



**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.
- Face coverings must be brought to school and secured prior to entry indoors.

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 symptoms decision tree](#) to guide next steps.
- Individuals who exhibit a positive symptom will be asked to secure their face covering and use good hand hygiene and respiratory etiquette.
- 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 required indoors** except in certain, limited circumstances.
- Face coverings **are not required outdoors**.
- Face masks will be provided to individuals who have forgotten to bring one.
- Persons who are exempt from wearing a mask include:
 - anyone younger than two years old
 - anyone who has trouble breathing, is unconscious or incapacitated
 - anyone who is otherwise unable to remove the face covering without assistance
- If a student is exempt from wearing a face covering, they must provide a note from their physician, and will be asked to wear a face shield with a drape on the bottom.
- If a student refuses to wear a face covering due to behavioral issues, teachers/staff will work closely with parents/guardians to develop a plan that will help this student adjust to wearing a face covering.
- A school-based team will convene a meeting with the parent/guardian to assess the need for accommodations.
- For safety reasons, any student who continually refuses to wear a face covering will be sent home.
- Independent study will be available for all students who are unable to tolerate a mask for any reason.
- When face coverings are removed outside, the mask should be handled by the ear loops or ties and placed in a secure location until it needs to be put on again.
- Students will be encouraged to try not to touch their face covering and keep their hands washed frequently.
- Face coverings should be worn to cover both the mouth and nose.
- Bandanas and masks with exhalation valves or vents are not acceptable as they do not sufficiently keep respiratory droplets from reaching others.
- Cloth face coverings:
 - Should fit snugly but comfortably against the side of the face
 - Be secured with ties or ear loops
 - Include multiple layers of fabric
 - Allow for breathing without restriction
 - Be able to be laundered and machine dried without damage or change to shape

- Staff must use face coverings in accordance with CDPH guidelines and Cal/OSHA standards. Current CDPH guidance states that adults in K-12 school settings are required to wear face coverings when sharing indoor spaces with students.
- In limited situations where staff members are unable to use a face covering for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield with a drape can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a face covering outside of the classroom, where required.

Physical Distancing

- Per CDPH guidance, in-person instruction can occur safely without (previous) minimum physical distancing requirements when other mitigation strategies (e.g. masking) are implemented.
- Class cohorts will remain together and the mixing of students from different classrooms will be minimized as practicable during the school day to assist with contact tracing and reduce the spread of potential illness.
- Physical distance will be maximized as much as possible while eating, especially indoors.
- Protocols regarding non-essential visitors to campus will be reviewed as the school year gets underway.

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 all staff and families while protecting confidentiality.
- Symptomatic students and staff members will be advised to follow the protocols listed in the [COVID symptoms decision tree](#) provided by the San Diego County Health Department to help guide their eventual return to school.

Following a Confirmed COVID-19 Exposure at School

- Per current CDPH guidelines, following a confirmed case of a student or staff member who was at school during his/her infectious period all unvaccinated close contacts without symptoms may begin a modified 10-day quarantine.
- A modified quarantine is not permissible per the County Decision Tree if exposure occurred outside of the school setting.
- A modified quarantine means there is a 10-day stay-in-school option, **if the following are met:**
 - Exposed individuals were, and continue to be, masked indoors
 - Individuals who are close contacts do not have symptoms
 - Twice weekly COVID-19 testing over a ten day period with negative results and quarantine from extracurricular activities which take place outside of the regular school day.

- In the event of a school exposure, the District will provide an on-site option for response testing with PCR follow up (in the event of a positive result), for staff members and students who are accompanied by their parent/guardian.
- Contact tracing and close contact exposure screening will be conducted as required by public health, with modified quarantine requirements as described above. Stable grouping outside the classroom will be implemented as practicable to assist with these efforts.
- Per CDPH guidelines, exposed, asymptomatic individuals who are vaccinated do not have to quarantine; however, CDPH currently recommends testing 3-5 days after exposure and wearing a mask indoors at all times.

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.
- Following an international trip, individuals may return to school following a 14-day quarantine, or a 7-day quarantine with a negative COVID test. Individuals who have been fully vaccinated will not be subject to quarantine.

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, face coverings, physical distancing, seating arrangements
- 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.

Board Approved 8/5/2021