

OAK VALLEY UNION ELEMENTARY SCHOOL DISTRICT

COVID-19 Prevention Program (CPP)

Employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section 3205(c)).

The following Cal/OSHA template has been used to develop the Oak Valley Union Elementary School District plan. Additional support documents and information specific to COVID-19 Safety Prevention Program are available upon request.

1. Oak Valley Union Elementary School District Re-Opening Plan
2. Oak Valley Union Elementary School District Re-Opening Waiver-Approved
3. Oak Valley Union Elementary School District Re-Opening Labor Safety Agreement (MOU)
4. Oak Valley Union Elementary School District COVID-19 Prevention Program Plan (CPP)
5. Oak Valley Union Elementary Injury and Illness Prevention Program (IIPP)

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|------------|---|
| Appendix-A | Identification of COVID-19 / Contact Tracing Tool |
| Appendix-B | COVID-19 Inspections Form |
| Appendix-C | Symptoms of Illness Notification |
| Appendix-D | Close Contact Exposure Notification |
| Appendix-E | Positive Notification |



January 2021

COVID-19 Prevention Program (CPP) for Oak Valley Union Elementary

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

Date: January 26, 2021

Authority and Responsibility

Heather Pilgrim, Ed.S., Superintendent, Matthew Baxter, Principal, and Mr. Lionel Preciado, Director of Maintenance, Operations and Transportation has the 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:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19/Contact Tracing** form.
- 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 using the **Appendix B: COVID-19 Inspections form** 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 participating in safety meetings at the District level as well as the site level with their direct supervisor. In addition, cleaning, hygiene protocols are regularly discussed. Employees are encouraged to use the COVID19 Ticket that is found on our website in order to notify administration of any concern or potential hazards in a confidential way.

Staff and Family Education

Oak Valley Union Elementary School District is committed to train staff and provide educational materials, protocols, and resource list for families in the following safety actions:

- Sanitation practices
- Safe practices for the use of Personal Protective Equipment (PPE)
- Physical distancing guidelines
- Proper usage and care of face coverings
- Screening practices
- COVID-19 specific symptom identification
- Dedicated COVID-19 resource webpage
- Support navigating remote learning for families
- Mental health services and supports
- Information regarding COVID-19 leaves for staff (contact Human Resources)

Employee screening

We screen our employees in accordance with CDPH guidelines. The district has staff and students conduct a daily attestation by answering the health screening question on the Good2BeBack app. By arriving at Oak Valley Union Elementary School District campus, staff members affirm they have not had, or been exposed to anyone with, any of the COVID-19 symptoms in the past 14 days. Furthermore, staff agrees to wear a face covering. If exposed, staff will get clearance from the district or their direct supervisor prior to resuming their work assignment.

The district has also elected to conduct an active screening process for students that requires a daily temperature check prior to entering campus. The District utilizes non-contact thermometers for this process. Staff facilitating the screening process wear appropriate PPE that will include a mask or face-shield with drape, gloves and goggles if necessary, and other safety equipment if requested.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

Cleaning and Disinfection: How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

- All classrooms, offices and other used facilities at the school site will be cleaned and disinfected daily per CDC guidelines. Cleaning schedules will insure frequent cleaning/sanitization is occurring frequently throughout the day.
- All buses will be cleaned and disinfected after each route per CDC guidelines.
- The District shall ensure that all classroom spaces, restrooms, common spaces, and workspaces are cleaned and disinfected daily, including but not limited to desks, doorknobs, light switches, faucets, and other high touch fixtures, using the safest and most effective disinfectant necessary, as recommended by federal, state, and/or local health officials.
- Certificated unit members shall not be required to perform daily cleaning and disinfecting that falls outside the scope of the normal duties in our bargaining unit.
- Close off areas use by any sick person and do not use them until they have been cleaned. Ensure safe and correct application of disinfectants and keep disinfectant products away from children.

The severity of the hazard will be assessed and correction time frames assigned, accordingly. Individuals are identified as being responsible for timely correction.

Control of COVID-19 Hazards

Physical Distancing

Where possible, we ensure at least four-six feet of physical distancing at all times in our workplace by: Classroom/Instructional/Academic Learning Spaces:

- The District shall ensure a minimum physical distancing radius of four (4) to six (6) feet between all student workspaces, between all educator and student workspaces, and between all employee workspaces.
- Unit Members shall make every reasonable effort to maintain a physical distancing radius of four (4) to six (6) feet, between themselves and students.

- Reminders about physical distancing are placed in the hallways, cafeteria, and bus lines using ground signs and stickers.

Clear Rules on Classroom Instruction:

- Student cohorts will be considered in their classroom.
- Grades TK-6th grade students will be grouped in cohorts by classroom with no more than 16 individuals in a classroom (combined students and staff).
- The AABB Hybrid Learning Model combines in-person check in and at-home learning.
- For grades TK-6, students are in an “A” or “B” group and attend school 2 days each week. For example, Group A attend on Monday and Tuesday and Group B attend on Thursday and Friday. Wednesday is an at-home day, students are required to participate in a daily live check in and engage in independent or project-based work and at times, live instruction.
- School continues to offer distance learning for families not ready to return.
- While indoors, students are physically distanced 6 ft, or 30 sq. ft. when feasible.
- Desks and/or workstations will face in the same direction as feasible. Each desk and kidney table for small groups have a tri-fold plexi-glass.
- Recess and break times are staggered, or grouped by cohorts to limit the interaction of cohorts as feasible. Metal barricades section off the playground so that grade levels do not mix during recess.
- Signage and markings will be used to keep students physically distanced as much as feasible.

Entrance, Egress, and Movement Within the School: How movement of students, staff, and parents are managed to avoid close contact and/or mixing of cohorts.

Drop Off Procedures (Arrival)

- Multiple drop off areas will be available
 - Drop off areas will be designated alphabetically by last name (if multiple last names, go by the oldest students last name)
 - Cafeteria Area: A-L and all TK/Kinder's with no siblings
 - Heart entrance: M-Z
 - Buses will drop off students at the library entrance
- Temperature checks at each entrance. Temperatures of 100.4 or above will be asked to return home.
- Staff and student's will self-assess their health daily utilizing the Good2BeBack app on their phone.
- New start time at 8:15am to limit the amount of time students are on the playground.
- Parents cannot come on to the school campus.

Dismissal Protocols:

- Older students, grades 4-8, will be released first in order to retrieve younger siblings from classrooms. Older sibling waits, socially distanced, outside of the younger sibling's classroom and the teacher releases the child to the sibling one-by-one.
- Kindergarten will release students to their parents from the cafeteria exits.
- Students will exit the same gate they entered in the morning.
 - A-L & TK/Kinder Cafeteria area
 - M-Z Heart entrance
 - Bus riders Library gate
- While waiting in line, students stand on 6ft apart floor markers.
- Parents wait outside the campus and students come to them.
- Staff will monitor students and how they exit the campus to their parents.
- Masks are to be worn during this time.

General Guidelines:

- One-way directions/movement will be established in main hallways.
- Parents will not be permitted on campus during dismissal.

Office Policies and Procedures:

- Office Hours: 7:30 am to 4:00 p.m. (one point of entry)
- To ensure social distancing we ask that no more than one visitor enter the office at any time.
- We ask that visitors come to the office only when business and or concerns cannot be conducted over the phone or by email.
- Masks and hand-sanitizer will be required for all visitors who enter the office. If you do not have a mask, a disposable mask will be provided at the door.
- Offices will have designated areas for visitors. We ask that all visitors remain within the designated areas.
- Deliveries to classrooms will not be permitted during the school day. This includes but is not limited to forgotten books/assignments, birthday treats, lunches, etc.

Visitors on Campus:

- All visitors will be given a health assessment and temperature taken.
- Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

Face coverings are required to be properly worn while in the presence of others, by all individuals on a school campus indoors. While outdoors, face covering is required if physical distancing is not possible for adults. The District shall develop and share with staff a plan to redirect and instruct students and others who are not in compliance with the face covering requirements. A unit member or student with a medical condition that cannot wear a mask will be addressed on a case-by-case basis.

- All staff must use face coverings, or a face-shield with drape while using shared indoor spaces or when physical distancing cannot occur outdoors.
- Students at all grade levels will be required to wear masks while using shared indoor spaces.
- A face shield, with a drape or additional mask, is an acceptable alternative.
- Families may choose the distance learning option if they do not wish to follow the above guidelines.

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.

- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

Engineering controls

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

- The District will provide portable barriers in the classrooms for situations where we cannot maintain at least six feet between individuals.
- The District will construct permanent plexi-glass structures in offices and high traffic areas.

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

Air Ventilation and Filtration

The Parties affirm that public health officials indicate that proper ventilation is necessary to minimize the transmission and infection from COVID-19 especially for individuals in a closed space for extended periods of time by reducing the airborne concentration of the virus and thus the risk of transmission and infection of COVID-19 through the air. All locations with functioning windows shall be encouraged to keep them open depending on weather, temperature, or air quality conditions.

The District shall ensure all HVAC systems operate on the mode which delivers the freshest air changes per hour, including disabling demand- controlled ventilation, and open outdoor air dampers to 100% as indoor and outdoor conditions safely permit.

The District will regularly change air filters.

Healthy Hygiene Practices

- Oak Valley Union Elementary School District aims to ensure adequate supplies are available to support healthy hygiene behaviors. School sites will have the following available:
 - ❖ Soap
 - ❖ Tissues
 - ❖ No-touch trash cans
 - ❖ Face coverings
 - ❖ Face shields with Drape (student and staff)
 - ❖ Hand sanitizer
 - ❖ Medical grade cleaning supplies
 - ❖ Plexiglass dividers
- Hand sanitizing dispensers have been installed in all classroom points of entry. Students will be required to sanitize hands upon entry and exiting the classroom.
- Touchless paper towel holders have been added to all staff and student restrooms; students will be encouraged to wash hands frequently.

Cleaning and Disinfecting

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

- Cleaning schedules, training, and adequate supplies will be provided to all custodial staff.
- Regularly monitoring will take place at the school sites to address and insure that both frequency and scope of cleaning and disinfection is taking place.

Oak Valley Union Elementary School District will be using cleaning products approved for use against COVID-19 by the Environmental Protection Agency (EPA).

- Use cleaning products approved for use against COVID-19 on the Environmental Protection Agency (EPA) approved list “N” and follow product instructions
- Use disinfectants labeled to be effective against emerging viral pathogens, following label directions for appropriate dilution rates and contact times. Provide employees training on manufacturer’s directions, on Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable
- Custodial staff who are responsible for cleaning and disinfecting school sites will be equipped with proper protective equipment including gloves, eye protection, respiratory protection and other appropriate protective equipment

Oak Valley Union Elementary School District has plans in place to maximize custodial staff and are implementing daily schedules for practicable cleaning and disinfecting at school sites and on buses.

- Restrooms will be disinfected regularly
- All classrooms have hand sanitizer dispensers
- Elementary classrooms will have students wash their hands using the classroom sink. Classroom drinking fountains will not be accessible (water bottles can be filled)
- Clean and disinfect frequently-touched surfaces within schools daily, and throughout the day as practicable, by trained custodial staff as practicable
- Elementary playground equipment (balls, ropes, etc.) will be assigned to each class and used by that class only in a designated area. Equipment will be sanitized daily
- Sharing of objects and equipment, such as toys, games and art supplies will be limited to the extent practicable. Items will be cleaned and disinfected between uses as practicable
- Cleaning and disinfecting guidelines will be established to ensure safe and correct application of disinfectant and to keep products away from children’s reach (stored in a space with restricted access)
- Shared computers and other equipment should be regularly wiped down throughout the school day as feasible
- Cleaning and sanitization supplies will be made available in the event a teacher desires to perform additional classroom cleaning/sanitization

Should we have a COVID-19 case in our workplace those areas trafficked by infected students, or staff will be cleared and thoroughly cleaned as per CDC guidance.

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.

Hand Sanitizing

Oak Valley Union Elementary School District is committed to teaching, reinforcing, and developing regular hand washing routines throughout campuses. Education will include best practices on avoiding contact with one’s eyes, nose, and mouth, as well as washing or sanitizing hands before and after eating, using the restroom, being outside, and coughing or sneezing. Time will be set aside for teachers to develop a regular schedule for routine hand hygiene.

Additional hand sanitizing stations are available in all classrooms and additional supplies are available for school sites. Hand sanitizer will be alcohol-based.

- Hand sanitizing dispensers have been installed in all classroom points of entry. Students will be required to sanitize hands upon entry and exiting the classroom.

- Touchless paper towel dispensers have been added to all staff and student restrooms; students will be encouraged to wash hands frequently.
- Employees and students are encouraged to wash their hands for at least 20 second each time.
- Every classroom and common space shall be provided with sanitizer with Alcohol levels and types selected by the District will be based on the recommendation of the CDC, California Department of Public Health and Tulare County Department of Public Health.
- All individuals shall be required to wash their hands or use medically effective hand sanitizer upon entering district sites and every time a classroom is entered.

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.

Personal Protective Equipment – this refers to equipment that is used to limit or prohibit the transmission or infection of COVID-19 from person to person. It is also commonly referred to as Essential Protective Equipment or Essential Protective Gear and includes face coverings, masks, face shields, face shields with drape, barriers, gloves, goggles, etc.

- The District shall provide PPE to all unit members and students, if needed, for every day that unit members or students are required to report to school sites.
- In-lieu of using District-provided PPE, unit members may bring their own PPE so long as the PPE complies with public health guidelines and provides equivalent protection to the PPE provided by the District.

Investigating and Responding to COVID-19 Cases

This will be accomplished by using the **Appendix A: Investigating COVID-19 Cases** form.

Students or staff* who present with symptoms while at school:

- Students will go to a designated isolation room until they can be picked up by a parent or guardian
- Staff members must leave the school site and inform their supervisor prior to leaving
- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID 19 test. Staff members will be directed to the Tulare County optional testing sites.

Students can contact their physician or access the free OptumServe testing site at <https://hi.care/covidtesting>. Staff will also be provided no-cost testing options.

- Negative SARS-CoV-2 PCR test. If a student or staff member tests negative, they may return to school after 24 hours fever-free without fever-reducing medication, and symptoms have improved.
- Health care provider confirms alternative diagnosis (It isn't COVID) for symptoms. A health care provider's note must be on file. ARS-CoV-2 PCR test not needed. If a student or staff member no longer has symptoms, they may return to school after 24 hours without fever-free without fever-reducing medication.

Students or staff* who have had **close contact** with a confirmed COVID-19 case:

- Students and Staff* should not come to campus if they knowingly had close contact. Centers for Disease Control defines close contact as anyone who has been within 6 feet of an infected individual for at least 15 minutes, 2 days before illness onset with a

confirmed COVID-19 case. If they come to campus, staff will be asked to go home and students will be kept in isolation, in a designated isolation room until they can be picked up by a parent or guardian.

- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID-19 test. Staff will be directed to the Tulare County Testing Site. Students can contact their physician or access the free OptumServe testing site at <https://lhi.care/covidtesting>.
- Quarantine for 10 days from last exposure. School work will be provided to students to complete during this time.
- School/classroom may remain open in consultation with public health officials.

*Staff should contact their supervisor immediately.

Students or staff* who have a **confirmed** COVID-19 case:

- Individuals cannot come onto campus for 10 days from symptom onset or test date, are at least 24 hours with no fever without fever-reducing medication, and symptoms have improved.
- If an individual test positive, but has had no symptoms, they may return to campus after 10 days of the test
- Site administrators will identify school site contacts, quarantine and exclude exposed contacts (likely the entire cohort) for 10 days after the last date the case was present at school while infectious. School work will be provided to students during this time
- State guidelines recommend testing of contacts, especially those who are asymptomatic. However, testing will not shorten the 10-day quarantine
- Disinfection and deep cleaning of classroom and primary spaces where the case spent significant time will be conducted
- School may remain open in consultation with public health officials
- Families and staff will receive notification if there is a known positive case that occurs at their school site
- The district will offer COVID-19 testing at no cost during their working hours.

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:

- All employees should report COVID-19 symptoms and possible hazards to their direct supervisor.
- That employees can report symptoms and hazards without fear of reprisal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Per State guidelines, Districts should recommend the individual experiencing symptoms take a COVID-19 test. Staff will be directed to the Tulare County Testing Site. Students can contact their physician or access the free OptumServe testing site at <https://lhi.care/covidtesting>.

If the Oak Valley Union Elementary School District or Tulare County Department of Public Health (TCDPH) is notified of a positive COVID-19 case with Oak Valley Union Elementary School District, or a person within OVUESD develops COVID-19 symptoms and is awaiting testing results (or refuses to test), the

following close contact tracing will be implemented.

A. Step One: Notification of Oak Valley Union Elementary School District

The school/DO contacts the Credentialed School Nurse, or designee immediately. The school nurse, or designee will contact:

- a. The case/case's parent/guardian for further information.
- b. TCDPH for further instruction and determination of the period of close contact tracing.
- c. District and school officials.

B. Step Two: Close Contact Tracing

The site principal will collaborate with site staff and the school nurse to create a list of:

- a. Locations where the case was present from the time determined by TCDPH to start the tracing through the last time/date the case was present at the school. Including:
 - Classroom(s)
 - Playgrounds
 - Common areas
 - Cafeteria
 - Special Services areas/classrooms
 - School Bus
- b. All close contacts – as defined as individuals who have been within 6 feet for 15 minutes cumulatively (e.g., three 5-minute interactions would count as close contact) during the infectious period. Close contacts will likely include:
 - All siblings, regardless of school
 - All members of class/cohort
 - Teachers
 - Students who ride the same bus
 - Lunch group
 - Students/Coaches/Staff in sports team/extra-curricular activities/after school programs
 - Friends (regardless if they interact at school)

C. Step Three: Quarantining of students/staff

- a. The school nurse, or designee will contact TCDPH with the close contact tracing lists for the TCDPH to determine which students/staff will need to quarantine.
- b. The school nurse or designee/TCDPH will provide the DO with the list of persons that will need to quarantine.
- c. DO personnel will contact staff and the parents/guardians of those that need to quarantine.
 1. Staff will immediately be sent home, if on OVUESD grounds at the time of contact by DO personnel.
 2. Quarantine is for 10 days and those quarantined should be tested for COVID-19 if symptoms develop. Follow the doctor's orders for safe return to school/work.

D. Step Four: Self-Monitoring

- a. Staff who were quarantined and sent home would continue to work at home, and self-monitor twice a day for symptoms for 14 days.

BASIC TRAINING ELEMENTS

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 face coverings.
 - The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
 - 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 10 days 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.
- Providing employees at the time of exclusion with information on available benefits.

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.
- Use the **Appendix B: Investigating COVID-19 Cases** form to 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.
- At least 10 days have passed since COVID-19 symptoms first appeared.
- 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 10 days from the time the order to quarantine was effective.



Heather Pilgrim, Ed.S.

2.1.21

Date

Appendix A: Identification of COVID-19 Hazards / Contact Tracing

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Appendix- E



Oak Valley Union Elementary School District Notification Letter-POSITIVE COVID-19 TEST COVID-19/RS-3

Today's Date: _____

Dear Parent or Guardian:

Student: _____

Your student has tested POSITIVE for COVID - 19

COVID-19 symptoms can range from mild (or no symptoms) to severe illness. COVID-19 is primarily spread from person to person.

When a student has tested positive for COVID-19, both the Oak Valley Union Elementary School District and the Tulare County Department of Public Health recommend the following steps:

1. Your student is required to self-isolate at home.
 - **Isolation Start Date:** _____
2. Your student may return to school:
 - **AFTER** a minimum of 10 days has passed since the symptoms began;
 - **OR** 10 days have passed from the date the positive test was completed;
 - **AND** 10 days have passed, symptom-free for 24 hours, without the use of medication.
3. Any other students or adults in the household are now considered close contacts and must quarantine for 14 days.
 - If any household contacts develop symptoms during the 14 days, they should contact their medical provider for evaluation. The medical provider may or may not recommend testing for COVID-19.
4. Notify the school(s) of any changes in status.

If you have general questions about COVID-19, you can visit the health department's web site at <https://tchhsa.org/eng/index.cfm/public-health/covid-19-in-tulare-county/>

If you need resources or would like to speak to someone on the school campus, please contact your school's Health Aide.

Apéndice- D



Oak Valley Union Elementary School District Carta de Notificación-CONTACTO CERCANO/EXPOSICIÓN COVID-19/RS-2

Fecha de Hoy: _____

Estimado Padre o Guardián:

Estudiante: _____

Su estudiante ha estado en CONTACTO CERCANO con alguien que dio positivo por COVID-19.

Los síntomas de COVID-19 pueden variar desde leves (o ningún síntoma) hasta una enfermedad grave. Puede infectarse si entra en contacto cercano con una persona que tiene COVID-19. COVID-19 se transmite principalmente de persona a persona.

Cuando un estudiante ha estado en contacto cercano con alguien que ha dado positivo por COVID-19, tanto el Distrito Escolar Primario de Oak Valley Union como el Departamento de Salud Pública del Condado de Tulare requieren los siguientes pasos:

1. Su estudiante debe estar en cuarentena por 14 días.

➤ Fecha de Inicio de la cuarentena: _____

2. Su estudiante puede regresar a la escuela si han pasado 14 días y no se han desarrollado síntomas.
3. Las personas con COVID-19 han tenido una amplia gama de síntomas reportados, que van desde síntomas leves hasta enfermedades graves. Los síntomas pueden aparecer de 2 a 14 días después de la exposición al virus. Las personas con estos síntomas pueden tener COVID-19. Es importante comprender; un estudiante **no puede realizar la prueba para salir de la cuarentena, tiene que mantenerse el tiempo complete en casa.**

- | | | |
|--------------------------------|--|---|
| • Fiebre o Escalofrió | • Fatiga/Dolores musculares o corporales | • Falta de aliento/dificultad para respirar |
| • Dolor de Garganta | • Nauseas/Vómitos/ Diarrea | • Nueva pérdida del sabor u olfato |
| • Toz | | |
| • Congestión o Secreción Nasal | | |
| • Dolor de Cabeza | | |

Si se desarrolla algunos de estos síntomas:

- a. **Comuníquese con su proveedor médico para una evaluación** o vaya a la sala de emergencias si empeora o tiene problemas para respirar. El proveedor medico puede recomendar o no la prueba de COVID-19.
- b. **El estudiante debe estar aislado**, tanto como sea posible, del resto del hogar.
- c. **El estudiante puede regresar a la escuela después de estar completamente libre de síntomas durante 24 horas sin el uso de medicamentos, Y ha pasado un mínimo de 10 días después que comenzaron los síntomas**, lo que puede extender el periodo de cuarentena más allá de los 14 días originales.
- d. **Notifique a la escuela de cualquier cambio de estado.**

Si en cualquier momento durante el periodo de cuarentena, su hijo, o alguien en casa se confirman positivo para COVID 19, por favor comuníquese con la asistente de salud en la escuela de su hijo de inmediato para recibir recursos y orientación adicional.

Appendix- C



Oak Valley Union Elementary School District Notification Letter-SYMPTOMS OF ILLNESS COVID-19/RS-1

Today's Date: _____

Dear Parent or Guardian:

Student: _____

This notice is to inform you that your child has exhibited the following SYMPTOMS

COVID-19 symptoms can range from mild (or no symptoms) to severe illness. All students are screened daily at home, and at school, for potential symptoms or exposure. Because your student is exhibiting the following symptom(s), which cannot be otherwise explained with pre-existing conditions such as allergies, the school must send your child home.

Low Risk: General Symptoms

- Fever (100.4 or Greater)
- Congestion/Runny Nose
- Nausea/Vomiting/Diarrhea

- Sore Throat
- Headache
- Fatigue/Muscle or Body Aches

High Risk Symptoms

- Cough
- Difficulty Breathing
- Loss of Taste/Smell

-
- Your student has exhibited (1) **low risk symptom** and must be sent home. They may return to school 24 hours after symptom resolution without the aid of any medication.
 - Your student has exhibited (2) or more **low risk symptoms** OR (1) **high risk symptom** and must be sent home. These symptoms cannot be explained with pre-existing conditions. A Health Care Provider must confirm an alternative diagnosis for symptoms. A note must be on file.

Symptom Onset Date: _____ Earliest Return Date: _____

Unless, your student has a note from a health care provider or a **negative test** result for COVID 19 and has no further symptoms for 24 hours and no aid from medication they may return to school. (be prepared to show proof of negative COVID 19 test)

COVID 19 and other illnesses are potentially very serious. Please consult your medical provider for any questions you may have regarding your student's condition or testing.

If you have any questions, please do not hesitate to contact the school site's Health Aide, or office.