

# **CONSOLIDATED COVID-19 SCHOOL SAFETY PLAN**

## **PART I and PART II**

# **PANDEMIC RECOVERY – THE ROAD AHEAD**



**HOME OF THE MOUNTAINEERS**

**“Climbing Toward College & Career Readiness”**

*Created: 07/2020*

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## MESSAGE FROM THE PRINCIPAL

Dear Ararat Charter School Families and Community Members,

The intent of Ararat Charter School's *Pandemic Recovery – The Road Ahead* document is to create a step-by-step guide in maintaining the safety of our students, staff, families, and communities during this unprecedented time of pandemic and provide an outline of the steps that Ararat Charter School (ACS) has taken to prepare for gradual opening.

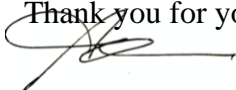
This framework summarizes protocols that ACS has implemented to keep our students, staff, families, and communities safe and healthy while maintaining continuity of instruction to ensure continued access and equity for all ACS students.

Ararat Charter School is adopting recommendations from the California Department of Education (CDE), the Los Angeles County Office of Education (LACOE), the Centers for Disease Control and Prevention (CDC), and local stakeholders, including the *COVID-19 Containment, Response, and Control Plan* from the Los Angeles Unified School District (LAUSD) to ensure that protocols set in place align with the most current scientific knowledge and community expectations. Please note that these protocols will change as local conditions change. Therefore, this is a living document subject to amendment, as the need arises.

The plans outlined in this document are effective through collaborative efforts by all community members. Reviewing and practicing the protocols in this document, on a regular basis, are essential to ensuring the highest level of success in responding to this event. It is important to note that according to the California Department of Education, the final decision to reopen will be made by each local educational agency (LEA), working in close collaboration with local health officials, families, staff, and community stakeholders. However, Ararat Charter is located on District (LAUSD) facilities, therefore, our reopening guidelines will mirror those of the District. Much of the information contained herein is similar to the District's *COVID-19 Containment, Response, and Control Plan* to ensure that our systems, structures, and protocols match that of the District.

Please know that we are here for you and for your children. We will get through this crisis together and adhering to the recommendations set forth in this document is of utmost importance. Please engage your children, families, and communities in following the guidelines set forth to keep us all safe, healthy, and learning.

Thank you for your ongoing support of Ararat Charter School, your school of choice.



Regards,

Dr. Aida Tatioossian, Principal

## **Preface: COVID-19 Prevention Program for Employees - Part I**

This COVID-19 Consolidated School Safety Plan addresses procedures and policies set in place for safe school reopening, post COVID-19 pandemic. Recommendations regarding in-person school reopening will be based on the latest available evidence as well as state and local disease trends. This document will be updated as needed to reflect the new evidence.

This document has two parts: Part I is the COVID-19 Prevention Program for Employees and Part II is the COVID-19 School Safety Plan (which incorporates all elements of the COVID-19 School Guidance Checklist).

Ararat Charter's plan, Pandemic Recovery-The Road Ahead, was developed in consultation with various stakeholders including parents through regularly scheduled meetings (ELAC, SSC, Cappuccino with the Principal). All parents were emailed the plan prior to the scheduled board meeting when the plan was to be adopted to have ample time to appropriately provide feedback to the Governing Board. Staff members play an integral role in developing and executing school priorities. The staff is regularly engaged in shaping the school's operations and goals through weekly staff meetings and monthly leadership team meetings in which decisions are made by consensus. The school's plan was presented during the school year for review and appropriate feedback for finalization. The health and safety of our community is Ararat Charter's top priority.

# Cal/OSHA COVID-19 Prevention Program (CPP)

**Name of Local Educational Agency: Ararat Charter School**

**Enrollment: 340**

**Superintendent (or equivalent): Dr. Aida Tatirossian**

**Address: 6555 Sylmar Avenue, Van Nuys, CA 91401**

**Phone Number: 818 994-2904**

**Email: [atate@araratcharterschool.com](mailto:atate@araratcharterschool.com)**

**County: Los Angeles**

**Type of LEA: Independent Charter**

**Grade Levels: TK-5**

## Authority and Responsibility

**Dr. Aida Tatirossian, Principal**, has the overall authority and responsibility for implementing the provisions of this COVID-19 Prevention Program (CPP) in our workplace. In addition, **Ms. Adrineh Gharibi, Director of Compliance and Operations** is responsible for ensuring the implementation and maintenance of the CPP in assigned work areas and for ensuring that 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 Hazards* 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 are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

- Utilizing *Appendix A: Identification of COVID-19 Hazards Form* and identifying any potential exposures in their work area or in or around the school grounds.
- Evaluating their own exposure prior to entering the workplace, to keep everyone safe.
- Taking ownership to keep up-to-date on industry-specific guidance from the State of California, Cal/OSHA, and local health department. Safety is everyone's responsibility.
- Participate in periodic inspections using *Appendix B: COVID-19 inspections Form* to identify potential hazards in their own work area or in or around the school grounds.



## Employee Screening

All individuals will be screened prior to entering the workplace.

- Take temperature of individual requesting access to site with non-contact thermometer.
- Provide *COVID-19 Site Access Questionnaire*.
- Ensure individual has appropriate PPE.
- Implement social distancing protocols by deploying staff to always assure physical distancing.
- Those who screen positive at entry or report symptoms at any point during the school day are instructed to return home and self-isolate as required by Health Officer Order.

### **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:

- The severity of the hazard will be assessed, and correction time frames assigned, accordingly. Individuals will be identified as being responsible for timely correction. Follow-up measures will be taken to ensure timely correction.

## **Control of COVID-19 Hazards**

### **Physical Distancing**

Where possible, we ensure physical distancing at all times in our workplace by:

- Reducing the number of persons in an area at one time, including visitors.
- Placing visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.
- Instituting staggered arrival, departure, work, and break times.
- Adjusting work processes or procedures, such as reducing production speed, to allow greater distance between employees.
- Refer to section 3205(c)(6) for details

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

## Face Masks

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

Employees will utilize face masks that will be provided to them prior to entry into the workplace. These face masks will be replaced and cleaned, as needed. All non-employees without face masks will be provided one.

Beginning the week of Monday, January 10, 2022, all employees must wear surgical-type masks or higher-level PPE (e.g., KN95 or N95 respirator masks). Employees may no longer wear a cloth mask by itself at a District site. A cloth mask may be worn over a surgical-style disposable mask as a layer to “double-mask.” Mask should fit well and provide adequate protection. Students are strongly encouraged, but not required, to wear well-fitting, non-cloth masks of multiple layers with a nose wire. Masking will be required for all individuals, regardless of vaccination status, indoors and outdoors except when eating or drinking. Disposable masks will be provided to students and staff in need of one at the entry of their campus.

The following are exceptions to the use of face masks in our workplace:

- When an employee is alone in a room.
- While eating and drinking, provided employees are at least six feet apart and outside air supply to the area, if indoors, the seating has been maximized to the extent possible.
- Employees who cannot wear face masks due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person will be provided alternatives, which will be considered on a case-by-case basis.

Any employee not wearing a face mask, face shield with a drape, for any reason, shall be tested at least twice weekly for COVID-19 regardless of vaccination status.

## Engineering controls

We implement the following measures for situations where we cannot maintain social distancing between individuals:

- Installing solid partitions that help maintain safety for all individuals.
- We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:
- Keeping doors open and increasing ventilation, while assessing hazards such as heat and wind.

- Keeping filters clean to the highest possible compatible level with existing ventilation systems by conducting regular HVAC/air quality inspections.

## **Cleaning and disinfecting**

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

- High touch areas are frequently cleaned. Employees and authorized employee representatives are aware of the frequency and scope of cleaning and disinfection. The contracted service providers have been trained to engage in appropriate cleaning and disinfecting.
- School provides employees with single use designated supplies, when appropriate.
- There are enough hand-sanitizing stations to accommodate frequent hand sanitizing by all individuals on campus. Hand sanitizer is available to all employees near the following locations:
  - Entrance and exit
  - Main office
  - Classrooms
  - Cafetorium
  - Multipurpose rooms
  - Testing areas
  - Restrooms
  - Workroom
  - Lounge
  - All other offices
- Soap and water are available to all employees at the following locations:
  - Restrooms
  - All classrooms
  - Multipurpose room
  - Office
  - Lounge
- Employees are reminded to wash their hands frequently.
- Sharing of workspaces and held items are minimized.
- Measures are in place to ensure physical distancing as employees and service providers enter and move through the facility.
- Measures are in place to promote optimal ventilation in the school.
- Adequate supplies and time is designated for proper cleaning and disinfecting.
- Cleaning of work areas, counters, restrooms, doorknobs, are done several times a day.

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

- Notify the LAUSD Charter Schools Division (Authorizer) and Department of Public Health, as appropriate, of an outbreak.
  - An outbreak is defined as: At least 3 laboratory-confirmed cases with symptomatic or asymptomatic COVID-19 within a 14-day period in a group\* with members who are epidemiologically linked, do not share a household, and are not a close contact of each other outside of the campus. The outbreak is to be reported to LA County Department of Public Health by utilizing the designated web portal.
  - School groups include persons who share a common membership at school (e.g., classroom, school event, school extracurricular activity, academic class, sport teams, clubs, transportation). Epidemiological links require the infected persons to have been present at some point in the same setting during the same time while one or more persons were infectious.
- Notify the school community and share how school is addressing it.
- Complete SB1159 Compliance Forms to ensure all relevant information is recorded.
- Provide a separate and designated area for individuals who might have COVID-19 or other communicable disease until further appropriate action is taken.
- Based on the most current County of Los Angeles Department of Public Health Order of the Health Officer, “Reopening Protocols for K-12 Schools – Appendix T1”, and “COVID-19 Exposure Management Guidance in TK-12 Schools – Appendix T2”, identify, and separate the individual from the school community for a complete or modified isolation.
- Fact sheets distributed to individual mask regulations governing self-isolation and sharing links to sites with further information.
- Weekly COVID-19 testing for all individuals, regardless of vaccination status.
- Reporting all COVID-19 exposures to the department of Public Health, LAUSD Charter School Division, LAUSD COVID Exposure Management and the Co-Location District Principal.
- The classroom or office where the COVID-19 positive individual was based will close temporarily for cleaning and disinfection.
- All TK-5 students as well as employees who are identified as close contact can participate in “Modified Quarantine”, in which exposed individuals continue to attend school or work in-person unless they develop symptoms or test positive.
- The School will consider whether school closure is warranted, and length of time based on the risk level within the specific community as determined by the local public health officer.
- The Organization does not accept unofficial sources as confirmation of COVID-19. We confirm with Public Health Services/Officials and follow their recommendations.

- Individuals with a sibling or household member who tests positive must remain at home for a minimum of 10 days following the date of the household member's positive test. These individuals are not eligible for modified quarantine, unless they are exempt from quarantine due to vaccination status or recent infection. Households close contacts must stay at home for the duration of the positive household member's isolation period. Close contacts then begin their official quarantine period (Day 1) on the date that the positive individual is cleared to return to school or work (Day 6, with a negative rapid antigen test result on Day 5, or Day 11, if the positive individual does not test or tests positive on Day five (5)).
- Asymptomatic individuals who are identified as close contacts can be released from quarantine protocols on Day 6, provided they remain asymptomatic and have a negative test result from a test taken on or after Day 5. Tests can be either PCR or rapid antigen. The following individuals are not required to quarantine, provided they are asymptomatic:
  - Fully vaccinated employees who are eligible for and have received a booster;
  - Fully vaccinated employees who are not yet eligible for a booster;
  - Fully vaccinated students (with or without a booster);
  - Students and employees who have recovered from laboratory-confirmed COVID-19 within the last 90 days (exempt from quarantine and testing).

### **Shared tools, equipment, and personal protective equipment (PPE)**

No Personal Protective Equipment will be shared (e.g., gloves, goggles, and face masks.)

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools will not be shared, to the extent feasible. Where there must be sharing, the items will be cleaned between uses by utilizing appropriate materials or calling on the plant manager to clean and disinfect, as appropriate.

### **Hand sanitizing**

To implement effective hand sanitizing procedures, we have:

- Hand sanitizing stations in every classroom, office, and lounge which includes a sink, soap, hand sanitizer (without methyl alcohol), gloves, and disposable paper towels.
- Employees are encouraged to wash hands frequently.

### **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.

The School evaluates the respiratory protection need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained.

## **Investigating and Responding to COVID-19 Cases**

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

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

- Separated from the school community to self-isolate at home if notification occurs while on campus.
- Provided a fact sheets that covers regulations governing self-isolation and sharing links to sites with further information.
- Provided with free COVID-19 testing.
- If individual tests positive, then the classroom or office where the COVID-19 positive individual was based will need to close temporarily for cleaning and disinfection.
- All TK-5 students as well as employees who are identified as close contact can participate in “Modified Quarantine”, in which exposed individuals continue to attend school or work in-person unless they develop symptoms or test positive.
- The School will consider whether school closure is warranted, and length of time based on the risk level within the specific community as determined by the local public health officer.
- The Organization does not accept unofficial sources as confirmation of COVID-19. We confirm with Public Health Services/Officials and follow their recommendations.
- Individuals with a sibling or household member who tests positive must remain at home for a minimum of 10 days following the date of the household member’s positive test. These individuals are not eligible for modified quarantine, unless they are exempt from quarantine due to vaccination status or recent infection. Households close contacts must stay at home for the duration of the positive household member’s isolation period. Close contacts then begin their official quarantine period (Day 1) on the date that the positive individual is cleared to return to school or work (Day 6, with a negative rapid antigen test result on Day 5, or Day 11, if the positive individual does not test or tests positive on Day five (5)).
- Asymptomatic individuals who are identified as close contacts can be released from quarantine protocols on Day 6, provided they remain asymptomatic and have a negative test result from a test taken on or after Day 5. Tests can be either PCR or rapid antigen. The following individuals are not required to quarantine, provided they are asymptomatic:
  - Fully vaccinated employees who are eligible for and have received a booster;

- Fully vaccinated employees who are not yet eligible for a booster;
  - Fully vaccinated students (with or without a booster);
  - Students and employees who have recovered from laboratory-confirmed COVID-19 within the last 90 days (exempt from quarantine and testing).
- The Organization will consider whether school closure is warranted, and length of time based on the risk level within the specific community as determined by the local public health officer.
  - An outbreak is defined as: At least 3 laboratory-confirmed cases with symptomatic or asymptomatic COVID-19 within a 14-day period in a group\* with members who are epidemiologically linked, do not share a household, and are not a close contact of each other outside of the campus. The outbreak is to be reported to LA County Department of Public Health by contacting 888-397-3993 or 213-240-7821 phone numbers.
  - \*School groups include persons who share a common membership at school (e.g., classroom, school event, school extracurricular activity, academic class, sport teams, clubs, transportation). Epidemiological links require the infected persons to have been present at some point in the same setting during the same time period while one or more persons were infectious.
- The Organization does not accept unofficial sources as confirmation of COVID-19. We confirm with Public Health Services/Officials and follow their recommendations.

## **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:

- Confirmed or possible COVID-19 cases should be reported to the Director of Compliance and Operations via email.
- Employees can report symptoms and hazards without fear of reprisal.
- Employees will receive basic information on COVID-19 and organization will share measures to stay safe (i.e., COVID-19 fact sheet).
- Workplace will share procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Weekly, COVID-19 testing will be conducted at the school site, regardless of vaccination status for students, staff and all service providers.
- Accommodation for employees with medical or other conditions that put them at increased risk of severe COVID-19 illness will be determined through interactive Dialogue Process and in accordance with the most recent laws and related school policies.
- Information about COVID-19 exposure will be shared with all stakeholders.

## **Training and Instruction**

We will provide effective training and instruction that includes:

- Workplace COVID-19 policies and procedures to protect employees from COVID-19 exposure.
- 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 and the importance of combining physical distancing with the wearing of facemasks.
- Combining physical distancing 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 masks and the fact that face masks are not respiratory protective equipment - face masks are intended to primarily protect other individuals from the wearer of the face mask.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

**Appendix D: COVID-19 Training Roster** will be used to document trainings.

## 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 identified as promptly as possible.
- Issue a “Modified Quarantine” for all TK-5<sup>th</sup> grade students as well as eligible employees who do not have a booster who were exposed to a person with diagnosed COVID-19 in any school setting where students are supervised by school staff (indoors, outdoors, or on a school buses) will be allowed to continue in-person academic activities that are part of the regular school curriculum and provided during school hours.
- Issue “Shortened Isolation” to individuals who test positive to be released from isolation on Day 6, provided any symptoms are improving, they are fever-free for the past 24 hours without fever-reducing medication, and they have a negative (antigen) test result from a test taken on or after Day 5.
- Issue “Quarantine for Household Close Contact” for individuals with a sibling or household member who tests positive must remain at home for a minimum of 10 days following the date of the household member’s positive test, and begin their official quarantine period (Day 1) on the date that the positive individual is cleared to return to school or work. Household close contacts are not eligible for modified (in-school) quarantine, unless they are exempt from quarantine based on vaccination status or recent previous infection.
- Determine “Quarantine Exemption” for individuals who are fully vaccinated (including a booster, if eligible, for employees), as well as individuals recovered from a lab-confirmed positive COVID-19 case in the past 90 days, are exempt from quarantine. All other individuals are subject to quarantine protocols which may include modified quarantine.
- Offer FFCRA (Families First Coronavirus Response Act) leave to eligible employees.
- Maintain employees’ eligible rights and benefits while on the FFCRA leave.
- Provide 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.
- **SB1159 Reporting: All employers are still required to report any positive cases that meet ALL the following criteria:**
  - Employee has tested positive for COVID-19
  - Employee did not contract the virus at work
  - Employee was on work site in the 14 days prior to the date of taking the test
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make the COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, service providers, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases.

## **Return-to-Work Criteria**

- Individuals who test positive to be released from isolation on Day 6, provided any symptoms are improving, they are fever-free for the past 24 hours without fever-reducing medication, and they have a negative (antigen) test result from a test taken on or after Day five (5).
- All TK-5<sup>th</sup> grade students as well as eligible employees who do not have a booster who were exposed to a person with diagnosed COVID-19 in any school setting where students are supervised by school staff (indoors, outdoors, or on a school buses) will be allowed to continue in-person academic activities that are part of the regular school curriculum and provided during school hours.
- “Quarantine Exemption” will be issued for individuals who are fully vaccinated (including a booster, if eligible, for employees), as well as individuals recovered from a lab-confirmed positive COVID-19 case in the past 90 days, are exempt from quarantine. All other individuals are subject to quarantine protocols which may include modified quarantine.

**PANDEMIC RECOVERY – THE ROAD  
AHEAD  
COVID-19 School Safety Plan  
Part II**



## **Reopening Models – COVID-19 School Safety Plan – Part II**

**In-Person Instruction** – this model invites 100% of the student body to return for five full days of instruction inside school buildings. This model is selected when there is very low threat of COVID spread.

**Distance Learning** – Ararat Charter School may offer independent study to meet the short or long-term educational needs of pupils enrolled in the Charter School.

Independent study is an optional educational alternative in which no pupil may be required to participate and is designed to teach the knowledge and skills of the core curriculum. Written requests for independent study must be submitted by parents to the Principal at least two (2) school days before the anticipated start date of the independent study, and must be pre-approved at the sole discretion of the Principal. The minimum length of independent study is five (5) consecutive school days. Independent Study request forms are available in the main office. The Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully.

The School conduct AB130 Independent Study Virtual Instruction for grades TK-5 for all students who have been approved to learn from home and for those students in isolation or quarantine.

This Academy will also serve students in case of future closures. The needs of SWD and ELs will be served through personalized and/or small group instruction, current IEP services and supports, solid intervention programs, SEL supports including Community Circles, and readily available support staff such as school psychologists and counselors.

## **Operations Plan**

### **Maximizing Distance in Classrooms**

All classrooms have been reconfigured to maximize space between students. Based upon the recommendation of the Centers for Disease Control (CDC) and Department of Public Health (DPH) guidance, student workstations are spaced to provide a distance separating students to the extent possible.. Wherever possible, teachers will have a designated presentation area in the classroom that is distant from students. Teaching methods have been modified to avoid close contact between students for any classes that may usually involve group activities.

### **Social Distancing Throughout Campus**

Social distancing will be maximized to the greatest extent possible. Other mitigating factors may be used when social distancing is not feasible, such as clear plastic or solid surface barriers that can be cleaned and sanitized often. Signage will be posted to maintain distance between individuals.

Visual cues will be provided wherever possible to support compliance with social distancing for all individuals.

School employees will be deployed in areas where lines tend to form to assure physical distancing as students enter, go through symptom checks, and proceed to classrooms.

### **Materials Sharing**

Protocols have been developed to minimize the need to have multiple students sharing high-touch materials to the greatest extent possible. These materials include, but are not limited to books, computers, calculators, writing utensils, keyboards, headphones, art supplies, etc. Additionally, all school materials used by students will be disinfected between users and at the end of the school day.

General paper flyers and communications to all school communities, parents and students will be digital whenever possible, such as Blackboard Connect messages, text, email, or video to limit the distribution of paper materials.

## **Signs, Messages, and Training Protocols**

Signs and messages explaining protocols and expectations to stop the spread of disease will be posted throughout the school. Staff members will all be provided with Personal Protective Equipment (PPE) supplies and will have in-service training for ensuring health and safety in the workplace.

- Signs will be posted in highly visible locations, such as school entrances and restrooms that describe how to stop the spread of germs (i.e., handwashing, face masks).
- Signs and messages related to disease transmission will be accessible for students with disabilities and in languages appropriate for the school population.

Staff members will attend mandatory training on health and safety protocols before in-person instruction commences.

## **School Building Protocols**

### **Heating, Ventilation, and Air Conditioning (HVAC) Systems**

- The LAUSD regularly checks HVAC systems to confirm they operate properly. Ararat Charter is located on a District facility.
- Ventilation systems are set to run when buildings are in use.
- Doors and windows are kept open during the school day when feasible and outdoor conditions make this appropriate.
- Outdoor instruction will be used when feasible and where safety conditions and physical space allow.
- The COVID-19 isolation areas will be outdoors to maximize ventilation and minimize exposures to COVID-19 infection when feasible. Under no circumstances will an isolation area be in a room without a functioning HVAC system.

### **Bathroom Protocols and Cleaning**

Social distancing will be maintained in communal bathrooms. The following bathroom protocols will be implemented:

- All bathrooms and high touch areas will be cleaned, and disinfected frequently throughout the day.
- The night cleaning crew will disinfect the campus every night.
- Students and staff will be given frequent opportunities to wash their hands for 20 seconds with soap and water at the stations set up in every classroom.
- A restroom will also be designated for individuals in the isolation and quarantine areas. This restroom will be cleaned and sanitized before other occupants may use it.

### **Water Systems**

- Students and staff will be encouraged to bring their own water bottles.
- Water systems will be thoroughly flushed after long periods of inactivity.

## **Cleaning Protocols**

Ararat Charter School will follow DPH and CDC guidance for cleaning and disinfecting schools.

- Routine cleaning of facility will occur daily, with common areas and high-touch surfaces cleaned at least twice daily. Common areas include the main office, breakrooms, restrooms, classrooms, all other offices, cafeteria, and multi-purpose room.
- Health Office areas may require more frequent cleaning, as needed.
- High-touch playground equipment will be replaced with no touch games.
- When possible, cleaning and disinfecting products with asthma-safer ingredients will be selected to reduce the risk of asthma.
- School bathrooms will be disinfected and sanitized at least twice daily. Additional disinfecting will be implemented when an individual with COVID-19 symptoms has used a bathroom.
- Appropriate Personal Protective Equipment will be worn during cleaning in accordance with the product directions.
- Enhanced cleaning will be conducted when students are not at school or during periods of lowest occupancy with adequate time to let spaces air out before the start of the school day or between cohorts.
- All cleaning products will be kept out of reach for children and stored in secured locations.

## **Daily Operations**

### **Cohort Groups**

Pre-K - Grade 5: The primary cohort group for students in Pre-K through Grade 5 is their classroom. Class groups will be as consistent as feasible, with the same class group remaining with the same staff for the day when practical. Mixing of groups will be limited to the greatest extent possible. Students will remain in their cohort group in their classrooms, as well as during Physical Education, Library, Art, Music, lunch, and recess.

### **Visitors**

Visits to the school by individuals other than students and staff shall be avoided whenever feasible and limited to those who are essential for the school's operation. Routine visitors must provide a copy of their COVID-19 Vaccination proof as well as a negative COVID-19 PCR test result upon their entry to the campus.

All visitors must check-in and complete the "Site Access Questionnaire" upon their arrival.

Parents of enrolled students are encouraged to conduct business with school personnel remotely.

Visitors will be encouraged to come by appointment and alone. Movement of visitors within the school will be limited to designated areas such as the main office, conference rooms, lobby, and public restroom. Visitors are not permitted to interact with any cohorts. All visitors will be required to wear a face mask at all times. This applies to all adults and to children 2 years of age or older.

Visitors must arrange for an alternative family member to conduct business on campus if they are not able to wear a face mask. If a visitor arrives without a face mask, one will be provided. Any parent/guardian picking up a student who has been placed on isolation or quarantine, must stay outside campus and the student will be brought to them for dismissal.

### **Meal Program Compliance**

Ararat Charter School's cafeteria services has been contracted to LAUSD Food Services. The School will provide breakfast, lunch and supper at no charge to all students under USDA's Seamless Summer Option (SSO) Program for the 2021-2022 school year.

## **Plan for Students on Campus**

- Students consuming meals at school, will be seated at the outdoors benches (Cafetorium, and Pavilion).
- Individuals from different cohorts will not be permitted to intermingle during nutrition periods.
- Mealtimes will be staggered as much as possible.
- Space between tables and/or chairs will be increased as much as possible.
- Floor marks will be used to assure social distancing between students in the lines.
- Staff supervision will be exercised during this period to remind students of physical distance requirements.
- Sharing of food is not recommended to ensure the safety of children with food allergies and prevent the transmission of COVID-19.

## **Health Practices and Protocols**

The following health and hygiene practices will be observed:

### **1. Hand Hygiene**

- Teaching and reinforcement of hand washing with soap and water for at least 20 seconds.
- If soap and water are not readily available, hand sanitizer with at least 60% ethanol will be made available at school entrances and every classroom. They will be used by students with supervision.
- All students and staff will perform hand hygiene on campus at the start of each day.
- Hand-washing breaks will be incorporated into all students' daily routines, including before and after: eating or drinking, outdoor play, group activities, preparing food, touching one's face and face mask, and using the restroom.
- Hand-washing signs will be posted as visual reminders.
- Staff are instructed to model frequent hand washing, especially in lower grades.

### **2. Face Masks**

- All students, staff and visitors are required to wear face mask while on school grounds, unless exempt by a medical professional or 2 years of age or younger.
  - All school employees must wear surgical-grade masks (also referred to as medical procedure masks) or higher-level PPE (e.g. KN95 or N95 respirator masks).

- For those wearing surgical masks, double masking, with a cloth face covering worn over the surgical mask, is recommended for enhanced protection.
- Cloth face coverings alone are no longer acceptable, as they do not provide the same level of source control or personal protection as a proper surgical mask or higher-level PPE.
- Full compliance with this directive is expected to occur at all times.
- All staff are also required to wear masks outdoors on school campuses, except when eating or drinking, when in crowded outdoor settings where distancing cannot be easily and reliably maintained.
- Masks should not be used if:
  - Are made of loosely woven fabrics.
  - Are made of a fabric that is hard to breathe through such as vinyl, leather, or plastic.
  - Have valves, vents, or hole
- It is strongly recommended but not required that students wear upgraded masks which at a minimum are well-fitting, non-cloth mask of multiple layers of non-woven material with a nose wire.
- Nothing in this protocol provided by LACDPH requires that the school provide upgraded masks to its general student population.
- Parental preference should be respected as to the level of PPE the student wears.
- However, universal masking with some appropriate type of face covering is still currently required for both indoor and outdoor settings on the school campus and on school buses.
- Students and staff are encouraged to bring their own face mask but will be provided with one if they do not have one.
- Wearing a face mask does not eliminate the need to social distance or washing the hands frequently.

### **3. Social distancing**

- Social distancing will be maximized to the greatest extent possible with the goal of 6 feet.
- When eating or drinking, it is preferred to do so outdoors and away from others.
- For staff eating or drinking at a cubicle or workstation is preferred to eating in a breakroom, if eating in a cubicle or workstation provides greater distance from one another.

### **4. Enhanced Cleaning and Disinfection of Surfaces**

- Staff members responsible for cleaning and disinfecting will be provided training on the appropriate and safe use of all provided cleaners and disinfectants.



## **5. Provide Adequate Supplies**

- All bathrooms will be supplied with adequate amounts of soap and paper towels.
- Hand sanitizer will be provided to all classrooms and student areas that do not have handwashing stations, and will be available at the entrance of buildings, offices, classrooms, multi-purpose room, cafetorium, and reception areas.
- All students and staff will be provided with an upgraded disposable face masks by request or if they do not have one.
- Disposable gloves will be provided to staff for medical uses, cleaning/disinfection and when handling food items.

## **Stay-at-Home Guidelines during the COVID-19 Pandemic**

Ordinarily, deciding when a child or staff member is too sick to go to school or work can be a difficult decision. For as long as the risk of community spread of COVID-19 remains, the guidelines below and advice from a health care provider should be consulted when symptoms are experienced. COVID-19 is an illness caused by a virus that can spread person to person. COVID-19 symptoms can range from mild (or not symptoms) to severe illness. The virus is transmitted through respiratory droplets when an infected person talks, coughs, or sneezes. The virus may also be airborne or transmitted by touching a surface or object that has the virus on it, and then touching your mouth, nose, or eyes.

Individuals who test positive to be released from isolation on Day 6, provided any symptoms are improving, they are fever-free for the past 24 hours without fever-reducing medication, and they have a negative (antigen) test result from a test taken on or after Day five (5).

All TK-5<sup>th</sup> grade students as well as eligible employees who do not have a booster who were exposed to a person with diagnosed COVID-19 in any school setting where students are supervised by school staff (indoors, outdoors, or on a school buses) will be allowed to continue in-person academic activities that are part of the regular school curriculum and provided during school hours.

“Quarantine Exemption” will be issued for individuals who are fully vaccinated (including a booster, if eligible, for employees), as well as individuals recovered from a lab-confirmed positive COVID-19 case in the past 90 days, are exempt from quarantine. All other individuals are subject to quarantine protocols which may include modified quarantine.

### **COVID-19 symptoms can vary, but symptoms may include:**

- Fever above 100 degrees Fahrenheit (F)
- 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

## **COVID-19 Exposure:**


All TK-5<sup>th</sup> grade students as well as eligible employees who do not have a booster who were exposed to a person with diagnosed COVID-19 in any school setting where students are supervised by school staff (indoors, outdoors, or on a school buses) will be allowed to continue in-person academic activities that are part of the regular school curriculum and provided during school hours.

Vulnerable employees (those above age 65, and those with chronic health conditions that would place them at high risk if infected) are assigned work that can be done from home whenever possible. Employees in this category should discuss any concerns with their healthcare provider.

Ararat Charter will continue to support students and staff with acute or chronic health issues. Long term absences may be evaluated if criteria are appropriate for medical leave or other potential medical accommodations under IDEA or Americans with Disabilities Act Amendment Act (ADAAA) guidelines.

## COVID-19 Daily Health Check Questions

All employees and students (or their parents or guardians) are asked to perform a self-assessment prior to leaving for school to identify fever or other COVID-19 symptoms. If the answer to either question is YES, employees and students must refrain from entering the school premises and stay home and notify the school of the absence.

	<b><u>Site Access Questionnaire</u></b>
First and Last Name: _____	
Contact Number: _____ Email Address: _____	
You must answer the following questions to enter this Ararat Charter School Facility	
1) In the last 14 days, has anyone in your household had close contact with someone who has or is suspected to have COVID-19? * <input type="checkbox"/> Yes <input type="checkbox"/> No	
2) In the last 48 hours, have you experienced any of the following symptoms? Fever (over 100.4 F), Headache, Cough, Sore Throat, Shortness of breath, Chills, Muscle aches, Loss of taste and smell, Gastrointestinal (nausea, vomiting or diarrhea). * <input type="checkbox"/> Yes <input type="checkbox"/> No	
Signature: _____ Date: _____	

**School will conduct a second temperature and wellness check prior to midday. Any student found to have a fever of 100 degrees or greater will be quarantined and sent home.**

Before entering all students, employees, service providers, and visitors will be required to fill out “The Site Access Questionnaire” with a signature and date. Self-temperature checks must also take place at the check-in point for students, staff, and visitors. If the individual has a temperature of 100 degrees Fahrenheit and higher, they will be given an opportunity to step aside and wait a minimum of 5 minute to cool down and get their temperature checked again. If the temperature for the individual remains at 100 degrees Fahrenheit and above during the second attempt, the individual will not be allowed on campus unless he or she is an unaccompanied student.

Any students who experience symptoms at any point during the school day will be given a surgical mask and accompanied to the designated isolation area where they can remain while arrangements are made for their return home.

The school COVID-19 Compliance Officer is informed of any positive screening results in the school and will then coordinate response with the Community Engagement team.

## **Use of Face Masks, and Face Shields**

Ararat Charter does require for all students, employees, and visitors to wear a face mask and follow the school's protocol. This includes parents who are dropping off or picking up children. A face mask will be provided to any student or employee who does not have one.

### **Face Mask-**

- All school employees must wear surgical-grade masks (also referred to as medical procedure masks) or higher-level PPE (e.g. KN95 or N95 respirator masks).
- For those wearing surgical masks, double masking, with a cloth face covering worn over the surgical mask, is recommended for enhanced protection.
- Cloth face coverings alone are no longer acceptable, as they do not provide the same level of source control or personal protection as a proper surgical mask or higher-level PPE.
- Full compliance with this directive is expected to occur at all times.
- All staff are also required to wear masks outdoors on school campuses, except when eating or drinking, when in crowded outdoor settings where distancing cannot be easily and reliably maintained.
- Masks should not be used if:
  - Are made of loosely woven fabrics.
  - Are made of a fabric that is hard to breathe through such as vinyl, leather, or plastic.
  - Have valves, vents, or hole
- It is strongly recommended but not required that students wear upgraded masks which at a minimum are well-fitting, non-cloth mask of multiple layers of non-woven material with a nose wire.
- Nothing in this protocol provided by LACDPH requires that the school provide upgraded masks to its general student population.
- Parental preference should be respected as to the level of PPE the student wears.
- However, universal masking with some appropriate type of face covering is still currently required for both indoor and outdoor settings on the school campus and on school buses.
- Students and staff are encouraged to bring their own face mask but will be provided with one if they do not have one.

- Wearing a face mask does not eliminate the need to social distance or washing the hands frequently.
- Face masks must be worn at all times while on school property except when eating or drinking. Staff and students who are alone in closed offices, or other private, enclosed spaces are not required to wear a face mask.
- Students may also remove cloth face mask when eating.
- Students receiving specialized services, such as medical treatments or Speech and Language Therapy may remove their face masks but may be asked to wear a clear face shield. Social distancing will be strictly enforced during these times.

The following individuals are exempt from wearing a face mask per the LADPH guidelines.

- a. Anyone for whom use of a face mask would be contrary to his or her health or safety because of a medical condition. All students who are medically exempt must have written documentation provided from their physician on file with the school nurse. A Student Mask Exemption Plan will be created and on file. Students who cannot wear face masks cannot be cohorted with any other students and based on the availability of teaching personnel may be asked to continue with distance learning.
- b. A child whose parent, guardian, or person responsible for the child is unable to place the face mask safely on their face.
- c. Children that are age 2 and under.

Alternative protective strategies may be adopted to accommodate students who are on individualized Education or 504 Plans and who cannot use or tolerate cloth face masks.

## **Health Monitoring and Containment Plan**

### **Communicable Disease Monitoring**

Students and staff with suspected or positive COVID-19 cases will be managed by the COVID-19 Compliance Task Force. The Office Clerks will work with the COVID-19 Compliance Task Force to record and track students and staff who are absent due to illness to determine if it is COVID-19 related and requires further investigation. A designated COVID- 19 Compliance Task Force member will manage data collection and collaborate with the Community Engagement Team along with the Los Angeles County Department of Public Health (LACDPH).

### **Daily Health Self-Assessment**

All students and staff are to perform a daily self-health screening check prior to leaving home for school each day by answering the Daily Site Access Questions listed in the previous section titled “Reporting Illnesses and Addressing Vulnerable Populations.” If any staff or student answers YES to any question, they must remain at home and notify the school.

School staff will also monitor self-assessments by asking if any individual has answered “yes” to any of the screening questions. Adult visitors and staff who experience symptoms at any point during the school day are instructed to return home and follow up with their health care provider.

Students who screen positive at entry will not be allowed to enter the school.

### **Illness at School**

Any student or staff member who becomes ill at school with COVID-19 symptoms must be separated from others immediately.

Staff will need to exit the school site immediately and are instructed to return home and follow up with their healthcare provider..

- Students will be escorted to the isolation area by designated staff.
- Students will be supervised until picked up by parent/guardian within one hour or released to another healthcare facility, if deemed necessary.
- Students will not be left unattended in the isolation area.

Within 48 hours, student or staff member should schedule a COVID-19 test, as needed, and notify the school when test results are known.

## **Isolation Area**

An isolation area has been identified at each campus and is separate from the health office. LACDPH strongly recommends this area be located outdoors. Students who experience COVID symptoms will wait in this area until picked up by parent/guardian or transferred to a healthcare facility. All students in the isolation area will be supervised by a staff member. The staff member will be provided with a surgical mask, face shield, disposable gown, and gloves. Social distancing will be maintained in the isolation area. A log will be maintained by the staff person supervising the isolation area of all persons that are isolated. A separate bathroom will be designated for use by anyone utilizing the isolation area.

## **Confirmed COVID-19 Positive Student**

If a student who has been physically on campus receives a confirmed diagnosis of COVID-19, LACDPH will be notified immediately by the COVID-19 Compliance Officer. In addition, those in close contact with the student will be notified of the potential exposure by school administration and instructed on current LACDPH protocol and decision pathways related to exposure.

Confidentiality of these individuals will be maintained in accordance with Health Insurance Portability and Accountability Act of 1996 (HIPAA). All communication will follow the Ararat Charter's COVID-19 Response and Communication Protocols.

Ararat Charter will communicate all possible COVID-19 exposure with all staff, families, students, and stakeholders.

## **Confirmed COVID-19 Positive Staff**

If a staff member who has been physically on campus has a confirmed COVID-19 diagnosis, LACDPH will be notified immediately by the School COVID-19 Compliance Officer. In addition, those in close contact with the staff member will be notified of the exposure by school administration and instructed on current LACDPH protocol related to exposure.

Confidentiality of the ill individual will be maintained in accordance with Health Insurance Portability and Accountability Act of 1996 (HIPAA). All communication will follow Ararat Charter's COVID-19 Response and Communication Protocols.

The Director of Compliance and Operations will also ensure that the employee has been provided



with the workers' compensation claims form (DWC-1). All positive reports for COVID-19 tests of staff must be immediately reported to Ararat Charter's third-party administrator for workers' compensation, CharterSAFE. All serious illnesses must be reported to the California Occupational Safety and Health Administration (Cal-OSHA) within 24 hours. A COVID-19 case would be considered serious if it resulted in the employee's transport to the hospital from the school, if the employee was admitted to the hospital, or if the employee passed away due to an illness occurring in or in connection with employment. All notifications to Cal-OSHA need to be made immediately and documented.

## Case Management

### One case

The COVID-19 Compliance Officer instructs the individual who tested positive (case) to follow the COVID19 Home Isolation Instructions and informs the case that DPH will contact the case directly to collect additional information and issue Health Officer Order for isolation.

The COVID-19 Compliance Officer works with the case to identify exposed individuals and notifies them to follow the latest and most updated CDC and LACDPH Guidance for COVID-19 exposure.

The School COVID-19 Compliance Officer submits the list of exposed individuals to LACDPH using the COVID-19 Case and Contact Line List for the Educational Sector within 48 hours of notification of a laboratory confirmed COVID-19 case. This information will be transmitted to LACDPH via the following webportal:

<https://dphredcap.ph.lacounty.gov/surveys/?s=HAD8P8WXDM>

The Compliance Officer notifies the principal of all positive cases. Additionally, the Compliance Officer will provide notice to all employees who may have had a COVID-19 exposure within one business day. This notice of potential exposure may not reveal any personal identifying information of the COVID-19 case. Personal information of COVID-19 cases or persons with COVID-19 symptoms shall be kept confidential.

Employees or students who take the school-provided weekly COVID-19 PCR test, will receive a link to view their test result to take the appropriate action.

**Note:** “Quarantine Exemption” will be issued for individuals who are fully vaccinated (including a booster, if eligible, for employees), as well as individuals recovered from a lab-confirmed positive COVID-19 case in the past 90 days, are exempt from quarantine. All other individuals are subject to quarantine protocols which may include modified quarantine.

### Two cases within 14 days

In addition to implementing the above measures, if there are two cases within 14-days of each other, school will work with LACDPH to determine whether the cases have epidemiological links. If epi-links exist, school will implement additional infection control measures.

### Three cases within 14 days

In addition to implementing the above measures, the School COVID-19 Compliance Officer must report the cluster to the DPH Acute Communicable Disease Control (ACDC) Education Sector Team within 48 hours. This information will be transmitted to LACDPH via the following

webportal:

<https://dphredcap.ph.lacounty.gov/surveys/?s=HAD8P8WXDM>

If the DPH Acute Communicable Disease team determines that these cases meet the criteria for an outbreak, LACDPH will send a public health investigator to coordinate next steps.

An outbreak for K-12 schools is determined to be at least 3 confirmed cases within 14 days in a group that is epidemiological linked. The group can be a classroom, school event, extracurricular, team, club, transportation.

Infected persons must have been present in the same setting during the same time period while infectious. Household contacts will be grouped as a single case. Cases who have close contact outside of the school setting, will be grouped as a single case. For example, if two unrelated students are being babysat by the same provider after school, and both test positive for COVID-19, they will be considered one case when establishing epi-links on campus.

The Compliance Task Force will investigate and determine possible workplace related factors that contributed to the COVID-19 outbreak. The Task Force will also review COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread. The investigation and review will be documented.

### **Communication Plan for Transition between Instructional Models**

In the event there is a report of possible COVID spread within a school where the DPH recommends long-term or short-term suspension of in-person instruction, the communication plan will follow the same protocols from previous Ararat Charter closings and dismissal procedures. Ararat Charter will use Blackboard Connect message, Class Dojo, and Ararat Charter's website to communicate with families and staff regarding any school closure. The Governing Board will be immediately informed of the reasons for the closure and procedures being put into place by the school. The school will immediately transition to distance learning under the advisement of LACDPH.

## **COVID-19 Response Teams and Responsibilities**

The School COVID-19 Compliance Task Force Officer will:

- Monitor illness trends of student and staff absences
- Notify LACDPH of suspected or confirmed cases of COVID-19 and will collaborate with local public health department regarding contact tracing and any other mitigation or containment procedure as directed and notify the principal of suspected or confirmed COVID-19 illness
- Will provide support to the student and family regarding concerns arising from COVID-19 diagnosis or exposure.

The Attendance Monitor will:

- Notify the School COVID-19 Compliance Officer daily of student or staff absences that include suspected or confirmed COVID-19 diagnosis or any symptom of COVID-19
- Assure confidentiality of all medical information of student or staff member

The Office Manager will:

- Notify close contacts of students or staff with COVID-19 exposure
- upon directions of LACDPH, while maintaining confidentiality
- Manage school dismissal if necessary and notification of school community
- Assure confidentiality of all medical information of student or staff member, in collaboration with the Compliance Task Force Officer.

The Plant Manager will:

- Under direction of the Director of Compliance and Operations (Compliance Task Force Officer) clean and disinfect the area utilized by ill students or staff per district and DPH and CDC protocols.

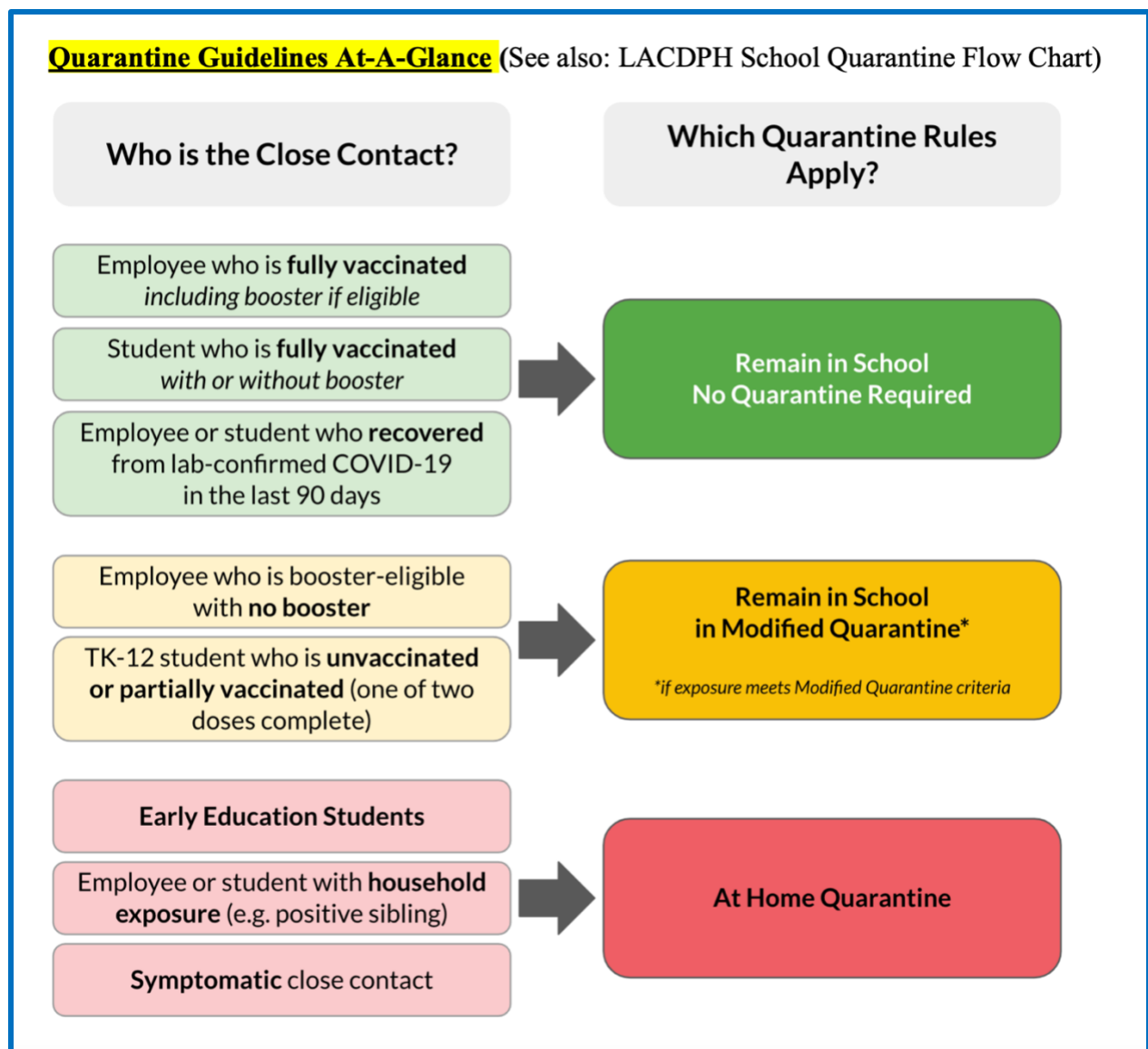
The School Nurse will:

- Provide emergency medical care, medication administration, specialized health care procedures
- Supervise and train licensed and unlicensed school staff
- Act as the Exposure Management Advisor
- Train classroom staff on basic first aid and the identification of COVID-19 symptoms

Since Ararat Charter does not have a full-time nurse, the Assistant Director of Compliance and Operations is designated to manage Health Office areas, when nurse is not present.

## Return to School or Work after COVID-19 Diagnosis, COVID-19 Symptoms, or COVID-19 Exposure

All students or staff returning from any or suspected COVID-19 illness or exposure are to adhere to the following guidelines. All students will need clearance from the COVID-19 Compliance Task Force Officer after safely quarantining to return to school.



## **COVID-19 Surveillance Program**

In response to the COVID-19 pandemic, Ararat Charter is implementing a program to provide the highest level of safety measures at schools. The key components of the program include daily health checks, COVID-19 testing of students and staff, and community engagement to follow up on positive cases of COVID-19 and employees or students who may have been exposed. Additionally, reporting procedures have been developed in accordance with the law to keep the school community informed of this testing and its results and of the school's continued health mitigation measures.

Ararat Charter is working with CoVerify to implement a program to provide regular COVID-19 weekly testing of all employees and students. The samples collected are packaged and sent to the lab. All test results and data collected is stored in a secure database and kept private. Information is only shared to the extent permitted under applicable privacy laws and/or when your express authorization has been obtained to share the information.

Baseline PCR testing will be conducted to inform a safe re-opening of in-person instruction. In the 7 days prior to the reopening of the school, all Ararat Charter students and staff who will be returning to the school campus will be provided with a back-to-school baseline test. Students whose families choose for them to remain on 100% online instruction and staff who are working remotely are not required to participate in this testing program.

All students and staff who return to school campus will participate in weekly PCR COVID-19 testing, offered on the campus.

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## **Serving Students with Disabilities**

Ararat Charter is prepared for opening to provide FAPE in the least restrictive environment (LRE) for each child. All students with disabilities will receive services according to their IEP. In accordance with IDEA it is critical to reinforce the understanding that students receiving special education services, or 504 accommodations are general education students first. Balancing the educational needs with the health and well-being of students and staff is our top priority.

Every child with a disability is entitled to FAPE and is entitled to special education services based on their individualized education program (IEP). Adherence to social distancing guidelines will be followed as feasible except for instances when the services outlined in a specific IEP call for closer proximity. This will be evaluated on a case-by-case basis. For example, additional provision of PPE supplies to staff (gloves, gowns, face shields and Plexiglas dividers) who are required to deliver handover hand instruction or hygiene service needs for students.

### **Service Provision**

Students will receive services as outlined in their IEP.

- Where possible, each student will be included into the Least Restrictive Environment. Special education teachers supporting students in the general education setting will provide services either remotely, or in person within the student's established cohort or on a one to one in person basis.
- Related service providers will provide services to students remotely via distance learning, or on a one to one in-person basis, as appropriate.
- The IDEA allows for flexibility in determining how to meet the individualized needs of students receiving special education services. State guidelines for the delivery of special education and related services will be implemented while protecting the health and safety of students as well as the individuals providing the services.
- If a student is unable to access their education in person due to medical or other circumstances, including the inability to wear a face mask, alternative means of delivering these services will be provided.
- In the event that the Department of Public Health requires the level of mitigation that would require the school to return to a full Distance Learning Model, each student will have an Individualized Distance Learning Plan reinstituted that is in accordance with the IEP. FAPE will continue to be provided.
- Ararat Charter will provide appropriate protective equipment relative to the responsibilities of all Support Service Staff and disability needs.
- If a student in special education is unable to wear a face mask, alternative protection strategies may be adopted. Other PPE will be considered to mitigate COVID-19 spread.

Students who are unable to wear face masks are unable to cohort with other students. These students will remain on the distance learning program and may come onto campus for one-on-one specialized services as needed.

- Staff will be supplied with protective equipment as appropriate, including masks, shields, gloves, and gowns.

### **504 Accommodations**

The 504 Plan is developed to ensure that a child who has a disability identified under ADA receives appropriate accommodations that provides equitable access to the learning environment. All accommodations within the 504 Plan will be followed. The team may need to provide other accommodations to meet specific criteria under the reopening school plan. Case managers will review 504 Plans to make sure that students receiving accommodations have equitable access to their education under the reopening plan. When required a 504 meeting will be held to provide appropriate added accommodations.



## **Family and Student Engagement**

Ararat Charter places a high priority on providing timely communications to our stakeholders during this unprecedented time. Ararat Charter communicates with families through multiple platforms – including:

- Traditional communications (email, calls, text, U.S. mail)
- Blackboard Connect
- Class Dojo
- Social media (Facebook)
- Digital media (Website, Zoom and Google Classroom)
- English Learner Advisory Committee
- School Leadership Council
- Cappuccino with the Principal
- Governing Board meetings

Ararat Charter is committed to the continual support of our families.

- The school will continue to comply with state and federal family engagement requirements during the COVID-19 pandemic. Virtual platforms will be used to facilitate the various events the school hosts including, but not limited to, governing board meetings, School Governance meetings, open houses, parent-teacher conferences, introductions from administrators, Annual Public Lottery, and orientations.
- Staff training will be provided at the beginning of the school year to cover safety protocols, including social distancing, hand washing, face masks, respiratory/cough etiquette, and cleaning/disinfection of surfaces.
- Student training will be provided in a format appropriate to students' age groups.

# **APPENDIX FOR PART I**

## Appendix A: Identification of COVID-19 Hazards

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.

**Person conducting the evaluation:** Director of Operations and Compliance

**Other Participants:** Assistant Operations and Compliance, Office Manager, Custodian

<i>Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards</i>	<i>Places and times</i>	<i>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</i>	<i>Existing and/or additional COVID-19 prevention controls, including barriers, partitions, and ventilation</i>
<ul style="list-style-type: none"> <li>• People interaction</li> <li>• All countertops</li> <li>• All desktops</li> <li>• All work stations</li> <li>• All high traffic areas</li> <li>• Doorknobs</li> <li>• Handles</li> <li>• Machines</li> <li>• Tables</li> <li>• Chairs</li> </ul>	Main Office All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Partitions</li> <li>• Barriers</li> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Thermometer</li> <li>• Site Access Questionnaire</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• People interaction</li> <li>• All high traffic areas</li> <li>• Doorknobs</li> <li>• Handles</li> </ul>	Lounge All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> </ul>

<i>Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards</i>	<i>Places and times</i>	<i>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</i>	<i>Existing and/or additional COVID-19 prevention controls, including barriers, partitions, and ventilation</i>
<ul style="list-style-type: none"> <li>• Tables</li> <li>• Chairs</li> </ul>		<ul style="list-style-type: none"> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• People interaction</li> <li>• All high traffic areas</li> <li>• Doorknobs</li> <li>• Handles</li> <li>• Machines</li> <li>• Tables</li> <li>• Chairs</li> </ul>	Work Room All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• Doorknobs</li> <li>• Handles</li> <li>• Faucet/Sink</li> <li>• Toilet</li> <li>• Light switch</li> </ul>	Restrooms All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• All high traffic areas</li> <li>• Doorknobs</li> <li>• Handles</li> <li>• Drinking Fountains</li> </ul>	Hallways All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> </ul>

<i>Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards</i>	<i>Places and times</i>	<i>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</i>	<i>Existing and/or additional COVID-19 prevention controls, including barriers, partitions, and ventilation</i>
<ul style="list-style-type: none"> <li>• People interaction</li> <li>• All desktops</li> <li>• All high traffic areas</li> <li>• Doorknobs</li> <li>• Handles</li> <li>• Tables</li> <li>• Chairs</li> <li>• Drinking Fountains</li> </ul>	Classrooms All Day	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Partitions</li> <li>• Barriers</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> </ul>
<ul style="list-style-type: none"> <li>• Handles</li> <li>• Light switch</li> </ul>	Storage As needed	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Student Service Providers</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> </ul>
<ul style="list-style-type: none"> <li>• Benches</li> <li>• Tables</li> </ul>	Lunch Area School Hours	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Student Service Providers</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Face Masks</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> </ul>
<ul style="list-style-type: none"> <li>• Countertops</li> <li>• Machines</li> <li>• Sink</li> <li>• Handles</li> </ul>	Cafeteria School Hours	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Barriers</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> </ul>

<i>Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards</i>	<i>Places and times</i>	<i>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</i>	<i>Existing and/or additional COVID-19 prevention controls, including barriers, partitions, and ventilation</i>
			<ul style="list-style-type: none"> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• Apparatus</li> <li>• Benches</li> <li>• Drinking Fountains</li> <li>• Equipment</li> </ul>	Playground School Hours	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Student Service Providers</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• UV Spray Gun</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> </ul>
<ul style="list-style-type: none"> <li>• People interaction</li> <li>• Gate</li> <li>• Handles</li> </ul>	Arrival and Dismissal 7:30-8:00am 3:00-3:30pm	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Visitors</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• No parents allowed on campus</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> </ul>
<ul style="list-style-type: none"> <li>• Tables</li> <li>• Chairs</li> <li>• Computers</li> <li>• Keyboards</li> <li>• Mouse</li> <li>• Handles</li> <li>• Drinking Fountains</li> </ul>	Computer Lab School Hours	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Contracted Vendors</li> <li>• Student Service Providers</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• Diluted Bleach</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> <li>• Protection on screen and keyboard</li> </ul>

<i>Interaction, area, activity, work task, process, equipment, and material that potentially exposes employees to COVID-19 hazards</i>	<i>Places and times</i>	<i>Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers</i>	<i>Existing and/or additional COVID-19 prevention controls, including barriers, partitions, and ventilation</i>
<ul style="list-style-type: none"> <li>• Tables</li> <li>• Chairs</li> <li>• Bookshelves</li> <li>• Handles</li> <li>• Books</li> <li>• Drinking Fountains</li> </ul>	Library School Hours	Possible exposure <ul style="list-style-type: none"> <li>• Employees</li> <li>• Student Service Providers</li> <li>• Students</li> </ul>	<ul style="list-style-type: none"> <li>• Ventilation</li> <li>• Face Masks</li> <li>• Face Shields</li> <li>• Gloves</li> <li>• Hand Sanitizer</li> <li>• Disinfecting Wipes</li> <li>• UV Spray Gun</li> <li>• Soap and Water</li> <li>• Physical Distancing</li> <li>• Floor Markers</li> <li>• Block drinking fountain</li> </ul>

## Appendix B: COVID-19 Inspections

**Name of person conducting the inspection:** Adrineh Gharibi, Director of Operations and Compliance

**Other Participants:** Assistant Operations and Compliance, Office Manager

**Location evaluated:** -----

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
<b>Engineering</b>			
Barriers/partitions		Operations Team	
Ventilation (amount of fresh air and filtration maximized)		LAUSD – M&O	
Additional room air filtration			
<b>Administrative</b>			
Physical distancing		Operations Team	
Surface cleaning and disinfection (frequently enough and adequate supplies)		On-site custodian	
Hand washing facilities (adequate numbers and supplies)		On-site custodian	
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions		On-site custodian	
<b>PPE</b> (not shared, available and being worn)		Operations Team	
Proper Use of Face masks		Operations Team	
Gloves		Operations Team	
Face shields/goggles		Operations Team	
Respiratory protection		Operations Team	



## Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, apart from the unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records will also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date: As needed**

**Name of person conducting the investigation: Operations Team**

### COVID-19 Case Investigation SAMPLE

<b>Employee (or non-employee*) name:</b>		<b>Occupation (if non-employee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of staff involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	
<b>Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional information):</b>			

## SAMPLE

<b>Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:</b>			
<b>All employees who may have had COVID-19 exposure and their authorized representatives.</b>	<b>Date:</b>		
	<b>Names of employees that were notified:</b>		
<b>Independent contractors and other employers present at the workplace during the high-risk exposure period.</b>	<b>Date:</b>		
	<b>Names of individuals that were notified:</b>		
<b>What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?</b>		<b>What could be done to reduce exposure to COVID-19?</b>	
<b>Was local health department notified?</b>		<b>Date:</b>	

**Appendix D1: COVID-19 Training Roster**

**Date:** To be completed at the training that will be scheduled prior to reopening

**Person that conducted the training:** Operations Team

Employee Name	Signature

# **Additional Consideration #1**

## Multiple COVID-19 Infections and COVID-19 Outbreaks

*[This section will need to be added to your CPP if your workplace is identified by a local health department as the location of a COVID-19 outbreak, or there are three or more COVID-19 cases in your workplace within a 14-day period. Reference section [3205.1](#) for details.]*

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

### COVID-19 testing

- We will provide COVID-19 testing to all employees in our exposed workplace except for employees who were not present during the period of an outbreak identified by a local health department or the relevant 14-day period. COVID-19 testing will be provided at no cost to employees during employees' working hours.
- COVID-19 testing consists of the following:
  - All employees in our exposed workplace will be immediately tested and then tested again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine period required by, or orders issued by, the local health department.
  - After the first two COVID-19 tests, we will continue to provide COVID-19 testing of employees who remain at the workplace at least once per week, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
  - We will provide additional testing when deemed necessary by Cal/OSHA.

### Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with our CPP **Exclusion of COVID-19 Cases** and **Return to Work Criteria** requirements, and local health officer orders if applicable. Details of the case and the list of those exposed will be submitted to the Los Angeles County Department of Public Health to conduct full public health contact tracing.

### Investigation of workplace COVID-19 illness

We will immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

### COVID-19 investigation, review, and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we will immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review will be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 testing policies.

- Insufficient outdoor air.
- Insufficient air filtration.
- Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards.
  - When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review.
 

We will consider:

  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.
  - Increasing physical distancing as much as possible.
  - Respiratory protection.
  - [describe other applicable controls].

### **Notifications to the local health department**

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We will provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We will continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

## **Additional Consideration #2**

## Major COVID-19 Outbreaks

**[This section will need to be added to your CPP should your workplace experience 20 or more COVID-19 cases within a 30-day period. Reference section [3205.2](#) for details.]**

This section of CPP will stay in effect until there are no new COVID-19 cases detected in our workplace for a 14-day period.

### COVID-19 testing

We will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at our exposed workplace during the relevant 30-day period(s) and who remain at the workplace. COVID-19 testing will be provided at no cost to employees during employees' working hours.

### Exclusion of COVID-19 cases

We will ensure COVID-19 cases and employees with COVID-19 exposure are excluded from the workplace in accordance with our **CPP Exclusion of COVID-19 Cases and Return to Work Criteria**, and any relevant local health department orders.

### Investigation of workplace COVID-19 illnesses

We will comply with the requirements of our **CPP Investigating and Responding to COVID-19 Cases**.

### COVID-19 hazard correction

In addition to the requirements of our **CPP Correction of COVID-19 Hazards**, we will take the following actions:

- In buildings or structures with mechanical ventilation, we will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters if compatible with the ventilation system. If MERV-13 or higher filters are not compatible with the ventilation system, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission and implement their use to the degree feasible.
- We will determine the need for a respiratory protection program or changes to an existing respiratory protection program under CCR Title 8 section 5144 to address COVID-19 hazards.
- We will evaluate whether to halt some or all operations at our workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

### Notifications to the local health department

We will comply with the requirements of our **Multiple COVID-19 Infections and COVID-19 Outbreaks- Notifications to the Local Health Department**.