



Sierra Unified School District COVID-19 Safety Plan

Winter, 2021-2022

Sierra Unified (SUSD) is committed to maintaining a safe work environment that continues to reflect guidance from federal, state, and local public health officials to mitigate the spread of COVID-19. As always, our goal is protecting staff, students, parents and members of the public. While testing and vaccines are widely available, we must continue to practice strategies to decrease the spread of COVID-19. Together, our actions contribute to the wellness of our schools and community as a whole and protect the most fragile and high-risk individuals around us.

The following guidance is adapted from Fresno County Superintendent of Schools (FCSS) Return to Work Toolkit: COVID-19 Safety Plan, revised October 1, 2021; the California Department of Public Health COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School year, updated October 20, 2021; and the California Department of Public Health K-12 Schools Guidance 2021-2022 Questions and Answers, updated October 14, 2021

This document serves as the SUSD COVID-19 Safety Plan (CSP) and Cal/OSHA COVID-19 Prevention Program (CPP). This document was developed with the most current information known at the time and may be amended as guidance from federal, state and local agencies change.

When you have COVID-19 related questions, contact the following:

To Report COVID-19 Related Illness

*Promptly notify your immediate supervisor **and** email **Barbie Neu** when reporting a COVID-19 related illness.*

Email: bneu@sierrausd.org

Phone: (559) 855-3662

Teresa Page, Director of Education Services tpage@sierrausd.org

For COVID-19 Health Related Questions

Barbie Neu, Director of Personnel, bneu@sierrausd.org

For Time Off from Work/Interactive Process

Craig Barnes, Director, Facilities & Operations, cbarnes@sierrausd.org
For Cleaning and Disinfecting Protocols

All employees are expected to adhere to the standards and protocols contained in this document.

All supervisors and managers are responsible to implement and enforce all aspects of this document

Definitions:

COVID-19 Symptoms:

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. People with these symptoms may have COVID-19:

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

Symptoms of COVID-19 |

A person who had a documented case of COVID-19 and whose isolation period ended (including being asymptomatic for at least one day) and who then develops new symptoms consistent with COVID-19 during the 90 days after the date of initial symptom onset, likely warrants additional testing unless an alternative etiology can be or has been readily identified by a healthcare provider.

Testing:

Both PCR and rapid antigen tests are available. PCR is considered the “gold standard.”

- When rapid antigen testing is used for a symptomatic patient, a negative test should be confirmed with a PCR test.
- If rapid antigen testing is used for asymptomatic screening and surveillance, a positive test should be confirmed with a PCR test.

For more information regarding rapid antigen testing, please refer to the Abbott BinaxNOW Information for Use in Schools at www.fcdph.org/schoolhealth.

10/1: Current CDC guidelines state that the index case must self-isolate for at least 10 days from the date symptoms began (for symptomatic patients) OR at least 10 days from the day the positive test was collected, PLUS one day with no symptoms without the use of medications. If index case has serious underlying medical conditions, contact FCDPH for consultation regarding isolation period.

Index case: person with a positive COVID-19 test. In these scenarios, index case also refers to the person (student, teacher, or staff) who reports symptoms.

Close contact*: Close contact is defined as someone who has been within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period, cumulative time, during the infectious period. For the purposes of determining a close contact, cumulative time is defined as the period of time of exposure to ANY/ALL COVID-19 positive person(s), and is calculated as 15 minutes or more of time where a close contact has been in contact to a person(s) positive with COVID-19 while that person(s) was infectious, i.e. 2 days prior to symptom onset while symptomatic, or 2 days prior to test date if asymptomatic, up to the last contact with the COVID-19 positive person(s). The close contact definition applies in both the indoor and outdoor settings. If questions about whether an individual meets the criteria for a close contact, refer to key contributing factors. Refer additional questions regarding close contact criteria to FCDPH.

Outbreak: Two or more confirmed COVID-19 positive cases in a classroom OR three or more confirmed COVID-19 positive cases on the school campus within 14 days. (An outbreak does not automatically require a class, group, grade, cohort or school closure. Each situation is evaluated separately, with advice from the FCDPH, to determine the strategy that should be used in order to minimize disruption to the learning environment while maintaining safety.)

Quarantine: Separates individuals who are close contacts of a confirmed COVID19 positive case but who are not yet ill. Individuals who are close contacts and asymptomatic may discontinue quarantine after Day 10 from the date of last exposure without testing. Household close contacts quarantine for 10 days after last close contact with index case while they are in isolation. All contacts released from quarantine before Day 14 must Self-monitor for COVID-19 symptoms through Day 14 and if symptoms occur, immediately self-isolate and contact their local public health department or healthcare provider and seek testing. School nurses may return to work during staffing shortages after Day 7 from the date of last exposure with a PCR test performed after Day 5 and a negative result. After this time, contacts must use surgical

face masks at all times during work and continue to use face coverings when outside the home through Day 14 after last exposure.

- **Modified Quarantine:** When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0- 6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:
 - Are asymptomatic;
 - Continue to appropriately mask, as required;
 - Undergo at least twice weekly testing during the 10-day quarantine; and
 - Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.
 - Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.

Modified quarantine or quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative as described in scenario #1.

Isolation: Separates infected people who have a confirmed COVID-19 test from others. Symptomatic COVID-19 positive individuals must isolate for a minimum of 10 days from onset of symptoms and at least one day without fever and an improvement in respiratory symptoms. Asymptomatic COVID-19 positive individuals must isolate for 10 days from test collection date.

Asymptomatic testing: Used for screening, usually at a cadence of weekly or twice weekly to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission. Screening testing is indicated for situations associated with higher risk (higher community transmission, individuals at higher risk of transmission (e.g., adults and high school students transmit more effectively than elementary aged students).

Common area: Common areas include all areas of the building accessed by the public or staff members for shared purposes, including lobbies and waiting areas, meeting rooms, hallways, restrooms and break rooms, and elevators.

Contact Tracing¹: Contact tracing is a process used by the public health department to slow the spread of infectious disease. A contact tracer helps identify people who may

¹Definition was retrieved from, Centers for Disease Control and Prevention (2020). *Contact tracing*. Retrieved from: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html>.

² Definition was retrieved from, California Department of Public Health (2020). *Guidance for small cohorts/groups of children and youth*. Retrieved from: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx>.

* Definition was retrieved from, Fresno County Department of Public Health (2020). *Return to school: A guide to responding to COVID-19 cases in k-12 school settings*. Retrieved from: <https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>.

have had close contact with a COVID-19 positive patient and gives close contacts information on how to get care and treatment, and how to self-isolate, if needed.

Isolation*: Separates infected people who have a confirmed COVID-19 test from others. Symptomatic COVID-19 positive individuals must isolate for a minimum of 10 days from onset of symptoms and at least one day without fever and an improvement in respiratory symptoms. Asymptomatic COVID-19 positive individuals must isolate for 10 days from test collection date.

Index Case*: a person with a positive COVID-19 test.

Physical distancing: According to the CDC, physical distancing means keeping space between yourself and other people outside of your home by staying at least six feet (about two arm's length) from other people and staying out of crowded places and avoiding mass gatherings. Also known as Social Distancing.

Fully Vaccinated: People are considered fully vaccinated for COVID-19 when it is two weeks or more after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or two weeks or more after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen).

Not Fully Vaccinated: People are considered not fully vaccinated for COVID-19 if they do not meet the requirements defined as a fully vaccinated person, regardless of their age. See Fully Vaccinated definition.

Quarantine*: Separates individuals who are close contacts of a confirmed COVID-19 positive case but who are not yet ill. Refer to the "Return to Work/School After illness Protocol: Students and Staff" section of this toolkit for quarantine/isolation periods.

Response testing: This testing is used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2.

Stable Groups²: A stable group is a group with fixed membership that stays together without mixing with any other groups for any activities.

Symptomatic Testing: This testing is used for individuals with symptoms of COVID-19 at school. In this situation, the school guidance requires that these individuals stay home and isolate in case they are infectious. The Guidance includes the possibility of 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.

10/1 Rule*: Current CDC guidelines state that the index case must self-isolate for at least 10 days from the date symptom began (for symptomatic patients) OR at least 10 days from the day the positive test was collected, PLUS one day with no symptoms without the use of medications. If index case has serious underlying medical conditions, contact FCDPH for consultation regarding isolation period.

² Definition was retrieved from, *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California 2020-2021 School Year*, January 14, 2021.

¹Definition was retrieved from, Centers for Disease Control and Prevention (2020). *Contact tracing*. Retrieved from: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html>.

²Definition was retrieved from, California Department of Public Health (2020). *Guidance for small cohorts/groups of children and youth*. Retrieved from: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx>.

* Definition was retrieved from, Fresno County Department of Public Health (2020). *Return to school: A guide to responding to COVID-19 cases in k-12 school settings*. Retrieved from: <https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>.

³ Definition was retrieved from, *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California 2020-2021 School Year*, January 14, 2021.

Protection Guidelines

Purpose: To identify the employer and employee responsibilities to maintain a safe work environment for staff and students.

Employer Responsibilities:

- Extend grace and civility to all those you interact with while in the workplace
- Encourage daily health self-monitoring for staff and students
- Provide PPE and cleaning supplies for SUSD employees
- Post additional signage throughout SUSD buildings and worksites to raise awareness regarding health and safety protocols (See Building Access and Building Common Area Usage Protocols)
- Ensure routine cleaning of frequently touched surfaces (See Disinfecting Protocol)
- Identify and evaluate COVID-19 hazards and investigate, respond, and correct these hazards in the workplace by utilizing the Injury and Illness Prevention Program (IIPP)
- When required, have COVID-19 testing available for staff and students

Employee Responsibilities:

- Extend grace and civility to all those you interact with while in the workplace
- Self-certify your health daily (See Health Screening Self-Certification Protocol)
- Wear face covering in accordance with the Facial Covering Protocol
- Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating and after blowing your nose, coughing or sneezing; if soap and water are not available, use an alcohol-based (60% or higher) hand sanitizer
- Avoid touching eyes, nose and mouth with unwashed hands
- If you are ill, stay home, except to get medical care, utilize your leave entitlements and return to work when symptom-free (See Return to Work/School After Illness Protocol)

- Cover your cough with a tissue or cough into your sleeve; throw tissue in the trash after use
- Maintain a clutter-free work surface and workstation for efficient and regular cleaning

COVID-19 Testing

Purpose: SUSD is committed to the safety and well-being of our staff, students, and community. Therefore, SUSD will be conducting response and/or asymptomatic COVID-19 testing in consultation with local public health officials to monitor the prevalence of COVID-19 in SUSD schools and meet regulatory requirements.

Testing Information

- Who:** Unvaccinated SUSD employees and students as required. Vaccinated employees may volunteer to be tested weekly or bi-weekly.
- What:** A self-administered COVID-19 nasal swab test. (This test involves inserting a cotton swab one inch into each nostril. Detailed instructions on how to self-administer the nasal swab test will be given at the time of testing.)
A self-administered saliva test. Instruction given at the time of testing.
- Where:** At SUSD sites as determined by Department/Program leadership, Human Resources, and Health Services.
- When:** Once per week for unvaccinated staff members.
- How:** SUSD will coordinate COVID-19 testing with a SUSD-selected laboratory.

What is the cost?

There will be no charge to the SUSD employee.

Fully vaccinated employees are exempt from asymptomatic testing, but may participate. Students or staff who have tested positive for active infection with SARS-CoV-2 virus within the last 90 days are exempt from asymptomatic testing. Any school currently open is subject to the minimum testing requirement standards established by Cal/OSHA. These standards include response testing for exposed cases and outbreak testing for everyone weekly until no longer considered an outbreak.

Vaccinations

SUSD recognizes that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death. Vaccinations are free to anyone who would like to receive them. To learn more about the different vaccinations available, go the Fresno County Department of Public Health website:

<https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-vaccine->

[information](#). To find a vaccination clinic and to schedule an appointment, go to www.myturn.ca.gov

To comply with CalOSHA standards, SUSD is required to document the vaccination status of employees. Therefore, SUSD employees will complete the COVID-19 Vaccination Status Attestation form and submit to Human Resources.

Criteria for Classroom/School Closure

The Fresno County Department of Public Health (FCDPH) considers an outbreak two or more positive COVID-19 cases in a classroom or three positive COVID-19 cases within a school. School administration and FCDPH will consult about classroom and/or school closures. The decision to close a classroom or school will be made by the District on a case-by-case basis.

Health Screening Self-Certification Protocol

Purpose: SUSD encourages employees, students and visitors to self-certify their health prior to entering SUSD offices and school settings as a preventive measure to mitigate the spread COVID-19 and to promote good health.

EMPLOYEE HEALTH SCREENING

On a daily basis, all SUSD employees should be mindful of the following symptoms prior to entering their assigned work location:

1. Fever and/or chills (100.4 degrees or higher)
 2. A new or worsening cough
 3. Shortness of breath
 4. Loss of taste and/or smell
 5. Congestion and/or runny nose
 6. Sore throat
 7. Fatigue
 8. Muscle and/or body aches
 9. Headache
 10. Nausea/vomiting and/or diarrhea
 11. Exposure to COVID-19 in the past 14 days
- If symptoms are secondary to an underlying disease(s) or condition(s), such as allergies, asthma, migraine headaches, or dietary concern(s), and have not worsened compared to baseline, then the employee can continue to work and follow precautions as stated above.

- If you have new or worsening symptoms, even if they can be apparently explained by intermittent conditions, such as allergies or sinus infection, stay home, advise your supervisor immediately, and consider taking a test to detect COVID-19.

STUDENT SCREENING

On a daily basis, Parents/Guardians should be mindful of the following symptoms prior to sending their child to school:

1. Fever and/or chills (100.4 degrees or higher)
 2. A new or worsening cough
 3. Shortness of breath
 4. Loss of taste or smell
 5. Congestion and/or runny nose
 6. Sore throat
 7. Fatigue
 8. Muscle and/or body aches
 9. Headache
 10. Nausea/vomiting and/or diarrhea
 11. Exposure to COVID-19 in the past 14 days
- If the parent/guardian does not detect any symptoms, they can allow their child to come to school.
 - If the parent/guardian answers "yes" to any of the questions, they will need to stay home and consult with their doctor and report illness to the school office. The staff will provide information to the parent regarding return-to-school.

When the student does not appear to be well or states they do not feel well during the school day, the student will be evaluated by a school nurse/designated staff member, and action taken according to the COVID-19 Student Screening Flow Chart posted on the district website.

VISITOR SCREENING

Visitors should be mindful of the following symptoms prior to entering any SUSD facility:

1. A fever and/or chill (100.4 degrees or higher)
2. A new or worsening cough
3. Shortness of breath
4. Loss of taste or smell
5. Congestion and/or runny nose
6. Sore throat

7. Fatigue
8. Muscle and/or body aches
9. Headache
10. Nausea/vomiting and/or diarrhea
11. Exposure to COVID-19 in the past 14 days

Visitors should reschedule SUSD appointments if experiencing any of the above symptoms.

Return to Work/School After Illness Protocol: Students and Staff

Purpose: To provide guidance on when to allow a student to return back to school and an employee to return back to work after showing signs of a fever and respiratory illness.

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER FEVER OR ILLNESS

Staff and students may return to work/school when the following criteria is met:

1. Person to remain at home for 10/1.
2. May return before 10 days if:
 - a. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
 - b. Other symptoms have improved; and
 - c. have a negative test for SARS-CoV-2; OR
 - d. healthcare provider documentation that symptoms are typical of the staff member's or student's underlying chronic condition (e.g., allergies or asthma); OR
 - e. healthcare provider confirmation of an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus).

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER CONFIRMED POSITIVE COVID-19 TEST

In accordance with the Fresno County Department of Public Health (FCDPH), students and staff may return to work/school after a positive COVID-19 test, as soon as the following criteria is met:

- **If tested positive for COVID-19 and ASYMPTOMATIC**, they can return to work/school:
 - **Time-based strategy.** Can return to work if:
 - 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based (and in some special cases test-based strategy in consultation with physician/infectious disease specialist) should be used.

- Time-based strategy for severely immunocompromised. Can return to work if:
 - 20 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based (and in some special cases test-based strategy in consultation with physician/infectious disease specialist) should be used.
- **If tested positive for COVID-19 and SYMPTOMATIC**, they can return to school/work:
 - **Symptom-based strategy.** Can return to work if:
 - At least 10 days have passed since symptoms first appeared and at least 1 day (24 hours) have passed since last fever without the use of fever-reducing medications and
 - Other symptoms (e.g., cough, shortness of breath, body aches, etc.) have improved.
 - Symptom-based strategy for severe to critical illness or who are severely immunocompromised. Can return to work if:
 - At least 20 days have passed since symptoms first appeared, and
 - At least 1 day (24 hours) have passed since last fever without the use of fever-reducing medications, and
 - Other symptoms (e.g., cough, shortness of breath, body aches, etc.) have improved.

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER EXPOSURE TO A CONFIRMED POSITIVE COVID-19 PERSON

Fully vaccinated persons (staff and students) do not need to quarantine if exposed to a confirmed positive COVID-19 case. Fully vaccinated persons who were exposed to a confirmed positive COVID-19 case should continue to self-monitor for symptoms and stay home if symptoms develop.

Not fully vaccinated staff members who are asymptomatic close contacts may discontinue quarantine after Day 10 from the date of last exposure without testing. If close contact develops symptoms, the close contact will need to isolate for 10 days from the start of symptoms. See *Criteria for Return to Work/School After a Confirmed Positive COVID-19 Test* above for guidance.

Not fully vaccinated students exposed to a COVID-19 positive while indoors, and both the not fully vaccinated student and the positive student or staff are MASKED, the exposed student can use a MODIFIED 10-DAY QUARANTINE. These students may remain in school if they:

- Are asymptomatic
- Continue to appropriately mask, as required
- Undergo at least twice weekly testing during the 10-day quarantine
- Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.

Not fully vaccinated students exposed to a COVID-19 positive while indoors, and both or either of the persons are UNMASKED, the not fully vaccinated student must quarantine at home:

- Quarantine can end after Day 10 from the date of last exposure without testing OR
- Quarantine can end on Day 8 if a diagnostic specimen is collected on or after Day 5 from the date of last exposure and tests negative.
- The student released from quarantine earlier than 14 days from the day exposed, asymptomatic close contacts will need to continue daily self-monitoring for symptoms and wear masks as required through day 14.

NOTE: If any quarantined student becomes symptomatic, they must follow the guidelines outlined in "Criteria for Return to work/School After Illness" section above before returning to school.

ROLE OF SCHOOL NURSE AND/OR HEALTH STAFF/CONTACT TRACER

Once alerted to a fever or respiratory illness in a student or staff, a member of the health staff or contact tracer should communicate with the individual to obtain information about onset of symptoms, specific symptoms and any other pertinent information regarding the illness.

Face Covering Protocol

Purpose: The following shall be the protocol for wearing a face covering while in an SUSD facility as a measure to mitigate the spread of COVID-19.

"Face covering" means a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers. A face covering has no visible holes or openings and must cover the nose and mouth. A face covering does not include a scarf, ski mask, bandana, turtleneck, collar, or single layer of fabric.

NOTE: SUSD will provide a face shield in accordance with the chart below. To comply with cloth drape, employee shall tape a paper towel to the bottom of the face shield and replace paper towel on a daily basis.



SUSD Staff

In response to the Fresno County Department of Public Health's July 16, 2021, strong recommendation to wear face coverings again in public indoor settings, regardless of vaccination status, face coverings must be worn in SUSD facilities when not alone in a room. Employees may remove face coverings when alone in a room. Face coverings must be readily accessible and donned in the event any other person enters employee workspaces, and when travelling through SUSD facilities.

Face coverings may be removed when outdoors. Employees please wear a face covering outdoors when within 6 feet of others, or when riding in a vehicle together.

SUSD Students

Students shall wear face coverings in compliance with each school site and school district protocol, and in accordance with the California Department of Public Health Return to School Guidance.

SUSD Visitors

Visitors must wear a face covering when entering and moving about SUSD facilities. Visitors may remove face coverings when alone in a room.

Physical Distancing Protocol: In the School Setting

Purpose: To provide guidance to staff on best practices for physical distancing in the school setting.

Classrooms

- The California Department of Public Health Return to School Guidance, dated July 12, 2021 removes the requirement for physical distancing student to student in the classroom setting **as long as masking is implemented at the school.**
- In compliance with CalOSHA regulations, all staff shall remain six feet apart from any other staff member, student, parent, or visitor.

Gatherings, Field Trips and Visitors

- Refer to the most current local and state guidance for your specific activity.

Mealtime Considerations

- At mealtimes, maximize physical distancing as much as possible while eating, especially if students are eating indoors. Consider using outdoor spaces or classrooms to help facilitate distancing.

Other Considerations for School Settings:

- Band and choir practices may occur in compliance with each school site and school district protocol, and in accordance with the California Department of Public Health Return to School Guidance.

Cleaning and Disinfecting Protocol

Purpose: To provide information on cleaning and disinfecting efforts during the COVID-19 pandemic.

On April 5, 2021, the CDC updated its guidance on cleaning and disinfecting a facility. The CDC found that the risk for people to become infected if they touch surfaces the virus has landed on and then touch their nose, mouth, or eyes is low. Additionally, the

guidance states that cleaning with soap and water at least once a day is generally sufficient. More frequent cleaning may be needed when a space is used by those who may not consistently wear masks, wash hands, or cover coughs and sneezes.

Only approved Environmental Product Agency (EPA) products will be used to disinfect. Products that do not require EPA registration may be used.

All product label instructions shall be followed by anyone using a disinfecting product, paying attention to appropriate Personal Protective Equipment (PPE) and required product dwell time to effectively disinfect. In a school setting, anyone using a disinfecting product must have completed the Integrated Pest Management (IPM) training in accordance with [SOP #833 – Integrated Pest Management](#).

SCHOOL SETTINGS

Important: Disinfectants should not be applied on items that children might put in their mouths. Cleaning toys and other items used by children should be done with soap and water or an appropriate sanitizing solution.

SUSD School Sites

SUSD custodians will disinfect high-touch surfaces in all common areas, including door handles, light switches, reception area and restrooms, once a day. Classrooms, including student desks, student chairs, trash cans, in-classroom restrooms and all hard surface flooring will be disinfected one time per day.

Items such as student manipulatives, toys, equipment, teacher/paraprofessional desks and chairs or items not listed above are the responsibility of the teacher/paraprofessional to clean or disinfect. Disinfecting supplies are available to staff in designated areas or by contacting the site custodian.

All classrooms and bathrooms are fogged with a solution that disinfects the area once per day.

DISINFECTING AFTER A CONFIRMED COVID-19 CASE

After identification of a confirmed COVID-19 positive case in an office or school setting within the previous 24 hours, cleaning and disinfecting of the spaces where the case spent significant time will be arranged. In accordance with the *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year dated January 14, 2021*, this will be done after staff and students have left for the day. The space does not need to be closed to staff and students prior to the cleaning and disinfection.

Should the Fresno County Department of Public Health (FCDPH) or SUSD staff become aware that an outbreak may be underway, SUSD will consult with the FCDPH on the need for additional cleaning and disinfecting.

SUSD Employee and Student COVID-19 Exposure Response Plan

Purpose: SUSD recognizes the importance of responding quickly and appropriately to possible or confirmed COVID-19 exposure to an SUSD employee or student. Therefore, SUSD will utilize the following employee and student exposure response plan and flowcharts.

PROCESS FOR EMPLOYEES TO REPORT COVID-19 RELATED ILLNESS

Purpose: to ensure all employees report a COVID-19 Related Illness in a consistent, timely manner.

Employees are expected to report a COVID-19 Related situation to SUSD when:

- You have experienced COVID-19 related symptoms, **OR**
- You were alerted that you are considered a close contact to a positive COVID-19 case, **OR**
- You have tested positive for COVID-19.

Employees are expected to follow the steps as indicated below:

1. Promptly notify your immediate supervisor that you are reporting a COVID-19 related situation.
2. **Immediately** report all COVID-19 Related Illnesses and exposures as indicated above by email to Barbie Neu, bneu@sierrausd.org OR by phone (559) 855-3662 x2.
3. Provide the following information when you email or call to ensure timely reporting:
 - a. First and Last Name
 - b. Your Email and Phone Number
 - c. Reason for Report (e.g., *experiencing COVID-19 symptoms, close contact, tested positive for COVID-19, or awaiting COVID-19 test results*)
 - d. Department
 - e. Actual Work Location (e.g., *worksite and room number, if applicable*)
 - f. Actual date you last worked in-person
 - g. Actual date a test specimen was collected (if applicable)
 - h. COVID-19 vaccination status

4. Barbie will answer your email/call and assist in determining appropriate next steps, and an LVN or other staff may contact you to determine any close contacts.
5. **Thank you!** We rely on your action to help mitigate the spread of COVID-19.

Systems for Communication

Purpose: To ensure SUSD has effective two-way communication with employees, labor representatives, and parents/guardians regarding COVID-19 related issues.

SUSD uses the SUSD COVID-19 Safety Plan as a vehicle to communicate the following to stakeholders:

- Reporting of COVID-19 symptoms following the *Sierra Unified COVID-19 Positive Response Process Flowchart*
- How to identify and report symptoms and hazards that employees may be exposed to within the workplace without fear of reprisal using the procedure outlined in the IIPP
- SUSD procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness
- SUSD procedures on access to COVID-19 testing including asymptomatic, symptomatic or response testing

In compliance with AB685, the SUSD is required to provide timely employee and union notification when:

- a) positive COVID-19 test or medical diagnosis from licensed medical provider;
- b) ordered quarantine from public health official; or
- c) death from COVID-19.

If a positive case is identified in the workplace, employees will be notified without disclosing the name of the individual or any personally identifiable information about the person to ensure compliance with privacy laws. For more information on this subject, please visit the U.S. Department of Health and Human Services.

- Employee notification will be sent via email on a weekly basis to inform district employees of the total number of positive cases reported to the district.
- District will post weekly, on the district website, the total number of confirmed positive cases in the district.
- Parent/Guardian notification of a positive case within their child's cohort or group will be sent by the site staff.
- Employees considered close contacts will be notified by phone with a follow-up email.