officials) and to stay home if they have symptoms consistent with COVID-19 or had close contact with a person diagnosed with COVID-19.
- **Active Screening.** Engage in symptom screening as staff enter worksites, consistent with public health guidance, which includes visual wellness checks and temperature checks with no-touch thermometers (check temperature to ensure temperatures below 100.4 degrees Fahrenheit), and ask all staff about COVID-19 symptoms within the last 24 hours and whether anyone in their home has had COVID-19 symptoms or a positive test.
- All staff must wash or sanitize hands as they enter worksites.
- Exclude employees who are exhibiting symptoms from the workplace.
 - Staff members who develop symptoms of illness should be sent to medical care. Have emergency substitute plans in place.
 - Create a procedure for reporting the reasons for the exclusions.
 - Advise sick staff members not to return until they have met CDC criteria to discontinue home isolation.

OUTSIDE VISITORS AND GROUPS:

- Limit access to campus for parents and other visitors.
- Evaluate whether and to what extent external community organizations can safely utilize the site and campus resources. Ensure external community organizations that use the facilities also follow the school's health and safety plans and CDPH guidance.
- Review facility use agreements and establish common facility protocols for all users of the facility.
- Establish protocol for accepting deliveries safely.