



# RUSD

## **COVID-19 Safe Return to In-Person Instruction and Continuity of Services Plan**

**RIVERSIDE UNIFIED  
SCHOOL DISTRICT**

### **2023-2024**

*Updated 9/1/2023*

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# Riverside Unified School District Safe Return to In-Person Instruction and Continuity of Services Plan

## Introduction

The Riverside Unified School District (RUSD) recognizes the importance of in-person instruction and continuity of services to students and families. RUSD continues to formulate and adjust plans for safe, successful, and full in-person instruction in the 2023-24 school year. The surest path to continue safe and full in-person instruction during the school year, as well as minimizing missed school days, is a strong emphasis on the implementation of layered mitigation strategies. This guidance was updated as of June 30, 2023, is effective July 1, 2023, and will be reviewed at least every six (6) months.

## Face Coverings and Other Essential Protective Gear:

Student and staff safety will be supported through the use of Personal Protective Equipment (PPE) following California Department of Public Health (CDPH) Guidance:

- No person can be prevented from wearing a mask as a condition of participation in an activity or entry into a school unless wearing a mask would pose a safety hazard (e.g., watersports).
- Unless otherwise directed by local health departments or local educational agencies, students and staff should follow CDPH guidance to [Get the Most Out of Masking](#), as well as masking guidance for specific situations referenced below (e.g., when having symptoms, being infected, or exposed).

## Physical Distancing:

Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies are implemented. CDPH recommends focusing on the other mitigation strategies provided in this guidance instead of implementing minimum physical distancing requirements for routine classroom instruction.

## Entrance, Egress, and Movement Within the School:

In order to reduce the number of contacts between individuals within the school, the following procedures will be utilized for moving within the school campus:

- Schools should not limit access for direct service providers but should ensure compliance with school visitor policies.

### Volunteers at School Sites

- Volunteers will complete the Adult Volunteer Participation Clearance process prior to visiting school sites. For more information regarding Volunteer Opportunities visit [https://www.riversideunified.org/parents/volunteer\\_opportunities](https://www.riversideunified.org/parents/volunteer_opportunities).
- Volunteers, prior to visiting school sites or attending site school functions:

- Volunteers should conduct self-screening for symptoms per the CDPH guidelines; if a volunteer has a cough, fever, shortness of breath, or has been directly exposed to anyone with a positive diagnosis, they are to stay home.
- When there is moderate-to-high COVID-19 community transmission, schools will limit nonessential visitors, volunteers, and activities involving external groups or organizations.

## **Healthy Hygiene Practices**

### **Following recommendation from CDPH K-12 Guidance 2023-2024:**

- To maintain and promote healthy hygiene, the following will be implemented:
- Schools should teach and reinforce proper handwashing to lower the risk of spreading viruses, including the virus that causes COVID-19.
- Schools should ensure adequate supplies to support hand hygiene behaviors, including soap, tissues, no-touch trashcans, and hand sanitizers with at least 60 percent alcohol for staff and children who can safely use hand sanitizer. Hand sanitizers should be stored up, away, and out of sight of younger children and should be used only with adult supervision for children ages 5 years and younger.
- Schools should teach and reinforce covering coughs and sneezes to help keep individuals from getting and spreading infectious diseases, including COVID-19.

## **Cleaning and Disinfection:**

In general, cleaning once a day is usually enough to sufficiently remove potential viruses that may be on surfaces. Disinfecting (using disinfectants on the [U.S. Environmental Protection Agency COVID-19 list](#)) removes any remaining germs on surfaces, which further reduces any risk of spreading infection.

Cleaning Frequency: Cleaning and disinfecting schedules have been established in order to avoid both under- and over-use of cleaning products.

- Classrooms should be cleaned daily.
- All bathrooms should be cleaned and sanitized daily by night custodial staff.
- Daytime custodial staff should service and spot clean restrooms twice a day.
- Primary cleaning should be performed when children are not present in order to limit their exposure to fumes and/or cleaning materials. Areas should be thoroughly ventilated before staff and children arrive each day.
- Lunch tables should be cleaned between use.
- Classrooms and offices should be cleaned daily.
- Drinking fountains may be open and used by students and staff. Drinking fountains should be cleaned daily.

## **Ventilation:**

Following [CDPH Guidance on Ventilation of Indoor Environments and Ventilation and Filtration to Reduce Long-Range Airborne Transmission of COVID-19 and Other Respiratory Infections: Considerations for Reopened Schools](#) where capacity allows.

- HVAC and Outside Air: The amount of fresh air brought in by the HVAC systems should be maximized (minimum of 3 air exchanges per hour), and ventilation should run at least 30 minutes prior to building occupancy.
  - Maximize central air filtration for HVAC systems (Systems are MERV 8 -13 - targeted filter rating of at least MERV 13 is recommended).
- Systems Maintenance: Regular preventive maintenance is performed that includes cleaning of both condensing and evaporator coils. Replace and check air filters and filtration systems to ensure optimal air quality quarterly.
- Ventilation While Cleaning and Disinfecting: Proper ventilation is used during cleaning and disinfecting to reduce the risk of infection. When cleaning, air out the space before children arrive.

### **Health Screenings for Students and Staff:**

#### **Employee Screening by:**

- Requiring self-monitoring of temperatures on a daily basis.
- If an employee has a fever of 100.4 degrees Fahrenheit or greater, the employee is to contact their supervisor and stay home.
- Requiring self screening for symptoms per the CDPH guidelines; if any students or staff develop new, unexplained symptoms (i.e. cough, fever, shortness of breath) they should get tested for COVID-19 and should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications. Employees who are symptomatic are to contact their supervisor and stay home.
- If an employee is not feeling well and is exhibiting symptoms that may be attributed to COVID-19, such as acute respiratory symptoms or a fever, we will do the following:
  - Personnel may provide resources including how to seek medical care;
  - RUSD will send an employee home that is exhibiting any symptoms and Personnel will provide the employee information on how long the employee would refrain from coming to any district locations and any leave benefits the employee may be entitled to.
- If informed that an employee or student tests positive for COVID-19, RUSD will investigate and respond by:
  - Determining when the COVID-19 case was last in the workplace, and if possible the date of testing and onset of symptoms.
  - Determining which employees and students may have been exposed to COVID-19 through a close contact.
  - Providing written notification to all employees and students and independent

contractors who were at the worksite at the same time as the COVID-19 case during the infectious period of any potential exposures within one business day.

- Making COVID-19 testing available to potentially exposed employees and students with a close contact at no cost.

For detailed information on COVID-19 isolation and quarantine guidelines being adhered to, please refer to the [CDPH’s Isolation and Quarantine Guidance](#).

**Identification and Tracing of Contacts:**

Contact Tracing RNs will carry out the following protocol when a student or staff member is identified as having potential COVID-19 symptoms.

- Contact Tracing RN will contact the individual or parents of students to conduct an assessment and recommend testing for COVID-19. The individual or parent will be asked to notify the Contact Tracing RN as soon as COVID-19 test results are received to determine the next steps.
- Contact Tracing RN will be the liaison with RCDPH, the District Lead Nurse, and the Coordinator, COVID Support and Monitoring in the Personnel Office
- Contact Tracing RN should follow up with the individual or parent in 2 or 3 days if they have not contacted the Contact Tracing RN.

Contact Tracing RN will send an email to the following staff ensuring they are aware of an employee exposure:

If Classified Employee	If Certificated Employee
Deputy Superintendent, Pupil Services/SELPA	Deputy Superintendent, Pupil Services/SELPA
Assistant Superintendent, Personnel	Assistant Superintendent, Personnel
Lead Nurse	Lead Nurse
Director, Maintenance, Operations & Transportation	Director, Maintenance, Operations & Transportation
Director, Risk Management	Director, Risk Management
Director, Classified Personnel	Director, Certificated Personnel
Assistant Director, Classified Personnel	Assistant Director, Certificated Personnel
Director, Pupil Services/SELPA	Director, Pupil Services/SELPA
Coordinator, COVID Support and Monitoring	Coordinator, COVID Support and Monitoring

The Contact Tracing will:

- Complete the RCDPH intake form and notify the Riverside County Department of Public Health if the staff or student is positive in accordance with AB 86 (2021) and California Code Title 17, section 2500.
- Complete the RUSD Tracing Form for employees and students who tested positive, which includes:
  - Employee/student information (first and last name, phone number, position).
  - Where on the school site/work site the individual who tested positive spent time or frequented.
  - The date that the individual tested positive.

- The first potential date that the individual who tested positive would be able to return to the school/work site.
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- The date and time the person who tested positive was contacted, including whether or not they spoke to the person, left a message, or were unable to make contact or leave a message, and the date and times of follow-up attempts.
- Date the exposure letter went out to individuals who were identified as potential close contacts.
- Date that the notification of a positive case form went out to the site.
- The date that public health was notified.

### **Staff and Student Symptomatic Testing and Communication Plan**

RUSD will follow the [California Department of Public Health \(CDPH\) Guidance for Isolation and Quarantine](#).

All persons with COVID-19 symptoms, regardless of vaccination status or previous infection, should:

- Self-isolate and test as soon as possible to determine infection status. Knowing one is infected early during self-isolation enables (a) earlier access to treatment options, if indicated (especially for those that may be at risk for severe illness), and (b) notification of exposed persons (close contacts) who may also benefit by knowing if they are infected.
  - For symptomatic persons who have tested positive within the previous 90 days, using an antigen test is preferred.
  - Individuals should contact their healthcare provider about available treatments if symptoms are severe or they are at high risk for serious disease or for any questions.

### **Staff Training and Family Education**

Staff should be trained, and families may be educated on the application and enforcement of the plan, the signs and symptoms of COVID-19, and healthy hygiene practices to prevent the spread of COVID-19. Staff should continue to complete online training through Keenan Safe Schools and the CDC on the following topics related to COVID-19:

- COVID Training 2023-24 Annual (IIPP COVID-19 Prevention Plan & Acknowledgement)

Family members, and students may receive videos and print materials on the following information:

- CDC information on how to wear and remove a face mask correctly, how to clean and disinfect your home if someone has COVID-19, stopping the spread of germs, symptoms of COVID-19.
- District protocols for self-assessment prior to coming to school, entering and exiting campus, temperature scanning, face coverings, physical distancing, hand washing, use of supplies, moving across campus.
- Families may receive reminders and updates on social media via the RUSD website and auto dialers sent out to families.

- Posters are posted throughout all schools and offices to remind people about hand washing, self monitoring, how to wear a mask and healthy hygiene practices. In addition, site administration should review the plan with their families.

### **Triggers for Switching to Distance Learning:**

RUSD will follow County Public Health Directives for returning to Distance Learning:

- Broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted, and only after conferring with local health officials.
- The County Public Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

### **Accommodations for Persons with Disabilities:**

RUSD should provide accommodations, modifications, and assistance for students, teachers, and staff with disabilities and other health care needs when implementing COVID-19 safety protocols including:

- Working with families to better understand the individual needs of students with disabilities.
- Remaining accessible for students with disabilities:
  - Ensure access to services for students with disabilities when developing cohorts.
- Adjusting strategies as needed including:
  - Being aware that physical distancing and wearing masks can be difficult for young children and people with certain disabilities (for example, visual or hearing impairments) or for those with sensory or cognitive issues.
  - Consider having teachers and staff who desire to wear a mask use a clear or cloth mask with a clear panel or a face shield with a neck gaiter when interacting with young students, students learning to read, or when interacting with people who rely on reading lips.
  - Using behavioral techniques (such as modeling and reinforcing desired behaviors and using picture schedules, timers, visual cues, and positive reinforcement) to help all students adjust to transitions or changes in routines.

### **Continuity of Services**

RUSD recognizes the importance of student learning and well-being, including the well-being of staff. To ensure continuity of services the following strategies should be implemented:

Student Academic Needs:

- Each student may be provided a chromebook to ensure access to curriculum and instruction regardless if it is in-person or at home through virtual learning opportunities.
- The District is committed to providing hotspots for Internet connectivity to families who need them.
- For the safety and security of our students, all devices (chromebooks) checked out from RUSD are equipped with a content filter



- Textbooks and curriculum programs are all available online to students, teachers, staff, and families for easy access to implementation through the Clever interface. Training materials about Clever will continue to be provided to staff and families to provide for easy access to these materials. Additionally, all students in RUSD have access to hard copies of their textbooks. If a student is placed in quarantine, staff should ensure the student has access to the assignments and curriculum via their chromebooks and textbooks. In some cases, Short Term Independent Study can be utilized.
- Teachers and staff have attended multiple Google Suite training sessions to help them create informative and robust online classes for students. In addition, our Innovation and Learner department created tutorial videos for parents to support them as they work with their students. RUSD continues to seek partnerships with the city of Riverside and other agencies to provide connectivity to families in need.
- All certificated and classified staff were provided five asynchronous professional development modules to prepare them for distance learning with over eighty courses to choose from. Professional development will continue to be offered to new and continuing staff. Staff also have access to a website with lesson plans on digital citizenship, social-emotional learning, health and safety, getting to know your digital tools, and content-specific resources.
- RUSD may offer independent study options through the Summit View Home-based Program and Riverside Virtual school.

#### Social-Emotional Needs:

- RUSD has established a robust student and staff wellness program that includes:
  - School Guidance Counselors
  - School Psychologists
  - Student Assistance Program Psychologists and Prevention Assistants
  - Student Assistance Program Counselors
- District staff have participated in Trauma-Informed practices training through Virtual Professional Development.
- Staff provide training to school staff and facilitate parent webinars.
- RUSD has a virtual wellness center developed in response to COVID-19. In addition, RUSD Wellness Centers at Ramona High School and John W. North.
- RUSD offers wellness training, support sessions, resources, and workshops for staff and families.
- The Family Resource Center (FRC) addresses family needs in two ways:
  - Family Wellbeing: Coordination of comprehensive family strengthening services to identify and address barriers to learning.
  - Families as Learners : Family engagement workshops and webinars that build parent capacity in understanding stages of developmental, social-emotional wellness, curriculum and assessments, graduation requirements, and pathways to college and career.
- The FRC provides webinars including:
  - Transition to the School Year, Bringing out the Best in Your Student, Healthier Routines at Home, Mindfulness and Self Care tips, Trauma Informed Parenting, father engagement, support for foster families, among others. Virtual evidenced-based parenting programs consisted of Nurturing Parenting Program, Triple P, Incredible Years Program, Abriendo Puertas 0-5 Program, and Keeping Intergenerational Ties in Ethnic Families (KITE).

- Support groups assisting families raising a child with behavioral challenges and/or a diagnosed mental health condition included Educate, Equip, and Support (EES), Open Doors Parent Support Group, and Mamas y Bebes, a program supporting maternal depression.
- RUSD provides a Social-Emotional Learning playbook for teachers and administrators to incorporate mindfulness, connection, and well being in schools. Beginning in the 22-23 school year, staff has access to a Social-Emotional Learning curriculum, Second Step in grades TK-8.
- RUSD’s Educator Wellness Program works to provide tools and education in the areas of well-being and resilience in an effort to foster a culture of equity, belonging, and growth. Offerings include:
  - Strengths coaching, Personal and Professional Coaching, Wellness Workshops, Arbinger facilitation, small group learning opportunities, and the virtual wellness fair.

Nutrition Services:

- Nutrition Services will provide meals to students enrolled in Riverside Unified School District only

**Consultation:**

RUSD convened six (6) action teams with over 250 total members from various stakeholder groups including certificated and classified staff, district and school site administrators, family and community members, and students. Action teams met and discussed health and safety, teaching and learning, personnel, operations, fiscal/governance, and communication strategies. The public is also provided an opportunity to comment during RUSD Board of Education Meetings.

In addition, consultations took place with the following labor organizations during negotiations:

- Riverside City Teachers Association
- California School Employee Association Chapter 506

Consultations also took place with the following parent and community organizations:

- Parent Teacher Association
- District English Learner Advisory Council
- District African American Parent Advisory Council
- Special Education Community Advisory Council