Vista Continuation High School
COVID-19 Site-Specific Prevention Plan (SSPP)

Site: Vista Continuation High School
Address: 200 P Street
Bakersfield, CA 93304

This COVID-19 Site-Specific Prevention Plan (SSPP) reflects the most recent CDPH Consolidated schools guidance released on January 14, 2021 and was most recently updated on:
April 16, 2021

The person responsible for implementing this plan is the Site COVID Response Coordinator/Administrator:
Tracey Lozano, School Site Administrator
Tracey_Lozano@kernhigh.org
(661) 327-8561

This single point of contact is identified as the person to direct questions or concerns around health and safety practices, protocols, protective equipment, or potential exposure.

Introduction

The purpose of this COVID-19 SSPP is to provide each school site and office in the Kern High School District with clear guidance for reopening tailored to each setting, including adequate consideration of instructional programs and the needs of students, staff, and families. This plan is subject to regular updates and is based on the guidelines from the Center for Disease Control (CDC), California Department of Public Health (CDPH), California Department of Education (CDE), and Kern County Public Health (KCPH). As the COVID-19 public health crisis continues to evolve and Public Health Orders and/or guidance issued at the national, state, or local level is released, this SSPP will be modified to include new and/or updated requirements. To assist with

communicating health and safety measures implemented at this site to reduce the spread of COVID-19, the plan will be shared with all staff and will be available to stakeholders including posted on the front page of the school's website.

State of California Guidance

This plan includes the latest guidance from the California Department of Public Health (CDPH) ***COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year (January 14, 2021)***:
https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf

CDPH Guidance Related to Cohorts **(Updated September 4, 2020)**
https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx

CDPH Outdoor and Indoor Youth and Recreational Adult Sports Guidance (Updated February 19, 2021):
https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/outdoor-indoor-recreational-sports.aspx

Additional information from the State of California and the CDPH is available at the ***State of California Safe Schools For All Hub***:

https://schools.covid19.ca.gov/

Local Public Health Conditions

State assigned tier and status of activities in Kern County:
https://covid19.ca.gov/safer-economy/

Kern County Public Health (KCPH) Dashboard:
https://kernpublichealth.com/2019-novel-coronavirus/

District COVID Safety Plan (CSP)

The COVID-19 Safety Plan (CSP) consists of two parts:

1) Cal/OSHA COVID-19 Prevention Program (CPP); and
2) CDPH COVID-19 School Guidance Checklist.

These are available on the District's website at :
https://www.kernhigh.org/apps/pages/COVIDSafetyPlan

This plan is organized by the CDC Considerations for Schools which offers mitigation strategies to protect students, teachers and staff. The sections of this plan include:

1. **Promoting behaviors that reduce the spread of COVID-19**
2. **Maintaining healthy environments**
3. **Maintaining healthy operations**
4. **Preparing for when someone gets sick**

Compliance/Risk Assessment/Site Walkthroughs

- The Site COVID Response Coordinator/Administrator performs regular risk assessment walkthroughs of the site to ensure the items in the SSPP and all COVID health and safety protocols are consistently implemented and followed.
- Any violation of safety protocols or deficiencies in the implementation of the SSPP will be documented, addressed, and corrective action taken.
- The SSPP will be updated as needed to prevent any work related factors contributing to the risk of infection.
- Students, staff, and visitors are encouraged to report safety concerns or violations.
- A copy of the District's Injury and Illness Plan (IIPP) is available on site.
- Any external group approved to use these facilities must also follow this guidance.

Face Coverings, Personal Protective Equipment (PPE) and Supplies

- Here are face coverings, face shields, and goggles available in the District warehouse
- The District maintains a PPE Catalog of items kept in stock at the District warehouse. Site administrators and supervisors use this catalog to obtain PPE and supplies for their site.
- Staff and teachers can contact the Site COVID Response Coordinator to obtain any necessary face covering, PPE, or supplies.

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1. Promoting behaviors that reduce the spread of COVID-19

Individual Control Measures and Health Screenings

- Students and staff who are sick or exhibiting symptoms of COVID-19 are directed to stay home and follow CDPH and CDC guidelines for when they can return.
- The guidelines are summarized in the KHSD Return to Work Flow Chart
- Students and staff will complete a health self-screening prior to reporting to their school or worksite.
- Students, staff, and visitors are screened upon arrival at the site including a temperature check with a no-touch thermometer using the KHSD Health Screening Protocols.

- Students and staff will be reminded to follow CDC Guidance on How to Protect Yourself & Others including:
    - Washing hands often
    - If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
    - Avoid touching your eyes, nose, and mouth with unwashed hands.
    - Avoid Close Contact: Put 6 feet of distance between yourself and people who don't live in your household.
    - Cover your mouth and nose with a mask when around others
    - Cover coughs and sneezes
    - Monitor your health daily
- Plexiglass wellness shields are installed where staff interact with the public or where one-to-one interaction takes place. These areas include but are not limited to:
    - Reception desks, secretary desks/counters, counselor offices, special ed classrooms, related service providers or intervention staff desks.

Promote Healthy Hygiene Practices

- The school will remind students and staff to:
    - Use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow
    - Wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
    - Wash their hands for 20 seconds with soap, rubbing thoroughly after application.
    - Use hand sanitizer with at least 60% alcohol when hand washing is not practicable. (Ethyl alcohol-based hand sanitizers are preferred.)
- Tissues are available in every classroom
- Hand sanitizer pumps are placed at each teacher desk and each staff workstation.
- Touch free hand sanitizer dispensers are in common areas such as the main entrance and cafeteria serving lines.
- Wall mounted hand sanitizer dispensers are in each classroom and other areas as needed.
- Portable handwashing stations are placed throughout the campus to encourage hand washing and minimize congregating in restrooms
- Portable handwashing sinks will be placed in designated classrooms as needed.

Face Coverings

- The District will provide (3-ply) cloth masks to each student and employee. Disposable (3-ply) masks will also be available.

- Masks should be worn and washed using CDC guidelines including covering the mouth and nose.
- Students, staff, and visitors are required to wear a face covering per the CDPH Guidance; unless a person is exempt as explained in the guidelines.
- Students are required to wear face coverings at all times while at school, unless exempted.
    - A cloth face covering or face shield can be removed for meals.
- The CDPH recommends that staff who come into routine contact with others use 3-ply surgical masks.
- These face covering guidelines do not substitute for existing guidance about physical distancing, hand washing, and staying home when sick.
- Face shields, while not a substitute for a mask, are available for all staff who would like to add this layer of protection to the mask they are wearing.
- Face shields, with a cloth drape, are available for staff and students who meet one of the CDPH exemptions for wearing a face cover. Staff with an exemption will provide a doctor's note to their supervisor. Students with an exemption will be confirmed by the school nurse.
- In limited situations where a face covering cannot be used for pedagogical or developmental reasons (i.e. communicating with students with special needs) a face shield with a drape can be used as long as the wearer maintains physical distancing from others, to the extent practicable.
- Students, visitors, and contractors are required to wear a face covering while on campus.
- In order to comply with this guidance schools must exclude students from campus who are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. These students will be provided an alternative educational opportunity.
- Participants in youth and adult sports should wear face coverings when participating in the activity, even with heavy exertion as tolerated, both indoors and outdoors.

Stable Groups

Stable groups provide a key mitigation layer in schools. A stable group is a group with fixed membership that stays together without mixing with any other groups for any activities. Guidance from other agencies, including the federal Centers for Disease Control and Prevention (CDC), sometimes refers to them as "cohorts" or "pods."

Implementing stable groups of students and staff reduces the numbers of exposed individuals if COVID-19 is introduced into the group, decreases opportunities for exposure to or transmission of the virus; facilitates more efficient contact tracing in the event of a positive case; and allows for targeted testing and quarantine of a small group instead of potential schoolwide closures in the event of a positive case or cluster of cases.

Strategies for departmentalized classes include rotating staff, block schedules, reconfigured bell schedules/passing periods, hybrid instruction, part in-person/part virtual, distance learning labs, virtual electives, certain teachers (who move in and out of stable groups) maintain longer distance from students (e.g. 12 feet.)

Phased Reopening in Stable Groups

- Staff will use the Small Group Planning Template to identify specific details for each phase for opening small groups.

Entrance, Egress, and Movement Within the School

- Designated entrances and health screening stations will be identified for staff and students to avoid close contacts and mixing of stable groups.
- Staggered start times and different entrance gates will be identified for different groups.
- Hallways are identified with signage, floor stickers, or painted arrows to label the direction of travel to avoid close contact and mixing
- Stable groups will stay in one classroom or the minimum number of rooms practicable.
- Stable groups of students will be assigned different restrooms based on their location on campus.

Measures to Maintain Physical Distancing

- During arrival and departure:
    - We use an active screening process for staff and students that starts the day with physical distancing requirements.
    - We utilize floor decals and signage to reinforce the need for physical distancing at the entrances to buildings and in classrooms.
    - Minimize contact at school between students, staff, families, and community at the beginning and end of the school day. Prioritize minimizing contact between adults at all times.
    - Stagger arrival and drop off-times and locations as practicable.
    - Designate routes for entry and exit, using as many entrances as feasible while implementing health screening for students and staff upon arrival.
- In classroom spaces:
    - At least 3 ft between each desk
    - Maximize space between seating and desks. Distance teacher and other staff desks at least 6 feet away from student and other staff desks. Maintaining a minimum of 3 feet between student chairs is strongly recommended. A range of physical distancing recommendations have been made nationally and internationally, from 3 feet to 6 feet. Considerations for schools implementing a shorter physical distancing policy between students: focus on high mask adherence—if there are doubts about mask adherence, consider more robust physical distancing practices; consider enhancing other mitigation layers, such as stable groups or ventilation; maintain 6 feet of distancing as much as possible

during times when students or staff are not masked (e.g., due to eating or drinking).
    - Short-term exposures of less than 6 feet between students and staff are permitted (e.g., a teacher assisting a student one-on-one), but the duration should be minimized and masks must be worn
    - Classrooms will be cleared of any furnishings or clutter that hinder physical distancing.
    - Keep the same students and teacher or staff with each group of students, to the greatest extent possible.
    - Minimize movement of students and teachers or staff as much as practicable.
    - Minimize mixing among groups.
    - Band and choir practice and performances are not permitted indoors.
    - Maximize outdoor use where possible.
- In non-classroom spaces:
    - One way traffic flow in hallways implemented where needed
    - Lockers will not be used in order to maintain distancing.
    - Tape and decals are placed on the ground to remind and visually show 6 foot distancing or one way traffic flow.
    - Staggered classroom release will be implemented where needed.
    - Access to other common areas such as Libraries and Career Centers will be limited.
    - Serve meals outdoors or in classrooms instead of cafeterias.
    - Furniture and chairs are removed to allow adequate physical distancing.
    - The number of visitors allowed inside the lobby or front entrance at any one time is limited.
    - Additional break areas are provided so staff can successfully follow physical distancing protocols.
    - Workspaces are placed at least 6 feet apart.

Sports and Extracurricular Activities:

- School athletic activities and sports should follow the CDPH Outdoor and Indoor Youth and Adult Recreational Guidance. Note that risk of infection transmission increases for indoor activities; indoor sports are higher risk than outdoor sports due to reduced ventilation. And transmission risk increases with greater exertion levels; greater exertion increases the rate of breathing and the quantity of air that is inhaled and exhaled with every breath.
- Outdoor singing and band practice are permitted, provided that precautions such as physical distancing and mask wearing are implemented to the maximum extent possible. Playing of wind instruments (any instrument played by the mouth, such as a trumpet or clarinet) is strongly discouraged. School officials, staff, parents, and students should be aware of the increased likelihood for transmission from exhaled aerosols during singing

and band practice, and physical distancing beyond 6 feet is strongly recommended for any of these activities.
- Face coverings to be worn by coaches, support staff and observers at all times, and in compliance with the CDPH Guidance for the Use of Face Coverings.
- Observers maintain at least 6 feet from non-household members.
- No sharing of drink bottles and other personal items and equipment.
- Mixing with other households prior to and post any practice or competition must strictly adhere to current gathering guidance.
- Associated indoor activities for the team (e.g., dinners, film study) are prohibited if engaged in competition given evidence that transmission is more likely to occur in these indoor higher risk settings.
- Teams must not participate in out-of-state games and tournaments; several multistate outbreaks have been reported around the nation, including California residents.

Signage and Training

- Mandated training will be provided to all staff, students, and families on COVID-19 symptoms and protection measures. Training materials are here.
    - All staff completed the Keenan Safe Schools Coronavirus Awareness course
    - All staff completed the Keenan Safe Schools IPM/Use of Antimicrobial Disinfectant course
    - All staff were provided the KHSD COVID-19 Awareness Tri-Fold
- Students and staff are regularly reminded of the importance of not coming to school/work if they have COVID-19 symptoms, live with someone with probable or confirmed COVID-19, or have been in close contact with someone with COVID-19.
- Signage and floor decals are displayed reminding employees of wellness protocols including hand washing, properly wearing a face covering, and physical distancing.
- CDC posters on Stop the Spread of Germs, Symptoms of COVID-19, Hand Washing; and How to Safely Wear and Take Off a Mask are placed throughout the campus.
- Breakrooms, meeting rooms, and restrooms display signage with reduced occupancy limits as needed to maintain adequate physical distancing and limited occupancy.

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2. Maintaining healthy environments

Intensified Cleaning and Disinfecting

- Disinfectant wipes will be available in each classroom and at each work area for staff use. If more disinfectant wipes are needed, staff can contact the plant supervisor or office supervisor.

- All disinfectant wipes used by staff and disinfectant solutions used by custodians are on List N: EPA's Registered Antimicrobial Products for Use Against Novel Coronavirus SARS-CoV-2.
- All staff completed the Keenan Safe Schools IPM/Use of Antimicrobial Disinfectant course.
- Plant supervisors, grounds workers, head custodians, and custodians attended a two hour training on *COVID-19 Safe Work Practices - Custodial Staff* presented by a Certified Industrial Hygienist at Forensic Analytical Consulting Services.
- Custodians will clean and disinfect frequently touched surfaces (e.g. tables, doorknobs, light switches, countertops, handles, desks, toilets, faucets and sinks) following CDC Cleaning and Disinfection Guidelines.
- In addition to the nightly cleaning and disinfecting, custodial staff will clean and disinfect the following surfaces multiple times each day: door handles, doors, bannisters, water bottle filling stations, shared appliances, handles, and restrooms.
- Restrooms are cleaned and disinfected hourly.
- Electrostatic disinfectant sprayers will be used nightly to disinfect student desks, surfaces, classrooms and office spaces after cleaning.
- When possible, high touch surfaces will be eliminated. For example, doors can be left open to avoid multiple people touching the door.
- Unnecessary clutter and furniture will be removed from classrooms and offices to allow for easier cleaning and disinfecting.
- Water fountains are closed. Students and staff are encouraged to bring their own water bottle. Water bottle filling stations are disinfected multiple times each day.
- An additional custodian was hired to assist with COVID cleaning and disinfecting.
- Custodians are provided and trained on the proper protective equipment including gloves, eye protection, and respiratory protection.
- All disinfectant products are kept out of the reach of students.
- School buses will be disinfected after each run.
- Student tables are sanitized between lunches.
- Water is run in unoccupied buildings to maintain water safety.

HVAC Ventilation (Responsibility of District M & O)

- Ensure sufficient ventilation in all school classrooms and shared workspaces per American Society of Heating, Refrigerating, and Air- Conditioning Engineers (ASHRAE) guidance on ventilation.
- Regular preventative maintenance is completed on all air filtration systems at all sites.
- HVAC filters were upgraded to MERV 13 where possible and replaced regularly.
- In classrooms/buildings where MERV 13 HVAC filters cannot be placed, needlepoint ionizers were installed.
- The Energy Management System (EMS) will maintain maximum possible allowance of outside air into the system.
- Each evening and everyone morning prior to occupancy, all HVAC systems will run at full capacity maximizing the air exchange.

- Portable HEPA air purifiers are placed in health offices, isolation rooms, and other areas as needed.

Limit Sharing

- Each class has adequate supplies to limit sharing of high-touch materials (art supplies, equipment, etc.)
- Students will not share supplies to the extent practicable. When sharing of materials or supplies occurs, a staff member will disinfect between uses.
- Student's belongings will be kept separated from others'

Nutrition Services

Nutrition employees will continue to prepare food following very strict food and safety procedures required by the United States Department of Agriculture (USDA), Occupational Safety and Health Administration (OSHA), and Kern County Department of Public Health (KCDPH). Here are some of the standard procedures and new protocols used in our cafeterias.

- Standard operating procedures for food safety and sanitation
- Nutrition service staff wear face coverings in all spaces where food is prepared, packaged, and distributed
- Health screening for employees
- Mandatory training for food service workers
- No visitors allowed in kitchen or kitchen office
- Physical distancing for staff and students
- Schools will use at least two lunch periods
- Distributed lines eating areas throughout the campus
- Outdoor spaces will be utilized for serving and eating when possible
- Touchless hand sanitizer stations at each serving line
- Contactless point of sale (ID cards will be scanned)
- Plexiglass shield at point of sale
- Quick serve pre-packaged items
- Hygiene and social distancing signage and decals
- Tables sanitized between lunches
- Handwashing stations placed throughout the campus
- Washing hands or using sanitizer encouraged before and after eating
- Meals will be sent home with students for the days they are remote learning
- Drive through service provided on any non-student days or in the event of school closure

Transportation

- All students will maintain physical distancing and wear face coverings at the bus stops, loading and unloading, and while on the bus
- Bus drivers and transportation assistants will wear a face covering

- Extra masks will be available for students without a face covering
- Bus routes adjusted to maintain limited capacity and minimize large gatherings at stops
- Double runs may be needed in order to limit capacity
- Encourage students to find other modes of transportation when possible
- Maximize space between students and between students and the driver where practical
- Driver will wear a face shield (in addition to the mask) while students are loading and unloading
- Students will sit one student to a bench, alternating rows on each side to create a zigzag pattern on the bus
- Students will be seated from the rear of the bus forward to prevent students from walking past each other
- Afternoon runs should be boarded based on the order in which students will be dropped off
- Windows will be open if weather permits
- Allow for additional loading time
- Frequently touched surfaces will be disinfected after each run (eg. handrails, grab bars, tops of seats, and seat backs)
- Each evening and after transporting any individual who is exhibition symptoms of COVID-19 the bus will be thoroughly cleaned and disinfected by custodial staff
- School bus drivers and transportation staff will have a daily health screening including temperature checks
- Students picked up at their home will undergo symptom screening for COVID-19 including fever
- Bus drivers and transportation staff completed mandatory COVID Awareness and disinfectant training

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3. Maintaining healthy operations

Ensure Teacher and Staff Safety

- Staff are to maintain physical distancing from each other. This is critical to reduce transmission between adults.
- Staff will avoid physical contact including handshaking when greeting others.
- Workstations will adhere to all CDC distancing requirements.
- Staff will avoid congregating in lobbies, hallways, etc. when traveling through the office.
- Staff will stagger breaks and lunches when possible to ensure physical distancing.
- All staff must use face coverings in accordance with CPPH guidelines.
- A face cover is not a not a substitute for physical distancing.
- Meetings and professional development will be conducted virtually if possible.

- If circumstances require in person meetings, smaller groups, masks and physical distancing shall be required.
- Minimize the use of and congregation of adults in staff rooms, break rooms, and other settings.
- All surfaces such as tables, doorknobs, chairs, etc. shall be disinfected prior to and after holding in person meetings.
- Staff restrooms will be converted to single use restrooms and/or will be configured so staff can maintain six feet of distancing between each other.
- Staff shall wear a mask when using the restroom.
- Staff must wash hands for 20 seconds with soap and water after using the restroom.
- Plexiglass wellness shields will be installed at workstations where employees interact with the public or staff over a counter/desk, and in other locations as needed.

Special Ed In-Person Assessments

- Staff will use the KHSD Special Ed In-Person Assessment Guidance when special ed assessments are conducted on campus.

COVID Testing

- Consult with CDPH K-12 School Testing Guidance if routine testing is being considered.

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4. Preparing for when someone gets sick

Responding to Symptoms at School and/or COVID-19 Positive Cases

- Any students or staff exhibiting symptoms will be required to wait in an isolation area until they can be transported home or to a healthcare facility, as soon as practicable.
- The isolation area is located in Room 5.
- Staff monitoring the isolation room will follow the KHSD Isolation Room Criteria and Guidelines
- Any employee who displays signs of illness while at a worksite, shall report this directly to their immediate supervisor.
- A system is in place to track who is on campus to help with contact tracing if needed.
- **The School Nurse will follow up with families of sick students.**
- **The COVID Contact/Administrator will follow up with sick staff or visitors.**
- **The Nurse or COVID Response Coordinator will investigate any COVID-19 illness and determine if any school or work-related factors could have contributed to risk of infection. Update and strengthen safety protocols as needed.**
- **All positive cases will be reported to Kern County Public Health.**
- The school will implement the necessary processes and protocols when a workplace has an outbreak, in accordance with CDPH guidelines.
- Identify individuals who have been in close contact with an infected person and take steps to isolate COVID-19 positive person(s) and close contacts.

- A close contact is someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.
- For schools that use less than 6 feet between students in classrooms, the definition of close contacts should not change. Students sitting less than 6 feet next to another student or person diagnosed with COVID-19 for a total of 15 minutes or more should quarantine at home and be referred for testing.
- Pursuant to CDC Guidance, students and staff who have been fully vaccinated can refrain from quarantine and testing following a known exposure if not symptomatic. For the purposes of this guidance, people are considered fully vaccinated for COVID-19 ≥2 weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or ≥2 weeks after they have received a single-dose vaccine (Johnson and Johnson (J&J)/Janssen).
- Advise sick students or staff members not to return until they have met CDC and CDPH criteria to discontinue home isolation, including 24 hours with no fever, symptoms have improved, and 10 days since symptoms first appeared. Symptoms of COVID-19 may include: fever or chills, cough, shortness of breath or trouble breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea. Employees with confirmed COVID-19 need a note from the Kern County Public Health Department or their health care provider releasing them from isolation prior to returning to work. Testing is not needed to discontinue isolation.
- Inform those identified as having close contact with someone who has COVID-19 to self-quarantine for 14 days starting from the last day they were possibly exposed and follow CDPH and CDC recommendations. A subsequent negative test does not remove the need to self-quarantine for 14 days from last exposure.
- As you inform students or employees of their possible exposure to COVID-19 maintain confidentiality as required by the Family Educational Rights and Privacy Act (FERPA) Americans with Disabilities Act (ADA).
- Close off areas used by any sick person and arrange for clearing and disinfection.
- To reduce risk of exposure, wait 24 hours before cleaning and disinfecting. If it is not possible to wait 24 hours, wait as long as possible.
- Establish alternative working locations for employees who were not in close contact with the infected person but who are in the quarantined area.
- Remind all persons on site to increase personal hygiene (i.e.. handwashing) and be diligent about social distancing, wearing a mask, and other control measures.

Notification and Communication Plans

1) If the suspected or confirmed case is a student, notify the school nurse or the KHSD point of contact for student COVID cases.

Amy Greene

Assistant Director of Nursing Services
661-827-4530
amy_greene@kernhigh.org

2) If the suspected or confirmed case is a staff member or visitor, notify the KHSD point of contact for staff COVID cases:

   Misty Rose
   Human Resources Administrator
   661-827-3362
   misty_rose@kernhigh.org

3) Human Resources and Nursing Services will notify Kern Public Health of positive and probable cases, and exposed individuals.

   Kern County Public Health Services Department
   (661) 321-3000

4) In the event of a confirmed positive case, the Site COVID Response Coordinator will notify the school community as recommended in the chart below and employees as required by AB 685 using district provided communication templates.
   a) District Communication Template for Positive Cases
   b) District AB 685 TEmplate Employee Notification of Positive COVID Case in the Workplace

   Staff will receive an email or will be hand delivered a hard copy if they don't have access to email. Parents will receive an email or hardy copy in the mail. As you inform students or employees of their possible exposure to COVID-19 maintain confidentiality as required by the Family Educational Rights and Privacy Act (FERPA), Americans with Disabilities Act (ADA), and HIPAA.

What measures should be taken when a student, teacher or staff member has symptoms, is a contact of someone infected, or is diagnosed with COVID-19?

Source: January 14, 2021 CDPH Consolidated Guidance

Table 2. Actions to take if there is a confirmed or suspected case of COVID-19 in a school			
	Student or Staff with:	**Action**	**Communication with school community**
1.	COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom screening: per CDC Symptom of COVID-19.	• Send home if at school. • Recommend testing (If positive, see #3, if negative, see #4). • School/classroom remain open.	• No action needed.
2.	Close contact **(†)** with a confirmed COVID-19 case.	• Send home if at school. • Exclude from school for 14 days from last exposure, per CDPH quarantine recommendations. • Recommend testing 5-7 days from last exposure (but will not shorten 14-day exclusion if negative). • School/classroom remain open. • NOTE: CDC allows local health departments to shorten this to 10 days. KCPH still recommends 14 days.	• Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.
3.	Confirmed COVID-19 case infection.	• Notify the LHD. • Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date. • Identify school contacts **(†)**, inform the LHD of identified contacts, and exclude	• School community notification of a known case. • Notification of persons with

		contacts (possibly the entire stable group **(††)**) from school for 14 days after the last date the case was present at school while infectious. ● Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 14-day exclusion). ● Disinfection and cleaning of classroom and primary spaces where case spent significant time. ● School remains open.	potential exposure if case was present in school while infectious
4.	Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition, or at least 10 days have passed since symptom onset	● May return to school after 24 hours have passed without fever and symptoms have started improving. ● School/classroom remain open.	● Consider school community notification if prior awareness of testing.

(†) A contact is defined as a person who is within 6 feet from a case for more than 15 minutes cumulative within a 24-hour period, regardless of face coverings. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire stable group, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

(††) See Stable Group Guidance for definition of a stable group. In some situations, (e.g., when seating charts are used, face covering is well adhered to, and teachers or staff have observed students adequately throughout the day), contact tracing and investigation may be able to determine more precisely whether each stable group member has been exposed. In this situation, those who were not close contacts could continue with in-person instruction.

Guidance on School Closure

Source: January 14, 2021 CDPH Consolidated Guidance

CDPH defines a school outbreak as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically- linked in the school, are from different households and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting).

What are the criteria for closing a school to in-person learning?
Individual school closure, in which all students and staff are not on campus, is recommended based on the number of cases and stable groups impacted, which suggest that active in-school transmission is occurring. Closure should be done in consultation with the LHO. Situations that may indicate the need for school closure:

- Within a 14-day period, an outbreak has occurred in 25% or more stable groups in the school.
- Within a 14-day period, at least three outbreaks have occurred in the school AND more than 5% of the school population is infected.
- The LHO may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Length of closure: *14 days, or according to a decision made in consultation with the LHO.*

The State Safe Schools for All Technical Assistance teams (TA teams), comprised of experts across multiple state agencies, will be available to assist schools with disease investigation for those with outbreaks that cannot find resources to investigate the outbreaks. The TA teams will also be available to help schools that close in order to identify and address any remediable safety issues.

If a school is closed, when may it reopen?
Schools may typically reopen after 14 days and if the following have occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the LHD

What are the criteria for closing a LEA?
A school district should close if 25% or more of schools in a district have closed due to COVID-19 within a 14-day period and in consultation with the LHD.

If a LEA is closed, when may it reopen?
LEAs may typically reopen after 14 days, in consultation with the LHD.