



## SAFE REOPENING PLAN

Business Name:

Facility Address: 2281 Diegueno RD, Borrego Springs, CA 92004

*This plan does not need to be submitted at this time. This plan is to be used to prepare when businesses open per the Governor's Order. The County will not require approval for this plan.*

*Businesses must implement all mandatory measures listed in A and B below. Businesses shall select applicable measures listed in C and D below and be prepared to explain why any measure that is not implemented is inapplicable to the business. Businesses shall also provide specific details regarding their Safe Reopening Plan pertaining to their business in section E below.*

### A. Signage (Mandatory):

- ☒ Signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have a cough or fever; wear facial coverings, maintain a minimum six-foot distance from one another; and not shake hands or engage in any unnecessary physical contact.
- ☒ Signage posting a copy of the Safe Reopening Plan at each public entrance to the facility.

### B. Measures To Protect Employee Health (Mandatory):

- ☒ Teleworking opportunities have been maximized.
- ☒ All employees have been told not to come to work if sick.
- ☒ All employees must have temperature taken upon reporting to work; if 100 degrees or more, should not be allowed in workplace. Employees must be screened for symptoms (cough, shortness of breath or trouble breathing, headache, fever, chills, muscle or body aches, fatigue, sore throat, congestion or runny nose, new loss of taste or smell, nausea or vomiting, diarrhea, exposure to individuals who have tested positive for COVID-19)
- ☒ All employees must wear facial coverings in the workplace, if within six feet of others.
- ☒ All desks or individual work stations are separated by at least six feet.
- ☒ Break rooms, bathrooms, and other common areas are being disinfected frequently, on the following schedule:

Break rooms and bathrooms will be cleaned and sanitized at end of day. Teachers and staff will sanitize high traffic areas throughout the day.

- ☒ Personal Protective Equipment (PPE) has been provided at a level appropriate to employee job duties (describe below)

-Masks for all employees  
-Face shields for employees  
-Gloves for student/employee screening

## SAFE REOPENING PLAN

### B. Measures To Protect Employee Safety (Mandatory) Continued:

- ☒ Soap and water are available to all employees at the following location(s):

Office restrooms  
Cafeteria  
Restroom in the Middle school Building  
Restrooms in Building E next to the library  
Hand Sanatizer available in classrooms

- ☒ Copies of the Protocol have been distributed to all employees.

### C. Measures To Protect Customer Safety (Check all that apply to the facility):

- ☐ Limit the number of customers in the store at any one time to \_\_\_\_\_ which allows for customers and employees to easily maintain at least six-foot distance from one another at all practicable times.
- ☒ All patrons/visitors must have facial coverings in their possession and wear them within 6 ft. of another person
- ☐ Curbside or outdoor service is made available where feasible.
- ☒ Optional – Describe other measures:

Staff and Students will partake in active screening measures upon arrival to campus. This includes: Temperature checks and screening questions provided by San Diego County office of Education

### D. Measures To Keep People At Least Six Feet Apart (Check all that apply to the facility):

- ☒ Placing signs outside the store reminding people to be at least six feet apart, including when in line. Including encouragement for pedestrian traffic to follow one-way migration paths, if appropriate.
- ☐ Placing tape or other markings at least six feet apart in customer line areas inside the store and on sidewalks at public entrances with signs directing customers to use the markings to maintain distance.
- ☒ All employees have been instructed to maintain at least six feet distance from customers and from each other, except employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- ☐ Appointment system is utilized, when appropriate.
- ☒ Optional – Describe other measures:

Student seating will be 6ft apart unless otherwise necessary

## SAFE REOPENING PLAN

### E. Additional Measures Specific to Business (Mandatory):

See attached protocol sheet\*

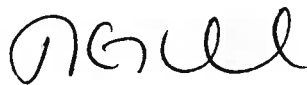
\*Any additional measures not included here should be listed on separate pages, which the business should attach to this document.

**You may contact the Health and Safety Coordinator with any questions or comments about this protocol:**

Name: **Jessica Gillespie**

Phone Number: **760-767-5357**

Signature, Appointing Authority or Designee



Date of Form Completed: **6/23/20**