

SCHOOL SITE-SPECIFIC COVID-19 PREPAREDNESS PLAN SUMMARY

SCHOOL INFORMATION

Today's date (mm/dd/yy): 3/19/2021

School name: Esther B. Clark-Palo Alto

School reopening date (mm/dd/yy): 09/22/2020

Indicate school setting: Elementary (TK-6th

Middle (6th-8th grades)

High (9th-12th grades)

grade) School/Program address:
650 Clark Way

District Office/Main Administration address (if applicable):
650 Clark Way

City: Palo Alto

City: Palo Alto

Zip code: 94304

Zip code: 94304

COVID-19 Designee Name: Jody Miller

Name of person completing form: Jody Miller

Direct phone for person completing form: 650-688-3634

Direct email for form completer: jmillier@chconline.org

CAMPUS PHYSICAL SPACE

Students:

Staff:

1. Provide the current anticipated number of students/staff on campus daily: 75 45

2. Which grades are/will be open? TK K 1 2 3 4 5 6 7 8 9 10 11 12

3. How many individuals are expected to be on campus at any point in the coming month? 120

4. Provide the planned minimum distance between student desks: 6 feet

VOLUNTARY IMPLEMENTATION OF PRIORITY RECOMMENDATIONS

5. Describe site plans to minimize COVID-19 transmission in staff breakrooms:

EBC School-Palo Alto has one staff break room and it is closed for gatherings. Signage indicating closure is posted and staff has been informed both verbally and in writing of the staff room closure.

6. Describe any plans to assess potential outdoor learning spaces (e.g., outdoor seating and shade/protection from elements) and/or to move instruction outdoors:

Each classroom (7 classrooms in total) has a designated outdoor learning space. Pop-up tents have been purchased for shade or rain purposes. Many of the classrooms purchased, individual, portable seating so that students can easily carry their seats to the outdoor learning environments. The school also has covered hallways with picnic tables available for individual or small group (~2 students) work to occur.

7. Describe any site plans to optimize indoor ventilation (e.g., opening operable windows, using high efficiency filters, etc.):

Four of the seven classrooms have exit doors that open to the outdoors. Verbal and written recommendations have been provided to the classroom teams to have doors and windows remain open, weather permitting. Each classroom and office has a HEPA filter and is in accordance with the square footage of the space. The ventilation system was upgraded in May 2020.

8. Describe any plans to facilitate routine testing of teachers and staff (e.g., by healthcare providers or at County testing sites):

COVID testing is mandatory for all staff every week. Testing is provided, free to the employee, on-campus by contracting testing agency, Basis Diagnostics. To date, all staff has participated in mandatory COVID testing

9. Describe any plans to resume in-person instruction in phases (e.g., elementary in month 1, middle school in month 2, etc.):

EBC School-Palo Alto resumed in-person instruction for K-5th graders on September 22, 2020, following the approval of the K-6th waiver. K-6th graders are on campus from 8AM-1:15PM: M, T, TH, and F and 8AM-12PM on W. 6th-10th graders resumed in-person instruction on October 6, 2020 and are on campus M, T, Th, F: 12PM-3PM. No on-campus instruction on Wednesdays for 6th-10th grades

10. Provide link to complete school opening plan:

<https://www.chconline.org/ebc/>

School Preparedness Plan to Meet County Guidance for COVID-19

Visitor Information

(POST ON WEBSITE AND AT ALL SCHOOL ENTRANCES)

VISITORS/VOLUNTEERS

The school allows only necessary visitors and volunteers on the campus and will limit the number of students and staff who come into contact with them.

FACE COVERINGS - We will support students and staff wearing masks by:

Students: Masks will need to worn at all times and across all grades.

- Mask break requests will be honored. Upon a request, one student at a time will be allotted a 5-minute break outside and staff supervision will be provided.
- Mask - Reusable mask from home, washed at least every 3 days. • If a student does not bring a mask, staff will provide one to student.

Staff: All staff must wear face mask at all times while on the premises.

- Face shields also available.

PHYSICAL DISTANCING - We will support physical distancing by:

Student and staff desks are strategically placed so that a physical minimum of 6 feet exists between all work spaces.

All desks must face in the same direction.

Transportation: Students will be expected to ride in the rear seat - to the farthest extent possible from the driver.

Students and staff are expected to maintain a physical minimum of 6 feet distance between one another in the hallways, on the playground, and during physical education class.

CLEANING & MAINTENANCE

We will support cleaning and maintenance of our campus by:

Staff will wipe down high-touch surfaces and following student sneezing, coughing, or any other time you feel appropriate.

Classrooms and buildings will be sanitized by janitorial staff daily. On-site janitorial staff are available during the day and are wiping high-touch surfaces such as doorknobs and cleaning bathrooms. Nightly, contracted organization sprays our campuses with hypochlorous acid as an advanced disinfectant

HYGIENE - We will support routine and frequent handwashing by:

Staff and students must wash hands upon entering the building (hand washing station available).

Staff and students must wash hands: after bathroom use, and frequently (at least once per hour) throughout the day. Avoid touching your face.

Staff and students must use hand sanitizer:

- 1) upon entering/exiting a room, 2)after touching anything.

ROUTINE TESTING - We will encourage and support staff testing by:

COVID testing is mandatory for all staff every week. Testing is provided, free to the employee, on-campus by contracting testing agency, Basis Diagnostics. To date, all staff has participated in mandatory COVID testing.

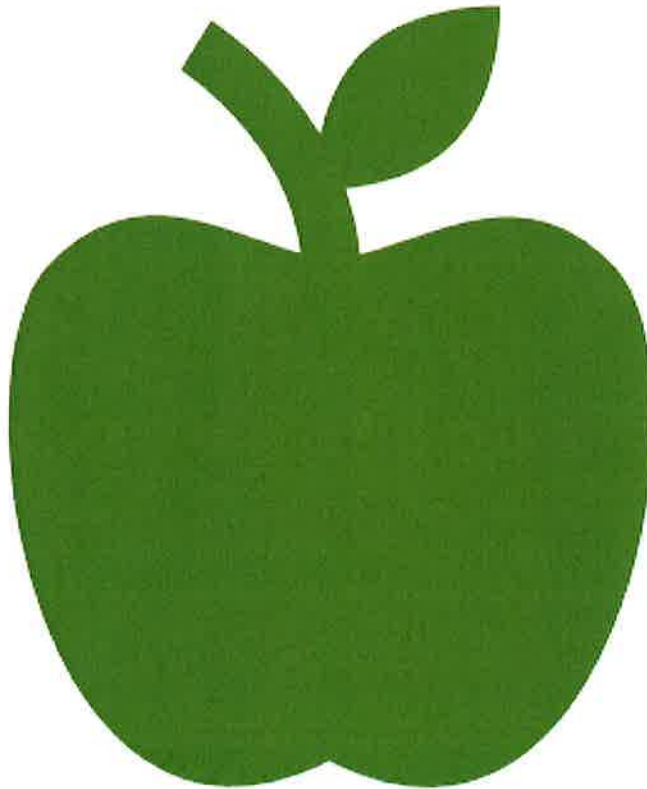
- Families are required to report known cases of COVID-19 in their household to the school immediately. The school will report all known COVID-19 cases to Santa Clara Public Health.

<https://www.chconline.org/ebc/>

- For more details, see our complete school opening plan here:

COVID-19 Prepared School

Initial Plan Date: 8/20/2020 Revised Preparedness Plan Date: 11/20/2020



This school, Esther B. Clark-Palo Alto, has completed a **School COVID-19 Preparedness Plan** to prevent the spread of **COVID-19**.

For more information or to learn how to file a complaint, see this school's School COVID-19 Preparedness Plan Visitor Information Sheet (required to be posted with this sign). To see this school's complete School COVID-19 Preparedness Plan, go to: <https://www.chconline.org/ebc/>

Santa Clara County
PUBLIC HEALTH

