

GOLDEN VALLEY CHARTER SCHOOLS COVID-19 SAFETY PLAN

INTRODUCTION

Golden Valley Charter Schools has worked closely with faculty, staff, parents, and community members to develop a safe, supportive, academically robust and developmentally appropriate reopening plan for the 2020/2021 school year. This plan has been informed by the following:

California Safe Schools for All Hub: <https://schools.covid19.ca.gov/>

California Department of Public Health: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2021-22-School-Year.aspx>

Center for Disease Control: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

The foundational principle of this guidance is that all students must have access to safe and full in-person instruction and to as much instructional time as possible. This plan may be adjusted based on local conditions and mandates. All Golden Valley Schools (Orchard, River, and Tahoe) will use Sacramento County Public Health recommendations. Please remember that this is a fluid situation and the plan will be revisited at regular board meetings to reflect new guidance.

An attempt has been made to unify the approach among the three schools. Where the sites or programs dictate a difference, it has been highlighted in a unique section for each school.

CONTACTS

Golden Valley Charter Schools conducted a committee process for developing this plan at each site with the school principal as the main organizer. If you have questions, comments, or concerns about this plan unique to your school, please address the school principal. If you have questions regarding the overall return to school and the shared aspects of the plan, please contact the Executive Director, Caleb Buckley, EdD, cbuckley@goldenvalleycharter.org

Name	Title
Caleb Buckley, EdD	Executive Director

Barbara Ames	Principal, River
Becky Page	Principal, Orchard
Barbara Linares	Principal, Tahoe
Devin Lombardi	Director of Special Education
	<i>Last updated 2022.01.10</i>

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CLEANING AND DISINFECTION

Protocols for cleaning and disinfecting the school site have been established. This includes regular cleaning schedules using EPA-approved cleaning products, descriptions of how shared surfaces will be regularly cleaned and disinfected, and how use of shared items will be minimized.

- A daily cleaning schedule has been developed to follow the path of student space usage. The school buildings, while not in use as daily classrooms, will be cleaned daily using the San Juan EPA approved cleaning protocols during the time of COVID-19. We will be using child-safe and ecologically friendly products that meet State and licensing guidelines.
- All high touch surfaces and bathrooms will be cleaned throughout the day. Common areas (sinks, bathrooms, doorknobs, table-tops, shared items, etc.) will be cleaned and sanitized a minimum of twice daily. Daily janitorial services will use stringent cleaning practices during the day while deep disinfection of the full campus will be conducted each evening.
- Students will use all their own supplies, labeled with names and kept organized and separated. If sharing is unavoidable, supplies or equipment will be sanitized thoroughly before use by the next cohort. Sharing food is never allowed on campus.
- **In the event of a positive Covid case has been identified:** The classroom and all spaces where case spent significant time will be deep cleaned and disinfected using enhanced cleaning protocols and using approved disinfecting/cleaning protocols during the time of COVID-19. Disinfection will be done when students are not present.

COHORTING AND SOCIAL DISTANCING

While indoors, students will remain with their own class throughout the day reducing the number of contacts.

Gatherings will follow current guidance from California Department of Public Health. Anticipated gatherings for the Fall Semester include the opening day Rose Ceremony, the outdoor dragon play/Courage Day, and the Eagle Chase jog-a-thon. These events will be outdoors, follow guidelines, and will not be open to the general public. Principals will work with teachers to determine which parent groups will be invited. Volunteers at these events will be selected from the parent body after they have been cleared as volunteers (fingerprints, TB test, Covid vaccine, etc.)

Until further notice, the school will not schedule any large community gatherings including festivals.

Parent Meetings that are scheduled at the school can be held outdoors or indoors with masks or by zoom.

Class cohorts will eat outside to the greatest extent possible. If indoors, students will be socially distanced to the greatest extent possible.

CLASS PLAYS –

Class Plays will be performed outdoors and indoors. The class teacher will decide whether a play is performed during the year.

For Indoor Performances

- For student performance, up to four classes in the audience or as space allows
- Only immediate family (same household) may attend the “parent performance”
 - Family groups will sit in pods spaced 6 feet apart
 - Maximum Occupancy – 85 at River
 - Maximum Occupancy – 76 at Orchard
 - Tahoe – no indoor performance space
- Performers will wear masks
- All audience members over 2 will wear masks

For Outdoor Performances

- Performers may perform unmasked

- Audience members must wear masks as long as the masked visitor rule stands

Sports will follow current Sacramento County Public Health guidance.

INDEPENDENT STUDY

GVCS will not offer distance learning in the format it was presented during the 2020-21 school year. Instead, parents may request to participate in independent study. The guidelines for this request have just been published and the new policy will be amended by the board to reflect these changes. Any student may request up to 15 days by filling out a request form in the school office or through registration at the central office. More information will be available soon.

ENTRANCE, EGRESS, AND MOVEMENT WITHIN THE SCHOOL

The movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

Parents and visitors are not permitted on campus during drop off and pick up.

Golden Valley Orchard School

Drop off is from 8:00 - 8:15

Pick up: Kindergarten, 11:45 am at designated area; LBAK at 3:15 pm

Grades 1-2 at 2:40 pm – Parking Lot on Central Ave.

Grades 3-8 3:10 pm – Parking Lot on Central Ave.

Grades 1- 8: Thursday Minimum Day pick up at 12:45 pm

Golden Valley River School

Drop off is from 8:00 - 8:15

Pick up: Kindergarten, 11:45 am

Grades 1-2, at 2:40 pm

Grades 3-8, 3:10 pm

Meadow Brook Home Study 1:45 pm

Grades 1- 8: Thursday Minimum Day pick up at 12:45 pm

Golden Valley Tahoe School

Drop off is from 8:15 – 8:30 am

Pick up: Kindergarten, 2:30 pm

Grades 1-6, 3:05 pm

Grades K-6: Friday Minimum Day pick up at 12:45 pm

FACE COVERINGS

- Golden Valley Charter Schools (“GVCS”) follows all California Department of Public Health (“CDPH”) requirements for face coverings and the COVID-19 and Safe Schools for All Hub-
- Golden Valley Charter Schools requires face coverings for all students, kindergarten through 8th grade while on campus (regardless of vaccination status) unless they are exempt. GVCS has developed mask exemption protocol and a corresponding form to be used when requesting an exemption.
- All adults (faculty, staff, and parents) on campus are required to wear face coverings regardless of vaccination status while indoors. All child visitors over age two are required to wear face coverings. [See CDC](#) for acceptable face coverings.
- Masks are required indoors and outdoors by all visitors and community members.

Visitor (defined) - A visitor is any person who is on campus other than a student, staff, or volunteer. Examples include: being on campus to complete a task or business such as dropping off or picking up their children; dropping off or picking up paperwork; attending a parent teacher conference; attending an event such as a class play; etc.

Volunteer (defined) – A volunteer is an extension of employees of the school to deliver the program to the students. Volunteers are on campus for a specific purpose, known to the class teacher or principal, and signed in at the office. They will also wear a badge or name tag provided by the school.

STUDENTS

- All students must wear face coverings while indoors on campus.
- Students who arrive without a mask will be provided a disposable mask.
- Face coverings must fit properly and fully cover the nose and mouth.
- GVCS must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school. GVCS will offer an alternative educational opportunity for these students who are excluded from campus because they will not wear a face covering.

STAFF

- All staff must use face coverings at all times while indoors on campus.
- Face coverings must fit properly and fully cover the nose and mouth.
- GVCS will teach and reinforce use of face coverings.
 - GVCS will not tolerate mistreatment of employees, students, or community members being targeted for their decision to wear a mask, even when it is not required.

VISITORS

- All visitors over the age of 2 must wear face coverings while indoors, outdoors, and in accordance with CDPH guidelines
- Face coverings must fit properly and fully cover the nose and mouth

GVCS reserves the right to update this policy as further guidance becomes available and to modify this policy as needed in the absence of further guidance.

COVID-19 Student Mask Exemption Protocol

The Golden Valley Charter Schools (“GVCS” or the “Charter School”) Board approves the following protocols to provide to Charter School staff when implementing mask requirements at school and reviewing exemption requests:

Mask Requirement

Per "[COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year](#)" (August 2, 2021) *Students in all grade levels K-12 are required to wear face coverings indoors at all times, while at school, unless exempted.*

Persons exempted from wearing a face covering due to a medical condition, as confirmed by school district health team and therapists, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it. - p. 18

In order to protect the health and safety of the entire community and in compliance with California Department of Public Health (“CDPH”), GVCS requires all students, kindergarten through 8th grade, to wear face masks at all times indoors when attending in-person school, while mandated by State and/or Local Public Health Agencies. GVCS reserves the right to update these protocols as further guidance becomes available and to modify this policy as needed in the absence of further guidance.

Persons Exempt from the Mask Requirement

Per “[CDPH Memo: Guidance for the Use of Face Coverings](#)” (November 16, 2020) the following persons are exempt from wearing face coverings at all times when outside the home:

- *Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. Such conditions are rare.*
- *Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.*

GVCS recognizes that in rare cases, some students may have a medical or mental health condition or disability as outlined above. Those students will be provided reasonable accommodations.

Process to Request a Mask Exemption

Students who wish to pursue a face mask exemption must adhere to the following protocol. Each step must be completed entirely before proceeding to the next. This process must be completed and approved by GVCS Administration prior to the first day of physical attendance.

- STEP 1: Parent/Guardian meeting with Principal¹
 - Parent/Guardian *requests a meeting* with the Principal.
 - Parent/Guardian *shares the concerns* and issues that may prevent the student from wearing a face mask.

Per CDC guidelines, “When deciding if children and people with certain disabilities should wear a mask, determine if they can:

- (1) Wear a mask correctly
- (2) Avoid frequent touching of the mask and their face
- (3) Limit sucking, drooling, or having excess saliva on the mask
- (4) Remove the mask without assistance”

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html#evidence-effectiveness>

- Parent/Guardian *provides medical documentation*, with the attached form (GVCS Mask Exemption Form), documenting the specific mental health or medical issue(s) that prevent a face mask from being worn and the accommodations or modifications that may be indicated.
 - Medical documentation must indicate and document the specific issues that prevent the student from wearing a face mask.
 - An alternative face covering of a face shield with a drape will be allowed.
 - Medical documentation should include suggested accommodations or modifications, including alternative face coverings, trial periods, breaks, education, support, and/or training.
 - Medical documentation must be signed by a local, currently practicing and licensed medical doctor.
- Parent/Guardian works with the Principal and Administration and Staff in good faith to remedy the concerns and mitigate risk assessment, including an alternative face covering (i.e. a face shield with an attached neck drape), and/or trial periods, education, support, and training.
- STEP 2: Implementation of Exemptions
 - The exemption will be documented with the attached form. All modifications or accommodations will be noted on the exemption. It will be reviewed, verified, and signed off by the Charter School health team: the Principal, the Teacher of Record, and the Executive Director.

¹ If the student is a student with an individual education program (“IEP”) or Section 504 Plan, this meeting will occur within an IEP/504 meeting.

- Administration will communicate with student families regarding this process.
- All faculty and staff that interact with the student or student's cohort will be notified of the exemption and accommodation while maintaining student privacy.
- Additional mitigation strategies and to optimize safety may be put into place in cohorts where there is a student with a mask exemption. This may include regular or increased COVID screening or testing, increased social distancing, clear plastic barriers, reducing time in shared environments, decreased number of students in the cohort, and/or outdoor or highly ventilated indoor spaces.

Those who receive an exemption may be more susceptible to COVID-19 spread and quarantine, as that student will not have the same level of protection as those who wear a face mask.

This protocol may continue to be updated per CDPH and Local Public Health Agency guidelines and requirements.

Mask Exemptions will be reviewed each school year by administration.

Development of this plan was informed by:

Memo: California Department of Education - 2/11/21
COVID-19: Students with Disabilities and Face Coverings:
<https://www.cde.ca.gov/sp/se/lr/om021121.asp>

CDC: Guidance for Wearing Masks - 2/18/21:
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html#evidence-effectiveness>

CDPH: Guidance for the Use of Face Coverings - 11/16/20:
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

CDPH: Blueprint for a Safer Economy - 2/23/21 - See "Risk Criteria"
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/COVID19CountyMonitoringOverview.aspx>

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

Sacramento County Public Health Order -2/11/21 "ORDER OF THE HEALTH OFFICER OF THE COUNTY OF SACRAMENTO DIRECTING ALL INDIVIDUALS LIVING IN THE COUNTY TO CONTINUE TO STAY AT HOME OR AT THEIR PLACE OF RESIDENCE AND CLOSING OR MODIFYING CERTAIN OPERATIONS"; p. 3, #7
https://www.saccounty.net/COVID-19/Documents/20210208_Sacramento_County_Order.pdf

CDPH - Face Shield: FAQ (November 2020)
https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/faceshield_handout.pdf

FIELD TRIPS

All field trips must meet the safety criteria of Golden Valley Charter Schools (“GVCS”), California Department of Education (“CDE”), and California Department of Public Health (“CDPH”). Field trips are approved on a case-by-case basis by the school administrator.

SCREENINGS FOR STUDENTS AND STAFF

Parents and/or caregivers are required to monitor their children for signs of infectious illness and COVID-19 every day using the *COVID-19 SCREENING TOOL FOR CHILDREN* (see *appendix*). Faculty and staff are required to self-monitor for signs and symptoms of COVID-19 using the *COVID-19 SCREENING TOOL FOR ADULTS* (see *appendix*).

Students who have symptoms of any infectious illness or symptoms consistent with COVID-19 may not attend school in-person. All faculty and staff will refer to the *STUDENT SYMPTOM DECISION TREE* (see *appendix*) to determine when to send students home.

Students or staff who become ill while on campus must be isolated from others and sent home as soon as possible.

HEALTHY HYGIENE PRACTICES

Golden Valley Charter Schools will promote healthy hygiene practices that incorporates handwashing and hand sanitizing into routines. Students and staff should wash their hands:

- when entering school/class
- before and after eating
- after coughing or sneezing
- after using the restroom
- periodically throughout the day

IDENTIFICATION AND TRACING CONTACTS

Golden Valley Charter Schools will initiate contact tracing when there is a confirmed case of COVID-19. Each school site has a designated staff person to support contact tracing. The designated contact tracer has completed the [Johns Hopkins COVID-19 online contact tracing course](#). If positive cases in the school community are identified, contract tracing staff will work with the county health department to identify contacts and determine appropriate course of action, such as quarantine, cohort closure, and notifications. Golden Valley Charter Schools will use the *COVID-19 REPORTING AND CONTACT TRACING FORM FOR SCHOOLS* (see appendix).

Students shall have assigned seating. Schools should maintain accurate classroom seating charts, including approximate average distance between seats, and make them accessible to designated contact tracing staff.

Orchard Contact Tracer: Becky Page
Email: bpage@goldenvalleycharter.org
Phone: 916-987-1490

Becky Page has completed the [Johns Hopkins COVID-19 online contact tracing course](#)

Contact tracing will be conducted utilizing the *COVID-19 REPORTING AND CONTACT TRACING FORM FOR SCHOOLS* (see appendix).

All GVOS confirmed cases of COVID-19 are reported to Sacramento County Public Health, 916-661-7331.

River Contact Tracer: Barbara Ames
Email: bames@goldenvalleycharter.org
Phone: 916-987-6141

Barbara Ames has completed the [Johns Hopkins COVID-19 online contact tracing course](#)

Contact tracing will be conducted utilizing the *COVID-19 REPORTING AND CONTACT TRACING FORM FOR SCHOOLS* (see appendix).

All GVRS confirmed cases of COVID-19 are reported to Sacramento County Public Health, 916-661-7331.

Tahoe Contact Tracer: Barbara Linares
Email: blinares@goldenvalleycharter.org
Phone: 530-717-3019

Designated contract tracer will complete the [Johns Hopkins COVID-19 online contact tracing course](#)

Contact tracing will be conducted utilizing the *COVID-19 REPORTING AND CONTACT TRACING FORM FOR SCHOOLS* (see appendix).

All GVTS confirmed cases of COVID-19 are reported to Placer County Public Health, 530-889-7198.

AFTERCARE

Golden Valley Charter Schools will offer childcare according to revised guidance by CDPH and SCPH (Eagle's Nest, After Care, Before Care).

In the Eagles Nest Program, students are mostly outdoors. Students in the program will be mixed with students from other classes and will be allowed to eat and drink. When indoors, students will need to wear masks. Students at school fall under school guidelines when in aftercare and do not fall under "Child Care Center" guidelines which are made for a different setting. The majority of our children in aftercare are waiting for an older sibling to be dismissed and are in school while students are still in classes that are in session.

BELL SCHEDULE

Golden Valley Charter Schools will maintain the minimum instructional minutes required by the California Department of Education. Instruction will take place in person.. The Bell Schedule will reflect typical school day such as the 2019-2020 school year.

SPECIAL EDUCATION

Golden Valley Charter Schools will continue to implement education support and IEP accommodations while following all health and safety guidelines. All assessments will take place in person. IEP accommodations and services are implemented during the school day following public health guidance. Contracted and in-house service providers will conduct observations in the classrooms following current guidelines.

STAFF TRAINING AND FAMILY EDUCATION

Each school Safety Officer, in coordination with GVCS Human Resources, is responsible for training staff and families on the application and enforcement of the school reopening plan. Training will include expectations for student, staff, and parent behavior as it relates to physical distancing and face covering use while on and off campus.

The Safety Officer is responsible for responding to COVID-19 concerns.

Orchard Safety Officer: Becky Page
Email: bp@goldenvalleycharter.org
Phone: 916-987-1490

GVCS Human Resources: Marnie Whitworth
Email: mwhitworth@goldenvalleycharter.org
Phone: 916-597-1035

River Safety Officer: Barbara Ames
Email: bames@goldenvalleycharter.org
Phone: 916-987-6141

GVCS Human Resources: Marnie Whitworth
Email: mwhitworth@goldenvalleycharter.org
Phone: 916-597-1035

Tahoe Safety Officer: Barbara Linares
Email: blinares@goldenvalleycharter.org
Phone: 530-717-3019

GVCS Human Resources: Marnie Whitworth
Email: mwhitworth@goldenvalleycharter.org
Phone: 916-597-1035

TESTING OF STAFF AND STUDENTS

On August 11, 2021 the CDPH mandated all school employees show proof of full and complete vaccination for Covid19 or submit to weekly surveillance testing for Covid19.

(<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Vaccine-Verification-for-Workers-in-Schools.aspx>)

To promote safer in-person learning environments, the California Department of Public Health (CDPH), in partnership with the California COVID-19 Testing Task Force, is providing free rapid COVID-19 tests for teachers, staff and students at participating schools. Along with other safety practices such as masking, distancing, and improved ventilation, routine testing of students and staff can help school communities reduce the spread of COVID-19. Golden Valley Charter Schools is using this program for weekly screening of unvaccinated staff, students under modified and full quarantine, staff that have been exposed to a positive COVID case, and individuals that experience possible COVID symptoms.

The program provides the following resources and tools:

- Abbott BinaxNow antigen test cards that provide results in 15-30 minutes
- Molecular tests (e.g., PCR) to confirm positive results
- Robust training for school personnel to perform on-site testing
- Use of the online platform, [Primary.Health](#) to register students for testing
 - Parent must give consent each time their student is tested
 - Parent may be present for testing or give consent on the phone
- **Surveillance Testing:** Golden Valley Charter Schools will utilize a surveillance testing program for all employees who are not fully vaccinated. Unvaccinated teachers and school site staff are tested for COVID- 19 weekly. Surveillance testing can help detect asymptomatic infections and reduce the likelihood of outbreaks.
 - **Human Resources** is responsible for implementing and monitoring the testing schedule. Faculty and staff refusal to complete testing will be referred to Human Resources.
- **Symptomatic testing:** Individuals with symptoms of COVID19, either at home or at school, are required to stay home and isolate in case they are infectious. The individual may return to school in the case of a negative test for SARS-CoV-2 **and** 24 hours after fever is resolved and symptoms are improving.
- **Response testing:** When a case has been identified in a given stable group, symptomatic individuals or asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2 will be tested. In the event the individual does not get tested, they may return to school after 14 days from last contact and no symptoms for 10 days.

We recognize that a negative test does not rule out COVID-19 infection. Unless the individual has gone to a medical provider and that provider has been able to provide an alternative diagnosis such as flu or RSV, Public Health recommends that the symptomatic individual be isolated for 10 days even with a

negative test result.

Orchard Safety Officer: Becky Page
Email: bpage@goldenvalleycharter.org
Phone: 916-987-1490

[Sacramento County Testing Information](#)

This testing is for all school staff in Sacramento County. Please see Sacramento County's [COVID-19 Testing webpage](#) for an updated list of all sites.

River Safety Officer: Barbara Ames
Email: bames@goldenvalleycharter.org
Phone: 916-987-6141

[Sacramento County Testing Information](#)

This testing is for all school staff in Sacramento County. Please see Sacramento County's [COVID-19 Testing webpage](#) for an updated list of all sites.

Tahoe Safety Officer: TBD
Email: **TBD**
Phone: 530-717-3019

[Nevada County Testing Information](#)
[Placer County Testing Information](#)

Community Testing Locations:

Placer County COVID Testing Site
10990 Donner Pass Road in Truckee
<https://www.lhi.care/covidtesting>

Free of cost. Asymptomatic or symptomatic. Must register online.

TTUSD Staff and Student COVID Testing Site

Rideout Community Center at 740 Timberland Lane, Tahoe City
[COVID-19 Updates & Resources / COVID-19 Testing-Public & Asymptomatic Staff \(ttusd.org\)](#) Only for symptomatic or exposed staff and students

Tahoe Forest Respiratory Illness Clinics

Tahoe Forest Hospital in Truckee and Incline Village (soon to be a Tahoe City site)

Call COVID hotline (530) 582-3450 to have an RN triage symptoms and assist in scheduling appointments for medical evaluation and testing. This is a medical appointment by a provider (MD, NP, or PA). Billed to insurance. Symptomatic patients only.

VISITORS

In order to maintain safety precautions, Golden Valley Charter Schools discourages visitors at all schools.

A visitor is any person who is on campus other than a student, staff, or volunteer. Examples include: being on campus to complete a task or business such as dropping off or picking up their children; dropping off or picking up paperwork; attending a parent teacher conference; attending an event such as a class play; etc.

PARENT VOLUNTEERS

Volunteers are an extension of employees of the school to deliver the program to the students. Volunteers are on campus for a specific purpose, known to the class teacher or principal, and signed in at the office. They will also wear a badge or name tag provided by the school.

Volunteers with proof of vaccination for COVID –19 and meeting all other requirements will be allowed on campus upon prearrangement. The number of parent volunteers will be limited. Volunteers with administrator's approval can support classes.

Typical roles for parent volunteers during the school day are to help with handwork, accompany classes on walks off campus, and support reading groups. Current policy requires all volunteers to be fingerprinted with a Dept. of Justice background check and proof of a clear TB test. Drivers on fieldtrips also need to submit paperwork such as insurance, ID, registration, etc. A Covid immunization card will be a temporary additional requirement for volunteering. Volunteers should be prepared to wear a mask indoors and follow all current CDPH guidelines.

ADDRESSING POTENTIAL EXPOSURE AND/OR COVID-19 POSITIVE STUDENTS, TEACHERS, AND STAFF AT SCHOOL AND IN THE WORKPLACE

This guidance includes several scenarios for school settings (teachers, staff, and students on campus) and for office settings (district offices or schools with staff, but no students on campus). It also includes templates for communicating with staff and/or parents about the variety of scenarios that may impact school sites. In the event that your school or district office is experiencing a scenario that is not covered in this document, contact Sacramento County Public Health for guidance on your specific situation.

A positive covid case in the community will be reported to the local public health department. The most current letter and notice instructions will be distributed based upon the local public health recommendations.

MODIFIED QUARANTINE

Modified quarantine is a new exemption to full quarantine that allows **students** who would otherwise be in full quarantine to attend class if their exposure was mask-on-mask in a school setting. To participate in modified quarantine, **students** must:

- Be asymptomatic;
- Continue to appropriately mask, as required;
- Undergo at least twice weekly testing during the 10-day quarantine; AND
 - GVCS will accept test results from the following sources
 - GVCS Testing Program
 - Family physician
 - Official Covid-19 testing facility
- Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.
- Students under modified quarantine may continue to participate in GVCS before and after school care following the same safety plan.

Item 9a in the CDPH guidance is also applicable to students in modified quarantine, meaning a student in modified quarantine can test out of quarantine altogether and return to extracurricular activities after Day 7 if they test negative on a sample collected after Day 5.

Students unwilling or unable to meet all of these conditions must complete full quarantine.

QUARANTINE RECOMMENDATIONS SCPH quarantine recommendations may vary based on the extent to which school personnel are able to conduct detailed contact tracing (identify close contacts, describe extent of mask usage, etc.). In the absence of detailed contract tracing information, expect quarantine recommendations to be broader and include a larger number of potential contacts.

Close contacts in the outdoor setting should be treated the same as indoor close contacts with regard to quarantine recommendations.

RESOURCES

COVID-19 GENERAL INFORMATION

[Exposure Risk \(CDC\)](#)

[Glossary of Key Terms \(CDC\)](#)

[Symptoms \(CDC\)](#)

[Screening K-12 Students for Symptoms of COVID-19 \(CDC\)](#)

SACRAMENTO COUNTY INFORMATION AND RESOURCES

[COVID-19 Dashboards \(SCPH\)](#)

[COVID-19 Community Testing Sites in Sacramento County](#)

[Sacramento County COVID-19 Website](#)

[Sacramento County COVID-19 Schools Page](#)

[Sacramento County Public Health Orders](#)

[School Year Planning: A Guide to Address the Challenges of COVID-19 \(SCOE\)](#)

ISOLATION AND QUARANTINE

[Home Isolation for People with COVID-19 \(SCPH\)](#)

[Home Quarantine Guidance for Close Contacts to COVID-19 \(SCPH\)](#)

[Quarantine vs. Isolation \(CDC\)](#)

[Sacramento County Public Health General Quarantine Orders](#)

[Sacramento County Public Health General Isolation Orders](#)

CONTACT TRACING

[Johns Hopkins Online Contact Tracer Training](#)

QUESTIONS?

Sacramento County Public Health

(916) 661-7331

COVID19@saccounty.net

APPENDIX

COVID-19 SCREENING TOOL FOR ADULTS

Before coming to campus each day, adults should screen themselves for symptoms of illness by answering the following questions.

- Do you have a fever (100.4° F or greater) without having taken any fever-reducing medications?
- Do you have a loss of smell or taste?
- Do you have a cough?
- Do you have muscle aches?
- Do you have a sore throat?
- Do you have congestion or a runny nose?
- Do you have shortness of breath?
- Do you have chills?
- Do you have a headache?
- Have you experienced any new gastrointestinal symptoms such as nausea, vomiting, diarrhea, or loss of appetite in the last few days?
- Have you, or anyone you have been in close contact with, been diagnosed with COVID-19 or placed in quarantine for possible exposure to COVID-19 within the last two weeks?
- Have you been asked to isolate or quarantine by a medical professional or a local public health official in the last two weeks?

COVID-19 SCREENING TOOL FOR CHILDREN

Before coming to campus each day, children should be screened for symptoms of illness by answering the following questions.

- Does the child have a fever (100.4° F or greater) without having taken any fever-reducing medications?
- Does the child have a sore throat?
- Does the child have a new uncontrolled cough that causes difficulty breathing (for children with chronic allergic/asthmatic cough, a change in their cough from baseline)?
- Does the child have diarrhea or vomiting?
- Does the child have new onset of severe headache, especially with a fever?

COVID-19 Symptom & Quarantine INTERIM Decision Forest for K-12 Schools

The Decision Forest is based on guidance from the California Department of Public Health and local recommendations from Sacramento County Public Health. It is updated regularly to align with evolving guidance. Schools should ensure they are using the latest version and discard all previous versions. The Decision Forest provides general guidance for common scenarios, but cannot account for every possible situation. Schools requiring technical assistance can contact the SCPH Schools Team for guidance at SCPHschools@saccounty.net.

TREE #1: STUDENT OR STAFF WITH SYMPTOMS

Please Note: If an individual was positive for COVID-19 on or after January 1, 2022, after completion of their isolation period, they are exempt from further COVID-19 testing, quarantine, or isolation until at least January 31, 2022.

Student or staff has any of the following **NEW** symptoms:

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

Exclude from school.

EITHER

Test* for COVID-19.

Receive an **alternative named diagnosis** from a health care provider.

POSITIVE

NEGATIVE

ISOLATION:
Individual must **isolate** at home. Isolation can end **after** Day 5 after symptom onset if:
at least 24 hours have passed since fever and symptoms have improved significantly
AND
individual tests negative (preferably antigen) with specimen collected on or after Day 5.
If unable to test, choose not to test, or positive test on or after Day 5 and symptoms are not present or are resolving, isolation can end **after** Day 10.

May return to school if at least 24 hours have passed since fever and symptoms have improved significantly.

If no test or alternative diagnosis, **exclude** for 10 days from symptom onset. May return on Day 11 if at least 24 hours have passed since fever and symptoms have improved significantly.

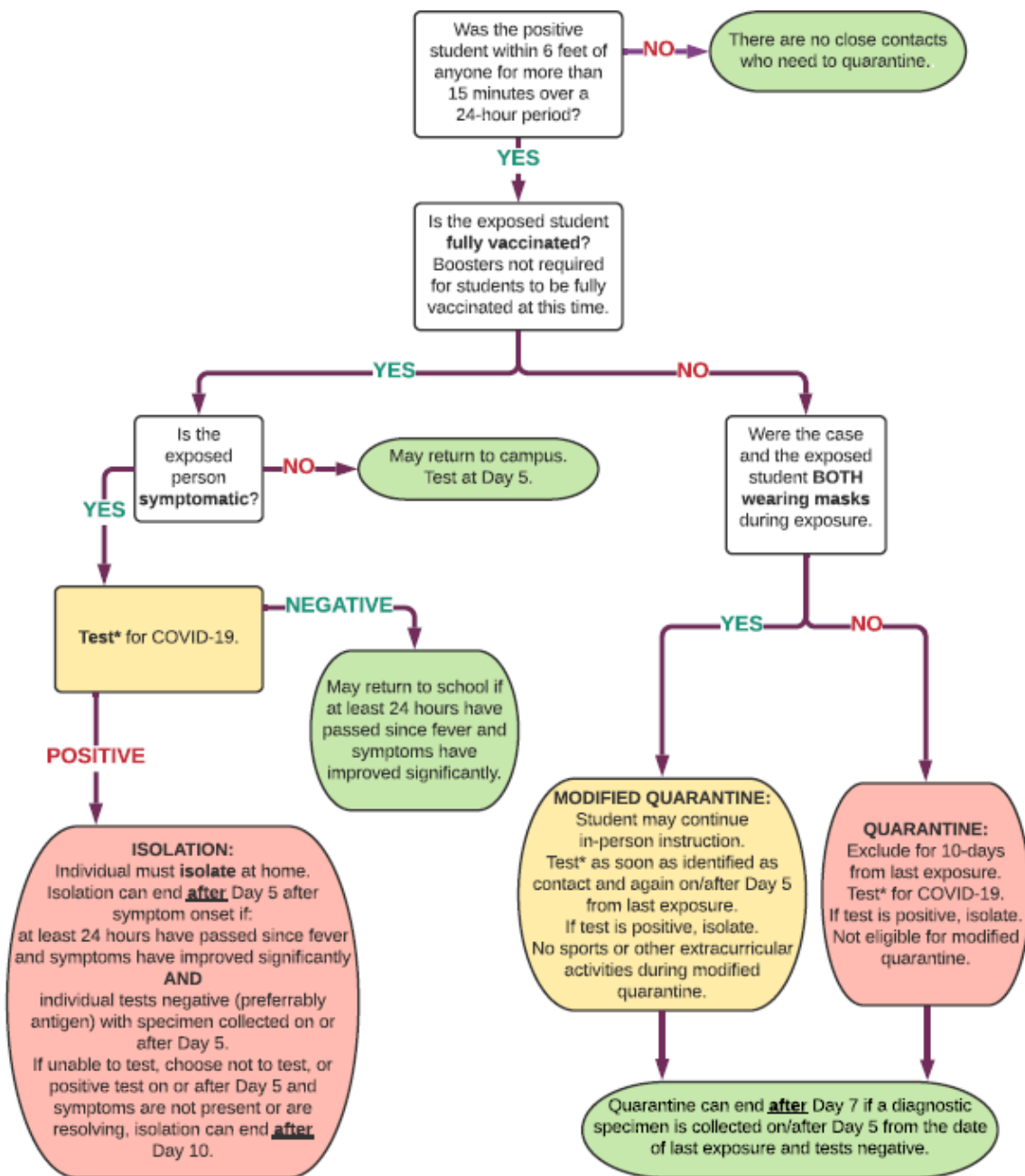
CONTACT TRACING:
Identify all close contacts (>15 minutes within 6 feet of COVID-19 positive individual in 24 hour period) starting 48 hours before case symptom onset (or positive test if asymptomatic), follow quarantine guidance on appropriate tree, and report to SCPH.

CONTINUE TO TREE #2 FOR STUDENTS OR TREE # 4 FOR STAFF

* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.
January 7, 2022

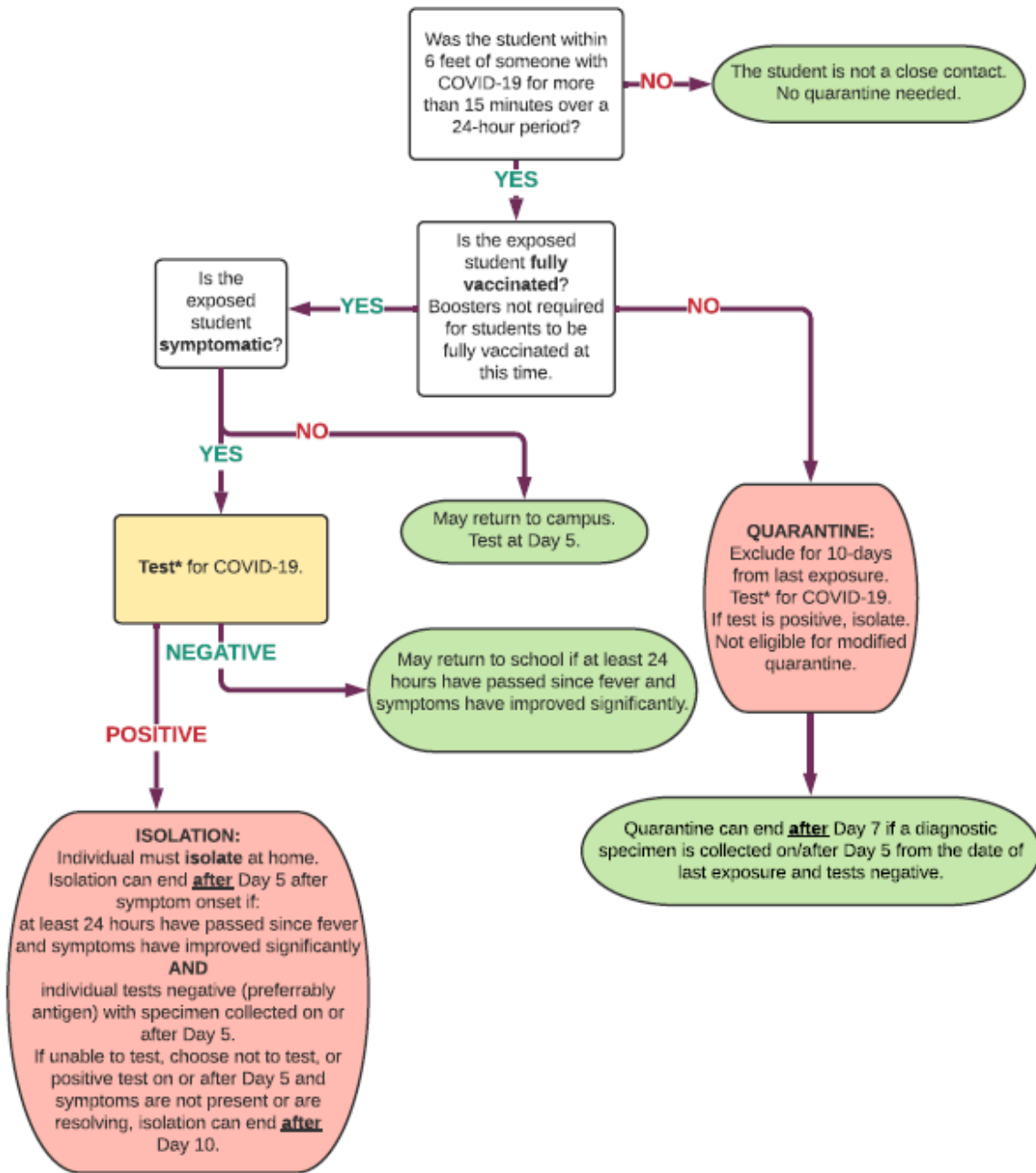
TREE #2: STUDENT EXPOSURE AT SCHOOL



* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.
January 7, 2022

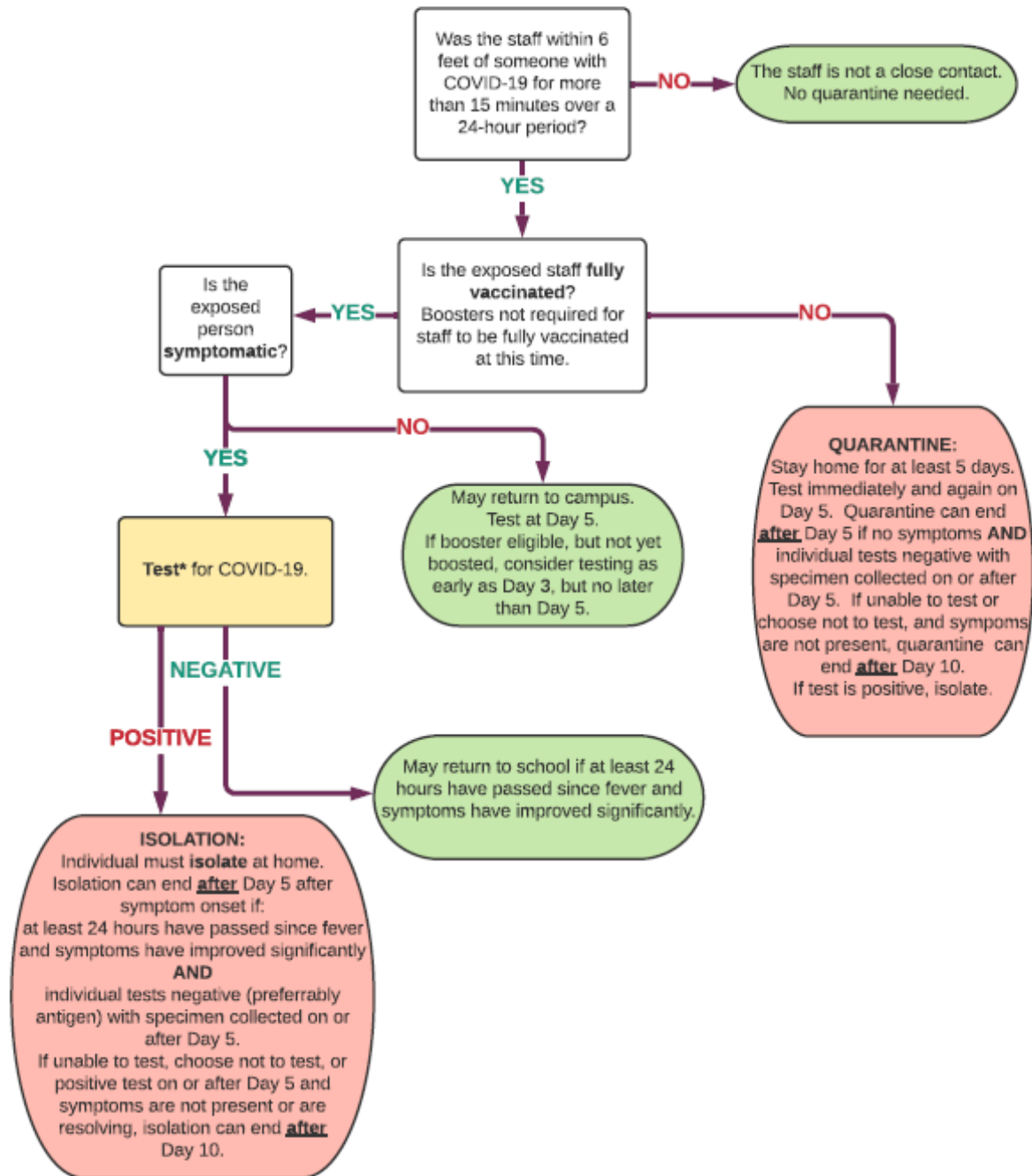
TREE #3: STUDENT EXPOSURE OUTSIDE OF SCHOOL



* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.

TREE #4: STAFF EXPOSURE ON OR OFF CAMPUS

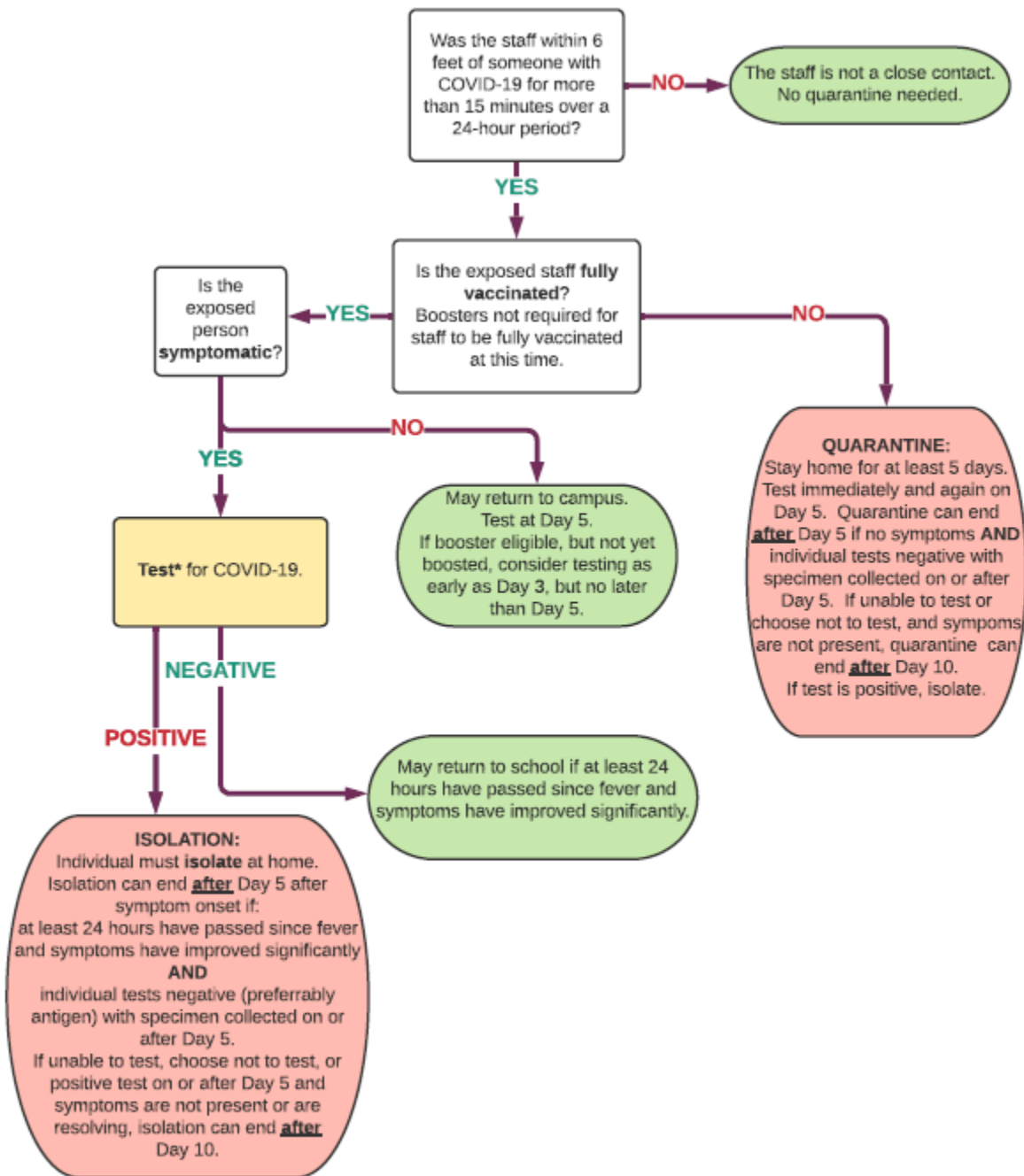


* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.

January 7, 2022

TREE #4: STAFF EXPOSURE ON OR OFF CAMPUS

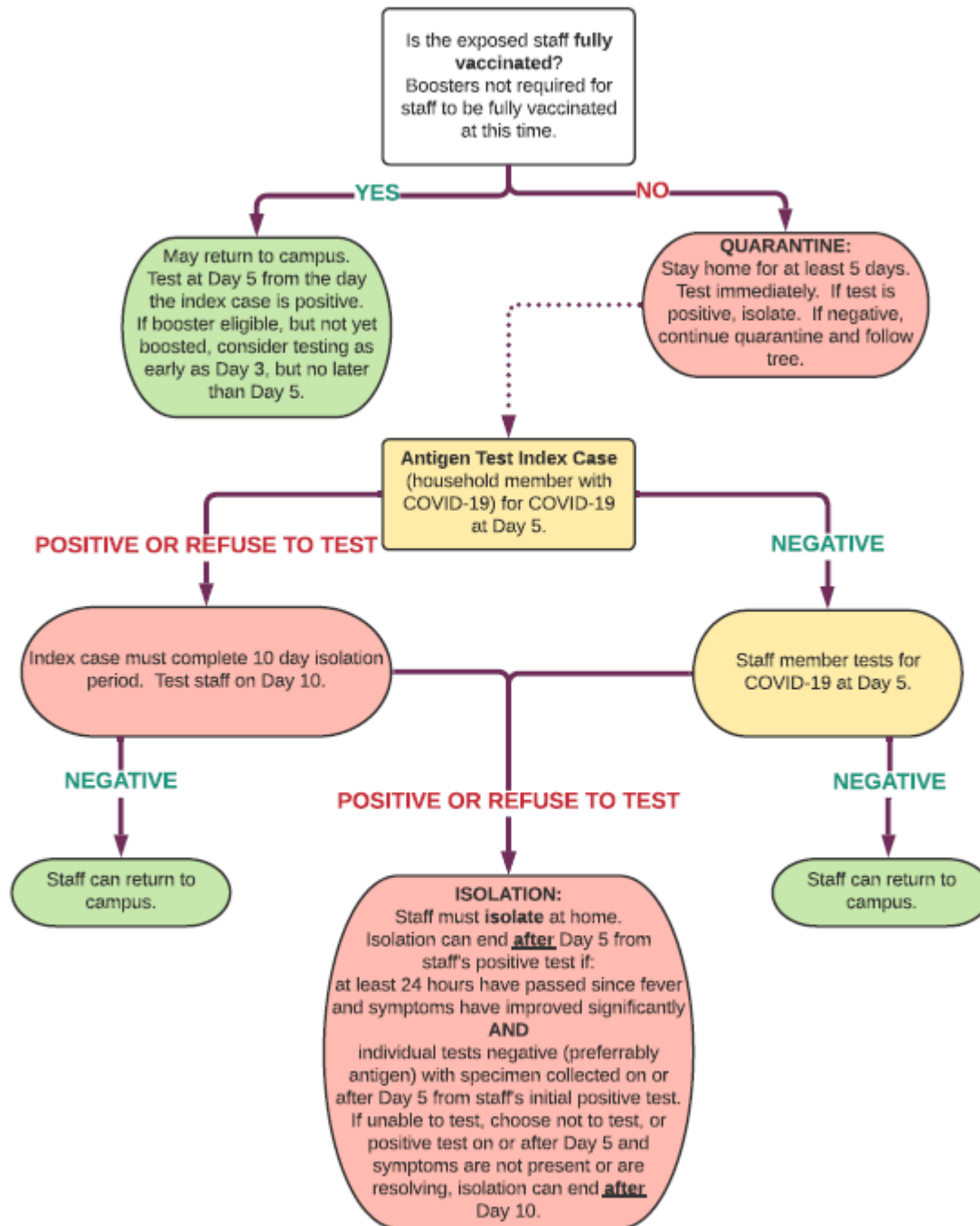


* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.

January 7, 2022

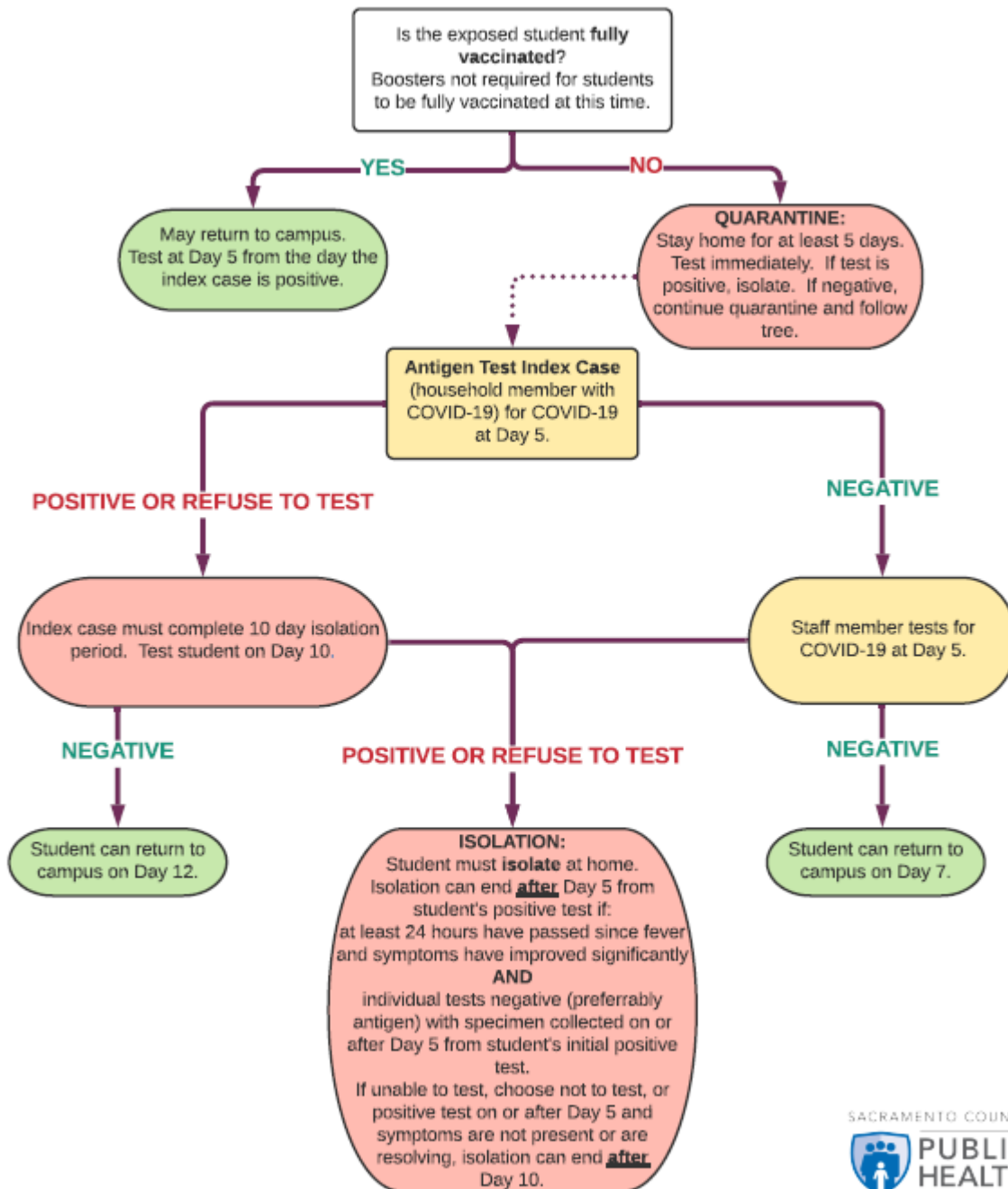
TREE #5: STAFF LIVES WITH SOMEONE WHO TESTS + FOR COVID-19



* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.
January 7, 2022

TREE #6: STUDENT LIVES WITH SOMEONE WHO TESTS + FOR COVID-19



* PCR, rapid antigen, and OTC home testing are acceptable testing methods. Home test kits used to exit isolation/quarantine should be accompanied with an attestation declaring that the test specimen was obtained from the individual represented on the form, including the date the specimen was collected, and that the test was processed according to the instructions provided.

** School setting in which students are supervised by school staff, including indoor or outdoor school settings and school buses.

COMMUNICATIONS TEMPLATES FOR K-12 SCHOOLS

SACRAMENTO COUNTY PUBLIC HEALTH

The following pages include sample letters for communicating with families and/or staff regarding COVID-19 cases or exposures at school. Note that every scenario is unique and these templates are provided only as guides for some common scenarios. Schools and school districts should tailor their communications for their specific situations.

SAMPLE LETTER

STUDENT OR STAFF EXPOSURE OUTSIDE OF SCHOOL

To be utilized when a student or staff member lives with a person or has been in close contact with a person who has tested positive for COVID-19.

Date

Dear [School/Classroom] Parents/Guardians and Staff,

The health and safety of our students and staff are our top priority. This letter is to inform you that a student or staff member in your child's class [lives with/has been in close contact with] a person who has tested positive for COVID-19.

In accordance with California Department of Public Health (CDPH) guidance, the class will continue to operate. The individual and their immediate household members have been advised of all relevant isolation and/or quarantine guidance.

Please continue to follow all health and safety protocols, monitor your child's health, **keep your child home if they are feeling sick**, wash your hands frequently, practice physical distancing, and continue to wear your face covering.

Please contact your healthcare provider if you have further questions or concerns. Thank you for all that you do to support the learning and success of students at [School Name] and the health and wellbeing of our community.

Sincerely,

[Site Administrator/Teacher]

[School Name]

SAMPLE LETTER

COVID-19 POSITIVE PERSON AT SCHOOL – NOT A CONTACT

To be utilized to inform families that someone at school tested positive for COVID-19, but that their student was not identified as a close contact.

Date

Dear [School/Classroom] Parents/Guardians,

The health and safety of our students and staff are our top priority. This letter is to inform you that a student or staff member in your child's class at [School Name] has tested positive for COVID-19.

Your child was not a close contact with the person who tested positive for COVID-19.

Please continue to follow all health and safety protocols, monitor your child's health, **keep your child home if they are feeling sick**, wash your hands frequently, practice physical distancing, and continue to wear your face covering.

Please contact your healthcare provider if you have further questions or concerns. Thank you for all that you do to support the learning and success of students at [School Name] and the health and wellbeing of our community.

Sincerely,

[Site Administrator/Teacher]

[School Name]

SAMPLE LETTER

MODIFIED QUARANTINE (ALL PARTIES MASKED)

To be utilized to inform families when their student was a close contact of a student or staff member who tests positive for COVID-19. Students only.

Date

Dear [School/Classroom] Parents/Guardians,

The health and safety of our students and staff are our top priority. This letter is to inform you that a student or staff member in your child's class at [School Name] has tested positive for COVID-19.

Your child was identified as a close contact of the person who tested positive for COVID-19. Since your child and the person they were in contact with were both wearing masks, your child is eligible to participate in **modified quarantine**. Under modified quarantine, your child:

- must quarantine (stay home) until [Date] with the exception of coming to school;
- may not participate in extracurricular activities, including sports; **AND**
- must complete COVID-19 testing twice per week.

If your child is unable or unwilling to complete the testing requirements of modified quarantine, they will be subject to full quarantine and will need to stay home until [Date].

Quarantine periods can be shortened with a negative COVID-19 test. If your child tests negative for COVID-19 on a sample collected on or after [Date], they may return to school without restrictions on our after [Date].

Please contact your healthcare provider if you have further questions or concerns. Thank you for all that you do to support the learning and success of students at [School Name] and the health and wellbeing of our community.

Sincerely,

[Site Administrator/Teacher]

[School Name]

SAMPLE LETTER

QUARANTINE (STUDENT; ALL PARTIES NOT MASKED)

To be utilized to inform families when their student was a close contact of a student or staff member who tests positive for COVID-19.

Date

Dear [School/Classroom] Parents/Guardians,

The health and safety of our students and staff are our top priority. This letter is to inform you that a student or staff member in your child's class at [School Name] has tested positive for COVID-19.

Your child was identified as a close contact of the person who tested positive for COVID-19. Since your child and the person they were in contact with were **not** both wearing masks, your child is required to quarantine (stay home) until [Date]. They may not leave home except to seek medical care during this period.

Quarantine periods can be shortened with a negative COVID-19 test. If your child tests negative for COVID-19 on a sample collected on or after [Date], they may return to school without restrictions on our after [Date].

Please contact your healthcare provider if you have further questions or concerns. Thank you for all that you do to support the learning and success of students at [School Name] and the health and wellbeing of our community.

Sincerely,

[Site Administrator/Teacher]

[School Name]

SAMPLE LETTER
QUARANTINE (STAFF)

To be utilized to inform staff when they are identified as a close contact of a student or staff member who tests positive for COVID-19.

Date

Dear [Staff],

The health and safety of our students and staff are our top priority. This letter is to inform you that a student or staff member at [School Name] has tested positive for COVID-19.

You were identified as a close contact of the person who tested positive for COVID-19. You are required to quarantine (stay home) until [Date]. You may not leave home except to seek medical care during this period.

Please contact your healthcare provider if you have further questions or concerns. Thank you for all that you do to support the learning and success of students at [School Name] and the health and wellbeing of our community.

Sincerely,

[Site Administrator/Teacher] [School Name]

GVCS COVID-19 REPORTING & CONTACT TRACING FORM

Schools (including daycare, childcare, and K-12) should:

- Report cases of confirmed COVID-19 in students or staff to Sacramento County Public Health by using this reporting form OR by submitting a line list (if there are multiple cases and it is easier for the school)
- Follow Sacramento County Public Health guidance after identification of a student or staff with confirmed COVID-19
- PLACER COUNTY PUBLIC HEALTH

School Site/Location: _____

School Point of Contact & Phone Number: _____

POSITIVE PATIENT INFORMATION

Student/Staff Name: (Last, First)		Date of Birth:	Sex:
			<input type="checkbox"/> Male <input type="checkbox"/> Female
Home Address:		City, Zip Code:	Phone #:
Race:		Ethnicity:	Teacher(s) and/or Room Location:
<input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Asian/Pacific Islander		<input type="checkbox"/> Native American <input type="checkbox"/> Other <input type="checkbox"/> Unknown	<input type="checkbox"/> Hispanic <input type="checkbox"/> Non-Hispanic
Date of Illness Onset:	Date of Last Attendance:	COVID-19 + Test Date:	COVID-19 Symptoms: (if yes, please list)
			<input type="checkbox"/> Yes <input type="checkbox"/> No

COMPLETE LIST OF CLOSE CONTACTS OF PATIENT

For COVID-19, a [close contact](#) is defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting **from 2 days before** illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated. Symptoms can include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea.

Contact Name	Location	Phone #	Relation to Positive Case	Duration of Contact More Than 15 min AND Distance Between Contact Less Than 6 ft.?	COVID-19 Symptoms Y/N (If yes, list)	COVID-19 Test Y/N (if yes, date)	COVID-19 Test Results Date, Pos/Neg	Date Notified by School Contact Tracer Team
SAMPLE: Mrs. Franklin	Room 1	555-555-5555	Teacher	Y	N	Y 9/22/20	Neg 9/24/20	
SAMPLE: Jimmy Lee	Room 1	555-555-5555	Student	Y	Y Fever 101	Y 9/22/20	Pos 9/24/20	

Please send/fax report to:

Sacramento County Public Health

COVID19@saccounty.net or Secure Fax: (916) 854-9709

COVID-19 Prevention Program (CPP) for Golden Valley Charter Schools (OSHA)

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace.

Date: August 5, 2021

Authority and Responsibility

Caleb Buckley, EdD, Executive Director, has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections as needed to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by participation in weekly meetings to discuss safety issues and reporting concerns to the site principal. If resolution is not received at the school site, human resources will be notified by the site principal.

Employee screening

We screen our employees by:

- Following all CDPH guidelines regarding self-monitoring
- Requiring all staff to self-monitor using the *COVID19 SCREENING TOOL FOR ADULTS*
 - Located in the [Orchard Covid Prevention Plan](#)
 - Located in the [River Covid Prevention Plan](#)
 - Located in the [Tahoe Covid Prevention Plan](#)
-
- The school site Safety Officer will oversee Covid-19 Surveillance Testing of all staff members

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented and corrected in a timely manner based on the severity of the hazards, as follows:

- Site principals will document and correct all reports of unsafe/unhealthy conditions.

Control of COVID-19 Hazards

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. Any concerns with this mandate or compliance issues should be brought to the attention of the principal. The office will have paper masks and PPE as needed.

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.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.

Engineering controls

We implement the following measures for situations where we cannot maintain at least six feet between individuals:

- **Mandatory face coverings**

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- River and Orchard
 - HVAC system disinfected with EPA approved agent for COVID 19
 - Outside air exchange rates are set to maximum levels
 - Upgraded high-efficiency air filters installed
 - Constant airflow programmed
 - Building air flush programmed before and after school hours

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- Ensuring adequate supplies and adequate time for it to be done properly.
- Informing the employees and authorized employee representatives of the frequency and scope of cleaning and disinfection.

Should we have a COVID-19 case in our workplace, we will implement the following procedures:

- Full disinfecting of all work areas the employee entered.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by **using appropriate wipes.**

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- Evaluated handwashing facilities.
- Encourage and allow time for employee handwashing.
- Provide employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e., methyl alcohol).
- Encourage employees to wash their hands for at least 20 seconds each time.
- Post signage on proper handwashing techniques in all bathrooms.

Personal protective equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by CCR Title 8, section 3380, and provide such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained. We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Investigating and Responding to COVID-19 Cases

Employees who had potential COVID-19 exposure in our workplace will be:

- Notified by the Site Safety Officer.
- Provided no-cost Covid19 testing during working hours.
- Provided with information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- That employees can report symptoms and hazards without fear of reprisal.
- Employees should report COVID-19 symptoms and possible hazards to the Site Safety Officer/school principal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing: please see the list of testing sites in the community.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test. **Educators receive free Covid-19 testing.**
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

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.
- The fact that:
 - 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 facecoverings.
- 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.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by **direct communication from HR.**
- Providing employees at the time of exclusion with information on available benefits.
- Quarantine if you have been in [close contact](#) (within 6 feet of someone for a cumulative total of 15 minutes or more over a 24-hour period) with someone who has COVID-19, unless you have been [fully vaccinated](#). People who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have [symptoms](#). However, fully vaccinated people should get tested 3-5 days after their exposure, even they don't have symptoms and wear a mask indoors in public for 14 days following exposure or until their test result is negative.

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.
 - 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.
 - Return-to-Work Criteria COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
 - A negative COVID-19 test will not be required for an employee to return to work.
 - If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.
 -
-

Executive Director

8/4/2021