



LAGUNA
DEPARTMENT OF EDUCATION

**COVID-19 RESPONSE
SCHOOL RE-ENTRY
GUIDANCE
2021-2022**





Table of Contents

Reporting.....	1
Prevention.....	2
COVID-19 Symptoms Checklist.....	3
Communication.....	4
School Site Response/Responsibilities.....	5
Safe Schools.....	6
Testing/Vaccinations.....	7
Instructional Materials/Transportation.....	8
School Entry.....	9
Positive Cases on Campus/Confidentiality.....	10
COVID Safe Practices.....	11
Clean Facilities.....	12
Appendix.....	13

Stay informed about changes to any of this information by visiting our website:
www.lagunaed.net

Laguna Department of Education **COVID-19 RESPONSE: SCHOOL RE-ENTRY**

+++ Committed to Providing Instruction within a Safe School Environment +++

The Laguna Department of Education Board and Administration are committed to provide the safest environment possible for our students and staff. Re-entry into school is important; LDOE will provide both in-person and virtual instruction to ensure education is available to all students.

LDOE works closely with the Pueblo of Laguna (POL) Emergency Operations Center (EOC) team in addressing the incidents of COVID-19 within the community and our schools. It is through this collaboration that Pueblo leadership has allowed us to re-open our schools.

LDOE follows the guidance of POL Executive Orders, Amendments 3/4/5 and current CDC guidance. This information is subject to change based on the changing COVID environment and its impacts to the community.

POL Executive Orders 3/4/5, to view, go to: www.lagunaed.net/eo

REPORTING

Positive Cases Within the Community:

Protocol: When positive cases of COVID-19 impact students or staff, the EOC will utilize the Emergency Notification System (ENS) to make the initial communication regarding a school closure. LDOE will follow utilizing the school messenger system to provide additional information on continuity of instruction.

Positive Cases Within the School:

Protocol: Notify the Pueblo of Laguna Emergency Operations Team as soon as staff becomes aware of a positive or potential case.

LAGUNA EOC HOTLINE • 505-328-5682

In the case of LDOE Staff (internal); contact the LDOE Chief of Operations, who will contact the POL EOC.

PANCHO GUARDIOLA • p.guardiola@lagunaed.net • 505-263-2564

PREVENTION A SHARED RESPONSIBILITY

Implementation of the established COVID safe practices

Maintain
3-ft
physical
social
distance
(CDC Guidance)

WEAR A
MASK AT
ALL TIMES

Wash hands
often with
soap and water
or use hand
sanitizer

School Accountability

3 FEET APART

Mandated staff
vaccinations prior
to contact with
other individuals

Surveillance
testing of staff
and students

3 FEET APART

Scheduled deep
cleaning of all
LDOE facilities

Constant cleansing
of high-touch
areas within the
schools

Plexiglas at each
classroom staff
and student desk

Daily monitoring of
COVID-19 symptoms
prior to entering school
facilities and buses

Daily monitoring of
temperature prior to
entering school
facilities and buses

Designated walk
ways for staff and
students within
the schools

Additional staff on
site to monitor
compliance to CSPs

Parent Accountability

Pre-Screen: Monitor for
COVID symptoms,
Keep child/ren at home if
demonstrating symptoms
































Remain with child/ren
until temperature
check (buses and
school drop-off)

Ensure child/ren has
a clean mask before
entering bus or
school

Provide updated
contact information,
update as needed.

COVID-19 SYMPTOMS CHECKLIST

Keep your child/ren home if they exhibit any of these COVID symptoms.

Symptoms of COVID-19	Strep Throat	Common Cold	Flu	Asthma	Seasonal Allergies
FEVER 					
COUGH 					
SORE THROAT 					
SHORTNESS OF BREATH 					
FATIGUE 					
DIARRHEA OR VOMITING 					
RUNNY NOSE 					
BODY/MUSCLE ACHES 					

 Symptom of illness



cdc.gov/coronavirus

COMMUNICATION

EOC communicates with parents regarding possible exposure, contact tracing and testing via POL EOC ENS.
LDOE school staff communicates with parents regarding instructional delivery via School Messenger.



SCHOOLS

DEC
505-552-6654

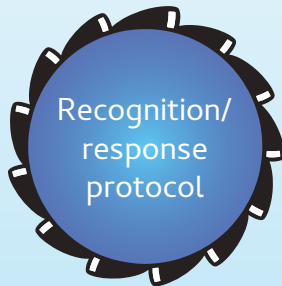
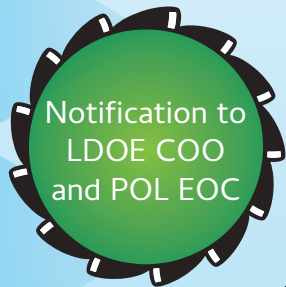
LES
505-552-9200

LMS
505-552-9091

EOC
505-328-5682 (HOTLINE)
505-803-1908

SCHOOL SITE RESPONSE

Rapid Response Plans
posted at each site



SCHOOL RESPONSIBILITIES:

CSPs, Communication, Contact Tracing

Maintain school and classroom rosters

- Staff and student rosters per grade and/or classroom
- Grade/Classroom numbers or identifier
- Staff and student schedules
- Staff and student contact information including emergency contacts and physical address

Maintain school site information

- Teacher schedules
- Contractor/Ancillary staff schedules
- Bus rosters

School Monitoring Logs

- Maintain log for ancillary and contractor staff
- Maintain log for support staff:
Special Ed/Counselors/IT/Facilities
- This information will be sent to EOC immediately upon notice of potential positive cases within the LDOE schools. Please continue to update your information.

SAFE SCHOOLS

Schools

- Monitoring entry into all school sites
- Directional arrows to manage flow of movement within school
- Social distance markings in large spaces
- Hand sanitizing stations throughout the school
- Plexiglas dividers at reception areas
- Dismissal from school will be by grades and by sections

Classrooms

- Masks and/or face shields worn in classroom at all times
- Plexiglas dividers on each desk
- Social distance markings

Meals at DEC

DEC will discontinue family style dining. Meals will be served in classrooms on tables with Plexiglas dividers.

Meals at LES/LMS

Students are expected to wear their masks while in line for meals. Masks are removed for the duration of the meal.

LES

BREAKFAST

is served in the classrooms.

LUNCH

is served at four different locations on a staggered schedule.

LMS

BREAKFAST

is served in the classroom.

LUNCH

is served in the gym, separated by grades.

TESTING & VACCINATIONS

(INFORMED BY POL EXECUTIVE ORDER AMENDMENTS 3/4/5
AND IN COLLABORATION WITH POL EOC)

Staff Testing:

- All LDOE staff will be tested on a monthly basis.
- Staff that travel out-of-state must follow E.O. Amendment 5 testing requirements before returning to their work site.

Student Testing:

- Students from “fully-vaccinated households” may participate in in-person instruction
- Mandatory COVID-19 testing is required of all students who attend in-person instruction
- LDOE and EOC will establish monthly testing schedule. Testing will be done by EOC staff on LDOE campuses: DEC, LES, and LMS. (Students age 2 and up will be tested).

STAFF & STUDENT VACCINATIONS

Staff Vaccinations:

- All LDOE staff are required to be vaccinated prior to beginning work on any school site.
- A copy of the vaccination card must be on file with the Human Resources office.

Student Vaccinations:

- All students 12 years of age and older must be vaccinated in order to attend in-person instruction.
- Students who turn 12 after the beginning of the school year, have 60 days to become fully vaccinated.

INSTRUCTIONAL MATERIALS

Students *will not* be allowed to share instructional materials. Each student will be provided with all the material required for successful school participation.

TRANSPORTATION

Before leaving home: Parents must monitor for COVID symptoms: Fever, Cough, Sore throat, shortness of breath, fatigue, diarrhea or vomiting, runny nose, body/muscle aches.

At the BUS STOP:

- Stay with your child until they get on the bus.
- Parents must have a contingency plan if bus monitor observes COVID symptoms.
- Bus monitors will assess for COVID symptoms. Parents must be prepared to implement contingency plan.
- Wear masks before getting to the bus stop
- All students must practice social distancing and wear a mask while waiting at the bus stop.
- All students must properly wear mask while entering bus.
- Sit at their designated location.

SCHOOL ENTRY

DIVISION OF EARLY CHILDHOOD

- Parent Drop-Off: Parents will not exit their vehicles until child is assessed for COVID symptoms. Students will enter at a designated site.
- A staff person will be on hand to assist students upon entry and monitor students for masks, temperature, and symptoms.

ELEMENTARY & MIDDLE SCHOOL

- Student Drop-Off: Parents will not exit their vehicles.
- Drop off students at designated site.
- Students will enter at a designated site after being assessed for COVID symptoms by school staff.

Should a student begin to exhibit any symptoms according to the chart provided on Page 3, they will be placed in an isolation room (identified at each school site). School staff will contact the parents/emergency contact and parent/contact will be expected to come pick-up the child from school. The child will not be transported on the school bus.

For Bus Schedules/Routes and Meal delivery,
PLEASE SEE OUR WEBSITE:
www.lagunaed.net

POSITIVE CASES ON CAMPUS

If a student tests positive, the LDOE point of contact will be notified. The POL EOC will be notified immediately in order to conduct contact tracing. All students in the class will be placed on a 14-day quarantine and move to virtual learning. Deep cleaning using fogging equipment will take place in the classroom and throughout the school.

If two or more students test positive, the school will be closed for a period of 14 days. A transition schedule for in-person to virtual learning will be posted on the LDOE website.

Deep cleaning using fogging equipment will take place throughout the school district.

CONFIDENTIALITY

An individual's right to privacy will always be the priority. LDOE will report any new cases at each school site but will not specifically identify the individual. Key information will be shared with the POL EOC through the LDOE Primary POC.

FERPA - The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records.

Schools do not have the authority to disclose Personal Identifiable Information (PII).

HIPAA - The Health Insurance Portability and Accountability Act protects Protected Health Information (PHI) when information is related to healthcare information.

COVID SAFE PRACTICE

COVID Safe Practices (CSP)

Staff and students must wear a mask and/or a face shield at all times. **Two cloth masks will be provided to students at the beginning of the school year. Face shields and disposable gloves and gowns are available as needed.**

Parents are responsible for maintenance of the masks.

Social distancing will be required. Hand sanitizing stations are located throughout the school. Frequently touched areas (touch points) will be cleaned throughout the day.

SCHOOL ENTRY

Each site has a temperature kiosk to monitor safe entry into the building.

ALL LDOE SCHOOL SITES:

Staff

- Self-monitor for symptoms.
- Self-monitor entry – masks, temperature check, log-in information on forms provided at each site.
- Social distance at entry sites when multiple are staff present.
- Separate monitoring logs for support and ancillary staff.

Parents

- Are not permitted into buildings
- Meetings with principal, teachers, etc. must be scheduled in advance
- Upon entry, must wear a mask, monitor temperature, log information, and maintain all CSPs while on campus.
- All other sites: Please follow posted guidelines.

CLEAN FACILITIES

LDOE Facilities will conduct daily cleaning per CDC guidelines. Staff will monitor and clean high touch areas throughout the day. LDOE has purchased fogging equipment which will be used in the buildings and on the buses.

AIR HANDLING SYSTEMS

LDOE purchased air purifying systems for all school buildings, offices, and buses. Information link on these devices can be viewed on the LDOE website:
www.lagunaed.net

REGULAR EOC INSPECTIONS

Mitigation checklists ensure continued review of LDOE facilities.

LDOE WILL ADHERE TO CDC MITIGATION CHECKLISTS.

APPENDIX

POL AMENDED EXECUTIVE ORDER NO. 4 • June 10, 2021

4. Schools

Children and parents shall follow all Laguna Department of Education and Grants Cibola County Schools policies and restrictions regarding school enrollment, attendance, and participation in school activities. School staff shall not be permitted within the Pueblo unless fully vaccinated.

POL AMENDED EXECUTIVE ORDER NO. 3 • April 23, 2021

4. Children and Schools

- 4.1. Fully Vaccinated Households. For purposes of this order, children living in households where all eligible adults are fully vaccinated shall be allowed to follow restrictions for fully vaccinated households.
- 4.2. Un-vaccinated Households. Children living in households with any eligible adult who is not fully-vaccinated shall be required to follow restrictions for un-vaccinated households.
- 4.3. Schools and Activities.
 - 4.3.1. For children in households in which all eligible adults are **fully vaccinated**, the parent or guardian may opt to return their children to in-person school and/or organized sports and extra-curricular activities **provided** that the family registers with the EOC **and** the children obtain testing once every month.
 - 4.3.2. For children living in households with any eligible adult who is not fully vaccinated, parents or guardians shall not be allowed to return their children to in-person school or organized sports and extra-curricular activities.
- 4.4. All families, regardless of vaccination status, must monitor themselves for COVID-19 symptoms and obtain COVID-19 testing immediately in the event any such symptoms appear.
- 4.5. School buildings located within the Pueblo's jurisdiction shall remain **CLOSED for in-person student attendance until May 31, 2021**.
- 4.6. School buildings located within the Pueblo's jurisdiction may **RE-OPEN for in-person student attendance** beginning June 1, 2021, subject to building inspection and operational plan approval of the EOC; provided, the Pueblo of Laguna experiences no surge in COVID-19 infections as determined by EOC.