



**RAVENSWOOD**  
CITY SCHOOL DISTRICT

# **COVID-19 Safe Schools Framework 2023-2024**

***Updated: August 28, 2023***

This plan is based upon the guidance of the California Department of Public Health (CDPH), San Mateo County Health (SMCH), Centers for Disease Control and Prevention (CDC), and Cal/OSHA as presented in the San Mateo County [Safe Schools Framework](#).

The Ravenswood City School District prioritizes the safety of its students and staff. This plan lays out Ravenswood's COVID-19 Safe Schools Framework for the 2023-2024 school year and reflects CDPH, CDC, and Cal/OSHA guidance. Given the continuing evolving situation with COVID-19, we can expect public health guidance will be updated throughout the school year. Ravenswood will update its practices to align with this guidance while protecting the health and safety of our students and staff.

## **Table of Contents**

|                                                           |           |
|-----------------------------------------------------------|-----------|
| <b>Vaccination</b>                                        | <b>3</b>  |
| <b>Masks</b>                                              | <b>4</b>  |
| <b>Physical Distancing</b>                                | <b>5</b>  |
| <b>Air Quality</b>                                        | <b>5</b>  |
| <b>Eating at School</b>                                   | <b>6</b>  |
| <b>Testing</b>                                            | <b>6</b>  |
| <b>Hand Hygiene</b>                                       | <b>8</b>  |
| <b>Cleaning</b>                                           | <b>8</b>  |
| <b>Visitors</b>                                           | <b>9</b>  |
| <b>Gatherings</b>                                         | <b>9</b>  |
| <b>Travel</b>                                             | <b>10</b> |
| <b>Training</b>                                           | <b>10</b> |
| <b>Stay Home When Sick and Get Tested</b>                 | <b>10</b> |
| <b>When Students or Staff Have COVID-19 Symptoms</b>      | <b>11</b> |
| <b>When Students or Staff are Diagnosed with COVID-19</b> | <b>11</b> |
| <b>When Students or Staff Are Exposed</b>                 | <b>13</b> |
| <b>Case Reporting and Contact Tracing</b>                 | <b>17</b> |
| <b>Outbreaks</b>                                          | <b>17</b> |

# Vaccination

Vaccinations provide individual-level protection and reduce the burden of disease in schools and communities. CDPH recommends that all eligible individuals get vaccinated against COVID-19 and remain up-to-date with recommended boosters.

More than 95% of Ravenswood's school staff are vaccinated. Ravenswood will work to support staff and students who are unvaccinated to learn more about the vaccine and the benefits of vaccination. Steps will be taken to protect those who are not vaccinated.

Per CDPH guidance, Ravenswood will seek documentation of the vaccination status of all workers, including all paid and unpaid adults serving in the school setting. They include, but are not limited to, certificated and classified staff, and volunteers who are on-site at a school campus supporting school functions. Verification of vaccination status is an important tool for use in determining the need for testing, contact tracing, quarantine, and isolation.

Vaccination status will be documented with proof of vaccination. Self-certification is not allowed. According to the [CDPH](#), only the following modes may be used as proof of vaccination:

- COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card) which includes name of person vaccinated, type of vaccine provided and date last dose administered); or
- a photo of a Vaccination Record Card as a separate document; or
- a photo of the client's Vaccination Record Card stored on a phone or electronic device; or
- documentation of COVID-19 vaccination from a health care provider; or
- [digital record](#) that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type; or
- documentation of vaccination from other contracted employers who follow these vaccination records guidelines and standards.

Ravenswood will use the same protocols that are used to collect and secure other immunization or health status information from students. These protocols comply with relevant statutory and regulatory requirements, including Family Educational Rights and Privacy Act (FERPA) statutory and regulatory requirements.

If a student or staff member is unable or unwilling to share their vaccination status, they will be treated as **not vaccinated** for all purposes of this plan.

Ravenswood recognizes that a worker who cannot get vaccinated due to a disability (covered by the ADA), has a disability that affects their ability to have a full immune response to vaccination, or has a sincerely held religious belief or practice (covered by Title VII of the Civil Rights Act of 1964), may be entitled to a reasonable accommodation that does not pose an undue hardship on the operation of the employer's business.

# Masks

Masks, particularly **high-quality and well-fitting masks**, remain highly effective, inexpensive, and dynamic tools to protect oneself and mitigate transmission of COVID-19 and other respiratory pathogens. Unless otherwise directed by local health departments or local educational agencies, students and staff should follow **CDPH masking guidance** for the general public.

The following summarizes Ravenswood's masking policies:

- We strongly recommend that individuals continue to mask indoors and outdoors except those who are exempt based on **CDPH mask guidance**.
- We strongly recommend that all passengers and drivers wear a mask on school buses and other forms of student transportation, except if exempt based on **CDPH mask guidance**.
- If students or staff come to school without a mask, we will provide one. We have purchased enough masks for every student and staff member to have multiple masks.
- Even when not required, students and staff may choose to wear a mask.
- In outbreaks, all employees must wear masks indoors and outdoors when six-feet physical distancing cannot be maintained, regardless of vaccination status.

## Types of Masks

CDPH provides the following recommendations on the types of masks to wear and how to wear them:

- An effective mask has both good fit and good filtration
- Double masking is an effective way to improve fit and filtration. A close-fitting cloth mask can be worn on top of a surgical/disposable mask to improve the seal of the mask to the face
- Layering more than two masks is not recommended as this could be difficult to breathe through
- It is not recommended to wear two medical masks, or to wear a medical mask on top of a KN95, KF94, or N95. More information about masks can be found [here](#).



| Most Effective                     | More Effective                                                              | Effective     | Least Effective                                                                 |
|------------------------------------|-----------------------------------------------------------------------------|---------------|---------------------------------------------------------------------------------|
| N95 (also best for wildfire smoke) | KF94<br>KN95<br>Double Mask (cloth + surgical mask)<br>Fitted Surgical Mask | Surgical Mask | Cloth mask with three or more cloth layers. A cloth mask is better than no mask |

# Physical Distancing

The CDPH does not include any recommendations concerning physical distancing in schools and reports that, “Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented.” However, we still encourage students and staff to maximize physical distancing when possible to add another layer of protection. We will also keep staff desks at least six (6) feet away from other staff or student desks when possible.

See food section below - when masks are removed to eat or drink, students / staff will be instructed to maximize distance from each other as much as possible. Ravenswood will also arrange for students and staff to eat outdoors as much as feasible. See the Extracurricular and Athletic Activities section for distancing requirements during extracurricular activities.

## Air Quality

Quality HVAC system design, operation, and maintenance are critical for providing clean and healthy Indoor Air Quality (IAQ) in schools. In addition to improving occupant health and performance, regular HVAC maintenance saves energy. Effective ventilation and filtration can reduce the amount of COVID-19 virus in the air by 90 percent. It may also protect students and staff from exposure to wildfire smoke and other airborne allergens and pollutants.

We have taken several steps to ensure good air quality and ventilation in all our buildings, including:

- Each classroom will have at least one portable high-efficiency HEPA air purifier, and in many rooms there are two units. These reduce the risk of long-range airborne transmission.
- The district met with an architect and engineer in Fall 2020 to review our ventilation system, and increased the rate of outside/fresh air coming into our rooms (aligned with CDC recommendations).
- All air filters are properly installed (i.e., no gaps that would allow air to bypass the filter) and properly maintained.
- Ventilation systems are monitored regularly to ensure they are functioning properly.
- We are exploring whether we can take advantage of funding to improve the MERV filtration rating of our air filters.
- Wearing a well-fitting mask (e.g., N95, KN95, or KF94 respirator) reduces airborne transmission risk by more than half, independent of the rate of ventilation or air filtration in the classroom.
- Ravenswood administration will monitor [air quality](#).

When outdoor air quality is good, the following steps will be taken:

- Functioning outdoor windows and doors will be open when possible, if doing so does not pose a safety risk.
- Bus drivers will open or crack windows, if doing so does not pose a safety risk.
- Staff may use exhaust fans in restrooms and kitchens

When outdoor air quality is poor (e.g. during wildfires), we will follow our [air quality policy](#)

- School sites will implement the Big Five Shelter in Place Protocol, which includes:
  - Keeping doors and windows shut.
  - Holding outdoor classes and meals inside.
  - Setting the central system's circulating fan to operate continuously.
  - Using portable air cleaners in rooms.
- If needed, Ravenswood will consider dismissing students and moving to distance learning until air quality improves and proper ventilation on indoor classrooms/common areas can resume.

## Eating at School

We will eat outdoors as much as feasible, and will maximize physical distance as much as possible while eating (especially indoors). In case of rain, students will either eat in the cafeteria or in classrooms, with maximum distance possible between them. Given the very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.

## Testing

Testing remains a key mitigation layer to detect and curb transmission of COVID-19. CDPH strongly recommends that schools facilitate access to COVID-19 testing for students and staff, particularly for vulnerable communities. CDPH has made some important shifts in its guidance around testing since the last school year, which are captured in more detail in the [Preliminary Testing Framework for K-12 Schools](#). Ravenswood's testing plan will align with these guidelines, including:

- **We will offer at-home tests to students and staff, instead of weekly professional on-campus screening.** CDPH recommends that schools provide staff and students with over-the-counter (OTC)/at-home test kits for use in back-to-school testing. CDPH will offer more distributions of OTC COVID-19 tests to schools. Schools may use OTC tests to supplant on-site testing. The state is no longer paying for professional testing staff on campus like in the 2021-22 school year.
- **We will test before returning from major breaks.** Due to the increased travel and social interactions that often occur during school breaks, CDPH recommends that students and staff get tested for COVID-19 prior to returning to school following major breaks (e.g., summer, winter, spring). The district will provide staff and students with over-the-counter (OTC)/at-home test kits at back to school events, and will distribute tests to all staff and students before every major break.

- **We will continue to use antigen tests instead of PCR tests.** According to CDPH, antigen tests should be considered the primary option for detecting COVID-19 in schools, instead of PCR tests.
  - Antigen tests that provide rapid results are much better to guide immediate isolation to prevent transmission. A PCR test, on the other hand, picks up very low levels of virus, both before and after an infection (sometimes for months), leading to students and staff unnecessarily missing school despite feeling well and not being a risk to others.
  - Both the professional, on-site antigen tests as well as the over-the-counter (OTC) at-home antigen tests have been effective in identifying persons who have infectious levels of all known COVID variants.
  - OTC/at-home test kits can be used beyond their [expiration date](#) as long as the internal control line after test development is both easily visible and the color specified by the specific test instructions.
- **We will remain part of the state's professional testing program,** which allows us to administer professional COVID antigen tests to students, staff or community members who have given consent. While we will no longer offer this testing weekly for a large number of students or staff (e.g., the weekly diagnostic screening we did last year with support from a professional testing vendor), we will still have the ability to administer a test to a student or staff who shows symptoms, as long as they (or their guardian) have given consent.
- **We will continue to comply with Cal/OSHA testing requirements for staff,** including:
  - Offer testing, which may include OTC/at-home test kits, at no cost and during paid time:
    - To all employees with COVID-19 symptoms.
    - To employees who had a close contact at work, with an exception for symptom-free employees who recently recovered from COVID-19.
    - During an outbreak, to all employees within an exposed group, at least once a week, except for employees who were not at work during the relevant period and symptom-free employees who recently recovered from COVID-19.
    - During a major outbreak, twice per week, except for employees who were not at work during the relevant period and symptom-free employees who recently recovered from COVID-19. Employees in the exposed group who are not tested must be excluded from the workplace until the return-to-work requirements for COVID-19 cases are met.
    - Provide testing in a manner that ensures employee confidentiality.
  - Cal/OSHA states that employers may require employees to undergo COVID-19 testing.

# Hand Hygiene

Hand hygiene can prevent the spread of infectious diseases, including COVID-19. As appropriate and feasible:

- Staff will teach and reinforce among students:
  - Why it is important to wash hands or use sanitizer.
  - Washing hands with soap and water for at least 20 seconds
  - Avoiding contact with one's eyes, nose, and mouth
  - Covering coughs and sneezes
- Students will wash hands and use hand sanitizer throughout the day, including after bathroom breaks, before and after eating, and after handling garbage.
- Hand sanitizer and hand sanitizer stations are available on all school sites.
- Ravenswood will also ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, masks, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer.
- Hand sanitizers will be stored up, away, and out of sight of young children and should be used only with adult supervision for children under 6 years of age.
- Cal/OSHA states that employers must provide for, encourage, and allow time for frequent hand washing, and provide hand sanitizer.

# Cleaning

- Ravenswood has cleaning and disinfection protocols and will continue to implement them as they would before the pandemic.
- Per CDPH COVID-19 guidance, cleaning once a day is usually enough to sufficiently remove potential viruses that may be on surfaces. If disinfectants are used, we will use asthma-safer products.
- If a facility or school bus/van has had a sick person with COVID-19 within the last 24 hours, we will clean and disinfect the spaces occupied by that person during that time.
- Drinking fountains may be open and used by students and staff. CDPH and the county recommend routine cleaning for drinking fountains.

# Visitors

Volunteers and direct service providers will be allowed on campus after providing appropriate proof of full vaccination, including a booster shot if they are booster-eligible. See "Vaccination" section for more details about vaccine verification.

Visitors who are coming on campus for a gathering do not need to provide proof of vaccination - see "Gatherings" section below for details.

Visitors who are coming on campus for a specific 1:1 or small group meeting (e.g., 1:1 meeting with a teacher, IEP meeting, etc.), will be required to either show proof of full vaccination (two doses), or show a negative COVID test from within the past 24 hours. Rapid antigen COVID tests will be provided to visitors to self-test if needed.

Any visitor who has symptoms of infectious illness, such as flu or COVID-19, should stay home and seek testing and care.

## Gatherings

Particularly during surges of COVID-19, school dances, large assemblies, and other school-based crowded events, especially those held indoors, all have the potential to cause substantial spread of COVID-19 within and beyond the school community. Prior to hosting large events, schools are encouraged to review the [Safe and SMART Events Playbook](#) for mitigation strategies that should be considered.

All event operators and attendees should use the information about the conditions in our community or the [CDC's community level indicator](#) as guides for event planning.

Schools are encouraged to:

- Host such events outdoors whenever possible.
- Separate the event into smaller cohorts (by grade, for example) whenever possible.
- Promote vaccines for all eligible attendees.
- Consider pre-entry testing for all unvaccinated attendees at or just prior to the event (e.g. over-the-counter rapid antigen tests)
- Plan in advance how to identify close contacts if it is later discovered that someone with COVID-19 attended the event. Consider requiring pre-registration with [CA Notify](#) and maintaining a log of all attendees (even those arriving pre-event) at the door/entrance to the event.
- Consider requiring the use of masks at large, crowded events, even if hosting outdoors.
- If food or drinks are to be served, serve them outdoors whenever possible and/or place them away from other areas to clearly designate spaces where masks must be worn. If food is served indoors, household groups should be seated together, with space between household groups, to minimize chance of COVID spread while masks are removed to eat.

### After an Event or Gathering

- To further protect yourself and loved ones, be sure to self-monitor for symptoms for 14 days after participating in celebrations, activities, or travel.

- Pay special attention from days 3-7 following activities, as this is when people are most likely to develop symptoms.
- If you learn you have been in close contact with someone who tests positive, get tested and, if not fully vaccinated, stay home to quarantine.
- If you are not feeling well or test positive, stay home regardless of vaccination status.

## Travel

Although the CDC and CDPH have minimal requirements concerning travel, everyone should follow the same steps: get vaccinated, avoid travel when sick, wear a mask when using public transportation or with others outside the household, and avoid large gatherings.

Schools should not exclude students who have traveled; however, we will provide at-home COVID tests to staff and students before and after peak holiday times.

## Training

We will provide training for staff, parents and students about the school's safety plan. An updated copy of this plan will be posted on the district website for easy access by families, staff, partner orgs, and students.

# Stay Home When Sick and Get Tested

Staying home when sick can lower the risk of spreading infectious diseases, including COVID-19, to other people. CDPH recommends that schools take the following actions to help keep students and staff who are sick at home:

- Develop standard criteria for managing students who develop symptoms of infectious diseases, including COVID-19. In most situations, anyone who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.
- If [symptoms](#) are concerning for COVID-19, it is strongly recommended that students and staff wear a mask and get tested immediately.
- Students and staff should also follow [CDPH recommendations for retesting and/or isolating](#) if results are positive.
- Schools should avoid policies that incentivize coming to school while sick.

## When Students or Staff Have COVID-19 Symptoms

The CDPH recommends that those with symptoms of COVID-19 take the following steps, regardless of their vaccination status:

- Self-isolate and take or be administered an antigen test as soon as possible to determine infection status.
- Remain in isolation while waiting for testing results. If not tested, they should continue isolating for 10 days after the day of symptom onset, and if they cannot isolate, should wear a well-fitting mask for 10 days.
- Consider continuing self-isolation and retesting with an antigen test in 1-2 days if testing negative, particularly if tested during the first 1-2 days of symptoms. Testing between days 3-5 is advised.
- Continue to self-isolate if test result is positive, follow recommended actions for isolation and contact healthcare provider about available treatments if symptoms are severe or they are at high risk for serious disease or if they have any questions concerning their care.

### COMMON SYMPTOMS OF COVID-19 (CDPH)

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

# When Students or Staff are Diagnosed with COVID-19

Everyone who is infected with COVID-19, regardless of vaccination status, previous infection, or lack of symptoms, should follow the recommendations listed in the [CDPH Guidance Isolation and Quarantine for the general public](#).

## Isolation Table

| Vaccination Status                                                                   | Requirements for Staff / Recommendations for Students                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Everyone, regardless of vaccination status, previous infection, or lack of symptoms. | <ul style="list-style-type: none"><li>• <a href="#">Stay home</a> for at least 5 days after start of symptoms (or after date of first positive test if no symptoms).</li><li>• Isolation can end after day 5 if symptoms are not present or are mild and improving and individual is fever-free for 24 hours (without the use of fever-reducing medication)</li><li>• If fever is present, isolation should be continued until 24 hours after fever resolves.</li><li>• If symptoms, other than fever, are not resolving, continue to isolate until symptoms are resolving or until after Day 10.</li><li>• If symptoms are severe, or if the infected person is at high risk of serious disease, or if they have questions concerning care, infected persons should contact their healthcare provider for available treatments.</li><li>• Per CDPH masking guidance, infected persons should wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.</li></ul> <p>*Antigen test preferred.</p> |

## How to Count Five Days for Isolation

|                                                                     |                                                                                                                                                                                                                                                   |
|---------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>If you develop symptoms after testing positive</b>               | Your 5-day isolation period should start over. Day 0 is your first day of symptoms. Follow the recommendations above for ending isolation                                                                                                         |
| <b>If you had COVID-19 and had symptoms</b>                         | Isolate for at least 5 days. To calculate your 5-day isolation period, day 0 is your first day of symptoms. Day 1 is the first full day after your symptoms developed. You can leave isolation after 5 full days.                                 |
| <b>If you test positive for COVID-19 and never develop symptoms</b> | Isolate for at least 5 days. Day 0 is the day of your positive viral test (based on the date you were tested) and day 1 is the first full day after the specimen was collected for your positive test. You can leave isolation after 5 full days. |

Source: [CDC](#)

## When Students or Staff Are Exposed

Prompt notification to students and families regarding exposure to infectious diseases, including COVID-19, can allow for rapid testing, early treatment, and prevention of further spread. CDPH recommends the following when there is a case of COVID-19 on campus:

- Families notify school if their child has COVID-19 and was on school grounds during their infectious period.
- Schools should notify students who spent more than a cumulative total of 15 minutes (within a 24-hour time period) in a shared indoor airspace (e.g., classroom) with someone with COVID-19 during their infectious period.
- In lieu of individual exposure notifications, schools should consider providing a general notification to the entire school community during times of elevated community transmission of COVID-19. This communication can alert all to the increased potential of being exposed to COVID-19 due to a rise in cases among school and community members and remind all to monitor for symptoms and get tested.
- All students and staff with known exposure to persons with COVID-19 should follow CDPH recommendations listed in the table below.
- Exposed students may continue to take part in all aspects of K-12 schooling, including sports and extracurricular activities, unless they develop symptoms or test positive for COVID-19. They should test, report positive test results to the school, and follow other components of this guidance.
- Remind parents and guardians to keep children home if they are showing signs and symptoms of COVID-19 and get them tested. If negative, retest between days 3-5.
- Employers should ensure that workers are aware of and understand these policies.
- Staff who have been exposed can continue to stay at school; they do not have to quarantine but they do have to comply with testing requirements.

## Infectious Period

- For symptomatic confirmed cases, 2 days before the confirmed case had any symptoms (symptom onset date is Day 0) through Days 5-10 after symptoms first appeared AND 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved, OR
- For asymptomatic confirmed cases, 2 days before the positive specimen collection date (collection date is Day 0) through Day 5 after positive specimen collection date for their first positive COVID-19 test.
- For the purposes of identifying close contacts and exposures, infected persons who test negative on or after Day 5 can end isolation and in accordance with the guidance, are no longer considered to be within their infectious period. Such persons should continue to follow CDPH isolation recommendations, including wearing a well-fitting face mask through Day 10. There is no need to test after day 10 if symptoms have resolved.

### Definitions

**Fully vaccinated:** two weeks after completion of a two-dose mRNA vaccine or one dose of Janssen vaccine

**Close Contact:** Someone sharing the same indoor airspace for a cumulative total of 15 minutes or more over a 24-hour period during an infected person's infectious period

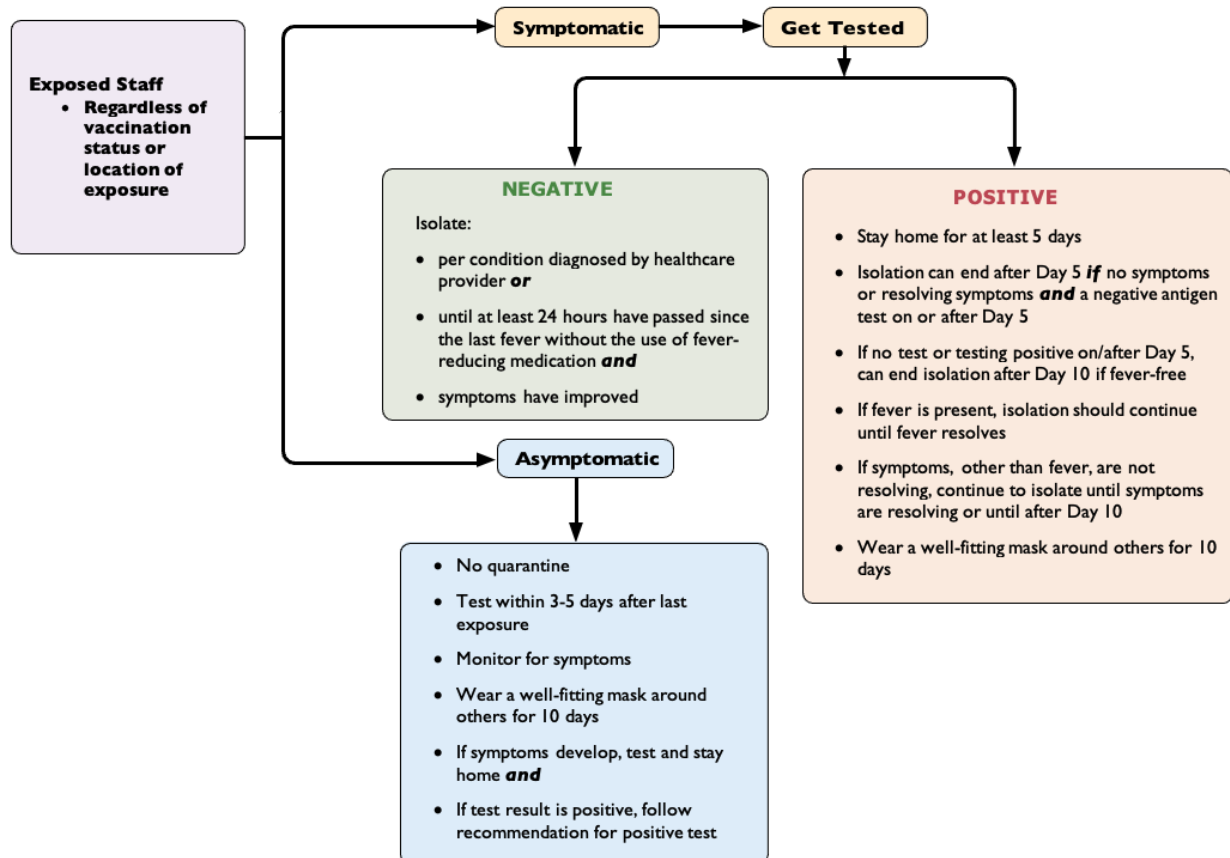
**High-Risk Contact:** Someone who may experience severe illness if they become infected with COVID-19 or for whom the transmission potential is high

## Asymptomatic Employees or Students Who Are Exposed: No Quarantine

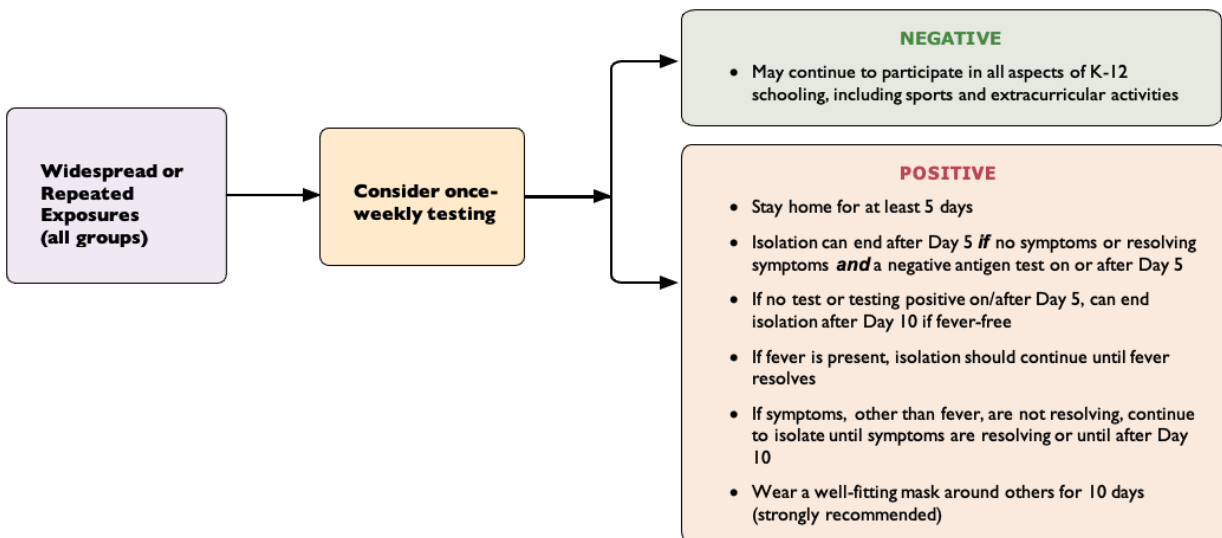
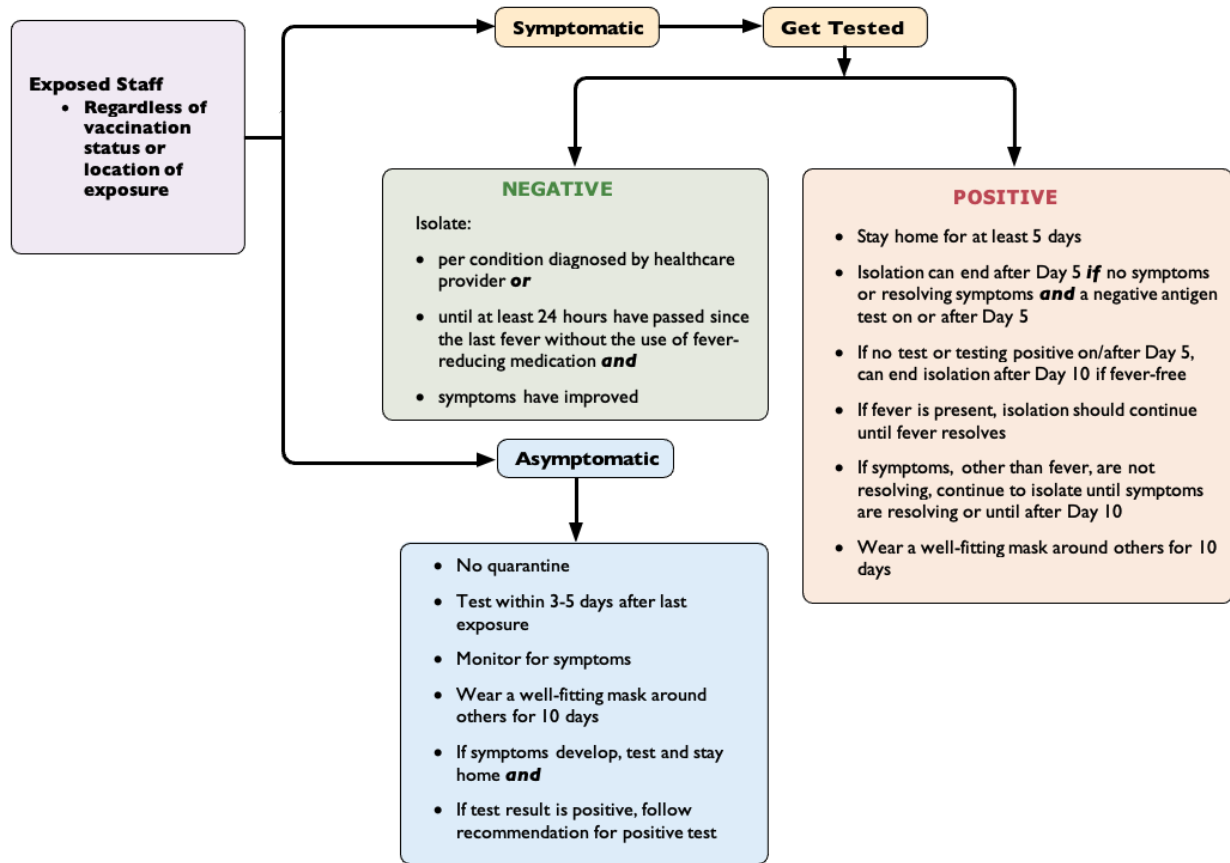
| Vaccination Status                                                                                                                                                                                                                                               | Requirements for Staff / Recommendations for Students                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Everyone, regardless of vaccination status. With the new variants, SMCH is finding people are being reinfected within a few weeks of having COVID-19 and now recommends that schools test exposed individuals even if they had COVID-19 during the last 90 days. | <ul style="list-style-type: none"><li>• Test within 3-5 days after last exposure.</li><li>• Per CDPH masking guidance, close contacts should wear a well-fitting mask around others for a total of 10 days, especially in indoor settings and when near those at higher risk for severe COVID-19 disease (see masking section below for additional information).</li><li>• Strongly encouraged to get vaccinated or boosted.</li><li>• If symptoms develop, test and stay home (see earlier section on symptomatic persons), and</li><li>• If test result is positive, follow isolation recommendations in the Isolation table.</li></ul> |

# COVID-19 Staff Exposure (CDPH)

Note: With the new variants, SMCH is finding people are being reinfected within a few weeks of having COVID-19 and now recommends that schools test exposed individuals even if they had COVID-19 during the last 90 days.



# COVID-19 Student Exposure (CDPH)



# Case Reporting and Contact Tracing

Schools are required to report cases of communicable diseases, including COVID-19, to the local health agency per California Code of Regulations (CCR) Title 17, [§2508](#).

The COVID-19 Point Person for all schools and the Ravenswood District as a whole is Joan O'Neill, Director of Human Resources. All school staff and families will be informed of the designated staff person and how to contact them.

Ravenswood staff will follow this protocol where there is one or more confirmed cases of COVID-19 in the school community:

- The School COVID-19 Point Person (the school principal) will follow the [COVID Reporting Checklist](#). Among other things, this includes:
  - Notify the Ravenswood's Point Person immediately of COVID-19 cases in the school community.
  - Notify – to the extent allowable by applicable privacy laws – teachers, staff, and families of students who were close contacts as soon as possible (within the same day if possible) after they are notified that someone in the school has tested positive.
- The Ravenswood COVID-19 Point Person must report all COVID-19 cases and clusters of undiagnosed respiratory illness to SMC CD Control as soon as practicable (within 24 hours) using SPOT, California's case reporting system.

Additionally, per Cal/OSHA guidance, employers must:

- Contact the local health department immediately but no longer than 48 hours after learning of three or more COVID-19 cases to obtain guidance on preventing the further spread of COVID-19 within their workplace.
- Maintain accurate records and track all COVID-19 cases while ensuring medical information remains confidential. These records must be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.
- Report a COVID-19-related serious illness or death immediately to the nearest Cal/OSHA enforcement district office.
- Provide written notice within one day of learning of a case to people at the worksite who may have been exposed to COVID-19. This notice must be provided to all employees (and their authorized representative), independent contractors, and other employers at the worksite during the high-risk exposure period.

# Outbreaks

Broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted, and only after conferring with local health officials.

Outbreak Definitions:

- At least three suspected, probable, or confirmed COVID-19 cases within a 14-day period among people who are epidemiologically linked in the setting, and are not known to be close contacts of each other in any other case investigation, OR
- For large settings (a facility or workplace with >100 persons present in the setting), particularly during high levels of community transmission, local health departments may determine that a higher proportion (at least 5 percent) of cases within a 14-day period may be appropriate for defining an outbreak, even in the absence of identifiable epidemiological linkages.

Cal/OSHA provides the following guidance for employers in the case of an outbreak:

- Provide written notice of workplace outbreaks (three or more cases in an exposed workgroup in a 14-day period) and major outbreaks (20 or more cases within a 30-day period).
- During any outbreak, masks are required regardless of employee vaccination status both indoors and outdoors when employees are less than six feet from another person.
- During major outbreaks, six-feet physical distancing is required where feasible, both indoors and outdoors.