

FRESNO UNIFIED SCHOOL DISTRICT
COVID-19 SAFETY PLAN FOR IN-PERSON INSTRUCTION

Updated May 14, 2022

1. Cal-OSHA COVID-19 Prevention Plan (“CPP”):
 - a. Authority and Responsibility
 - i. The Superintendent has the overall authority and responsibility for implementing the provisions of this CPP at the Fresno Unified School District. In addition, all Principals, managers, and supervisors are responsible for implementing and maintaining the School Safety Plan at the school sites and for ensuring employees receive answers to questions about the Covid-19 Prevention Program. The Superintendent has designated Safety Plan Officers for the specific implementation of the elements of this plan. The CPP Officers for the District is:
 - 1) Nikki Henry, Chief Information Officer Communications

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 - 2) Andrew De La Torre, Executive Director of Benefits/Risk Management

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 - 3) Amy Idsvoog, Executive Officer, Health Services, Safety and Emergency Response

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 - ii. All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.
 - iii. In the fall of 2020, the District established a COVID-19 Action Team (“CAT”) responsible for contact tracing. In September 2021, an onsite CAT team was established for the school year at middle and high schools to support more complex contact tracing.
 - b. System for Communicating:
 - i. The District’s shall establish effective two-way communication with employees that includes the following information:

- 1) Employees should report COVID-19 symptoms, possible COVID-19 exposures and possible hazards to their supervisor.
- 2) Employees can report symptoms, possible exposures and hazards without fear of reprisal.
- 3) District procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- 4) Where employees can access COVID-19 voluntary testing available through health plans, local testing centers or multiple district testing hubs located at regional high schools.
- 5) In the event testing is required to be provided, the District has communicated through email, district flyers, virtual town hall meetings and superintendent video messages how affected employees can access testing and the possible consequences of a positive test.
- 6) Following state guidelines, information about COVID-19 hazards employees (including other employers and individuals in contact with the workplace) may be exposed to, what is being done to control those hazards, and the District's COVID-19 policies and procedures.

c. Identification and Evaluation of COVID-19 Hazards

- i. The District has implemented the following identification and evaluation strategies:
 - 1) Conduct workplace-specific identifications using the Appendix A: Identification of COVID-19 Hazards form for interactions, areas, activities, processes, equipment, and materials that could potentially expose employees to COVID-19 hazards.
 - 2) Identify places and times when people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not
 - 3) Evaluate employees' potential workplace exposures to all persons at, or who may enter, a District facility
 - 4) Respond effectively and in a timely manner to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission of COVID-19 in the workplace as set forth in this Safety Plan including:

- a) Actively encourage sick employees to stay home.
 - b) Students and employees who exhibit COVID-19 symptoms are to be sent home immediately.
 - c) Ensure employees who are out ill with fever or acute respiratory symptoms do not return to work until the following occur:
 - i) At least 24 hours with no fever (without the use of fever-reducing medications)
 - ii) symptoms have improved and
 - iii) 10 days have passed since symptom onset OR they have a negative COVID test result after day 5
 - d) Allow employees to utilize available OSHA sick leave and medical leave for specified reasons related to COVID-19 when it's been determined they were exposed at work.
 - e) Ensure employees that return to work following an illness promptly report any recurrence of symptoms.
- 5) For many indoor settings, including classroom, the district has added air purifiers. It continues to evaluate indoor locations and how to maximize the quantity of outdoor air and whether it is possible to increase filtration efficiency to the highest level compatible with the existing ventilation system.
 - 6) 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.
 - 7) Evaluate existing COVID-19 prevention controls and the need for different or additional controls.
 - 8) 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 current COVID-19 policies and procedures.
- d. Employee Participation:
- i. Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by contacting their supervisor or Principal at the school site. In addition, District Administration may also be contacted at the District Office.

e. Employee and Student Screening

- i. Prior to coming onto campus, everyone is encouraged to do their part and use our daily self-health screening tool. Individuals who are not feeling well should remain home.
- ii. Students/staff who have any COVID-19 like symptoms may be asked to isolate for at least 10 days. They may return sooner if: 1) symptoms resolved 2) one day without fever or use of medication. 3) They have a negative test result after day 5.
- iii. Please note, symptoms DO NOT always mean COVID-19, so to reduce rumors and unnecessary concern with classmates/ coworkers, we encourage parents, students and employees to keep their personal health conditions confidential until symptoms have been confirmed by medical testing and/or medical professionals.

f. Investigating COVID-19 Cases

- i. This will be accomplished by using the Frontline – Electronic Health Record, COVID-19 Case Management Form below:

Detail

Case Type*: Date of first symptoms:

Date tested positive: Quarantine/Isolation start date:

Estimated quarantine/isolation end date: Revised estimated quarantine/isolation end date:

Date of approval to return to school: Date of actual return following quarantine/isolation:

Number of people in household: Number of people in household w/ COVID-19:

Number of students that attend the district in household:

RAD

Results/ Outcomes:(T)

Actions:(T)

Dispositions:(T)

Comment:

Person Type:

Last on Campus:

Symptoms:

Close Contacts:

COVID-19 Resources:

Notes:

g. Responding to a COVID-19 case in the workplace:

- i. The District will take all of the following steps in response to a COVID-19 case in the workplace.
 - 1) Determine the day and time the COVID-19 case was last present and, to the extent possible, the date of the positive COVID-19 test(s) and/or diagnosis, and the date the COVID-19 case first had one or more COVID-19 symptoms, if any were experienced.
 - 2) Determine who may have had a COVID-19 exposure. This requires an evaluation of the activities of the COVID-19 case and all locations at the workplace which may have been visited by the COVID-19 case during the high-risk exposure period.
 - 3) In consultation with the local public health department, the appropriate school official should ensure cleaning and quarantine of exposed persons and whether any additional intervention is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.
 - 4) Additional areas of the school visited by the COVID-19 positive individual may also need to be cleaned and disinfected.
- ii. Give notice of the potential COVID-19 exposure, within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case, to the following:
 - 1) All employees who may have had COVID-19 exposure and their authorized representatives.
 - 2) Independent contractors and other employers present at the workplace during the high-risk exposure period.
- iii. Offer COVID-19 testing at no cost to employees during their working hours to all employees who had potential COVID-19 exposure in the workplace and provide them with the information on the COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws. This may include any benefits available under workers' compensation law, the federal Families First Coronavirus Response Act or successor legislations, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, available leaves pursuant to the Education Code, Cal-OSHA Regulations and/or Emergency Temporary Standards, local governmental requirements, the employer's own leave policies, and leave guaranteed by contract.
- iv. Investigate whether any workplace conditions could have contributed to the risk of COVID-19 exposure and what could be done to reduce exposure to COVID-19 hazards.

- v. All personally identifying information regarding COVID-19 cases or persons with COVID-19 symptoms shall be kept confidential. All COVID-19 testing or related medical services provided by the employer under this section and sections 3205.1 through 3205.4 shall be provided in a manner that ensures the confidentiality of employees.
- h. Correction of COVID-19 Hazards:
 - i. Unsafe or unhealthy work conditions, practices or procedures will be documented on the Appendix B: COVID-19 Inspection form, and corrected in a timely manner based on the severity of the hazards, as follows:
 - 1) The severity of the hazard will be assessed. Appropriate work orders, procedures, or other mitigation strategies will be implemented within a timely manner.
 - 2) The COVID-19 response team, designated by the Superintendent is responsible for timely correction.
 - 3) In consultation with Fresno County Department of Public Health, follow-up measures will be taken to determine if the mitigation strategies have been effective.
 - i. Training and Instruction
 - i. The District will provide effective training and instruction to employees and students that includes the following, as applicable:
 - 1) COVID-19 policies and procedures to protect employees and students from COVID-19 hazards.
 - 2) Information regarding COVID-19-related benefits to which the employee may be entitled through workers' compensation law, the federal Families First Coronavirus Response Act or successor legislations, Labor Code sections 248.1 and 248.5, Labor Code sections 3212.86 through 3212.88, available leaves pursuant to the Education Code, Cal-OSHA Regulations and/or Emergency Temporary Standards, local governmental requirements, the employer's own leave policies, and leave guaranteed by contract.
 - 3) While CDE and CDPH eliminated requirements for physical distancing of six feet or more, the District continues to message importance of physical distancing when possible.
 - 4) In cases where students may have been exposed to a positive person in class, a group or on a team, the District has implemented Group Contact Tracing. Parents are notified and asked to monitor for

symptoms. Students can continue to come to school as long as they remain symptom free. Testing is encouraged on day 5 or later.

- 5) 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.
- 6) COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- 7) Screening practices
- 8) How COVID-19 is spread
- 9) Infographics in multiple languages reflecting screenings, positive and close contact processes, vaccination and testing opportunities, data dashboards and further COVID resources.
- 10) COVID-19 specific symptom identification and when to seek medical attention
- 11) Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
- 12) The District's plan and procedures to follow when children or adults become sick at school.

ii. Training for employees has been provided through virtual town hall meetings and will be documented through an automated record keeping system and/or training log after successfully completing online training modules. (Appendix D).

j. Control of COVID-19 Hazards

i. Physical Distancing

- 1) CDC and CDPH have eliminated physical distancing requirements of 6 feet but continue to encourage employees and students to practice physical distancing where possible.
- 2) Any individual that appears to be unwell will NOT be granted access to the site or allowed to start work.

- 3) Require sick workers/employees – and those displaying flu-like symptoms – to stay home. (“Worker/Employee” means worker or employee for the District, subcontractors, designers, consultants, etc.)
 - 4) Send employees home immediately who show signs and symptoms of flu-like or acute respiratory illness symptoms.
 - 5) Hand Sanitizer and appropriate protective equipment shall be made available throughout each site and office, as necessary.
 - 6) Encourage respiratory etiquette, including covering mouth and or nose when coughing and/or sneezing. Cover the mouth and nose with a tissue. If a tissue is not immediately available cough or sneeze into your sleeve, not your hands.
 - 7) Signage is posted throughout District buildings and work areas to raise awareness.
 - 8) Encourage physical distancing where possible where there are a number of employees working within a certain area.
 - 9) Use of daily task analysis or job hazard analysis forms to communicate the seriousness of this situation and the protection measures necessary.
- ii. Rotating work schedules may be considered when appropriate. Appropriate schedules could include:
- 1) Staggered start and ending times
 - 2) AM/PM schedule
 - 3) Alternating days
- iii. Meetings
- 1) Local health guidance permits in-person meetings.
- k. Face Coverings
- i. The District will provide face coverings to all unit members and students who may want them. Face coverings are optional in all K-12 facilities as outlined by local public health guidelines, and the California Department of Public Health (CDPH) and local health department. Employees may provide their own face coverings or use the disposable face coverings available in the main entry area of each school site or district office.

1. Engineering controls
 - i. The following measures will be implemented as additional safety measures:
 - 1) Alternative options as practicable.
 - 2) Fresno Unified is ensuring that proper preventive maintenance is being performed on all heating and air conditioning units and is changing filters on a regular basis. Systems maximize the influence of filtered outside air into the HVAC system to cycle air out of enclosed space and replace it with fresh air.
 - 3) To the extent feasible, the District will maximize the quantity of outside air for buildings with mechanical or natural ventilation systems by:
 - a) For buildings with mechanical or natural ventilation, or both, the District will maximize the quantity of outside air provided to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or, if opening windows or letting in outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.
 - m. Cleaning and disinfecting Protocols
 - i. Routine cleaning will happen daily by the site custodian using EPA approved disinfectants (chairs, tables, doorknobs, handles, uncluttered flat surfaces, keyboards, light switches/buttons, phones, sinks and anything with a classroom or designated areas that would be considered a high touch point)
 - ii. Foggers are available and will be used as needed
 - iii. On demand cleaning and disinfection will occur as needed due to COVID-19 exposure and will be coordinated by COVID-19 Action Team (CAT), Communications and Maintenance/Operations leadership.
 - n. Hand sanitizing Protocols
 - i. To protect employees from COVID-19 hazards, the District will evaluate its handwashing facilities, determine the need for additional facilities, encourage and allow time for employee handwashing, and provide employees with an effective hand sanitizer. The District shall encourage employees to wash their hands for at least 20 seconds each time. Provision or use of hand sanitizers with methyl alcohol is prohibited.

- ii. Practicing hand hygiene is a simple yet effective way to prevent COVID-19. All students, staff, families and essential visitors will have access to soap and water. If soap and water are not readily available, access to hand sanitizer (with more than 60% alcohol content) will be made available.
 - 1) When to wash your hands
 - a) Before, during and after preparing food
 - b) Before eating food
 - c) Before and after caring for someone
 - d) After using the toilet
 - e) After blowing your nose, coughing, or sneezing
 - f) After you have been in a public place and touched an item or surface that may be frequently touched by other people
 - g) Before touching your eyes, nose, or mouth because that's how germs enter our bodies
- o. Personal Protective Equipment
 - i. Based on state and local health guidance, the District will continue to evaluate the need for personal protective equipment to prevent exposure to COVID-19 hazards, such as gloves, goggles, and face shields, and will continue to provide such personal protective equipment as needed.
 - ii. The District will evaluate the need for respiratory protection in accordance with section 5144 when the physical distancing requirements in subsection (c)(6) are not feasible or are not maintained.
 - iii. The District will provide and ensure use of respirators in accordance with section 5144 when deemed necessary by the Division through the Issuance of Order to Take Special Action, in accordance with title 8, section 332.3.
 - iv. The District will provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.
- p. Reporting, Recordkeeping, and Access
 - i. The District's CPP Officers will:

- 1) Report information about COVID-19 cases to the local health department whenever required by law, and provide any related information requested by the local health department.
- 2) 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 the place of employment or in connection with any employment.
- 3) Maintain records of the steps taken to implement the written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- 4) The written COVID-19 Prevention Program (CPP) is available on the District's website to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- 5) Use the Frontline – Electronic Health Record, COVID-19 Case Management Form. (Appendix C) to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.
- 6) The District has implemented a COVID data dashboard that can be found at www.Fresnounified.org highlighting the number of positive cases involving students and employees.

q. Exclusion of COVID-19 Cases

- i. When a COVID-19 case is identified in the workplace, the District will limit transmission by:
 - 1) Ensuring that COVID-19 cases are excluded from the workplace until return-to-work requirements are met.
 - 2) Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related.
 - 3) Providing employees at the time of exclusion with information on available benefits.

r. Return-to-Work Criteria

- i. COVID-19 cases with COVID-19 symptoms shall not return to work until:

- 1) At least 24 hours have passed since a fever of 100 or higher has resolved without the use of fever-reducing medications.
 - 2) COVID-19 symptoms have improved; and
 - 3) They have received a negative test result OR 10 days have passed since the onset of symptoms.
- ii. COVID-19 cases who tested positive but never developed COVID-19 symptoms
- 1) Shall isolate at home for 10 days. They may exit isolation sooner if they receive a negative clinical test taken on day 5 or later.
- iii. If an order to isolate or quarantine an employee is issued by a local or state health official
- 1) The employee shall not return to work until the period of isolation or quarantine is completed or they receive a clinical negative COVID test on day 5 or later. If no period was specified, then the period shall be:
 - a) 10 days from the time the order to isolate was effective, or
 - b) 10 days from the time the order to quarantine was effective.
- iv. If there are no violations of local or state health officer orders for isolation or quarantine, the Division may, upon request, allow employees to return to work on the basis that the removal of an employee would create undue risk to a community's health and safety. In such a case, the District shall develop, implement, and maintain effective control measures to prevent transmission in the workplace including providing isolation for the employee at the workplace and, if isolation is not possible, the use of respiratory protection in the workplace.
- s. Health Screening for Students and Staff
- i. Prior to coming onto campus, everyone should do their part and use our daily self-health screening tool. Individuals who do not feel well should remain home.
 - ii. Students/staff who have any COVID-19 like symptoms may be asked to isolate for at least 10 days. They may return sooner if: 1) symptoms improve 2) one day without fever or use of medication. 3) They have received a negative test result.
 - iii. Please note, symptoms DO NOT always mean COVID-19, so to reduce rumors and unnecessary concern with classmates/ coworkers, we encourage

parents, students and employees to keep their personal health conditions confidential until symptoms have been confirmed by medical testing and/or medical professionals.

- iv. Staff and students that do not pass the screening and have symptoms must not come to school sites and will be sent home if they come to school/work
 - v. The District will communicate with parents if their student exhibits one or more COVID-19 symptoms and refer to the student's health information form and/or emergency card.
 - vi. The District will recommend that ill students and staff be tested as soon as possible. If they are sent home ill, they may not return without a negative test or completing a 10-day quarantine.
 - vii. Actively encourage sick students and employees to stay home.
- t. Healthy Hygiene Practices
- i. In addition to healthy hygiene practices in the CPP, the District's health hygiene practices may include but not be limited to:
 - 1) Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze into a tissue or their elbow.
 - 2) Students and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
 - 3) Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.
 - 4) Staff should model and practice handwashing. For example, use bathroom time in lower grade levels as an opportunity to reinforce healthy habits and monitor proper handwashing.
 - 5) Students and staff should use hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.
 - 6) Do not use hand sanitizers that may contain methanol which can be hazardous when ingested or absorbed.
 - 7) Children under age 9 should only use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.

- 8) Develop routines enabling students and staff to regularly wash their hands at staggered intervals.
 - 9) Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, face coverings, and hand sanitizers.
- u. Identification and Tracing of Contacts
- i. Contact Tracing
 - 1) Health Services COVID-19 Action Team (CAT) works with Human Resources, school administrators, Health Department, Health Services staff, Communications, students, staff and families to ensure that we are doing our part to reduce the spread of COVID-19.
 - 2) Following FCDPH guidance, the first positive COVID case in an elementary classroom will be group traced meaning that the class, group or team will be notified of a possible exposure. Students may come to school as long as they remain symptom free. Parents are asked to monitor for symptoms and testing is encouraged on day 5 or later.
 - ii. Notification
 - 1) School administrators, administrative support and Health Services staff will report any suspected or confirmed cases to Health Services using the confidential district form. The form can be found on the Fresno Unified staff portal and goes directly to Health Services for contact tracing to begin.
 - 2) Personal phone calls, emails and school messengers can be used to notified employees and families.
 - iii. Investigation
 - 1) CAT will make contact with suspected individual and will provide resources and communicate next steps to school site and individual.
 - iv. Clearance
 - 1) Following Fresno County Department of Public Health guidance and in alignment with FCDPH scenario guidance, CAT will collaborate with school site and individual to ensure that there is appropriate clearance for returning to school/ work.
 - v. Close Contact Notification

- 1) CAT team will work with the school site to ensure that close contacts are notified; disinfection is coordinated for any recent positive cases.

v. Staff Training and Family Education

- i. All staff will be trained consistent with the CPP, and the District will regularly provide access to educational materials to families on the following safety actions:

- 1) Importance of physical distancing when possible
- 2) Symptoms screening practices.
- 3) COVID-19 specific symptom identification.
- 4) How COVID-19 is spread.
- 5) Contact tracing process
- 6) Quarantining guidelines
- 7) Testing and vaccination opportunities
- 8) Enhanced sanitation practices.
- 9) The importance of staff and students not coming to work they have symptoms.
- 10) For staff, COVID-19 specific symptom identification and when to seek medical attention.
- 11) The employer's plan and procedures to follow when staff or students become sick at school.
- 12) The employer's plan and procedures to protect staff from COVID-19 illness.

w. Testing of Staff

- i. In addition to the testing requirements established by the Cal-OSHA Emergency Temporary Standards for staff when there is an outbreak or major outbreak, the District recommends that staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 go get tested as soon as possible. In addition to county testing facilities, the District has created COVID testing hubs at regional high schools to ease testing access for employees, students and community members.

x. Testing of Students

- i. The District will recommend that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 get tested as soon as possible. In addition to county testing facilities, the District has created COVID testing hubs at regional high schools to ease testing access for employees, students and community members.

- y. Identification and Reporting of Cases
 - i. The investigation, identification and reporting of COVID-19 was set forth in the CPP and the January 14, 2021 CDPH COVID-19 Case Reporting by Schools. The Case Reporting is as follows:
 - a) The District shall notify its local health officer of any known case of COVID-19 among any student or employee who was present on one of its school campuses within the 10 days preceding a positive test for COVID-19. Specifically, the District shall report the following information:
 - i) The full name, address, telephone number, and date of birth of the individual who tested positive.
 - ii) The date the individual tested positive, the school(s) at which the individual was present on-site within the 10 days preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
 - iii) The full name, address, and telephone number of the person making the report.
 - b) This information shall be reported to the local health officer via their online reporting tool.
 - 2) This reporting shall continue until the Case Reporting directive is modified or rescinded.

- z. Communication Plans
 - i. Close contacts will be notified by the supervisor while classrooms and school communities will be notified by letter and/or phone message home to as appropriate.
 - ii. NOTIFICATIONS:
 - 1) Notice of potential COVID-19 exposures will be provided to all employees, their authorized representatives, students and independent contractors at the same worksite during the high-risk exposure period as a COVID-19 positive case, within one business

day, in a way that does not reveal any personal identifying information of the COVID-19 case, to the following:

- 2) ALL employee Close Contacts will be notified for CONFIRMED positive COVID-19 known exposures.
- 3) The District will ensure that notifications about COVID-19 cases and exposures at District schools are in compliance with FERPA and HIPAA privacy requirements.

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: _____ **Date:** _____

Name(s) of employee and authorized employee representative that participated:

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation

Appendix B: COVID-19 Inspections

Work location evaluated: _____


Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
Administrative			
Physical distancing			
Surface cleaning and disinfection (Frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			

Date: _____

Name of person conducting the inspection: _____

Appendix C: Investigating COVID-19 Cases

Detail

Case Type*:	<input type="text" value="Select Case Type"/>	Date of first symptoms:	<input type="text"/>
Date tested positive:	<input type="text"/>	Quarantine/Isolation start date:	<input type="text"/>
Estimated quarantine/isolation end date:	<input type="text"/>	Revised estimated quarantine/isolation end date:	<input type="text"/>
Date of approval to return to school:	<input type="text"/>	Date of actual return following quarantine/isolation:	<input type="text"/>
Number of people in household:	<input type="text"/>	Number of people in household w/ COVID-19:	<input type="text"/>
Number of students that attend the district in household:	<input type="text"/>		
RAD			
Results/ Outcomes:(T)	<input type="text" value="Select Results/ Outcomes"/>		
Actions:(T)	<input type="text" value="Select Actions"/>		
Dispositions:(T)	<input type="text" value="Select Dispositions"/>		
Comment:	<div><p>Person Type: Last on Campus: Symptoms: Close Contacts: COVID-19 Resources: Notes </p></div>		

II.
Appendix D: COVID-19 Training Roster

Date: _____ Name of person conducting the training: _____

Employee Name	Signature

Multiple COVID-19 Infections and COVID-19 Outbreaks

If a school site or District 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, this section of CPP will stay in effect until there are no new COVID-19 cases detected in the workplace for a 14-day period.

COVID-19 testing

- The District will provide COVID-19 testing to all employees in District 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 the 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, the District 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 the workplace for a 14-day period.
 - The District will provide additional testing when deemed necessary by Cal/OSHA.

Exclusion of COVID-19 cases

The District will ensure COVID-19 cases and employees who had COVID-19 exposure are excluded from the workplace in accordance with the CPP Exclusion of COVID-19 Cases and Return to Work Criteria requirements, and local health officer orders, if applicable.

Investigation of workplace COVID-19 illness

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

COVID-19 investigation, review and hazard correction

In addition to the CPP Identification and Evaluation of COVID-19 Hazards and Correction of COVID-19 Hazards, the District 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:
 - Leave policies and practices and whether employees are discouraged from remaining home when sick.
 - 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. The following will be considered:
 - 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 the workplace, the CCP Officer will contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- The CPP Officer 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. The CPP Officer will continue to give notice to the local health department of any subsequent COVID-19 cases at the workplace.

Major COVID-19 Outbreak

If a school site or District workplace experiences 20 or more COVID-19 cases within a 30-day period, this section of CPP will stay in effect until there are no new COVID-19 cases detected in the workplace for a 14-day period.

COVID-19 testing

The District will provide twice a week COVID-19 testing, or more frequently if recommended by the local health department, to all employees present at the 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

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

Investigation of workplace COVID-19 illnesses

The District will comply with the requirements of the CPP Investigating and Responding to COVID-19 Cases.

COVID-19 hazard correction

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

- In buildings or structures with mechanical ventilation, the District 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, the District will use filters with the highest compatible filtering efficiency. The District 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.
- The District 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.
- The District will evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected
- Implement any other control measures deemed necessary by Cal/OSHA.

Notifications to the local health department

The District will comply with the requirements of any Multiple COVID-19 Infections and COVID-19 Outbreaks-Notifications to the Local Health Department.