

Date: January 22, 2021

2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent:

Pacific Union Elementary School District

Number of schools:

1

Enrollment:

360

Superintendent (or equivalent) Name:

Annette S. Machado

Address:

2065 E. Bowles Ave.

Phone Number:

(559) 834-2533

City

Fresno

Email:

amachado@puschool.org

Date of proposed reopening:

March 15, 2021

County:

Fresno

Current Tier:

Purple

(please indicate Purple, Red, Orange or Yellow)

Type of LEA:

TK-8

Grade Level (check all that apply)

TK

2nd

5th

8th

11th

K

3rd

6th

9th

12th

1st

4th

7th

10^t

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is K12csp@cdph.ca.gov

LEAs or equivalent in Counties with a case rate $\geq 25/100,000$ individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate) for 5 consecutive days.

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:

X I, Annette S. Machado, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH [Guidance on Schools](#). For those seeking to open while in the Purple Tier, these plans have also been submitted to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

X **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

The hybrid learning plan consists of onsite instruction and online learning. Students will have four days of online learning. In addition those students whose parents have elected to allow them back on campus will attend 2-4 days in the afternoon with a modified schedule. Students will be placed by grade level in their classroom following 6-foot physical distancing guidelines. The maximum amount of students on campus at one time will be 260 in order to maintain 6-foot physical distancing. Pacific Union can maintain a full staff of 44 at 6-foot physical distancing, with the capacity to add additional staff as needed to ensure physical distancing for younger students and students with special needs. Students whose parents have elected to allow them back on campus will be attending school in the afternoon, in cohorts, on a staggered schedule to maintain physical distancing. In lieu of fieldtrips and intergroup events Pacific Union will utilize various online resources including but not limited to virtual activities.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

Following 6-foot social distancing guidelines, the maximum count for students in a classroom at one time is 13-16 and two adults depending on available square footage. Desks are arranged with a minimum of 6 feet apart and in a way that minimizes face to face contact.

If you have departmentalized classes, how will you organize staff and students in stable groups?

All classes will be self-contained.

If you have electives, how will you prevent or minimize in-person contact for members of different stable groups?

The only elective Pacific Union offers is Band, and that will continue to be offered virtually.

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

Pacific Union has conducted family and staff surveys and used that information to develop staggered student cohorts that will allow 6-foot physical distancing by minimizing movement of students, educators, and staff. Students will be provided supervised entrance points to avoid large gatherings. There will be separate drop-off locations for parents and buses. Parents and buses will drop off students on a staggered schedule. The use of privacy screens is not necessary upon entering campus. All access points are outdoors and socially distanced. Using the Pacific Union School District COVID-19 Screening Tool (https://docs.google.com/document/d/1Sv3NSjS4kEpyNUd_OZX_JrLuiuFJfVQBjPvcpgnsk/edit?usp=sharing) staff will self-screen before leaving for school each morning by asking the appropriate screening questions. If they answer yes to any question the staff member should stay home and avoid contact with others and should contact their primary care provider for further instruction including information about COVID-19 testing. All staff will be screened with a touchless thermometer to temperature check before entering campus consistent with public health guidance. All staff will be required to wear a face covering on campus. Hand sanitizing stations will be provided at entry points to the campus. All staff must sanitize hands as they enter worksites. Staff members presenting with symptoms will be referred to the nurse for initial evaluation and/or sent home and instructed to follow up with their primary healthcare provider for further instructions and/or testing. Before leaving campus staff shall complete an Early Departure form stating the reason for leaving. Sick staff members are not to return until they have met CDC criteria, as outlined in Guidance for K-12 Schools in California (see below), to discontinue home isolation.

California Department of Public Health criteria for return:

Individuals who test positive for SARS-CoV-2, the virus that causes COVID-19, and who have had symptoms, may return to work or school when:

At least 10 days have passed since symptoms first appeared, AND

At least 24 hours have passed with no fever (without the use of fever-reducing medications), AND

Other symptoms have improved.

Individuals who test positive for SARS-CoV-2 who never develop symptoms, may return to work or school 10 days after the date of their first positive test for SARS-CoV-2.

Requiring a negative SARS-CoV-2 test prior to returning to work or school is not recommended. Instead, employers and schools should follow the time- and symptom-based approach described above in determining when individuals can return to work or school following COVID-19 diagnosis.

For more information and updates, please visit

https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf

In a circumstance where sufficient physical distancing is difficult or impossible, such as when students enter or exit a school bus in proximity to the bus driver, all individuals, including staff and students, should wear face coverings that cover the mouth and nose consistent with public health guidance. To be clear, face coverings are not a replacement for physical distancing, but they should be used to mitigate virus spread when physical distancing is not feasible. Pacific Union will post signage and install barriers to direct traffic around campus with special attention given to hallways, bathrooms, and playground area.

Staff supervision will be increased to ensure physical distancing outside and on playgrounds. P.E. will be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state/local public health officials. Interscholastic athletics will not begin until deemed safe by state/local health officials. Staffing will be increased to ensure physical distancing for younger students and students with special needs. Students will maintain 6-foot physical distancing when moving between areas on campus. Staff will be placed throughout hallways and playground area to ensure guidelines are followed. The Pacific Union SPED team will meet monthly to address any physical distancing potential issues due to unintended segregation of students. All meals will be prepared and bagged by cafeteria staff and available to students using a grab-and-go meal distribution. Lunch and breakfast for the following day will be bagged

together daily and available for drive-thru pick before and after on-campus afternoon instruction. Afternoon instruction begins at 12:30. Therefore students will have time to consume breakfast and lunch before coming on campus.

The Staff and Break Room is closed to prevent congregation in the work environment. The staff is encouraged to take breaks alone in their room or work area. If staff do not have an isolated area of their own several tables are spaced and set apart in the cafeteria following 6-foot physical distancing criteria. The area is also equipped with hand sanitizer, disinfectant, and microfiber cloths. Staff is advised to wipe down the area before and after use. Staff members are assigned to various bathrooms throughout campus. Staff have been notified to leave the lights on and the bathroom door open upon exiting to reduce contamination of high-touch surfaces. All staff development and training are done virtually to avoid congregate settings. Staff is assigned times and locations for use of the copy machines. Staff were also surveyed about the return of students to campus. A staggered student schedule was developed to take into account input by teachers. All workspaces have been adjusted to maintain 6-foot physical distancing. Where not possible for staff, plexiglass dividers have been utilized. Staff and students are also advised that masks are required at all times on campus.

Staffing levels are sufficient to meet facility cleanliness, physical distancing, student learning, and health and safety needs to address COVID-19. As students return to school additional staff will be added to assist in monitoring high traffic areas such as hallways, playgrounds, bus loading, and class dismissal, to ensure social distancing at all times. Changes in work times and hours will be modified as circumstances dictate.

X Face Coverings and Other Essential Protective Gear: How CDPH's face covering requirements will be satisfied and enforced for staff and students.

Information from CDPH will be used to facilitate training on proper use, removal, and washing of cloth face coverings.

Pacific Union will make reasonable accommodations such as a face shield with a cloth drape for those who are unable to wear face coverings for medical reasons. Per Cal/OSHA, considerations for face shields will include a cloth drape attached across the bottom and tucked into the shirt. Staff and students will be made aware that cloth face coverings are meant to protect other people in case the wearer is unknowingly infected (many people carry COVID-19 but do not have symptoms). All staff per CDPH guidance have been instructed that face coverings are mandatory. Pacific Union will provide masks if a staff member does not have a clean face covering. Appropriate face coverings and other PPE will be provided for all staff based on their job description. Instruction will be provided on the proper and effective use of PPE through Keenan Safe Schools portal training. Proper use of protective equipment, will include but is not limited to information on limitations of some face coverings that do not protect the wearer and are not PPE but can help protect people near the wearer. Face coverings do not replace the need for physical distancing and frequent handwashing. Cloth face coverings are most essential when physical distancing is not possible. All students will be instructed to wear face coverings while on campus (except when eating and drinking) and while riding the bus. Pacific Union will provide both cloth and/or disposable face coverings. Teachers will have access to plexiglass dividers for use with students with disabilities who may not be able to wear a mask. Accommodations will be made according to the information listed on the IEP. Bus drivers will have access to surplus masks to provide to students should they forget their masks when boarding the bus.

X Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Pacific Union utilizes the Pacific Union School District COVID-19 Screening Tool (https://docs.google.com/document/d/1Sv3NSjS4kEpyNUd_OZX_JrJLuiuFJfVQBjPvcpgnsk/edit?usp=sharing) to prevent any ill student, parent, caregiver, visitor, or staff from obtaining access to the campus. The screening tool contains 4 questions based on information from the CDPH to determine if someone is free of COVID-19 symptoms and exposure, and may enter the campus. Staff and students have temperatures checked daily. If a staff member or student feels ill or presents with symptoms they will be directed to the onsite nurse.

The nurse will evaluate and follow FCDPH guidelines for the scenario and response and isolation steps (<https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>). If it is determined that the student has developed symptoms of illness they will be placed in the isolation room under the direct supervision of the school nurse. If more than one student is in the isolation room there is sufficient area to ensure 6-foot social distancing. Staff members presenting with symptoms will be referred to the nurse for initial evaluation and/or sent home and instructed to follow up with their primary health provider for further instructions and/or testing. Students will remain in isolation with contained adult supervision and care until picked up by an authorized adult. Along with a nurse, Pacific Union has a health aide in the office to handle daily triage for students who are referred to the office for reasons that are not COVID-19 related. Parents of students who are sent home because of COVID-19 related symptoms will be instructed that the student cannot return to school until the following are true: 1. Your student had a negative test result for COVID-19 OR 2. At least 10 days have passed from the day symptoms were first identified AND at least 24 hours without symptoms and fever-free without fever-reducing medication.

Students will be screened with a touchless thermometer to temperature check before boarding the bus to go home. If a student has a temperature that reads 100.4 or above, the student will be sent to the isolation area and supervised by an adult until an authorized adult can pick up the student.

X **Healthy Hygiene Practices:** The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

All students, staff, and essential visitors will have sufficient access to soap and water. If soap and water are not readily available then access to fragrance-free hand sanitizer with more than 60% alcohol content will be made available. Hand sanitizer is available at all points of entrance and students are instructed to sanitize their hands immediately upon entering campus. Hand sanitizer is provided in each classroom, workstation, and break area. Staff were provided access to videos and instructional flyers, from the CDC (<https://www.cdc.gov/handwashing/materials.html>), for their own use and to be reviewed with students demonstrating proper hand sanitizing and hand washing techniques. Hand washing or hand sanitizing should be done when arriving and leaving home; arriving at and leaving school; after playing outside; after having close contact with others; after using shared surfaces or tools; before and after using the restroom; after blowing the nose, coughing, and sneezing; and before and after eating and preparing foods. Staff and students will be trained on the use of tissue to wipe the nose and cough and sneeze inside the tissue. Staff and students will also be trained on the importance of not touching the face or face covering. Flyers and information from the California Department of Public Health will be used to facilitate training.

X **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

When there is a confirmed COVID-19 case within the school, Pacific Union will implement the following:

- Exclude case from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date.
- The designated contact tracing staff members will notify the FCDPH.
- Identify school contacts, inform the FCDPH of identified contacts, and exclude contacts (possibly the entire stable group) from school for 10 days after the last date the case was present at school while infectious.
- Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts.
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- School remains open.

X Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

The hybrid learning plan consists of onsite instruction and online learning. Students will have four days of online learning. In addition, those students whose parents have elected to allow them back on campus will attend 2-4 days in the afternoon with a staggered schedule to maintain physical distancing. Students will be placed by grade level in their classroom following 6-foot physical distancing guidelines. The maximum amount of students on campus at one time is 260 in order to maintain 6-foot physical distancing. Pacific Union can maintain a full staff of 44 at 6-foot physical distancing, with the capacity to add additional staff as needed to ensure physical distancing for younger students and students with special needs. In lieu of field trips and intergroup events, Pacific Union will utilize various online resources including but not limited to virtual activities.

Pacific Union will post signage and install barriers to direct traffic around campus with special attention given to hallways, bathrooms, and playground area. Pacific Union contracts with Southwest transportation. Southwest Transportation follows all social distancing guidelines from the FCDPH. Students and parents will be instructed to maintain 6-foot physical distancing at bus stops while loading and unloading the bus. Students will be seated from the rear of the bus forward to prevent students from walking past each other. Afternoon bus runs will be boarded based on the order in which students will be dropped off (students who get off of the bus first should board last and sit in the front). Students and staff should wear face coverings at bus stops and on buses. Staff supervision will be increased to ensure 6-foot physical distancing is maintained outside and on playgrounds. P.E. will be limited to activities that do not involve physical contact with other students or equipment until advised otherwise by state and local public health officials. Interscholastic athletics will not begin until deemed safe by state and local health officials.

Under guidelines, the maximum count for students in a classroom at one time is 13-16 depending on available square footage, to ensure 6-foot physical distancing. Desks are arranged with a minimum of 6 feet apart and in a way that minimizes face-to-face contact. Pacific Union has available space for instructional activities. If needed the cafeteria is also available. Pacific Union's hybrid schedule allows for both distance learning, via the internet in the morning, and on-campus instruction in the afternoon. Morning instruction is recorded and available to students at later times. Furniture has been rearranged and some pieces removed to maintain 6-foot physical distancing in the classroom. Students will maintain 6-foot physical distancing when moving between areas on campus. Staff will be placed throughout hallways and playground area to ensure guidelines are followed. Pacific Union's SPED team will meet monthly to address any potential issues with physical distancing due to unintended segregation of students.

All meals will be prepared and bagged by cafeteria staff and available to students using a grab-and-go meal distribution. Lunch and breakfast for the following day will be bagged together daily and available for drive-thru pick before and after on-campus afternoon instruction. Afternoon instruction begins at 12:30. Therefore students will have time to consume breakfast and lunch before coming on campus.

The Staff and Break Room is closed to prevent congregation in the work environment. Staff is encouraged to take breaks alone in their room or work area. If staff do not have an isolated area of their own several tables are spaced and set apart in the cafeteria following 6-foot physical distancing criteria. The area is also equipped with hand sanitizer, disinfectant, and microfiber cloths. Staff is advised to wipe down the area before and after use. Staff members are assigned to various bathrooms throughout campus. Staff have been notified to leave lights on and the bathroom door open upon exiting to reduce contamination of high-touch surfaces. All staff development and training are done virtually to avoid congregate settings. Staff are assigned times and locations for use of the copy machines. Staff were also surveyed about the return of students to campus. A staggered student schedule was developed to take into account input by teachers. All workspaces have been adjusted to maintain 6-foot physical distancing. Where not possible for staff, plexiglass dividers have been utilized. Employees and students are also advised that masks are required at all times on campus.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: feet

Minimum feet

If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

X **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

Pacific Union engages all stakeholders asking for feedback to formulate and implement the plans in this checklist.

New protocols will be communicated to staff, students, and parents via written communication, phone calls, and/or use of the internet i.e., emails, posting to the district website, and online information tools, including:

- Proper use of PPE/EPG
- Cleanliness and disinfection
- Transmission prevention
- Guidelines for families about when to keep students home from school
- Systems for self-reporting symptoms
- Criteria and plan to close schools again for physical attendance of students

Pacific Union will take into account the most vulnerable members and utilize multiple means of communicating, such as written communication, phone calls both in-person and via blackboard connect, and/or use of the internet i.e., emails, posting to the district website, and online information tools. Families who fail to respond to communication will be followed up with individual phone calls and /or home visits following social distancing guidelines.

Pacific Union has created the following communication plans for positive COVID-19 cases:

Two staff members have been designated to document, report, track, and trace infections in coordination with public health officials. Staff and families will be notified immediately of any possible cases of exposure to COVID-19. Notification will include time and place of possible exposure but not names or information protected by HIPPA laws. Pacific Union will provide written guidance to parents, teachers, and staff reminding them of the importance of community physical distancing measures while a school is closed, including discouraging students or staff from gathering elsewhere. Guidance will be provided in the student's or staff's first language. Information will include labor laws, Disability Insurance, Paid Family Leave, and Unemployment Insurance. Pacific Union will advise sick staff members and children of the appropriate day to return following CDC criteria to discontinue home isolation. Information will be disseminated to inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home isolation.

X **Testing of Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.

Following guidance from CDPH staff with:

1. COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)

Symptom screening: per CDC Symptoms of COVID-19.

- Send home if at school.

- Recommend testing (If positive, see #3, if negative, see #4).
- School/classroom remain open.
- No action needed.

2. Close contact (†) with a confirmed COVID-19 case.

- Send home if at school.
- Exclude from school for 10 days from last exposure, per CDPH quarantine recommendations.
- Recommend testing 5-7 days from last exposure.
- School/classroom remain open.
- Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.

3. Confirmed COVID19 case infection.

- Notify FCDPH.
- Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date.
- Identify school contacts (†), inform FCDPH of identified contacts, and exclude
- School community notification of a known case.
- Notification of persons with 32 contacts (possibly the entire stable group (††)) from school for 10 days after the last date the case was present at school while infectious.
- Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 10-day exclusion).
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- School remains open.

4. Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition.

- May return to school after 24 hours have passed without fever and symptoms have started improving.
- School/classroom remain open.
- Consider school community notification if prior awareness of testing.

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

(††) See Stable Group Guidance for the definition of a stable group. In some situations, (e.g., when seating charts are used, face covering is well adhered to, and teachers or staff have observed students adequately throughout the day), contact tracing and investigation may be able to determine more precisely

whether each stable group member has been exposed. In this situation, those who were not close contacts could continue with in-person instruction.

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

The California Department of Public Health has set in place testing cadence based on five tiers. These five tiers are assigned to counties based on the respective county's adjusted case rate and test positivity. Each tier features cadence on the testing performed for both staff and students which varies in cadence around testing purpose and frequency. For details on testing cadence by tier please visit <https://testing.covid19.ca.gov/school-testing/>

X Testing of Students: How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Following guidance from CDPH a student with:

1. COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing)

Symptom screening: per CDC Symptoms of COVID-19.

- Send home if at school.
- Recommend testing (If positive, see #3, if negative, see #4).
- School/classroom remain open.
- No action needed.

2. Close contact (+) with a confirmed COVID-19 case.

- Send home if at school.
- Exclude from school for 10 days from last exposure, per CDPH quarantine recommendations.
- Recommend testing 5-7 days from last exposure.
- School/classroom remain open.
- Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.

3. Confirmed COVID19 case infection.

- Notify FCDPH.
- Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date.
- Identify school contacts (+), inform FCDPH of identified contacts, and exclude
- School community notification of a known case.
- Notification of persons with 32 contacts (possibly the entire stable group (++) from school for 10 days after the last date the case was present at school while infectious.
- Recommend testing asymptomatic contacts 5-7 days from last exposure and immediate testing of symptomatic contacts (negative test results will not shorten 10-day exclusion).
- Disinfection and cleaning of classroom and primary spaces where case spent significant time.
- School remains open.

4. Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition.

- May return to school after 24 hours have passed without fever and symptoms have started improving.
- School/classroom remain open.

- Consider school community notification if prior awareness of testing.

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

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

Planned student testing cadence. Please note if testing cadence will differ by tier:

The California Department of Public Health has set in place testing cadence based on five tiers. These five tiers are assigned to counties based on the respective county's adjusted case rate and test positivity. Each tier features cadence on the testing performed for both staff and students which varies in cadence around testing purpose and frequency. For details on testing cadence by tier please visit <https://testing.covid19.ca.gov/school-testing/>

X **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

Following Guidance for COVID-19 Case Reporting By Schools, Pacific Union will report confirmed positive and suspected cases in students, staff, and employees consistent with the CDPH Reporting Requirements.

X **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Pacific Union will follow guidelines from CDPH, as outlined below, to communicate with students, staff, and parents about cases and exposures at school.

Confirmed Positive Case:

1. Schools must adhere to required reporting requirements and notify, as indicated, the local health department (FCDPH) of any newly reported case of COVID-19 in a student or staff member if the LHD has not yet contacted them about the case.
2. If the case is present at school at the time the school is notified, the case must go home and be excluded from school for at least 10 days from symptom onset date or, if asymptomatic, 10 days from the date the specimen was collected for the positive test.

3. Send a notice, developed in collaboration with the FCDPH, to parents and staff to inform them that a case of COVID-19 in a student or staff member has been reported and that the school will work with the FCDPH to notify exposed people. (see sample notification #1 in Appendix 2 of Guidance on Schools under Additional Resources).

Confirmed Outbreak Investigation:

1. Notify parents/guardians and school staff of a cluster/outbreak investigation related to the school and encourage them to follow public health recommendations (see sample notification #2 in Appendix 3 of Guidance on Schools under Additional Resources).
2. Identify, as part of the COVID-19 School Plan (CSP), one or more school staff member who can liaise with the FCDPH regarding the cluster/outbreak investigation by confirming which classes and stable groups included confirmed cases or symptomatic students and staff members and if recent events or gatherings involved any cases or symptomatic persons.
3. Identify absenteeism among those in affected classes or stable groups, and coordinate with the FCDPH to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the cases infectious period.
4. Coordinate with the FCDPH to share a line list of cases and contacts with dates present at or absent from school.
5. Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
6. Coordinate with the FCDPH on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions.
7. Coordinate with the FCDPH on whether and when the school should be closed and reopened.
8. Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures (see sample notification #3 in Appendix 2 of Guidance on Schools under Additional Resources).
9. Implement online/distance teaching and learning during school closure.

Consultation: (For schools not previously open) Please confirm consultation with the following groups

Labor Organization

Name of Organization(s) and Date(s) Consulted:

Name: (N/A)

Date:

Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

Name: DELAC, SSC, and PAC

Date: February 22-25, 2021

If no labor organization represents staff at the school, please describe the process for consultation with school staff:

Information regarding school reopening and in-person instruction was discussed through multiple virtual meetings. Staff were given the opportunity to provide feedback and ask questions during virtual meetings. This document was

disseminated to all school staff in paper format. School staff were provided time to ask questions and provide feedback.

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

- X Local Health Officer Approval: The Local Health Officer, for (state County) Plan, cases **Fresno County DPH** has certified and approved the CRP on this date **3/11/2021**. If more than 7 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Additional Resources:

[Guidance on Schools](#)

[Safe Schools for All Hub](#)