

# **St. Mary's Academy 2021 - 2022 Return to Campus & Safety Plan**



# Table of Contents

<b>Table of Contents</b>	<b>2</b>
<b>Health and Safety Protocols</b>	<b>3</b>
Supplies & Protective Equipment	3
Daily Pre-Screening for Symptoms	3
Students and Families	4
Faculty and Staff	4
Face Covering	5
Arrival and Dismissal from School	6
Other Safety Considerations	6
Isolation Rooms	6
Implementing Social Distancing	7
Break and Lunch Time	7
<b>COVID-19 Testing and Reporting</b>	<b>8</b>
Reporting, Recordkeeping, and Access	9
Criteria for closing a school	10
Reopening St. Mary's Academy to In-Person Learning	10
<b>Facility Cleaning and Sanitization Protocols</b>	<b>11</b>
Daily Cleaning and Disinfection of the following surfaces/areas:	11
Daily Cleaning and Sanitizing of:	11
Handwashing	11
Drinking Stations	11
Indoor Air Quality	12
<b>Instructional Programs</b>	<b>13</b>
<b>Appendix I - COVID-19 FAQs</b>	<b>14</b>
<b>Appendix II - COVID-19 Scenario Chart</b>	<b>16</b>
<b>Appendix III - On-Campus Student Requirements</b>	<b>17</b>
<b>Appendix IV - Investigating COVID-19 Cases</b>	<b>17</b>
<b>Appendix V - Quarantine Protocols</b>	<b>20</b>
<b>Appendix VI - Multiple COVID-19 Infections and Outbreaks</b>	<b>22</b>
COVID-19 Testing	22
Investigation of workplace COVID-19 illness	23
COVID-19 investigation, review and hazard correction	23

## Health and Safety Protocols

This plan to on-campus instruction is based on current guidance from public health officials and state agencies and will be updated as the situation evolves. All faculty, staff, and students will be required to commit to weekly COVID testing or show proof of full vaccination as an additional layer of safety. Although we cannot guarantee the elimination of COVID, we can do our best to mitigate the spread. Regardless of each person's vaccination status, all school health and safety protocols apply to everyone with the one exception of weekly testing, which will be required for non-vaccinated individuals.

## Supplies & Protective Equipment

The following items are set up at the SMA school site:

- Messaging signs and floor stickers to reinforce social distancing
- Hand sanitizer at entry points, common areas and every classroom
- Maximum Occupancy signs based on social distancing requirements
- Access to a personal portable plexi-glass shield to place on the tables outside during break and lunch.
- Best practices posters
- Disposable masks will be available for students to purchase for \$1.

The following items will be provided to all faculty/staff:

- Disposable masks
- Cleaning wipes

## Daily Pre-Screening for Symptoms

Parents are strongly encouraged to monitor temperatures and symptoms of their students daily before going to school. The school will also screen for the following symptoms:

- Fever of 100.4°F or higher
- Cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Chills, fatigue, muscle or body aches
- Sore throat
- Congestion or runny nose
- Nausea
- Vomiting or diarrhea

## Students and Families

- Students experiencing symptoms listed MUST NOT attend school.
- Student absences related to personal illness, quarantine and COVID-19 illness or symptoms will be excused.
- Students seeking testing due to exposure or symptoms of illness MUST stay home until they receive their results.

Students who have been exposed or who have COVID-19 should notify SMA's COVID-19 Liaison, Coach Liz, via email at [lmears@smabelles.org](mailto:lmears@smabelles.org).

## Faculty and Staff

- All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.
- Faculty and Staff experiencing symptoms listed MUST NOT attend school. This includes anyone with a fever of 100.4°F or higher.
- Faculty and Staff members are required to take their temperature immediately upon arrival to campus.
- Faculty and Staff must contact SMA's COVID-19 Liaison, Coach Liz, regarding absence due to possible exposure or sickness due to COVID-19. Faculty and Staff seeking testing due to exposure or symptoms of illness MUST stay home until they receive their results.
- All individuals on campus are required to wear face coverings at all times. The following are exceptions to the use of face coverings in our workplace:
  - When an employee is alone in a room.
  - While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Training and Instruction
  - We will provide effective training and instruction that includes:
    - Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
    - Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
    - Important information to be shared includes but is not limited to the following:
      - COVID-19 is an infectious disease that can be spread through the air.

- COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
- An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

## **Face Covering**

In accordance with the California Department of Public Health's (CDPH) Guidance, students and staff are expected to wear face coverings indoors, regardless of vaccination status.

All persons on campus must use face coverings while indoors. Masking will not be required outdoors if persons are at least 6 feet apart. Any interaction less than 6 feet will either require individuals to wear a mask or the use of plexi-glass shields, which will be available outdoors.

# Arrival and Dismissal from School

**Student drop off time:** 7:00am - 7:50am Monday - Thursday, 8:00 - 8:50am Friday

**Student pick up time:** 2:30pm - 3:30pm Monday - Wednesday and Friday, 1:50 - 3:30pm Thursday

- Students, faculty and staff members will be required to wear face coverings and will be health screened daily upon arrival. Screening will include a contactless temperature check, and several screening questions will be asked and expected to be completed prior to arriving on campus.
- Students who arrive on campus between 7:00am and 7:30am can be dropped off in the pavilion until official morning check in begins at 7:30am.
- On Monday - Thursday, St. Mary's Academy has designated two (2) specific student locations and one (1) specific faculty/staff location for entry and exit in order to limit direct contact with others. The two student locations are:
  - Student Entrance for 9th and 10th grade students
  - Side School Entrance on Grace Ave for 11th and 12th grade students.
- On Fridays, St. Mary's Academy will hold a morning check in by the pavilion for all grade levels.
- St. Mary's Academy will have signage throughout campus to remind students, faculty and staff about wearing face coverings, social distancing, and frequent hand washing.
- Students can be picked up between 2:30pm - 3:30pm Monday - Wednesday and Friday and between 1:50 - 3:30pm Thursday. By 3:30pm, all students must be off campus in order to properly clean and disinfect the entire campus. Students participating in sports or school-related activities will be allowed on school grounds after 3:30pm OUTDOORS ONLY so long as there is an SMA personnel supervising the event.

## Other Safety Considerations

- Faculty and Staff members will complete training about COVID-19 protocols.
- Common high touch surfaces will be cleaned and sanitized regularly (e.g. countertops, door handles, restrooms, student desks, student chairs).
- Faculty, staff, and students will be expected to wash/sanitize their hands regularly.
- Schools will limit sharing of supplies between students to the extent possible and encourage students to take home personal items for cleaning daily.
- Hand sanitizer stations will be installed in every classroom and in key areas around the school.
- Automatic disinfectant sprayers will be installed in all bathrooms.
- Classrooms will be disinfected after every block with an electrostatic sprayer.

## **Isolation Rooms**

- St. Mary's Academy has a designated isolation room for sick students when the school returns to on-campus learning.
- Coach Liz is the school's designated COVID-19 liaison. If a student is found to have COVID-19 symptoms when entering campus or during the school day, she will be sent to the isolation room.
- Coach Liz will contact the parent/guardian to come pick-up the student immediately.

## **Implementing Social Distancing**

Social distancing will limit the spread of the virus. St. Mary's Academy will adhere to the following strategies to maintain social distancing as much as possible:

- Desks will be spaced at least 3 feet apart from each other.s.
- Portable plexiglass shields are available to use for indoor group work activities and when eating on the tables in the Pavillion.
- A plexi glass partition has been installed in key high traffic common areas around the school including in the main lobby, main office, and counseling center. We encourage minimized contact at school between students, faculty, staff, families and the community at the beginning and end of the school day.
- We will minimize movement of students and teachers or staff as much as practicable.
- St. Mary's Academy has a designated isolation room to hold students who show symptoms while at school.

## **Break and Lunch Time**

- School Meal Services
  - Microwaves will be available for student use. Vending machines will be available for student use.
  - Students are encouraged to bring their own food and drink that will not require refrigeration or heating while on campus. Sharing of food will not be permitted.
  - Food will be available for purchase on campus.
  - Students are encouraged to bring a refillable water bottle. The water fountain stations will be available ONLY for refilling bottles and not for drinking water from the spout.
  - GrubHub, UberEats, or any other outside food delivery service will not be allowed.
  - Families will have an option to personally drop off food for the student and leave food on a designated food table in the Main Office. Food must be clearly labeled

for the student.

# COVID-19 Testing and Reporting

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC HEALTH

**Close Contact:** A close contact is defined as a person who is less than 6 feet from a case for more than 15 minutes.

**Stable Group:** A fixed membership that stays together without mixing with any other groups for any activities. Action Guidelines\*

**Student or faculty/staff who experience COVID-19 Symptoms while on campus** (e.g., fever, cough, loss of taste or smell, difficulty breathing, chills, muscle pain, sore throat, nausea, vomiting or diarrhea):

- Students with symptoms will be placed in the school isolation room while awaiting pick-up by parent/guardian or emergency contact.
- Faculty/Staff with symptoms will immediately be released to go home to isolate.
- Recommend COVID-Testing
- Persons with symptoms of COVID-19 must remain isolated until:
  - At least **10 days** have passed since symptom first appeared; AND
  - At least **24 hours** have passed since resolution of fever without the use of fever-reducing medications; AND
  - Other symptoms have improved.
- No communication is sent to classrooms or the school community if there were no “close contacts” identified.

### **Student or staff with close contact or cohabitating with a confirmed COVID-19 case**

- Students will be placed in the school isolation room while awaiting pick-up by parent/guardian or emergency contact.
- Faculty/Staff will immediately be released to go home to isolate.
- Quarantine for 14 days from last exposure.
- Recommend COVID-testing.
- Any student(s) and/or faculty/staff who have had close contact with an individual who has screened positive are instructed to return home to self-quarantine. Students and employees that are identified to have an exposure to the case will be notified by St. Mary’s Academy via email communication.



**Faculty/Staff or student with confirmed COVID-19 case infection:**

- Notify the Los Angeles County Health Department for > 2 cases or as needed.
- Persons with COVID-19 who are *symptomatic* may discontinue isolation when:
  - At least **10 days** have passed since symptom onset; AND
  - At least **24 hours** have passed since resolution of fever without the use of fever-reducing medications; AND
  - Other symptoms have improved.
- Persons with COVID-19 who are *asymptomatic* may discontinue isolation when:
  - At least **10 days** have passed since the date of the first positive COVID-19 test or may return to school with proof of a negative COVID test after the fifth day of exposure.
- Medical clearance is required to return.
  - Employees will turn their medical clearance into the Principal.
  - Students will turn their medical clearance into the Dean of Students.
- Identify close contacts, quarantine, and exclude exposed contacts; could be the entire cohort for 14 days after the last date the case was present at school while infectious.
- Recommend testing of contacts, prioritize symptomatic contacts.
- Disinfection and cleaning of classroom and primary spaces where case(s) spent significant time.
- Students and employees that are identified to have an exposure to the case will be notified by St. Mary's Academy via email communication.

**Faculty/Staff or student tests negative after symptoms:**

- Faculty/Staff or students may return to school 3 days after symptoms resolve.
- School/classroom remains open.

**Reporting, Recordkeeping, and Access**

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.

- Use the **Appendix IV: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## **Criteria for closing a school**

The California Department of Public Health recommends individual school closure based on the number of cases, the percentage of the teacher/student/staff population that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teacher/student/staff cases are within a 14-day period, depending on the size and physical layout of the school.

The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Should St. Mary's Academy need to close the school, we will move immediately to PHASE 0. See Appendix V - Multiple COVID-19 Infections and Outbreaks.

## **Reopening St. Mary's Academy to In-Person Learning**

St. Mary's Academy may typically reopen after 14 days and the following has occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

\*Please note that movement between phases are fluid and any changes to these guidelines would be made only in accordance with recommendations from CDPH and the local county health officer.

# **Facility Cleaning and Sanitization Protocols**

The safety of employees and students of St. Mary's Academy is our first priority. St. Mary's Academy will continue to follow all necessary safety precautions.

## **Daily Cleaning and Disinfection of the following surfaces/areas:**

- Horizontal and high touch surfaces (copy machines, tables, chairs, etc)
- Door handles
- Handrails
- Light switches
- Classroom desk/work surfaces in between classes

## **Daily Cleaning and Sanitizing of:**

- Classrooms
- Offices
- Hallways
- Outdoor student spaces
- Restrooms

Students are encouraged to bring their own disinfecting wipes and hand sanitizers for personal use throughout the day.

## **Handwashing**

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19.

- Signage will be posted throughout the school reminding people to wear their mask and to wash hands.
- Wash hands thoroughly with soap and water for at least 20 seconds.
- Thoroughly dry hands.

## **Drinking Stations**

- Students are encouraged to bring their own reusable water bottles and to use

environmentally friendly alternatives to disposable water bottles.

## **Indoor Air Quality**

St. Mary's Academy is ensuring that proper preventive maintenance is being performed on all heating and air conditioning units and is changing filters on a regular basis.

- The Center for Disease Control recommends increasing air filtration as high as possible (target MERV 13) without diminishing air flow and enforcing the existing or revised indoor air quality plan.
- All new heating and air conditioning systems have been designed with MERV-16 (Minimum Efficiency Reporting Value) filters. These are the most efficient filters commonly available for institutional systems.

# Instructional Programs

Based on current guidelines from the California Department of Public Health, the Centers for Disease Control and Prevention (CDC), and the Archdiocese of Los Angeles Department of Catholic Schools (ADLA), we plan to return to full on campus learning for the 2021-2022 school year. Should an outbreak take place on campus or the local/state conditions require us to close the school, we will move to **PHASE 0** of distance learning until health and safety conditions allow for on campus learning.

Monday	Time	H:M:S	Block
8:30 AM	10:25 AM	1:55:00	A
11:00 AM	12:50 PM	1:50:00	B
1:30 PM	2:00 PM	0:30:00	Appointment
2:00 PM	2:30 PM	0:30:00	Appointment
2:30 PM	3:00 PM	0:30:00	Clubs/Orgs

Tuesday	Time	H:M:S	Block
8:30 AM	10:25 AM	1:55:00	C
11:00 AM	12:50 PM	1:50:00	D
1:30 PM	2:00 PM	0:30:00	Sharing of the Heart
2:00 PM	3:00 PM	1:00:00	Faculty/Staff

Wednesday	Time	H:M:S	Block
8:30 AM	10:25 AM	1:55:00	E
11:00 AM	12:50 PM	1:50:00	F
1:30 PM	2:00 PM	0:30:00	Appointment
2:00 PM	2:30 PM	0:30:00	Appointment
2:30 PM	3:00 PM	0:30:00	Clubs/Orgs

Thursday	Time	H:M:S	Block
7:00 AM	8:30 AM	1:30:00	Health Screen*
8:00 AM	8:20 AM	0:20:00	Mindful Exercise
8:30 AM	10:05 AM	1:35:00	A
10:05 AM	10:30 AM	0:25:00	Break
10:30 AM	12:00 PM	1:30:00	B
12:00 PM	12:30 PM	0:30:00	Lunch
12:30 PM	2:00 PM	1:30:00	C
2:15 PM	2:45 PM	0:30:00	Appointment
2:45 PM	3:15 PM	0:30:00	Appointment

Friday	Time	H:M:S	Block
7:00 AM	8:30 AM	1:30:00	Health Screen*
8:00 AM	8:20 AM	0:20:00	Prayer Service
8:30 AM	10:05 AM	1:35:00	D
10:05 AM	10:30 AM	0:25:00	Break
10:30 AM	12:00 PM	1:30:00	E
12:00 PM	12:30 PM	0:30:00	Lunch
12:30 PM	2:00 PM	1:30:00	F
2:15 PM	2:45 PM	0:30:00	Appointment
2:45 PM	3:15 PM	0:30:00	Appointment

\* When on Campus

Please note that when on campus students should be in school uniform.

# Appendix I - COVID-19 FAQs

## **What do I do if my student is experiencing COVID-19 symptoms while at home?**

If your child is experiencing COVID-19 symptoms, please keep them home and contact their health care provider. Please contact Coach Liz to report the absence via email at [lmears@smabelles.org](mailto:lmears@smabelles.org). A COVID-19 related absence is excused.

## **What if someone in our household tested positive for COVID-19?**

If someone in your household tested positive for COVID-19 and is currently under quarantine or self-isolation, your child should follow the guidelines from the Los Angeles County Department of Public Health (LAC-DPH) on how long to remain at home and when to return to school.

## **What happens if a student demonstrates COVID-19 symptoms while at St. Mary's Academy?**

If a student becomes ill during the school day, the following steps will be taken:

- The student will be taken to an isolation area where temperature and symptoms will be evaluated. The student will remain in the isolation area until they are picked up by a parent/guardian or emergency contact.
- St. Mary's Academy will coordinate with LAC-DPH regarding the suspected case and all confirmed cases on site.

## **What happens if a positive COVID-19 case occurs at St. Mary's Academy?**

For any positive COVID-19 case, the following protocol will be applied, in accordance with state and local laws and regulations. School administrators will notify the Archdiocesan designee with the following information:

- Name of person confirmed
- If known, date of potential exposure
- Date of test
- Last date on school site
- Names of individuals who had physical contact with an infected person or spent 15 minutes or more within six feet of distance

St. Mary's Academy will coordinate a response with LAC-DPH. After receiving direction from LAC-DPH, St. Mary's Academy will notify students, staff, and families who have been potentially exposed to COVID-19 and provide health recommendations and guidance from LAC-DPH.

A positive COVID-19 case may lead a classroom, multiple classrooms, or the entire school to return to distance learning for a period of time. Any closure will be determined by school administration after consultation with ADLA and LAC-DPH.

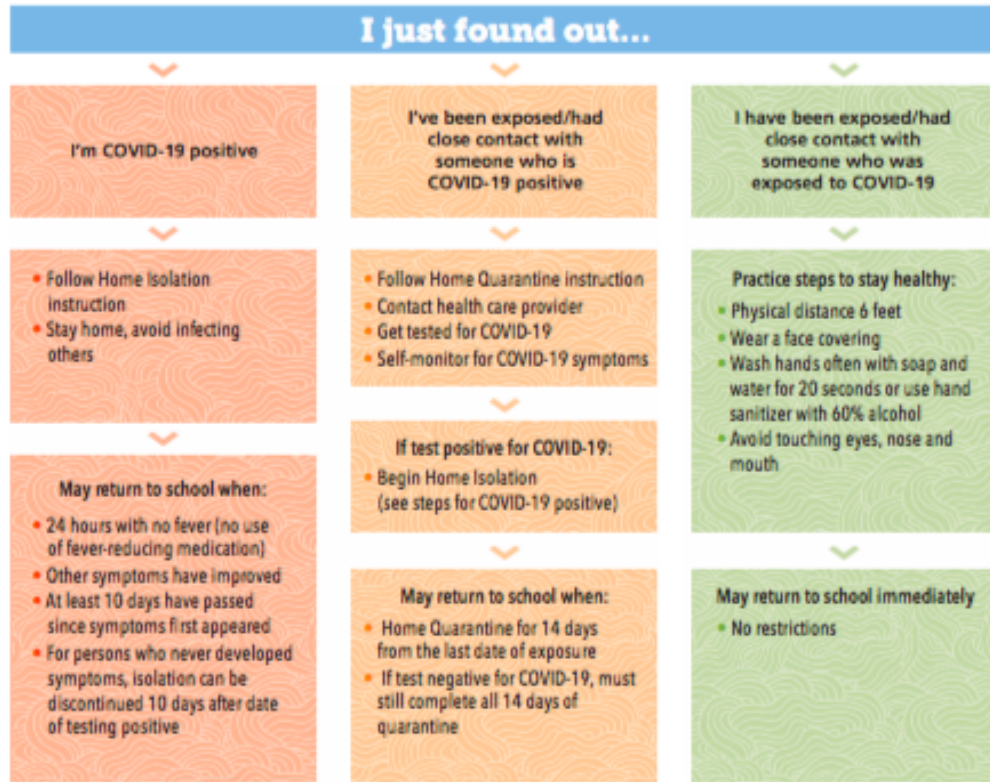
The classroom or impacted areas will receive extensive cleaning and sanitation following school maintenance and operations guidelines.

**How are others notified they were in contact with an individual who tested positive for COVID-19?**

St. Mary's Academy will work with LAC-DPH to determine close contacts and low-risk contacts. Individuals identified by LAC-DPH are contacted and given information regarding how long individuals must quarantine, steps to mitigate contracting the coronavirus, and which symptoms are associated with the virus.

All Health Insurance Portability and Accountability Act (HIPAA) notifications and guidelines for privacy are followed.

# Appendix II - COVID-19 Scenario Chart



Symptoms of COVID-19	
<ul style="list-style-type: none"> <li>Fever 100.4 F or chills</li> <li>Cough</li> <li>Shortness of breath or difficulty breathing</li> <li>Fatigue</li> <li>Muscle or body aches</li> </ul>	<ul style="list-style-type: none"> <li>Headaches</li> <li>Sore throat</li> <li>Congestion or runny nose</li> <li>Nausea or vomiting</li> <li>Diarrhea</li> <li>New loss of taste or smell</li> </ul>

Adapted from California School Nurses Organization: COVID-19 "Now What" Flow Chart



## **Appendix III - On-Campus Student Requirements**

Every student who intends to be on campus is REQUIRED TO:

1. Complete on site health screen (temperature check and health questionnaire)
3. Get dropped off at school between 7:00am - 7:50am Monday - Thursday, and 8:00am - 8:50am Friday
4. Wear a mask at all times when indoors.
5. Use the portable plexi-glass shield provided to each student for all classes and during break and lunch.
6. Practice social distancing
7. Get picked-up no later than 4pm

## **Appendix IV - Investigating COVID-19 Cases**

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

## COVID-19 Case Investigation Information

Date:

Name of person conducting the investigation:

<b>Employee (or non-employee*) name:</b>		<b>Occupation (if non-employee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of staff involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	
<b>Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):</b>			

**Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:**

<b>All employees who may have had COVID-19 exposure and their authorized representatives.</b>	<b>Date:</b>		
	<b>Names of employees that were notified:</b>		
<b>Independent contractors and other employers present at the workplace during the high-risk exposure period.</b>	<b>Date:</b>		
	<b>Names of individuals that were notified:</b>		
<b>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</b>		<b>What could be done to reduce exposure to COVID-19?</b>	
<b>Was local health department notified?</b>		<b>Date:</b>	

\*Should an employer be made aware of a non-employee infection source and COVID-19 status.

# Appendix V - Quarantine Protocols

## Quarantine Plan

Close contact: anyone who was within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes)

## Communication

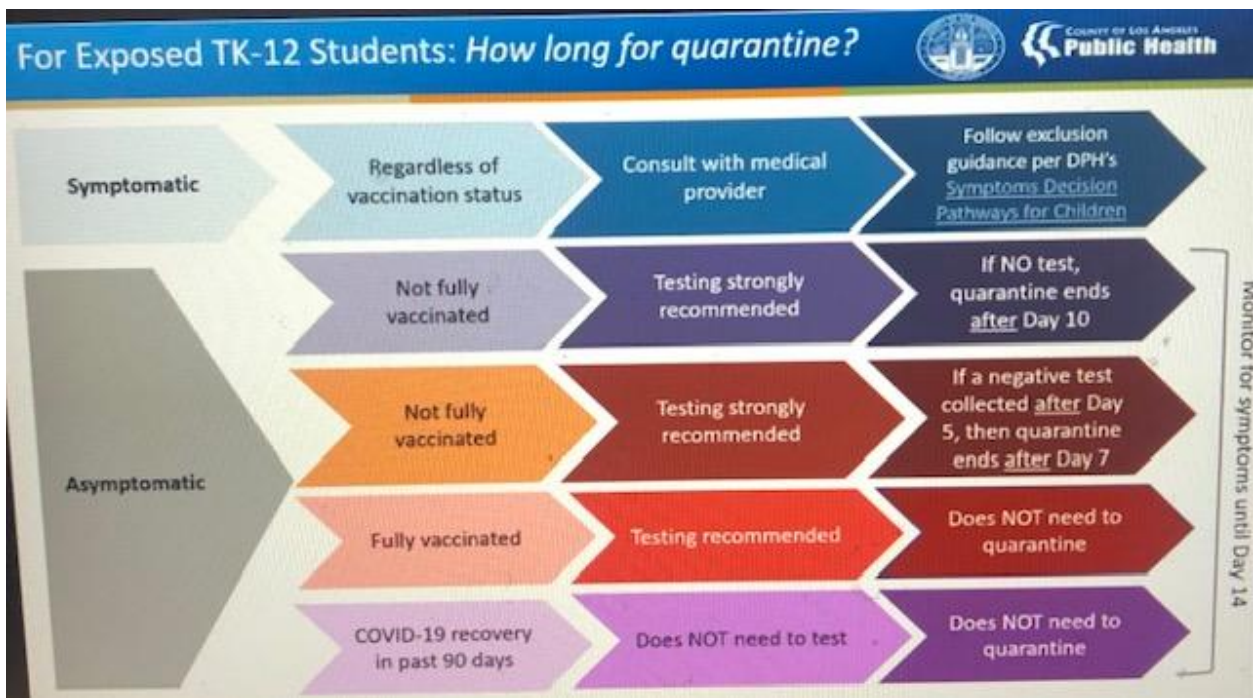
A positive test confirms a person's infection status and activates the quarantine/exposure plan:

Infected person and all those in close contact of infected person are notified

- Exposed members notified in person
- Parents/guardians are notified via phone
- Email is sent to all exposed members and their families with provided quarantine/exposure plan
- Email is sent to all SMA community members of infection
- COVID liaison will report positive case(s) to LACDPH

## Exposure Criteria

All members who must quarantine are not allowed on school grounds and cannot participate in any in person school sponsored event. This includes sports, clubs, in person classes, etc.



## Shortened Quarantine

Asymptomatic students can shorten their 10 day quarantine by testing on the 6th day after exposure and returning with proof of a negative test on the 8th day. A home self test will not be accepted to shorten quarantine. The test must be done by a lab, testing center, or medical facility.

## **Academic Supports During Quarantine**

*If 25% or fewer of a classroom is in quarantine due to a school exposure,* students who must quarantine will be able to access their school work on their Google Classroom page. There will not be a virtual participation option while classes are in session. Students must complete the work provided directly on the Google Classroom page and can email their teacher if any clarification of work is needed and can set a virtual appointment for tutoring time.

*If 26-49% of a classroom is in quarantine due to a school exposure,* teachers will provide instruction to at-home students via the EdPuzzle platform. This will provide students at home with virtual instruction and assignments, so as not to compromise the educational experience for quarantined students. Quarantined students will be responsible for submitting work during their regular class time, and it is their responsibility to schedule appointment times with their teachers for any clarifying questions. Teachers will be able to meet via Google Meet during their regular appointment times for virtual students.

*If 50% or greater of a classroom is in quarantine due to a school exposure,* the whole classroom will move to direct virtual instruction regardless if students are on campus or at home. Non-exposed and non-quarantined students are expected to be present in-class on campus, and should come prepared with their charged device and headphones.

## **Appendix VI - Multiple COVID-19 Infections and Outbreaks**

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

### **COVID-19 Testing**

We will require COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period.

- COVID-19 testing requires that all employees in our exposed workplace will be

immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.

#### Investigation of workplace COVID-19 illness

- We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP Investigating and Responding to COVID-19 Cases.

#### COVID-19 investigation, review and hazard correction

- We will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.
  - The investigation and review will be documented and include:
- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
    - Our COVID-19 testing policies.
    - Insufficient outdoor air.
    - Insufficient air filtration.
    - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We will consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.
  - Increasing physical distancing as much as possible.
  - Respiratory protection.

#### Notifications to the local health department:

- Will happen immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.

- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.