

COVID-19 Safety Plan for In-Person School

Goal

Ensuring all students, staff and community members remain healthy and safe by following best practices in the areas of:

- Guidance, directives and recommendations from Contra Costa Health Services
- Health and safety information, social distancing and infection control practices (hand-washing, face coverings)
- Classroom, food services, and cleaning
- Health and personal protective equipment (PPE),
- Management and isolation of staff and students showing sign of illness

The requirements in this document are actions that the Contra Costa Health Services and the California Department of Education are requiring from the public and schools in order to resume in-person instruction. Items in this box will be deemed requirements for each site. We will be expressing the expectations as well as what we already have in place for each site in this area. Requirements in this plan will be in place for schools to proceed with in-person instruction.

In this document are additional measures that school sites may adjust and take into consideration for their individual site.

The guidance in this document is provided by the California Department of Education's "Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools" (June 2020), the California Department of Public Health's "COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year (January 2021), Contra Costa County Health Services, Contra Costa County Office of Education, and COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year.

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A. Physical Distancing

1. General

From the recent California Department of Public Health update, recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. Our school sites will:

- Communicate with all staff and families regarding the importance of masking and not reporting to school when symptomatic.
- Remind students to space out while eating (especially indoors) to the extent feasible.
- Allow only necessary visitors on the campus and limit the number of students and staff who come into contact with them.
- At this time, volunteers will not be allowed on campus.
- Any outside organizations utilizing school facilities outside of school hours, will be required to follow all health and safety measures. At this time, we are not allowing outside organizations to use our school facilities.

2. Classroom Settings

When we return to our full in person session, classrooms will be spaced out in a manner that is consistent with the most current California Department of Public Health guidelines and the Contra Costa Health Services guidelines. All schools will follow the following:

- Assign stable seating arrangements for students to ensure that close contacts within classrooms are minimized and easily identifiable.
- Ensure that masking techniques are properly being used in the classroom.
- Have additional hygiene supplies ready if needed.

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3. Bus Transportation to and from School

COVID-19 prevention measures will be in place and monitored by our Districts Transportation team. The following will be in place for all of our school buses.

- All bus drivers and students will be required to wear face coverings at all times while awaiting and riding on buses.
- Buses will be thoroughly cleaned and disinfected between shifts, daily, and after transporting an individual who is exhibiting COVID-19 symptoms.
- Bus drivers will be provided with extra masks for students who lose or forget to bring their masks.
- Bus drivers will be provided with disinfectant wipes and disposable gloves to support disinfection of frequently touched surfaces during the day
- Students will be required to complete the self-screening questionnaire, as described in the compact, daily. .
- Seating charts will be utilized. Students from the same household will be seated next to each other.
- Windows may be opened for increased ventilation, weather and safety conditions permitting.

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B. Hygiene Measures

1. Face Coverings

Proper use of face coverings is another primary way to reduce the spread of COVID-19. Our school sites have the following requirements established and the masks are ready to distribute:

- Teachers and staff
 - All adults must wear a cloth or disposable face mask at all times
Teachers and staff in classrooms with students with disabilities who are unable to maintain their mask, may request to wear an N95 mask: Those staff may also be provided gowns, goggles, and gloves.
 - Staff excluded from this requirement are those that require respiratory protection greater than a face covering according to Cal/OSHA standards or who have a medical condition and would go through the interactive process through Human Resources.
 - Vaccinated staff will still be required to wear a face covering at all times.
 - Unvaccinated staff will have N95 masks provided at their request.
- Students
 - All students (age 2 and up) are required to wear cloth face coverings (See California Department of Public Health Guidance):
 - while arriving, during, and departing from the school campus.
 - Riding on a school bus.
 - All grade level students will be expected to maintain the wearing of a cloth face covering at all times..
 - Students excluded from face covering requirements include: (1) anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the covering without assistance and (2) students with special needs who are unable to tolerate a face covering. In these situations, a face shield with a drape (per CDPH guidelines) can be used instead of a face covering.
- Signage is posted in high visibility areas to remind students and staff of (1) when and where face coverings are required and (2) appropriate use of face coverings.
- Our school sites will communicate with all staff and families regarding expectations for use of face coverings at school and how to wash face coverings.
- Our school sites will educate and train students, particularly younger elementary school students, on the rationale and proper use of face coverings.

- Students in the classroom who do not wear a face covering, when required and do not have an approved medical condition or special needs prohibiting them from wearing the mask will have alternatives provided to them.
- All classrooms will be provided face coverings for students and staff.
- Teachers may consider using face shields with an appropriate seal (cloth covering extending from the bottom edge of the shield and tucked into the shirt collar) in certain limited situations: during phonological instruction to enable students to see the teacher's mouth and in settings where a cloth face covering poses a barrier to communicating with a student who is hearing impaired or a student with a disability. These exceptions must be communicated to the site supervisor and Human Resources.

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2. Handwashing and Other Hygiene Measures

Another reduction in the spread of COVID-19 is handwashing and proper hygiene measures. Our school sites have the following requirements established:

- Hand sanitizing units are installed in all classrooms and throughout the school buildings, including the entrance, near offices and common spaces
- School sites will teach and reinforce proper handwashing technique, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes.
- School sites have signage posted in high visibility areas to remind students and staff of proper techniques for handwashing and covering of coughs and sneezes and other prevention measures.
- Adequate supplies are in all classrooms to support healthy hygiene behaviors, including soap, tissues, face coverings, gloves and additional hand sanitizers (with at least 60 percent ethyl alcohol) for staff and students who can safely use hand sanitizer.

- School sites may model, practice, and monitor handwashing, particularly for lower grade levels.
- School sites may develop routines to ensure students wash their hands or use hand sanitizer upon arrival to campus; after using the restroom; after playing outside and returning to the classroom; before and after eating; and after coughing or sneezing.
- Students and staff may wash hands at staggered intervals to minimize congregation around handwashing and hand sanitizer stations.
- Proper handwashing will always be encouraged as it is a more effective technique at preventing transmission, but hand sanitizer is an acceptable alternative if handwashing is not practicable.

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C. Cleaning

School Sites are already following strict cleaning routines. Our school sites:

- At least once daily, clean and disinfect frequently touched hard surfaces (e.g., tables, desks, chairs, door handles, light switches, bathroom surfaces (toilets, countertops, faucets) pursuant to the most current CDPH Guidelines.
- Our custodial staff are only using approved products for use against COVID-19.
- We have provided custodial staff training on disinfecting, Cal/OSHA requirements for safe use of products and as required by the Healthy Schools Act.
- We are ensuring proper ventilation during cleaning and disinfecting.
- Our custodial staff only disinfect when students are not present.
- After an illness, access is limited in areas used by the sick person (e.g., a student's desk or a staff member's office) until cleaned and disinfected.
- School sites will be limiting the use of items that are difficult to clean and disinfect.
- Our Maintenance and Operations team has established a cleaning and disinfecting schedule to avoid both under- and over-use of cleaning products.
- From the CDPH Guidance, "*Frequent disinfection can pose a health risk to children and students due to the strong chemicals often used and so is not recommended, in the school setting unless a case has been identified.*"

D. Ventilation

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

- Ensuring that windows that can open are operational and easy to operate as originally installed and designed
- Mechanical systems are adjusted/programmed to allow maximum outside air when permissible
- We have increased the flow of outside air to a minimum of 50% to increase circulation of outdoor air which increases the delivery of clean air and dilutes potential contaminants.
- Our HVAC systems operate at a minimum of one hour before occupancy to purge uncirculated air.
- All filters were replaced and are at the highest level per manufacturer's recommendations.
- HVAC Operating systems are serviced within industry standards, manufacturer's recommendations and align with State, County Health guidelines. The District performs preventive maintenance on all HVAC systems, makes applicable repairs, and changes filters at a minimum of twice per year.
- Stand-alone air purifiers are provided for areas where there is not as much ventilation as above such as:
 - isolation rooms if located in a small space
 - spaces without HVAC or filtration
- Any HVAC Contract Service Agreements, if needed, reflect all items above

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E. Food Services

- Our sites will follow all requirements issued by the County's Department of Environmental Health to prevent transmission of COVID-19 in food facilities.
- Lunches and breaks will be conducted as they would be during the regular school year.
- School Sites may stagger these periods to allow more space between students.

F. Electives, Extracurricular Activities, Athletics, and School Events

- The District will employ the previous protocols for band and athletics until an update is provided by the CDPH. .
- School Athletics will also be following all guidelines in place by the CIF. [CIF Guidelines](#) These guidelines may be modified by our District for stricter compliance.
- Sporting events will be live streamed to reduce the risk of transmission between person to person who are at these events.
- Field trips at this time are postponed.

G. Contact Tracing

- All school sites have a designated contact tracing team for all student related COVID-19 cases. All contact tracing teams have completed the 4 part webinar with Contra Costa Health Services and will use the questions and process-tree provided by CCHS.
- The District has a designated contact tracing team for all employee related COVID-19 cases.
- If contact tracing is needed at any school site, the District, County Health, and the school site employees will be notified.
- Parents in the same cohort will be notified.
- All guidance and decision making can be found in this document: [Contact Tracing Grid](#)
- Any student exhibiting symptoms of COVID-19 will be excluded and immediately sent to a designated isolation room where they will be screened and monitored until their parents arrive..
- Isolation rooms will be equipped with additional air purifiers to increase room ventilation.
- Isolation rooms will also be equipped with additional PPE for staff to safely monitor students
- Vaccinated employees and students will follow the current vaccinated indiv quarantining guidelines.
- We are also posting all active and past cases in our school district on our website. All active or inactive COVID-19 cases for PUSD can be found here: [COVID-19 Dashboard](#)

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Monitoring & Screening

A. Daily Self-Assessment Screenings

Health screenings refer to symptom screening, temperature screening, or a combination of both. Although temperature screening for COVID-19 has become a widespread practice in a variety of business and community settings, its limited effectiveness may be outweighed by potential harms. The CDC acknowledges that "fever and symptom screening have proven to be relatively ineffective in identifying all infected individuals." This is because people with COVID-19 can infect others before they become ill (pre-symptomatic transmission), some people with COVID-19 never become ill but can still infect others (asymptomatic transmission), and fever may not be the first symptom to appear.

There are also several drawbacks and limitations to temperature screening including inaccurate results, potential risks to the personnel who are measuring temperatures, potential risks to screened populations, and significant logistical challenges. Temperature screening may additionally lead to delays in the start of the school day and may also inadvertently increase risk of disease transmission if students congregate in long lines while waiting to be screened. For these reasons, temperature screening is not recommended by our county and will not be required by Pittsburg Unified School District.

In addition to the daily screenings, all school sites will employ the following procedures:

- Signage is at all entrances instructing students, staff, and visitors not to enter campus if they have any COVID-19 symptoms. COVID-19 symptoms include fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, recent loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea.
- All students and staff will be screened for symptoms each day. Staff and students' parents or guardians must conduct symptom screening at-home, prior to arrival. This will be completed by a symptom screening questionnaire. [Student Questionnaire](#)
- Staff will utilize the Company Nurse Questionnaire on days they are physical reporting to their site.
- Symptom screenings do not need to be performed by a nurse or other health professional.
- Temperature screening of students and staff at sites is not required.
- Contact thermometers will be provided at all school sites in cases of symptomatic students on site. .
- Contact thermometers will be thoroughly cleaned and disinfected after each use.
- Students or staff with any identified COVID-19 symptoms and/or a temperature of 100.4 or higher will be isolated and sent home immediately until testing and/or medical evaluation has been conducted.
- School sites will communicate and educate screening requirements to all staff and families. Weekly reminders will be provided.

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B. COVID-19 Surveillance/Asymptomatic Testing

COVID-19 Surveillance Testing for Employees will be implemented at Pittsburg Unified School District through Curative Inc.. The Contra Costa Department of Education has also partnered with Curative Inc along with several other districts in the county. Curative provides a self-administered, oral-fluid swab. The tests deliver results to the employee by text and or email within 48 hours, allowing Pittsburg Unified School District to test staff at regular intervals. At this time, testing is only open for employees on a voluntary basis.

Surveillance testing will be available at all school sites at least monthly.

- Surveillance testing can only be used for people who are asymptomatic
- Surveillance testing can also be used for screening
- This screening tool is used to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission.
- All symptomatic testing and response testing will need to be done by the individuals own health care provider or Contra Costa County's testing resources.
- Surveillance testing is only for employees who are physically reporting to their school site
- The frequency of testing can be increased by the Superintendent's guidance or Contra Costa Health Services

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Vaccinations

A. Vaccinated individuals

Achieving high levels of COVID-19 vaccination among eligible students, teachers, staff, and household members has been one of the goals of the District to promote a safe return to school. The District has held several webinars targeted at adults and students regarding the efficacy and safety of the vaccines that are offered. The District has also hosted vaccine clinics at our high schools to promote the opportunity amongst young scholars. During the state's early phases of vaccination, codes for vaccination opportunities were handed out to any teacher or staff member who requested it. Anyone seeking more information on previous webinars or events can check our Pittsburg Unified School District website.

Vaccination is currently the best way to reduce the spread of COVID-19. The District will comply with all CAL/OSHA, CDPH, and CCHS guidelines as it relates to handling exposures of individuals who are vaccinated.

- Vaccinated individuals are still expected to wear a mask at all times.
- Vaccinated individuals who are identified as close contacts will not be expected to complete a 10 day quarantine.
- Vaccine opportunities may occur at school sites throughout the school year.
- Vaccination verification may be requested during exposure events.
- All vaccine information will be handled as confidential information and follow all applicable confidentiality laws.
- N95 masks will be provided to unvaccinated employees who request them.
- Human Resources will handle the employee attestation forms.
- Unvaccinated employees will be expected to complete a 10 day quarantine if they are a close contact.

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Students with Disabilities

A. Students with Disabilities

The District will provide accommodations, modifications, and assistance for students, teachers, and staff with disabilities and other health care needs when implementing our COVID-19 safety protocols:

The District will provide the following strategies as needed

- The District will work with families to better understand the individual needs of students with disabilities.
- Remain accessible for students with disabilities:
- Help provide access for direct service providers (DSP) (e.g., paraprofessionals, therapists, early intervention specialists, mental health and healthcare consultants, and others). If DSPs who are not fully vaccinated provide services at more than one location, ask whether any of their other service locations have had COVID-19 cases.
- Ensure access to services for students with disabilities when developing cohorts.
- Adjustments will be made as we understand that physical distancing and wearing masks can be difficult for young children and people with certain disabilities (for example, visual or hearing impairments) or for those with sensory or cognitive issues.
- For students who are not fully vaccinated and only able to wear masks some of the time for the reasons above, we will have them prioritize wearing masks during times when it is difficult to distance students and/or teachers and staff
- Adjustments will be made in our use of behavioral techniques (such as modeling and reinforcing desired behaviors and using picture schedules, timers, visual cues, and positive reinforcement) so that we may help all students adjust to transitions or changes in routines.

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COVID-19 Health and Safety Agreement Commitment (Compact)

I agree that I will ensure that my scholar follows the following Safety Protocols during in-person learning.

I understand that the staff will follow the following Safety Protocols during in-person learning.

Parents, Families, and Scholars:

- Parents or Guardians will update phone numbers, addresses, medical information, and emergency contacts in Aeries Parent Portal.
- I will do a COVID-19 symptoms check at home each day before my child(ren) attends school and will keep her/him home if symptoms exist. [Screening questions.](#)
- I agree that I will notify my child's school if they exhibit symptoms. I further agree that I will notify the school if my child/children come into close contact with someone who has been diagnosed with COVID-19.
- My student(s) **will wear masks.** Any health exemptions must be documented by the Director of Student Service with prior documentation signed off by a RN Nurse or Doctor. Student Services will notify the school of any child with a mask waiver.
- I understand that parents are not allowed to enter the campus to walk their child to class. I also understand that parents will not be permitted to volunteer or visit the classroom. My student(s) will walk independently to class.
- Non-essential visitors will not be allowed on campus.
- Individually assigned Chromebooks and computers will be used.

School and District:

- Elementary students will receive 5 cloth masks and 3 face shields; Junior High and High School students will receive 5 cloth masks and 2 face shields. Disposable masks will be available at each school site.
- The school will notify parents if their child has come into close contact with any individual who has tested positive for COVID-19.
- Signage will be used to support social distancing and proper hygiene practices in addition to a wide array of other measures, which are being taken to keep our students and employees safe.
- School Buses, Classrooms, School Building furniture will be sanitized daily per our COVID Prevention Program (CPP). [CPP can be found here.](#)
- All staff are required to wear masks.
- Hand sanitizer stations will be located throughout hallways and in classrooms and offices
- Scholars will remain with their cohorts during the school day.
- Learning spaces (desks) where students will sit will be set up with the minimum distancing requirements set by the California Department of Public Health and Contra Costa Health Services.
- The District will continue to provide resources to access online content (i.e. internet connectivity) to families who need assistance.

I understand the previously listed items, and agree to the COMPACT.