



**CARDIFF  
SCHOOLS**

Inspiring a love of learning

**COVID-19 Protocols  
2021-2022**

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**2021-22**

**To promote the health, safety, well-being, and academic success of students and staff members during the COVID-19 pandemic, the following protocols and procedures have been developed.**

**Prior to Arrival at School**

- Before departing the home, parents/guardians must conduct a symptoms check of students.
- All staff members must self-screen at home for symptoms. A temperature check is no longer required for staff.

**Stay Home When Appropriate**

- Staff and parents should be on the alert for signs of illness in themselves and their children and **remain at home** when they are showing any of the symptoms listed below.
- People with COVID-19 have had a wide range of symptoms reported, ranging from mild symptoms to severe illness.
- Symptoms may appear **2-14 days after exposure to the virus**. People with the symptoms listed below may have COVID-19.

**Students or staff experiencing one or more of the following symptoms will be excluded from school:**

- Fever of 100 or higher
- Chills
- New cough, nasal congestion or runny nose
- Shortness of breath or difficulty breathing
- New muscle or body aches or fatigue
- Headache (if abnormal for you)
- New loss of taste or smell
- Sore throat
- Diarrhea
- Loss of appetite, nausea, vomiting, abdominal pain
- Recent diagnosis, or possible exposure to COVID-19 (if unvaccinated)

A temperature of 100 F or greater or a “yes” answer to any of the symptoms above identifies the individual as potentially positive for COVID-19. Students and staff will be asked to stay home and will be recommended for follow-up testing.

**When to Seek Emergency Medical Attention**

If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face
- Severe abdominal pain

### **Procedure for Sending Individuals Home with Positive Symptoms**

- We will be following the [SDCOE COVID-19 Decision Tree](#) to guide next steps.
- Individuals who exhibit a positive symptom will be sent to the health office and provided a face covering.
- Parents/guardians of students will be contacted immediately. Students exhibiting symptoms will need to be picked up and parents/guardians will be made aware of next steps.
- Students with positive symptoms will be isolated in a designated area outside. Students will be accompanied by a staff member at all times while waiting for pick up.
- Symptomatic staff members will be immediately sent home and made aware of next steps.

### **How COVID-19 is Spread**

- COVID-19 is thought to spread mainly through close contact from person-to-person, through respiratory droplets produced when an infected person coughs, sneezes or talks.
- COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
- Some people without symptoms may be able to spread the virus.

### **Hand Hygiene and Respiratory Etiquette**

- Reinforce healthy habits and monitor proper handwashing.
- Model and practice regular hand hygiene, including upon entry into the classroom, before and after eating, after coughing or sneezing, after playing outside, after using the restroom, and if their hands are visibly soiled.
- Wash hands with soap and water for at least 20 seconds. (Have students sing the birthday song while washing their hands)
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol may be used. Hand sanitizer will be readily available on site.
- Teach children to avoid contact with one's eyes, nose and mouth.
- Teach children to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

### **Healthy, Clean Environment**

- Cleaning and disinfection of the campus, including high touch surfaces, will be performed nightly.
- Staff will have access to anti-bacterial hand sanitizers and disposable gloves and use them as needed.
- Surfaces will be disinfected using EPA-approved products.
- Electrostatic sprayers are used to support a thorough and efficient sanitation process.
- Outdoor space will be utilized as practicable.
- Windows and doors should be kept open to provide outdoor ventilation.
- HVAC filters have been upgraded throughout the District.
- HEPA air purifiers are used in all classrooms and indoor communal areas.

### **Face Coverings**

- Face coverings **are recommended indoors, but not required**, for students and staff.
- Face masks are available for individuals who would like one.
- Staff must use face coverings where required per Cal/OSHA standards, such as in the event of an exposure (regardless of vaccination status), or upon return from isolation or quarantine before day 11.

### **Considerations for a COVID-19 Positive Case**

- If a student or staff member tests positive for COVID-19 and has exposed others at the school we will work in consultation with our local health department to determine next steps.
- We will provide timely and appropriate notification to exposed staff and families while protecting confidentiality.
- Symptomatic students and staff members will be advised to follow the protocols listed in the [COVID-19 Decision Tree](#) provided by the San Diego County Health Department to help guide their eventual return to school.

### **Following a Confirmed COVID-19 Exposure**

- We will follow the guidance of the SDCOE COVID-19 Decision Tree.
- All exposed, asymptomatic individuals, regardless of vaccination status, may continue to attend school/work but should test once on day 3, 4, or 5 following the exposure. Those within 90 days of prior infection should not test.
- Group contact tracing and close contact exposure screening will be conducted as required by public health.
- Exposed individuals or their caregivers will be notified by the school of the exposure.
- For students, masks are recommended, but not required, through day 10 in the event of an exposure. For staff, masks are currently required in certain cases per Cal/OSHA Emergency Temporary Standards, as indicated above.
- Exposed students who participate in testing may continue to take part in after school and extracurricular activities, unless they develop symptoms or test positive for COVID-19.

- The school office will provide an at-home antigen test kit upon request for students and staff who were exposed at school.
- If an individual is exposed to a COVID positive *household member*, vaccinated and boosted or not yet booster-eligible individuals may continue to attend school/work. For all others, quarantine is required per the Decision Tree.

### **Travel Guidelines**

- In the event that an individual must travel outside of the U.S., we ask that you please notify the school office and your child's teacher in advance.
- After traveling internationally or domestically, individuals should test prior to a return to school.

### **To promote positive student behavior and compliance with public health guidelines, we will:**

- Implement procedures for all class routines; entering the room, hand washing and sanitizing.
- Define, teach and role play behavioral expectations and classroom procedures.
- Demonstrate what the expected behaviors look like as well as what they do not look like.
- Provide cues to remind students to engage in the appropriate behavior.
- Acknowledge students who appropriately demonstrate the expected behavior.
- Provide a warning and check for student understanding when behavioral expectations are not met.
- Provide appropriate scaffolds for students, including positive and negative reinforcement as well as consequences.
- Bullying, harassment, intimidation, threats, and knowingly making false statements related to COVID-19 will not be tolerated.

*Rev 3/16/2022*