



**BASS LAKE JOINT UNION  
ELEMENTARY SCHOOL  
DISTRICT**



*"Every Child...a Promise"*

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## **PROCESS FOR DETERMINING SCHOOL CLOSURES**

*(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)*

Development of a defined plan for closing partial or entire schools (again) if certain conditions are met will facilitate prompt action should the virus surge or cause an additional wave of cases. The plan may also address the conditions under which a classroom will be sent home for isolation and/or what happens if a family member(s) of a student or staff member tests positive.

### **STEP 1: IDENTIFY, ISOLATE AND CONTACT**

- Separate anyone who exhibits COVID-like symptoms during hours of operation and ensure that children are not left without adult supervision.
- Arrange for safe transport of anyone sick to their home or to a healthcare facility, as appropriate.
- Identify students or staff in close contact with the person exhibiting COVID-like symptoms.
  - Contacts of a possible or confirmed case are those students who were within 6 feet of the case for longer than ten minutes.
  - If it cannot be determined within a classroom who was in proximity with the case, the entire class should be quarantined.
  - If students are sharing equipment (laptops, lab equipment) that could not be decontaminated between students, this should also be considered as a possible source of contacts that should be quarantined.
- Notify local health officials, staff, and families immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Inform (either school or County Health Department) those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms, and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home quarantine.
- Advise sick staff members or children not to return until they have met CDC criteria to discontinue home isolation. If a person with symptoms is tested for COVID and tests negative, they do not have COVID and can follow the school's standard guidelines for a child with a febrile illness

- If a student is sent home due to CONTACT with a COVID case, they will need to be in quarantine for 14 days. Testing for COVID during COVID may be reassuring to contacts, however, it does not shorten the 14 day quarantine period.
- If a student is sent home for COVID symptoms, it should be assumed the student has COVID until testing results are obtained. Thus, all contacts should be quarantined until it is determined if they were exposed to COVID or not.
- If a student is sent home for possible COVID and then tests negative for COVID, the students that were quarantined because of exposure to this child do not need to remain in quarantine and may return to school.
- Develop a plan for continuity of education, medical and social services, and meal programs and establish alternate mechanisms for these to continue.

## **STEP 2: DETERMINING PARTIAL OR ENTIRE SCHOOL CLOSURE:**

- Larger scale closures (entire grades, wing of a building, or entire school) should be based on the assessment of exposure risk. If an outbreak occurs in an isolated classroom where students have minimal overlap with other classes/grades, it may not be necessary to close other areas of the school. If students rotate through multiple areas of the school and multiple classrooms of students are at risk, quarantine of larger groups or the entire school may need to be considered.
- Partial Closure:
  - Close off areas used by any sick person and do not use them until they have been cleaned.
  - If possible, wait 24 hours before you clean or disinfect to reduce risk to individuals cleaning. If it is not possible to wait 24 hours, wait as long as possible.
  - Ensure safe and correct application of disinfectants and keep disinfectant products away from children.
- Entire Closure: Close the entire school campus for a period of 2-5 days to conduct deep cleaning and sanitation of the campus. This would be based on input from Public Health and have a spread of the virus.
- Work closely with the public health department and ensure if temporary closures would be needed to ensure proper and deep cleaning is performed before reopening.