



UPDATED 3/4/2021

Marin County

SSSPP Public Health Review

School Name: San Pedro Elementary School

Date Received: 3/4/2021

Main Contact: Kristina Hopkins

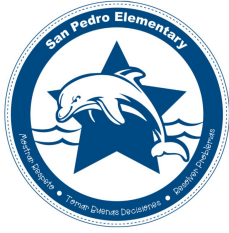
Phone: (415) 485-2450

Email: khopkins@srcs.org

Checklist Indicating Complete Application

- ✓ 8/12 Updated SSSPP Template
- ✓ Contact Information Included
- ✓ Task force Members Named
- ✓ Primary and Secondary Liaison Contact Information
- ✓ Signed by Administrator





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COVID-19 School Site-Specific Protection Plan Guidance & Template

Guidance for Developing Your School's COVID-19 School Site-Specific Protection Plan (SSSPP)

1. Establish a multi-disciplinary Task Force (ie, teachers, custodians, school secretaries, para-educators, parents, students, and administrators) to develop and support this School Site-Specific Protection Plan who will meet regularly to monitor Public Health Information and adjust the plan based on input from all stakeholders as needed.
2. Perform a school site walkthrough with the Task Force of your campus, classrooms, multi-use rooms, and office spaces and use the protocols, guidance and best practices detailed in the Public Health Guided Return to Site-Based Classroom Instruction as a guide for conducting your assessment.
3. Develop and finalize your SSSPP and train staff before site-based classroom instruction begins.
4. Use the template below to create your own SSSPP by filling in the required details, based on your individual school site/school or district office, to mitigate the transmission of COVID-19, under the guidance of the Public Health Officer.
5. Finalize your SSSPP to distribute to staff and families and post on your school website. You may also post a copy at your school or office at a visible location, at or near the main entrance where students, staff and visitors can easily review it without touching the document, or post a Certificate of Completion (included below) with information on how to review the plan in its entirety online.
6. Post signs at each of the primary staff and student entrances to inform all students, staff and visitors that they should:
 - If you have COVID-19 symptoms, do not enter the facility;
 - Maintain a minimum six-foot distance from one another;
 - Sneeze and cough into a cloth or tissue or, if not available, into one's elbow;
 - Wear face coverings, as appropriate; and
 - Do not shake hands or engage in any unnecessary physical contact.

Templates for signs can be downloaded for use from the [Marin Recovers website](#).

Tools for Developing Your School Site-Specific Protection Plan

1. COVID-19 School Site-Specific Protection Plan (SSSPP) Template

The Marin County Office of Education is providing this template that can be used by any school or district in Marin to create their own School Site-Specific Protection Plan (SSSPP). It contains all of the standard content already written for you to re-open your school or school office and prompts you to "fill in the blank" where unique information is required in order to complete your SSSPP. The template has been reviewed and supported by Marin County's Public Health Officer.

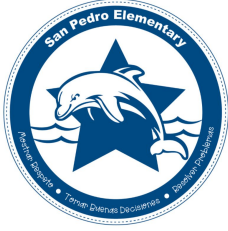


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2. School Specific Best Practices

The MCOE Rethinking Schools Task Force is monitoring updated guidance from the Center for Disease Control, the California Department of Public Health, the California Department of Education, and Marin County Public Health to support and promote emerging best practices to share with the school community in Marin. These best practices are based on alignment with local, state and federal guidelines in coordination with the county's Public Health Officer.

School or District Site Name	
San Pedro Elementary School	
School Type (select one)	
<input checked="" type="checkbox"/> Traditional/Alternative Public School <input type="checkbox"/> Charter School <input type="checkbox"/> Private, Independent or Parochial	
School Task Force Members and Positions (ie teachers, custodians, secretaries, paras, parents, students, administration)	
Kristina Hopkins, Principal Karrie Coulter, Assistant Principal Antonio Hernandez, Head Maintenance Dinora Bonilla, Administrative Assistant Dave Pedroli, Head of Maintenance and Operations of SRCS Ana Becerra, PreK director	
Public Health Liaisons and Contact Information (Primary and Secondary: Name, Email and Phone)	
Kristina Hopkins - khopkins@srcs.org , 707-328-3103 Karrie Coulter - kcoulter@srcs.org , 650-279-8758 Dinora Bonilla - dbonilla@srcs.org , 707-334-6171	
This COVID-19 School Site-Specific Protection Plan (SSSPP) was most recently updated on:	
3/4/2021	
Principal or Administrator	
Name: Kristina Hopkins	Title: Principal
Email: khopkins@srcs.org	Phone Number: 707-328-3103



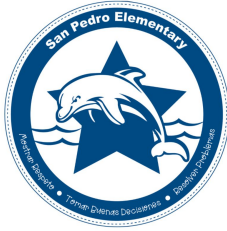
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I, Kristina Hopkins , certify that all staff and parents have been provided a copy of this SSSPP, which is posted on our school/district website, and that staff have received training as described in this SSSPP.

A rectangular photograph of a handwritten signature in black ink on a light-colored surface. The signature reads "Kristina Hopkins".

Signature:

Date: 3/4/2021



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Specific Control Measures and Screenings

Please provide as much detail as possible for how you intend to implement each guideline. If you need additional space, please provide an attachment.

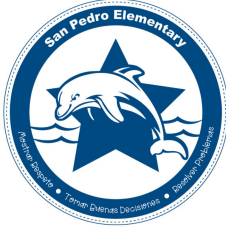
- ✓ 1. All activities are consistent with and will adjust to changing applicable state and local Public Health Orders. A multi-disciplinary Task Force has been established to develop and support this School Site-Specific Protection Plan, who meet regularly to monitor and adjust the plan based on input from all stakeholders.

Our school site safety task force and site safety committee will meet regularly to review and adjust to changing applicable and local public health orders.

- ✓ 2. Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment, and up to date student and staff attendance tracking.

- Regular hand washing - sinks and soap in every classroom and in many common areas
- One touchless hand sanitizer dispenser and one manual pump type hand sanitizing dispenser are located:
 - in each classroom/learning space
 - at entrances to the school and common areas
- Face coverings provided for all staff - PPE available to provide 5 masks per teacher, cloth masks, face shields (for specific staff members)
- QR code:
 - posted throughout campus in the following locations:
 - 2 at main office
 - 2 at MPR
 - 2 at 400 wing
 - 2 at 200 wing
 - 1 at 100 wing
 - 1 copy provided for each staff member
 - 1 copy mailed home to each student
 - Sent via text message and email to all families at 6am daily on school days
- Student attendance will be taken daily using the student information system (Aeries) and Crisis Go contact tracing software
- Staff attendance will be taken through the daily health screening survey (and Crisis Go contact tracing software) and maintained by the program administrative secretary

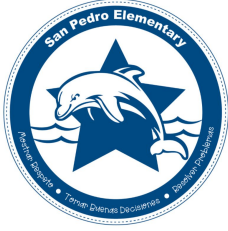
- ✓ 3. Training is provided to all staff, students and families reinforcing the importance of health and safety practices and protocols.



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- Training for maintenance personnel provided
- Staff trained on safe use of chemicals/hand sanitizer, and training will be provided through online as well as in-person training.
- Site has provided in person training on the first in person duty day
- Site has provided specific training regarding all changes to safety procedures (fire drill, etc.), as well as update documentation as well as revised employee handbook safety procedures as needed.
- Students have been provided with in person training on new procedures within the first week of attendance of school on modified safety protocols (fire drill, etc.) and updates to the student handbook regarding the proper use and care of masks and hand sanitizer have been made.
- Every student and staff member have received training specific to social distancing, use masks, and hand washing.
- Staff have been provided procedures for dealing with student noncompliance involving improper mask wearing and social distancing.
- Students and staff have been provided with both in-person as well as documentation on social distancing practices. This includes:
 - entering campus,
 - entering classrooms,
 - breaks and lunch,
 - passing period,
 - emergency drills (fire, lockdown, earthquake)
 - exiting campus
- Site has provided training and documentation to parents describing all new safety procedures.
- Parent trainings occur through multiple modes - newsletters, video tutorials, and virtual meetings (PTA, SSC, ELAC, monthly Charlas, etc.)
- All sites will post signage in all shared spaces identifying and explaining:
 - social distancing,
 - mask wearing,
 - hand washing,
 - symptom monitoring (and what to do if you have symptoms)
- Staff have been provided, in written form, procedures for staff if they suspect symptoms in students, and fellow staff members.
- Students have been given clear procedures for reporting suspected symptoms to a site administrator, or designated staff member that will be assigned for dealing with possible infections.

- ✓ 4. A primary and secondary point of contact are established, identified, and trained at each school site to direct questions or concerns around practices, protocols, or potential exposure. These points of contact will also serve as a liaison to Public Health and contact information is identified in the School Site-Specific Protection Plan. (Points of Contact listed above).



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Kristina Hopkins - khopkins@srcs.org, 707-328-3103 - PRIMARY
Karrie Coulter - kcoulter@srcs.org, 650-279-8758 - PRIMARY
Dinora Bonilla - dbonilla@srcs.org, 707-334-6171 - SECONDARY

- ✓ 5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces.

- Staff wipe down personal areas using disinfectant spray and/or wipes left in shared spaces or alcohol wipes
 - All staff members are provided with alcohol wipes for use to disinfect personal areas
 - Alcohol wipes are available by shared spaces (ie copy machines)
- Maintenance completes cleaning and disinfecting of areas in between student cohorts using electrostatic spray
- Maintenance completes regular cleaning and disinfecting of bathrooms and signs date/time on the posted schedule on each bathroom (bathrooms to be sanitized every 2 hours)
- Maintenance completes regular cleaning and disinfecting of all school classrooms and offices and signs date/time on the posted schedule at each location
- Extra PPE and cleaning supplies are stored in office and shared with staff as needed
- Staff request additional PPE without personal contact by completing the [PPE Replacement Request Form](#) managed by San Pedro Office Staff
- Cleaning, sanitizing, and disinfecting schedules and protocols for all SRCS schools and facilities are based on CDC guidelines.

- ✓ 6. Health screening for students and staff are conducted as advised and updated by Public Health. On July 23, 2020 the Centers for Disease Control and Prevention provided updated guidance on screening K-12 students emphasizing that parents and caregivers must monitor their children for signs of infectious illness every day at home, and universal symptom screening for K-12 students is not required. [\(MCOE Staff Health Screening\)](#)

- All staff and any “essential visitor” adults on campus sign in with QR code, posted at multiple entry points around campus (see #2)
- Health screening for students - all students are checked-in before entry to school to ensure no symptoms via CrisisGo Software
 - Questions:
 - I affirm that s/he has been without fever (100.4 or above) for 24 hours without the use of fever-reducing medications and that s/he has not had symptoms of respiratory illness (cough, shortness of breath, or runny nose) in the past 24 hours.
 - I affirm that s/he does not live with anyone who has recently tested positive for COVID-19, nor have s/he had known close contact with anyone who has recently tested positive for COVID-19.



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- Touchless thermometers will be available at each site for checking and staff will be trained on how to correctly use the thermometers as needed.
- Students who have symptoms or have a temperature > 100.4 will be immediately escorted to the office in order to arrange student pickup. MDHHS guidelines are followed for students with symptoms.

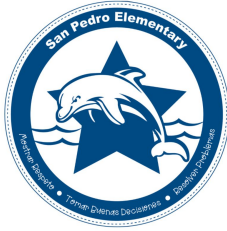
7. Staff and students who are sick are expected to stay home and an isolation area is identified for students who begin to exhibit symptoms during the school day, until they can be picked up.
Describe placement of designated Isolation Area:

- Site follows the protocols as outlined on the Marin County Decision Tree for Schools.
 - Parents/guardians keep children at home if they show symptoms of COVID-19 and/or if they have a fever.
 - The child should not return to school until the fever has been gone for at least 24 hours without the use of medicine.
 - If the student is absent from school due to symptoms, the parent/guardian is requested to contact the school to report the absence reason, contact their healthcare provider, and monitor their child's symptoms.
- Throughout the day, staff self-monitor and monitor students for signs of illness. In the event of a student with symptoms, staff follow site protocols.
- Parents/guardians are required to and must agree to pick up their child without delay if they are exhibiting symptoms of illness. If a parent is not able to be reached or is unable to immediately pick their child up, emergency contacts will be contacted to pick up the child.
- Should a student, classroom, or school be required to quarantine, remote learning will take the place of site-based classroom instruction. Any necessary technology or equipment for students to access learning will be provided.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including testing for staff at the beginning of the school year, and then no less than once every two months. This may include testing of students with appropriate parental permissions obtained in advance. (Identify testing vendors, if applicable)

Options will be provided to staff by the district to be tested at the beginning of the school year, and then no less than once every two months.

Per SRCS communications on **COVID-19 Testing**: According to Marin Health and Human Services, your first stop for testing should be your medical provider or local medical clinic. [All health care facilities in Marin County are required to offer COVID-19 testing](#) and most providers offer testing to patients who meet the testing criteria listed under "[Who Should Get Tested](#)" on this page.



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How to Book a COVID Test for Essential Teachers & School Workers

- 1 Send a secure message to your Primary Care Physician (PCP) on kp.org or call the appointment line
- 2 Provide/state the following information:
 - ✓ That you are returning to in person teaching or school support work
 - ✓ The anticipated date of returning for in-person class attendance or school support work*

** Test should be scheduled within a 2-week window prior to start of work*

Get your COVID-19 test results online as soon as they're available

Sign in:
kp.org/testresults or My Doctor Online app

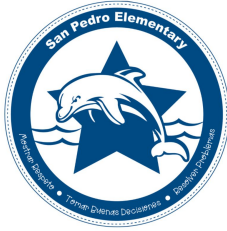
Not registered?
Go to: kp.org/register

Need technical support?
Call: 1-800-556-7677

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9. Protocols, actions and template communications are in place for the following COVID-19 related scenarios (link: [Marin County Public Health Protocols & Communication Templates](#) for each scenario):
- a. A student or staff member either exhibits COVID-19 symptoms or has a temperature of 100.4 or above.
 - b. A family member or someone in close contact with a student or staff member tests positive for COVID-19.
 - c. A student or staff member tests positive for COVID-19.
 - d. A student or staff member tests negative for COVID-19 after symptoms or confirmed close contact.

- Templates printed, shared with staff, and posted around campus
- The guidelines SRCS is using is outlined by Marin Health and Human Services and are attached:
 - [Guidelines for school / classroom setting](#)
 - [Guidelines for office setting](#)
- Symptomatic people shall be masked, maintain social distancing at all times, wash hands and be isolated from others.
- Single point of contact will reach out to Dept. of Health and Human Services for positive student cases
- Site follows the protocols as outlined on the Marin County Decision Tree for Schools.
- Student return to school shall be dictated by the MDHHS.
- Staff shall follow MDHHS guidelines for staff or students that present symptoms during the school day.
- District shall follow the most current California Department of Public Health (CDPH) or MDHHS guidance on closure of the school or district based on the number of students or cohort of students symptomatic or diagnosed with COVID 19.



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10. Where practicable, physical distancing of six feet is maintained between adults and students and four feet between students.

- Tables and desks in office spaces are 4ft apart to maintain distancing between students and 6ft between adults
- Staff will maintain 6 feet distance between students and other staff members.
- Students and teachers will be trained on movement, entrance/exit process to all buildings, classrooms and spaces.
- Signage (and/or markings) will be used in all spaces to identify 4 feet distance between students and 6ft between adults.
- For PreK and Headstart Programs
 - In PreK, Plexiglass at various spaced in the classroom
 - California State Preschool Programs (CSPP) operated on school sites will adhere to the in-person instruction guidelines set by Marin County Public Health in tandem with CDE's preschool licensing requirements.
 - PreK Site Supervisors and staff will provide developmentally appropriate activities for small groups and reconfigure indoor and outdoor play spaces to ensure physical distancing.
 - Federally-funded Headstart programs operated on school sites will adhere to the in-person instruction guidelines set by Marin County Public Health.
 - PreK Site Supervisors and staff will provide developmentally appropriate activities for small groups and reconfigure indoor and outdoor play spaces to ensure physical distancing.



11. For elementary schools, up to 2 stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts.

Up to 2 stable cohorts are maintained throughout the school day, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts:

- playground / field marked off for different cohort groups
- separate classrooms per cohort
- separate entrances for cohorts at different grade levels
- cleaning and disinfecting of spaces between student use
- the second cohort is only applicable for students who are in the LEAP program
- each cohort will have no more than 25 students



12. For middle and high schools, larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding schoolwide mixing of students and staff.



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N/A

- ✓ 13. Where practicable, desks are arranged facing forward to minimize face to face proximity between students.

- A 6 feet buffer around the teacher work area.
- 6 feet between students and teacher.
- 4 feet between students
- Soft fabric items that are difficult to clean have been removed from classrooms - pillows, couches, stuffed animals, instructional carpets.
- Teachers arrange student desks and instructional space according to SRCS MOU guidelines
 - Student Desks will be spaced 4 feet apart to minimize face to face proximity between students and 6 feet between adults
- Classrooms with tables need to be measured to determine the number of students allowed at each table if the distance and direction meet 4' requirement.
- Additional air ventilation, for classrooms that do not have central air will be provided
 - Fans in classrooms to improve ventilation
 - Air filters in all classrooms and office spaces
 - windows and doors left open for additional ventilation

- ✓ 14. School staff are permitted to visit and instruct more than one classroom cohort, following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort.

Staff adhere to physical distancing, face covering protocols, and will document/ record visits to classrooms that are not identified as their primary classroom cohort on sign in sheets at the door of each classroom

- ✓ 15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. 15.

- Separate Entry/Exit Gates are in place for separate cohorts:
 - Head Start
 - PreK
 - TK / K
 - Grades 1, 2
 - Grades 4, 5
 - Grade 3
- Staff should use technology/QR code/device to track movement of people on sites for COVID



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tracking purposes as required by the MDHHS.

- Outdoor entrances to classrooms used when possible / indoor hallways will not be used by student groups whenever possible

- ✓ 16. Schedules for arrivals, recess and lunch will be strategically coordinated to prevent mixing of classroom cohorts.

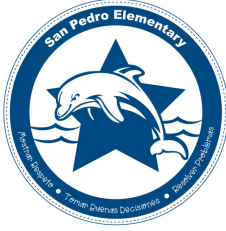
- Schedules for arrivals, recess and lunch are strategically coordinated to prevent mixing of classroom cohorts
- Clear tardy procedures for students who arrive and miss initial health screening.
 - Tardy students report to office to be escorted to class
 - Families who do not complete the daily health screening are documented and followed up with for additional support

- ✓ 17. Congregate movement through hallways will be minimized as much as practicable.

- Outdoor classroom entrances are being utilized.
- 4ft demarcations in the hallways and common areas to help students to queue students in
- Use of signage and floor demarcation to direct the flow of traffic.
- Staff are visible and model, direct and promote positive and appropriate behavior.
- Additional staff support hallway monitoring and traffic support.
- Arrows to guide flow of traffic and use of cones/stanchions to direct the flow of traffic as practicable

- ✓ 18. Large gatherings (i.e., school assemblies) are currently prohibited.

- Large gatherings are occurring virtually through the use of Zoom and Google Meets
- No in person assemblies are permitted.
- No gatherings of multiple classroom cohorts, such as holiday events or special performances will be permitted.
- To the extent possible, meetings such as parent conferences, parent education classes (monthly Charlas, etc.), school committee (SSC, ELAC) and PTA meetings, Student Study Team meetings, Individual Education Program (IEP) meetings, and staff meetings will be conducted virtually.
- Other small group staff meetings, when held in person, to be held outdoors or in spaces with proper ventilation and physical distancing, 6ft between adults



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19. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Efforts should also be made to maximize fresh air flow in classrooms through existing ventilation systems and opening of windows and doors as much as possible.

- Classes will use outdoor entryways whenever possible.
- Classes will have designated outdoor spaces per cohort that are used for outdoor classrooms and meals.
- Schedule created for use of additional outdoor spaces
- Clipboards provided for every student for outdoor learning use

20. Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.

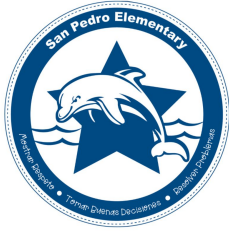
- For PreK and Head Start classes, use of shared playground equipment is limited
- Each TK-5 classroom to be provided a bag of equipment for use at recess break
- Classrooms may designate an area (or bin) labeled “Disinfect Daily” to house instructional tools, loose equipment (basketball, soccer ball, jump ropes, 4 square ball, etc.), supplies etc. for the custodial staff to electrostatically disinfect daily. The custodian shall document on the daily classroom sanitation log when these items were disinfected.
- When needed, learning hub / LEAP recess equipment is assigned, sanitized daily, and can be rotated amongst classrooms with sanitation between.
- Playground equipment (slide, etc.) to be assigned to cohorts

21. Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.

- Outside space is designated by the site on a rotation basis. Arrows help students with movement through the site.
- Any non-classroom space that will be used to help with social distancing during recess, lunch, etc. are disinfected per guidance from MHHS.

22. Meals will be served in classrooms or outside or in classrooms instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.

- Classes will have designated outdoor spaces per cohort that are used for outdoor classrooms and meals.
- Grab and go meals implementation to keep social distancing of a minimum of 4 feet between students.
- At the end of the school day, lunch and the following day’s breakfast is distributed in a meal-to-go fashion during dismissal.



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- Students should always eat outdoors with social distancing of 4 ft.
- Assign eating areas to each cohort with a schedule, utilizing tents and outside eating areas
- Food trucks and outside vendors are prohibited within 300' of school. Any violators of this provision or other guidelines of the DHHS shall be reported to the local authorities (Police or Health Dept.)
- Staggered lunch and break times to help limit contact among students.
- Increase classified staffing support as available to monitor students on campus during break and meal times.
- For PreK and Head Start classes, meals are occurring in individual classrooms.

23. Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals.

- Regular hand washing - sinks and soap in every classroom and in many common areas as well as availability of hand sanitizer
- At the beginning of class, after recess, and after lunch, washing hands with soap and water and/or use of hand sanitizer is essential.
- Students have been taught the correct way to wash hands. Posters on campus at sinks for proper hand washing instructions (English and Spanish).

24. All staff as well as all students in grades TK - 5 are required to wear face coverings while in the classroom and on campus unless there is a medical or behavioral contraindication. Students should be supported and taught how to wear them properly. PreK and Headstart students are strongly encouraged to wear masks.

- Face coverings (paper and cloth) are provided for all students in all grades, including PreK and Head Start
- Students are supported and taught how to wear face coverings properly.
- All adults and PreK-5 students **MUST** wear masks while on campus
- Headstart and PreK students must wear masks on campus
- Students or staff that do not have a mask upon entry to the school, or lose/misplace a mask will be provided with a replacement.
- District will work with legal on how to document medical or behavioral contraindication. (Students who refuse to wear a mask will be escorted to isolation and then parents/guardians will be informed, and students will be required to leave campus.)
- District will provide masks and/or face shields for staff. (5 cloth masks per teacher, 1 face shield per teacher, additional paper masks available as needed)
- Students or staff with medical conditions that limit or prohibit their use of masks will be provided with accommodations, such as the use of face shields with a drape.
 - Accommodations will not decrease the safety of all other students or staff on campus



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- ✓ 25. Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.

- Training provided to staff on proper use of face coverings, including instruction to minimize touching of face
- Students are supported and taught how to wear face coverings properly.
- Students and staff provided with guidance/training on how often masks are cleaned, how to clean, use and care for face coverings.

- ✓ 26. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.

- Students have separate individually labeled supply boxes and cubbies in order to limit sharing of materials
- Shared materials are sanitized after use
- Classrooms may designate an area (or bin) labeled "Disinfect Daily" to house instructional tools, loose equipment (basketball, soccer ball, jump ropes, 4 square ball, etc.), supplies etc. for the custodial to electrostatically disinfect daily. The custodian shall document on the daily classroom sanitation log when these items were disinfected.
- For classrooms that do not have cubbies, the District has provided a standardized student covered box or container.

- ✓ 27. Sharing of electronic devices, clothing, books and other games or learning aids will be avoided as much as practicable.

- Students have individual devices
- The sharing of other supplies and learning aids will be limited
- Routinely replacement of cleaning supplies (mops, buckets, etc.) will occur more frequently and communicated to staff. Custodians will work with their supervisor to identify materials that need replacement.
- If student personal device chromebook chargers are provided, they will be disinfected between use.
- Student training to support maintaining the cleanliness of the facility needs to be enforced by all staff. All staff will be asked to address unsanitary student habits when seen. Ignoring bad behavior can be seen as condoning it.
- Educate students on not sharing items, including computers.



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- ☑ 28. Use of privacy boards or clear screens will be considered as much as practicable.

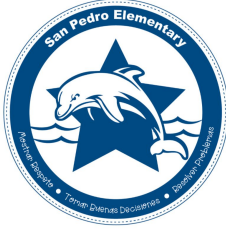
- Plexiglass screens installed on PreK classroom tables to avoid student contact
- Plexiglass installed in main office
- Plexiglass installed in family center to minimize contact
- Plexiglass to be used when assessing students for special services (PT, SLT, OT, etc)
- Use of virtual conferencing whenever possible.
- Plexiglass to be installed on student shared tables in TK and K classes

- ☑ 29. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.

- Adults are not permitted on campus unless staff or essential workers.
- All adults on campus are required to adhere to all health and safety guidelines. including:
 - face coverings for all staff
 - sign in on the QR code posted throughout campus as well as available online
- All campus visitors (essential workers) will be required to sign-in using the site check-in survey or at the office and respond to the health screening.
- When possible, essential workers will be scheduled after student hours.
- Student drop-off and pick-up will be at the designated area and parents/guardians will not be permitted beyond the designated drop-off area for their child's classroom.
- If a parent/guardian needs assistance from the school office, one adult/family unit will be allowed inside the office at a time to ensure physical distancing.
- Office staff will be trained on how to handle visitors that are either not cleared for campus entrance or who need to be trained on site safety protocols.
- In the event that more than one parent/family unit at a time needs assistance from the school office, they will be directed to wait outside of the office, utilizing the 6 ft. markers to ensure physical distancing.
- If a parent/guardian arrives during the school day to pick a student up, they will be directed to an outside waiting area while the student is notified and proceeds/escorted to the waiting area.
- To the extent possible, meetings between parent/guardian(s) and principal, Student Study Team (SST) meetings and Individual Education Program (IEP) meetings will be scheduled virtually.

- ☑ 30. A School Site-Specific Protection Plan outlining the above measures is completed, posted and shared with all stakeholders and updated as state and local Public Health guidance dictates.

- This SSSPP will be accessible to parents and staff through the San Pedro Elementary School Website:
 - [San Pedro School Website](#)
 - [At this link](#)
- Hard copies of the SSSPP will be provided upon request to parents and staff.

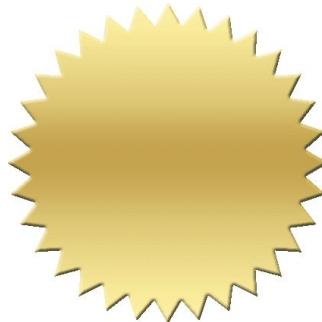


UPDATED 3/4/2021

****Attach any supporting documents or additional information for each Guideline to the back of the SSSPP.**

	<h2>School Site-Specific Protection Plan</h2>
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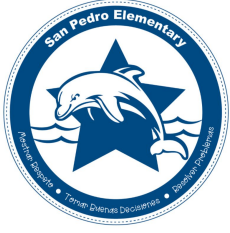
Certificate of Completion



San Pedro Elementary School

has completed the School Site-Specific Protection Plan with current information related to COVID-19 Protocols and Procedures. The full SSSPP is available for viewing or download here:

- San Pedro [School Website](#)
- [At this link](#)



UPDATED 3/4/2021

This certificate should be displayed in the site's main office and the full SSSPP should be available online at the above web address.