## Take 5 for Back-to-School Safety
### Checklist for School Administrators

1. **Set clear rules for masking**
   - Implement universal masking
   - Add masks to school supply lists for each grade level
   - Have extra disposable and age-appropriate masks available
   - **Optional**: Define a policy for students who challenge masking rules

2. **Create safe environments**
   - Modify physical environments to promote safe in-person learning
   - Put protocols in place for shared spaces (e.g. eating lunch, # people in a room)
   - Put cleaning protocols in place (e.g. sanitizing high-touch surfaces)
   - **Optional**: Re-configure HVAC settings and install filters for optimal filtered airflow

3. **Enable everyday COVID-19 health screening**
   - Train staff to identify potential COVID-19 symptoms
   - Develop a healthy screening checklist (e.g. fever, travel, exposure, etc.)
   - Decide who will administer (school or parents)
   - Identify a provider to direct students and staff for symptomatic and asymptomatic testing
   - **Optional**: Partner with a symptom monitoring solution vendor (app or website)
   - **Optional**: Set up an on-site testing and screening operation

4. **Set clear guidance for COVID-19 test results**
   - Develop testing protocol for symptomatic and exposed students and staff
   - Determine who will be notified (e.g. clear criteria and communications) and who is responsible for communicating (e.g. principal, nurse)
   - Identify close contacts that will require quarantine/isolation
   - Set the actions that will be taken and information that will be communicated
   - Set the communications and health and safety measures that will be taken

5. **Encourage vaccines for eligible students and staff**
   - Encourage and educate faculty, staff, and students on the safety and efficacy of COVID-19 vaccines
   - Follow the latest news and guidance on vaccine safety and availability for students 11 and under, as it becomes available
   - **Optional**: Hold back-to-school community pop-up vaccine clinics with pharmacy or health partner for students ages 12 and over, and their families

More detailed guidance can be found within the [Safer School Reopenings](http://HealthyDavisTogether.org) and [COVID-19 Testing in K-12 Schools](http://HealthyDavisTogether.org) guides from Healthy Davis Together (HDT). HDT is a joint project between the City of Davis and the University of California, Davis. Since September 2020, HDT has been partnering with Davis Joint Unified School District (DJUSD) to support the safe reopening of their Pre-K through grade 12 schools, and has since expanded to support schools throughout Yolo County. To learn more please contact Mira Susa at msusa@ucdavis.edu.