

COVID-19 Prevention Program (CPP)

Palo Verde Unified School District

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

Date: February 8, 2021

Authority and Responsibility

The Superintendent has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Conduct workplace-specific evaluations using the Appendix A: Identification of COVID-19 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.

Require surveillance testing for all employees at no cost to employees. Employees may use Rite Aid or Blythe Mart to obtain COVID-19 testing. Employees may also test at any appropriate testing sites that offer Public Health approved COVID-19 tests. These tests are at no cost to the employees. The District is working with state and local testing sources to add testing site options.

COVID-19 Prevention in Employer-Provided Transportation

When two or more PVUSD employees share transportation between work sites, the following COVID-19 preventions will be in place:

*Employees will stay three or more feet apart.

*Vehicles windows will remain open.

- *Employees will wear face coverings.
- *Vehicles will be disinfected after each use.

Testing of students and staff

The following testing cadence will be followed with support from the State of California for K-12 schools:

Purple Tier (Widespread) with an adjusted case rate of between 14 and 28 cases per 100,000: Symptomatic and response testing plus weekly asymptomatic PCR testing.

Purple Tier (Widespread) with an adjusted case rate of between 7.1 and 13.9 cases per 100,000: Symptomatic and response testing plus asymptomatic PCR testing every two weeks.

Red Tier (Substantial) with an adjusted case rate of between 4 and 7 cases per 100,000: Symptomatic and response testing.

Orange Tier (Moderate) with an adjusted case rate of between 1 and 3.9 cases per 100,000: Symptomatic and response testing.

Yellow Tier (Minimal) with an adjusted case rate of less than 1 case per 100,000: Symptomatic and response testing.

Families may take students to Rite Aid or Blythe Mart to obtain COVID-19 testing. Rite Aid allows for testing of students four years of age and older. Blythe Mart allows for testing of students 13 and older. Blythe Mart also offers a self-swab option that can be performed on oneself or by a parent on a student of any age. PVUSD has a board adopted contract with Blythe Mart to help meet surveillance testing demands. Students may also test at any appropriate testing sites that offer Public Health approved COVID-19 tests. These tests are at no cost to the students/families. The District is working with state and local testing sources to add testing site options to give students/families more choices.

If the testing is not at the required threshold, the District will continue to:

- *Inform all employees and parents/guardians of students on how they can obtain testing.
- *Offer testing at no cost to employees and parents/guardians of students and during school/work hours.
- *Provide testing in a manner that ensures student and staff confidentiality.
- *Ensure all student results have been received from contracted testing sites.

Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

The Superintendent meets with all District employee association leadership in Round Table sessions to review, collaborate, and give input to the safety plan. District administration trains all staff to mitigate COVID-19 hazards and routinely gets input on how to continuously increase and respond to safety practices.

Employee Screening

We screen our employees by:

PVUSD employees conduct a daily self-screening. They must review daily the self-screening questions before reporting to work:

Do I have

- *A fever of 100.4 or higher

- *A new cough that cannot be attributed to another health condition
- *Shortness of breath that cannot be attributed to another health condition
- *Chills
- *A sore throat that cannot be attributed to another health condition
- *Muscle aches that cannot be attributed to another health condition or specific activity such as physical exercise
- *A loss of taste or smell
- *A positive test for COVID-19 within the last 10 days
- *Close contact (within about 6 feet for 15 minutes or more within 24 hours) with someone suspected or confirmed to have COVID-19 in the past 14 days

If a PVUSD employee answers yes to any of the screening questions before reporting to work, they must not report to work and will contact their immediate supervisor.

If a PVUSD employee reports COVID-19 symptoms upon arrival to work, they will immediately leave their work site and report to their immediate supervisor.

If a PVUSD employee is unable to check their temperature at home, they will check their temperature immediately with a non-contact thermometer when reporting to their worksite.

We screen our employees by having all PVUSD employees self-screen according to California Department of Public Health (CDPH) guidelines. If direct screening occurs then face coverings are used during screening by both screeners and employees and, if temperatures are measured, then non-contact thermometers are used.

Screening at home:

*Students are required to self-screen for symptoms such as cough, shortness of breath, runny nose and fever at home before coming to school.

*Anyone with a fever of 100.4°F or more should not go to a school site. Those experiencing symptoms including persistent cough, shortness of breath, or runny nose should not attend school, even if no fever is present. Staff members are required to self-screen and complete a daily temperature check prior to entering any PVUSD site.

*Here is a full listing of COVID-19 symptoms from the COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year (January 14, 2021):

- * Fever or 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

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

Students and staff with a temperature of 100.4°F or higher will not be admitted and shall be sent home.

Symptoms at school:

*Each school site will identify an isolation room or area to separate anyone who exhibits one or more COVID-19 while at school.

*Staff and students should self-monitor throughout the day for signs of illness: staff should observe students for signs of illness to support students who are less able to self-monitor or less likely to self-report.

*If a student is exhibiting one or more symptoms of COVID-19, staff should communicate with the parent/caregiver and refer to the student's health history form and/or emergency card.

*Any students exhibiting one or more symptoms should be required to wait in the previously identified isolation area until they can be transported home or to a healthcare facility, as soon as practicable.

It is the intention that PVUSD will provide optional in-person instruction, once community spread rates decline, in compliance with state and local health requirements, if all required public health and safety requirements are met consistent with the PVUSD COVID-19 School Reopening Plan to at least all pupils in the following groups:

*TK-2nd grade students

*Students with disabilities

*Youth in foster care

*Homeless children

*Students without access to a computing device, software, or high-speed internet access necessary to participate in online instruction

PVUSD may offer optional in-person instruction to other students who would benefit most:

*3rd-6th grade students

*Pupils not participating in distance learning who qualify for re engagement strategies

*Credit deficient high school students

*Students with failing grades

*Students identified as needing social and emotional health supports

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.

District administrators will evaluate their work place departments routinely to quickly address and correct any work place hazards.

Individuals are identified as being responsible for timely correction.

The District will continue to regularly train all staff on the COVID-19 Prevention Plan, monitor staff safety practices, identify any staff member not following safety practices, and directly reteach and correct with the individual staff member so that safety practices are followed by all employees.

Follow-up measures are taken to ensure timely correction.

District administration will monitor all staff and in particular any staff needing reteaching and correction to ensure all staff members are complying with the COVID-19 safety measures and practices.

Controls of COVID-19 Hazards

Physical Distancing

We ensure at least six feet of physical distancing at all times in our workplace by:

- Requiring, training, enforcing and monitoring staff practice proper distancing protocols of at least six feet distancing when practical,
- Reducing the number of persons in an area at one time, including visitors.
- Implementing flexible work hours by rotating or staggering shifts to limit the number of employees on site at the same time.
- Increasing physical space between employees by modifying the workspace.
- Avoiding shared workspaces (desks, offices, and cubicles) and work items (phones, computers, other work tools, and equipment) when possible.
- If they must be shared, following the Cleaning and Disinfecting the Building and Facility Guidelines to clean and disinfect shared workspaces and work items before and after use.
- Increasing physical space between employees and public by offering drive-through service or physical barriers such as partitions and/or plexiglass.
- Using signs, tape marks, or other visual cues on the floor, placed 6 feet apart, to indicate where to stand when physical barriers are not possible.
- Closing or limiting access to common areas where employees are likely to congregate and interact.
- Delivering services and holding meetings remotely by phone, video, or Internet.
- Limiting any unnecessary travel with passenger(s) from one site to another in work vehicles and personal employee vehicles.
- Eliminating all non-essential and non-related services, such as entertainment activities and travel activities.
- Using videoconferencing or teleconferencing when possible for work-related meetings and gatherings.
- Canceling, adjusting, or postponing large work-related meetings or gatherings that can only occur in-person in accordance with state and local regulations and guidance.
- When videoconferencing or teleconferencing is not possible, holding meetings in open, well-ventilated spaces, continuing to maintain a distance of 6 feet apart and wearing face coverings.

Employees will also be asked to practice social distancing outdoors including, but not limited to the following:

- When working in sports fields, playgrounds, assembly areas, and/or other outdoor areas.
- Before starting the work shift.
- After the work shift.
- Coming and going from vehicles.
- Entering, working, and exiting physical buildings or other structures.
- During breaks and lunch periods.

For students:

- Arrival/departure times and campus entry points will be managed to allow for appropriate physical distancing. Schools will use arrows on the ground, signage, and similar ways to teach student Cohorts how to enter, exit, and move around the campus while avoiding contact with other groups or individuals who are not part of the Cohort. Parents and other visitors will not be allowed to enter the campus so as to avoid contact.
- Students will be kept in A-B Cohort groups of no more than 17 student per Cohort. These stable groups allow for six feet of physical distancing for each person in the classroom. These small, stable student groups fixed membership will stay together for all in-person activities, including classroom instruction, lunch, and recess. Each student Cohort will avoid contact with other groups or individuals who are not part of the Cohort.
- Physical barriers have been installed in areas where face-to face interaction occurs.
- School sites have signage throughout campus to encourage physical distancing and proper sanitation.

- Students and staff will be tested regularly, in compliance with CDPH guidelines. Schools are required to have a surveillance testing plan to test students and staff on a regular basis based on the county Tier. The test must be a PCR Test.
- PVUSD will continue providing Staff Training and Family Education so that staff and families are educated on the application and enforcement of the School Reopening Plans as updates are made.

For sports practice and competition while Riverside County is in the Purple Tier:

*Allowable sports are low contact, individual or small group cohorts where contact within six feet of other participants can be avoided. Some of these sports have relatively low exertion rates that allow for consistent wearing of face coverings when within six feet of other people.

*The following sports are permitted at PVHS:

*Boys and Girls Cross Country

*Boys and Girls Swim

*Boys and Girls Golf

*Boys and Girls Track and Field

General Guidelines: (For Students & Staff/Coaches):

*Wear a mask at all times

*Social distancing measures in place at all times

*Bring your own water

*No sharing of food/clothing/equipment

*Facilities and equipment will be sanitized/disinfected daily

*Handwashing stations and/or sanitizer will be available and accessible

*Designated restrooms for each on-campus facility

*Locker rooms not available (come dressed for practice and/or competition)

*Students and coaches will practice good hygiene

*Conditioning, practices, and competitions must occur OUTDOORS only

*Coaches and student-athletes may only participate in 1 team (Stable Group) at a time/season and may not interact with other cohorts/stable groups

*Any student who exhibits symptoms will be sent home

*No spectators will be permitted for practices or competitions

*Any student-athlete testing positive for COVID-19 may not return to practice or competition until cleared by their physician

Daily Symptom Self-Screening:

*A fever of 100.4 or higher

*Cough

*Sore Throat

*Shortness of breath

*Close contact or cared for someone with Covid-19

*Loss of taste

*Loss of smell

*If any student or staff/coach develops symptoms, they must report to their coach or Athletic Director and will follow all required protocols.

Before Practice:

*Students and staff will do daily symptom self-screenings

*Students/staff will enter/exit campus or off-campus facilities with a mask on

At Practice:

*Participants in youth and adults sports should wear face coverings when participating in the activity, even with heavy exertion as tolerated, both indoors and outdoors (CDPH)

*Face covering should be left on until student/staff have left school practice or event

*Avoid congregating and adhere to social distancing guidelines

Competitions:

*Facial coverings are mandated for all participants, attending staff, and volunteers

*Do not shake hands before or after any sporting events

*Remain in designated areas when not competing

*Multi-team tournaments are not allowed

*Competition only allowed with immediately bordering counties (Imperial, San Diego, San Bernardino, Orange)

*No competitions will occur between more than two teams without permission from Riverside County Public Health

Safety Protocols will continue to remain within the scope of all state and local public health orders.

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

Face Coverings

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

All employees and students will cover their mouth and nose with a face cover when around others and follow all state, county, and local mandates/ guidelines.

- The District provides all employees with face coverings on a continuous basis.
- The District policy mandates that everyone will wear a face covering.
- The District will enforce the wearing of mandatory face coverings. PVUSD administration will identify any staff or student not following safety practices, and will directly reteach and correct the individual so that safety practices are being followed by all staff and students.
- For employees working in specialized settings, and when necessary, PVUSD is working with local health care professionals to provide fitted N95 masks.
- All employees are expected to report any non-employees that are not wearing face coverings at District facilities so that the administrator can respond immediately to address the situation. All employee are also expected to ask non-employees that they encounter at the District facilities to wear a face covering. The District will provide a mask to any person on District property.
- The District will include masks on school supply lists and will provide masks as needed to students, teachers, and staff who do not have them available.
- The District will ensure that students, teachers, and staff are aware of the correct use of masks, including wearing masks over the nose and mouth and securely around the face.
- The District will ensure that students, teachers, and staff are aware that they should wash or sanitize their hands using a hand sanitizer that contains at least 60% alcohol before putting on a mask.
- The District will ensure that students, teachers, and staff are aware that they should not touch their masks while wearing them and, if they do, the should wash their hands before and after with soap and water or sanitize their hands using a hand sanitizer that contains at least 60% alcohol.
- The District will ensure that all students and staff are aware that they should never share or swap masks.
- The District will ensure that teachers and staff are aware that they should wash or sanitize their hands before and after helping a student put on or adjust a mask.

Continue to keep at least 6 feet between yourself and others. The face cover is not considered personal protective equipment. It is not a substitute for social distancing but when used in conjunction, it may help prevent infected persons without symptoms from unknowingly spreading the disease.

Alternatives to face coverings, as mentioned below, could include: use of a clear mask or a face shield (if needed for accommodation). Alternatives to face coverings will be considered by the district nurse to determine whether they are appropriate and necessary for the employee or student.

Specific tasks that cannot be feasibly performed with a face covering, as mentioned below, could include: dining, water activities, and high intensity activities.

How the District will enforce the wearing of face coverings by students:

- The District will encourage parents, caregivers, and guardians to practice wearing masks with students at home before the first day of school.
- The District will encourage parents, caregivers, and guardians to include students in the selection of their mask and/or the material that is used to make it. This might increase the child's acceptance of wearing the mask.
- The District will use behavioral techniques such as positive reinforcement to increase the likelihood that student will comply with mask use and other prevention practices.
- The District will display age appropriate posters and materials with visual cues that show the proper way to wear a mask in classrooms and walkways.
- The District will include reminders about masks in daily announcements, school newspapers, and other materials.
- PVUSD administration, teachers, and staff will identify any student not following safety practices, and will directly reteach and correct the individual so that safety practices are being followed. As a last resort, the District may have to exclude from in-person learning any student who fails to follow the mask mandate after repeated reteaching and correction opportunities have failed to bring about a change in student behavior.

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

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six feet apart.

Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason, shall be at least six feet apart from all other persons.

Engineering controls

We implement the following measures:

All employees are required to wear masks, barriers are provided, such as plexiglass, enhanced ventilation system, work space evaluated and adjusted to reduce frequency of contact between individuals, staggered work schedules as appropriate, reduction or elimination of common/shared areas or scheduled time reducing contact with others.

Shared spaces used by persons who cannot tolerate face coverings are less safe for others who share that environment. The District will notify others who share spaces with unmasked or sub-optimally masked individuals about the environment. The District will employ several additional mitigation strategies to optimize safety, which could include increasing the frequency of asymptomatic tests offered to unmasked or sub-optimally masked individuals, employing longer social distances, installing clear physical barriers, reducing duration of time in shared environments, and opting for either outdoor or highly-ventilated indoor educational spaces, as possible.

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

District administration worked extensively with our HVAC vendor to maximize air ventilation flow, safety, and effectiveness. Our ventilation system continuously flows bringing outside air indoors and flows back outside. The HVAC system utilizes MERV-11 filters with all filters being coated with an antimicrobial spray. The District has worked diligently to ensure filtration efficiency is operating at the highest level compatible with our existing ventilation system. All antimicrobial-coated MERV-11 filters are changed several times annually in accordance with the HVAC vendor's recommendations to maximize the greatest safety measures possible. Additionally, HEPA air purifiers were provided to classrooms serving those with sensitive health needs.

Cleaning and disinfecting

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

Palo Verde Unified School District has established routine schedules to clean and disinfect common surfaces and objects in the workplace. This includes, but is not limited to, classroom technology devices, containers, counters, tables, desks, chairs, benches, door handles, knobs, drinking fountains, refrigerators, vending machines, portable restroom and bathroom surfaces, automobiles and buses – inside and out, and trash cans.

The process of disinfecting includes providing disinfecting products that are EPA approved for use against the virus that causes COVID-19 and following the manufacturer's instructions for all cleaning and disinfection products (e.g., safety requirements, PPE, concentration, contact time).

Coronaviruses on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects. Normal routine cleaning with soap and water removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection.

Disinfectants kill germs on surfaces after cleaning, that can further lower the risk of spreading infection. Employees need to utilize the District's approved disinfecting products and follow the District's procedures when using disinfectants.

Disinfecting procedures include:

- Some surfaces only need to be cleaned with soap and water. For example, surfaces and objects that are not frequently touched should be cleaned and do not require additional disinfection.
- Clean and disinfect frequently touched surfaces daily and shared workspaces and work items before and after use.
- Store and use disinfectants in a responsible and appropriate manner according to the label.
- Keep all disinfectants out of the reach of children. Disinfectants should typically not be applied on items used by children, especially any items that children might put in their mouths. Many disinfectants are toxic when swallowed.
- Do not overuse or stockpile disinfectants or other supplies.
- Always wear gloves appropriate for the chemicals being used when you are cleaning and disinfecting. Additional personal protective equipment (PPE) may be needed based on setting and product.
- Areas unoccupied for 7 or more days need only routine cleaning.
- Outdoor areas generally require normal routine cleaning and do not require disinfection.

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines:

- Consider putting a wipeable cover on electronics.

- Follow manufacturer's instructions for cleaning and disinfecting.
- If no guidance, use alcohol-based wipes or sprays containing at least 70% alcohol. Dry surface thoroughly.

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

- Close off areas used by the sick person.
- Open outside doors and windows to increase air circulation in the area.

o Wait 24 hours before you clean or disinfect.

o If 24 hours is not feasible, wait as long as possible.

- Clean and disinfect all areas used by the sick person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, and remote controls.
- Always wash immediately after removing gloves and after contact with a sick person.
- If more than 7 days since the sick person visited or used the facility, additional cleaning and disinfection is not necessary.
- Continue routine cleaning and disinfection.

Shared tools, equipment and personal protective equipment (PPE)

PPE must not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by:

- Clean and disinfect frequently touched surfaces daily and shared workspaces and work items before and after use.
- Store and use disinfectants in a responsible and appropriate manner according to the label.
- Staff will be trained on proper disinfection techniques.
- Disinfectant materials and supplies will be easily accessible.

Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) will be disinfected between users.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

The District Safety Team has evaluated all facilities for hand washing capability and increased additional hand washing/sanitizing stations where needed. The District mandates and has trained all staff on effective hand washing and hand sanitizing techniques and allows time for all employees to practice frequent hand washing/sanitization. Hand washing reminder posters are displayed in all District restrooms. The District uses hand sanitizers sanctioned by EPA and CDC.

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.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained. [reference section 3205(c)(E) for details on required respirator and eye protection use.]

We 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.

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:

Quarantines for 14 days, starting the day of exposure.

Recommend testing 5 to 7 days at no cost after the exposure.

The District provides the employee with information on what quarantine means and where they can be tested.

The District follows up with the quarantined person to provide support and check on symptoms, if any.

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:

- Who employees should report COVID-19 symptoms and possible hazards to, and how:

Employees are to report COVID-19 symptoms to their immediate supervisor via phone, text, or email. If they are unable to contact their supervisor, they are to contact the Personnel Department.

Employees are to report possible hazards to their immediate supervisor via email, text, or phone. If the possible hazard exposes self or others to imminent danger, employees are to phone their immediate supervisor. If the immediate supervisor is not available, the employee is to notify the District Office.

- That employees can report symptoms and hazards without fear of reprisal.
- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.

- Where testing is not required, how employees can access COVID-19 testing:

Employees may use Rite Aid or Blythe Mart to obtain COVID-19 testing. Employees may also test at any appropriate testing sites that offer Public Health approved COVID-19 tests. These tests are at no cost to the employees.

- In the event we are required to provide testing because of a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.

The District consults with The Local Health Officer, through Riverside Public Health, to determine current current disease levels and control measures in the county and locally. The District also collaborates with Riverside County Office of Education and other District in Riverside County. The District accesses state technical assistance resources as needed through the Safe Schools for All Hub. The District regularly reviews updated guidance from state agencies, including the California Department of Public Health and the California Department of Education.

If there is a student or staff member with COVID-19 symptoms, The site will:

- *Send the student or staff member home if he or she is at school/work.
- *Recommend testing.
- *The school / classroom / work site remains open.
- *No communication is needed with the school community.

If there is a student or staff member who has close contact with a confirmed COVID-19 case:

- *Send the "close contact" student or staff member home if he or she is at school/work.
- *Exclude the "close contact" student or staff member for ten days from last exposure, per California Department of Health quarantine recommendations.
- *Recommend testing 5 - 7 days from last exposure, although a negative test will not shorten the 10-day exclusion.
- *School/classroom/work site remains open.
- *Notify the school community of a known exposure. No action is needed if the exposure did not happen in the school or work site setting.

If there is a confirmed COVID-19 case infection:

- *Notify the Local Health Department.
- *Exclude from school or the work site the student or staff member with a confirmed case of COVID-19 for ten days from symptom onset or, if asymptomatic, for ten days from the the specimen collection date.
- *Identify school contacts, inform the Local Health Department, and exclude contacts (possibly the entire stable group) from school or work for ten days after the last date the case was present at school or work while infectious.
- *Recommend testing asymptomatic contacts 5 - 7 days from last exposure and immediate testing asymptomatic contacts, although a negative test will not shorten the 10-day exclusion.
- *Disinfection and cleaning of classroom or work site and primary spaces where case spent significant time.
- *The school remains open.
- *Notify the school community of a known case.
- *Notify persons with potential exposure if the known case was present in school or at the work site while contagious.

If a symptomatic person tests negative or a health care provider has provided documentation that the symptoms are typical of their underlying chronic condition:

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

Notifications will be sent via email, though the student / parent portal of the District's Student Information System, or via regular mail.

- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

PVUSD consistently analyzes its workplace activities. If a COVID-19 hazard arises, the appropriate employees affected will be contacted by their supervisor or by the Personnel Department.

The District and Site maintains communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures, e

Training and Instruction

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

PVUSD will train all staff on this plan and will review the plan with staff regularly.

Appendix D: COVID-19 Training Roster will be used to document this training.

Exclusion of COVID-19 Cases

Where we have a COVID-19 case in our workplace, we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This will be accomplished by

PVUSD will follow current Ed Code and legal requirements as it relates to employee rights and benefits.

- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of 10 days have passed since the date of specimen of their last positive COVID-19 test.
- A negative COVID-19 test will not be required for an employee to return to work.
- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be 10 days from the time the order to isolate was effective, or 14 days from the time the order to quarantine was effective.

Superintendent



February 8, 2021

Title of Owner or Top Management Representative

Signature

Date

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 Employees 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

Date:

Name of Person Conducting the Inspection:

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			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
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			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Face shields/goggles			
Respiratory protection			

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, with the exception of 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:

Name of Person Conducting the Investigation:

Employee (or non-employee*) name:		Occupation (if non-employee, why they were in the workplace):	
Location where employee worked (or non-employee was present in the workplace):		Date investigation was initiated:	
Was COVID-19 test offered?		Name(s) of staff involved in the investigation:	
Date and time the COVID-19 case was last present in the workplace:		Date of the positive or negative test and/or diagnosis:	
Date the case first had one or more COVID-19 symptoms:		Information received regarding COVID-19 test results and onset of symptoms (attach documentation):	

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):	
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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:			
All employees who may have had COVID-19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

*Should an employer be made aware of a non-employee infection source COVID-19 status.

Appendix D: COVID-19 Training Roster

Date:

Name of Person Conducting the Training:

Employee Name	Signature

Additional Consideration #1

Multiple COVID-19 Infections and COVID-19 Outbreaks

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.

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.

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 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**.