

COVID-19 Protocols for **STAFF**

Quick Guide



Encouraging Prevention Practices - Hygiene and Sanitation

Staff are encouraged to utilize prevention practices to keep our environments safe. This includes:

- distancing from others when possible
- washing hands frequently with soap or hand sanitizer (after going to the bathroom, before eating, after blowing your nose, coughing, or sneezing, and after touching surfaces in commonly used areas and/or touching shared items)
- routine sanitation of classrooms and workspaces



Self-Screening

Staff should self-screen for symptoms before arriving on site. If they do have symptoms consistent with COVID -19, they should contact the school site and/or supervisor accordingly. Those with symptoms must follow **Return After**

Symptoms or **COVID-19 Positive Protocols** accordingly. Symptoms include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea



Returning After Symptoms

Staff may return to school after symptoms of COVID-19 when ALL criteria below have been met (regardless of vaccination status):

- 24 hours fever free without using fever reducing medication **AND**
- Improvement in symptoms **AND**
- COVID-19 negative test (PCR or *antigen) **OR** different diagnosis by medical provider **OR** 10 days have passed since the onset of symptoms, returning on day 11
 - If test was negative on day 1-2 of symptoms, it is recommended individuals retest in 1-2 days. If returning before 10 days, a mask should be worn



Testing

- ***Antigen test** kits are available at school sites and the district office
- Please take a picture of your Antigen test results next to a piece of paper with name, date, and time for supervisor to view if needed
- Employees who are not vaccinated must test once per week

This sheet is a summary of all current protocols. For details of recommendations, please visit the links located in the Links section. At times such as during high-transmission periods, Ripon USD may need to implement additional guidelines.

Revised: August 24, 2022

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Isolate or Quarantine

COVID-19 Positive

Individuals with a COVID-19 positive test must **Isolate**. Please notify school site and/or supervisor and/or HR accordingly. May return when:

- 5 days have passed since symptom onset or positive test date, returning on day 6 AND
- Has received a negative test result collected on day 5 or later AND
- No fever is present without fever-reducing medication for 24 hours AND
- Other symptoms have improved/ are resolving AND
- Wear a mask when around others, especially indoors for 10 days
- OR 10 days have passed

Note: Day 1 is the day after a positive test was taken, or the day after symptoms began (whichever was first). The follow up test recommended for this scenario is an ***antigen test**.

Exposed to COVID-19 (*close contacts)

Quarantine is no longer required for close contacts.

- ***Close contacts** are identified as individuals who have had at least 15 cumulative minutes of exposure within 6ft of a positive individual in a 24-hour period.
- Test 3-5 days after exposure (if not previously infected within past 90 days)
- Wear a mask when around others, especially indoors for 10 days
- If symptoms develop, test and follow **Returning After Symptoms/COVID-19 Positive Protocols** accordingly



Communication

- Staff should notify their administrator/supervisor of any symptoms, positive case, or exposure to determine next steps
- If a staff member is identified as a ***close contact** to a COVID-19 positive individual, they will be notified by their administrator/supervisor
- All RUSD staff will receive worksite notice updates via district email identifying when a positive case was last on site
- The district reports cases to the local public health department when required by state guidance (3 cases that are linked within a 14-day timeframe)



Links

- [California Department of Public Health K-12 School Guidance](#)
- [California Department of Public Health Isolation and Quarantine](#)

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