



Sierra Unified School District COVID-19 Safety Plan

Fall, 2022-2023

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 to protect 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 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 May 11, 2022; the California Department of Public Health COVID-19 Public Health Guidance for K-12 Schools in California, 2022-23 School year, updated June 30, 2022; and the Fresno County Department of Public Health COVID-19 cases in K-12 School settings Guidance 2022-2023, updated August 23, 2022.

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 it 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 <https://www.co.fresno.ca.us/home/showpublisheddocument/53174>

Current CDC guidelines state that the index case must self-isolate for at least 5 days from the date symptoms began (for symptomatic patients) OR at least 5 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 in a shared air space with 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 the FCDPH.

Outbreak*: For purposes of determining a COVID-19 outbreak in Fresno County, an outbreak exists when 10% or more of students, teachers, staff, or volunteers (employees per CalOSHA) in a shared air space (within 14 days) are isolating because of a confirmed COVID-19 positive infection.

Quarantine*: Separates individuals who are close contacts of a confirmed COVID-19 positive case but who are not yet ill from others.

All contacts must self-monitor for COVID-19 symptoms through Day 10 and if symptoms occur, self-isolate and contact their local public health department, healthcare provider, or school site, and seek testing. After this time, it is recommended that contacts take precaution and use surgical face masks at all times during work and continue to use face coverings when outside the home through Day 10 after last exposure.

Isolation*: Separates infected people who have a confirmed COVID-19 test from others. COVID19 positive individuals must isolate for a minimum of 5 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 5 days from test collection date.

Asymptomatic testing: Is not required, but can be used for screening by an individual voluntarily. 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 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.

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: According to the CDC, 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).

Up to Date: According to the CDC, an individual is considered up to date with your COVID-19 vaccines when you have received all doses in the primary series and all boosters recommended for you, when eligible.

Vaccine recommendations are based on your age, the vaccine you first received, and time since last dose. People who are moderately or severely immunocompromised have different recommendations for COVID-19 vaccines. For more information regarding vaccination status, please refer to <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html>

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.

Symptomatic Testing: This testing is used for individuals with symptoms of COVID-19. In this situation, the school guidance requires that these individuals stay home in case they are infectious and includes the return to school 24 hours after fever is resolved and symptoms are improving.

¹Definition was retrieved from, Centers for Disease Control and Prevention (2022). *Contact tracing*. Retrieved from: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html>

* Definition was retrieved from, Fresno County Department of Public Health (2022). *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/showpublisheddocument/68491/637968568623730000>

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)
- 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 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 requirement standards are amended by Cal/OSHA.

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 to 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 <https://myturn.ca.gov>

To comply with Cal/OSHA 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 it to Human Resources.

Criteria for Classroom/School Closure

The Fresno County Department of Public Health (FCDPH) considers an outbreak exists when at least 10% of people (minimum of 3 positive cases within 14 days) have shared indoor air space and are isolating because of a confirmed COVID-19 positive infection. School administration and FCDPH will consult about classroom and/or school closures. The District will decide to close a classroom or school on a case-by-case basis. According to the CDC, broad disruptions to in-person learning, such as temporary school or classroom closures, due to COVID-19 should remain a last resort and considered only after all available resources have been exhausted and only after conferring with local health officials.

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 may return before 5 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. Recommended to 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:
 - Can return to work immediately if:
 - 5 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.]
 - AND provide negative COVID-19 results on or after Day 5
 - If unable or choosing to not test, may return after Day 10

For employees testing to return to work, please contact Barbie Neu (559) 855-3662 x2

- 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 5 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.
 - AND provide a negative test on or after Day 5
 - If unable or choosing to not test, may return after Day 10

For employees testing to return to work, please contact Barbie Neu (559) 855-3662 x2

- 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

Staff and students do not need to quarantine if exposed to a confirmed positive COVID-19 case, regardless of vaccination status. Any persons exposed to a confirmed positive COVID-19 case should continue to self-monitor for symptoms and stay home if symptoms develop. If a close contact develops symptoms, the close contact should isolate until a negative test or other diagnosis is received. If symptoms develop after exposure, see *Criteria for Return to Work/School After Fever or Illness* above for guidance.

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

Once alerted to a positive COVID-19 test for student or staff, a member of the health staff or contact tracer should communicate with the individual to obtain information about onset of symptoms and any other pertinent information regarding the illness. They will then, without using any personally identifiable information about the person to ensure compliance with privacy laws, alert any close contacts of the positive index case and let them know to watch out for signs, symptoms, and seek medical help if necessary.

Face Covering Protocol

According to the CDPH K-12 Guidance 2022-23 School Year Guidance, no person can be prevented from wearing a mask as a condition of participation in an activity or entry into a school, unless wearing a mask would pose a safety hazard (e.g., watersports). Schools must develop and implement local protocols to provide masks to students who inadvertently fail to bring a face covering to school and desire to use one.

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, but is no longer required.

“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 should cover the nose and mouth. An effective 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, Students, and Visitors

As of February 28, 2022 the state of California updated its Health Guidance on masking, including K-12 school settings. Starting March 11, 2022, in school and childcare facilities, masks will not be required, but strongly recommended.

<https://www.gov.ca.gov/2022/02/28/governors-newsom-brown-and-inslee-announce-updated-health-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 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, 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.

- Parent/Guardian notification of a positive case has had close contact within their child's classroom, cohort or group, will be sent by the site staff by phone or email.
- Employees considered close contacts will be notified by phone or with a follow-up email.