

School Re-opening Application Cover Form

(for use by a Local Education Agency or equivalent)

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district, please submit one application for elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

SFDPH will review applications first from schools serving low-income communities, and schools with a demonstrated commitment to supporting the priority of equity in San Francisco.

Background Information

Name of Applicant (Local Educational Agency or Equivalent): St. Anthony-Immaculate - Conception School

School Type:

SFUSD Public School

Charter School

Archdiocese School

Private Independent or Other Religious School

Number of schools: 1

Name and Address of each school covered by the waiver:

St. Anthony-Immaculate Conception School
299 Precita Ave.
San Francisco, CA 94110

Please complete below for each school covered by the waiver:

Grade Levels (only TK-6 can be considered): K-8 reopening application

Enrollment numbers for the Grade Levels Indicated Above: 171

Number of STAFF Estimated to Return for In-Person Instruction Pursuant to this Application: 20

Number of STUDENTS Estimated to Return for In-Person Instruction Pursuant to this Application: 171

Maximum Number of Cohorts per School: 9 cohorts

Description of Students:

Please check the appropriate box in the below table as much as possible. For each group below, please indicate approximately what percent of your study body falls into the group by placing a check mark in one of the columns for that group.

Category	0-20%	21-40%	41-60%	61-80%	81-100%
General Education:					x
Students with disabilities:	x				
Children of essential workers:			x		
Race/Ethnicity:					
White:	x				
Latinx:					x
Black:	x				
Asian:	x				
Other:					
Students on FRPM*:			x		
Students on Financial Aid:					x
Other:					

*FRPM=Free and Reduced Price Meals

We strongly encourage schools to start re-opening with a staggered approach, starting with lower grades such as TK-2.

Proposed Schedule for In-Person Instruction (hours of day, days of week, etc). If applicable, please list multiple schedules for different grades:

<https://drive.google.com/file/d/1bzhU2AKN5WTENWb6AdPL2o8llW26KajA/view?usp=sharing>

Date of Proposed Reopening. If applicable, please list multiple dates for different grades:

Monday September 28, 2020

I. **Consultation**

Please confirm consultation with the following groups: _

- Labor Organization(s) including required Letter of Support
n/a

Name of Organization(s) and Date(s) Consulted_

- Parent and Community Organizations

Name of Organization(s) and Date(s) Consulted:

SAIC PTG Meeting Thursday September 3, 2020

Minutes of meeting: https://drive.google.com/file/d/1jJcrdp2SvPRvMB-abJQq8_uldj8DXxvm/view?usp=sharing

If no labor organization represents staff at the school, please describe the process for consultation with school staff. Provide up to 2 pieces of documentation to demonstrate support (for example, letter of support, survey results, minutes and dates of meetings, etc.)

Staff Bulletin August 31, 2020

https://drive.google.com/file/d/1Q_7EqCSjeiMjoMlPHu1ARqJnqYGsSd0R/view?usp=sharing

Staff Bulletin September 14, 2020

https://drive.google.com/file/d/1R5qhc_1Rs8c6hoyzme9iA0F18fkOYYin/view?usp=sharing

Staff meeting September 8, 2020

<https://drive.google.com/file/d/1kpw90MpHVRsIPtvHjXS1L4GZwjxS1YOJ/view?usp=sharing>

II. **Elementary School Reopening Plans**

Please confirm that elementary school reopening plan(s) addressing the following, consistent with guidance from the California and San Francisco Departments of Public Health, have been published on the website of the local educational agency (or equivalent):

- Appendix A: Social Distancing Protocol:** How schools will complete, display and follow required [Appendix A: Social Distancing Protocol](#)
Signs placed throughout the school and in classrooms requiring social distancing of 6 feet and wearing face coverings at all times. Bleachers and benches taped to indicate spacing for students to sit during lunch and waiting for end of day pick up. Directional arrows on staircases spaced at 6 foot intervals.

- **Risk Acknowledgement Form:** How schools will require parents/caregivers to sign Risk Acknowledgement Form and keep on file. Risk Acknowledgement Form can be found at <http://sfcdcp.org/CovidSchoolsChildcare>.

Parents will sign and turn in upon returning to on site learning using the form: <https://drive.google.com/file/d/1rDhxFcMNOQC7W7GPkuy4xITf6g3elWK9/view?usp=sharing>

Acknowledgement will be kept on file with all student registration permissions and forms.

- **Cleaning and Disinfection:** How shared surfaces will be regularly cleaned and disinfected and how use of shared items will be minimized.

Protocols for staff (classroom)

https://drive.google.com/file/d/109UPRri9oGJUtbknfWoXMT4X4o_LwnG/view?usp=sharing

Protocols for Custodial Staff

https://drive.google.com/file/d/1be00ihurgGFX9AVzmWY12jrodD_9bpLj/view?usp=sharing

- **Cohorting:** How students will be kept in small, stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the cohort.

Students are already in stable cohorts. There is only one class per grade. Grades 6 – 8 are not mixed. Recess and lunch are staggered to reduce number of students in school yard at one time. Each class will be assigned a play space and games that promote activity through social distancing.

- **Outdoor instruction:** How instructional activities will be conducted outdoors to maximize use of outdoor campus space.

Physical Education classes will be held outdoors in the school yard.

Teachers are encouraged to take class outside for instruction throughout the day if appropriate.

- **Entrance, Egress, and Movement Within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.

2 staircases are labeled up and down with signage indicating “going wrong way”. Students will enter school from school yard on Girls’ restroom side (UP staircase) at all times – beginning of day, after recess, after lunch.

Students will EXIT using the staircase on Boys' restroom side of building (DOWN staircase) at all times – going to recess, going to lunch, and at the end of the day.

Parents must enter the office to conduct business through the front doors on Precita Ave. Only 2 parents are allowed in the office at one time – one at the business window, and one waiting at the door. A line forms along the sidewalk on Precita Ave. to enter office allowing parents enough room to exit from the front door. Parents are not allowed to enter the hallways at any time.

- Face Coverings and Other Essential Protective Gear:** How SFDPH's face covering requirements will be satisfied and enforced.

Face coverings are required to enter the building. Any student without a face covering will be given one. Parents will sign a Pledge to abide by the protocols set by the CDC.

<https://drive.google.com/file/d/1ktokT8tWmlHz13Xeqr2Me26qN9Mp0BfX/view?usp=sharing>

Classrooms have signs to show correct use of face coverings. Signage on all entrance doors to building.

- Health Screenings for Students and Staff:** How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Staff log in each day and sign acknowledgement that member is not displaying COVID-19 symptoms. Staff member may take own temperature.

Students temperature checked and health screen questions answered by parent before entering school yard in the morning. Any student displaying fever or symptoms must go home.

[https://drive.google.com/file/d/1nZmyEXjM9q03MNNtKenuuLtjfvli3wD /view?usp=sharing](https://drive.google.com/file/d/1nZmyEXjM9q03MNNtKenuuLtjfvli3wD/view?usp=sharing)

- Healthy Hygiene Practices:** The availability of handwashing stations and handsanitizer, and how their use will be promoted and incorporated into routines.

Hand sanitizer station in front office at entrance. Each classroom equipped with hand sanitizer for student use. Students encouraged to wash hands at recess time and lunch time at least.

Hand sanitizing station at the school yard entrance to building. Students must use

hand sanitizer before entering building at beginning for the day, and after recess and lunch (before entering building) Classrooms have signage regarding proper handwashing.

- **Identification and Tracing of Contacts:** Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing and to be trained on contact tracing, such as creation and submission of lists of exposed students and staff to SFDPH and notification of exposed persons. Each school must designate a person for SFDPH to contact about COVID-19 and receive training on contact tracing.

Designated person: Ortencia Angotti (Office manager) oangotti@saicsf.org

[https://drive.google.com/file/d/13ltGqpPzp3rbxgPb0k2Oytj2HIK6XRCE/view?usp=sharing,](https://drive.google.com/file/d/13ltGqpPzp3rbxgPb0k2Oytj2HIK6XRCE/view?usp=sharing)

[https://drive.google.com/file/d/1CrcPK7Qfw47P6U5c_HVOKda1NbhM_6z-/view?usp=sharing,](https://drive.google.com/file/d/1CrcPK7Qfw47P6U5c_HVOKda1NbhM_6z-/view?usp=sharing)

[https://drive.google.com/file/d/1EvlKxWtypHOOFP3AO9wPzINYL2sSAN8q/view?usp=sharing,](https://drive.google.com/file/d/1EvlKxWtypHOOFP3AO9wPzINYL2sSAN8q/view?usp=sharing)

[https://drive.google.com/file/d/1HVd9pjyxQFdgJWFZhppQL4VTadZB-pDM/view?usp=sharing,](https://drive.google.com/file/d/1HVd9pjyxQFdgJWFZhppQL4VTadZB-pDM/view?usp=sharing)

[https://drive.google.com/file/d/1SuVrkjMl8vheOiv01ysln9qNRRQ8lqpv/view?usp=sharing,](https://drive.google.com/file/d/1SuVrkjMl8vheOiv01ysln9qNRRQ8lqpv/view?usp=sharing)

https://drive.google.com/file/d/1mnxW6Wi9ji17hcY_z2Q27xyjalyta3w6/view?usp=sharing

- **Physical Distancing:** Specific additional details regarding how space and routines will be arranged to allow for at least 6 feet of physical distancing of students and staff.

Grade band schedules adjusted to limit number of students in school yard at recess and/or lunchtime.

<https://drive.google.com/file/d/1bzhU2AKN5WTENWb6AdPL2o8llW26KajA/view?usp=sharing>

Staff eating area on patio of MakerSpace allowed. Staff room limited space can accommodate 2-3 staff members at one time.

Students stay with class cohort during recess and lunch play – assigned to organized games during those times to eliminate random running throughout school yard.

- **Ventilation and Windows:** How schools will mitigate the risk of poor ventilation and low room air exchange, and maximize the use of windows and ventilation systems to maximize intake of fresh air and minimize recirculated air. Please use Harvard’s “Schools for Health” guides at <https://schools.forhealth.org/>. The guides contain information on measurement and mitigation.

Teachers instructed to open windows to allow for fresh air ventilation as appropriate. Air filters and fans purchased to assist in air flow.

https://drive.google.com/file/d/109UPRri9oGJUtbknfWoXMT4X4o_LwnG/view?usp=sharing

- **Community Health Pledge:** How schools will establish norms within school community to practice COVID-19 prevention and mitigation measures outside of school (i.e., pledge or agreement to practice physical distancing, wear face coverings, practice healthy hygiene, limit mixing, etc)

Agreement to follow all COVID-19 policies to be signed by parents and returned before student can be admitted to class.

<https://drive.google.com/file/d/1ktokT8tWmIHZ13Xeqr2Me26qN9Mp0BfX/view?usp=sharing>

- **Staff Training and Family Education:** How staff will be trained and families will be educated on the application and enforcement of the plan.

Staff Bulletins with links to documents available.

<https://drive.google.com/file/d/1BPjoKQV9ENDoz2xIHggm-Uu0ohSmGKF7/view?usp=sharing>,

https://drive.google.com/file/d/1R5qhc_1Rs8c6hoyzme9iA0F18fkOYYin/view?usp=sharing

Staff Meeting topic regarding reopening plan.

<https://drive.google.com/file/d/1kpw90MpHVRsIPtvHjXS1L4GZwjxS1YOJ/view?usp=sharing>

PTG Meetings in September with planning process:

https://drive.google.com/file/d/1jJcrdp2SvPRvMB-abJQq8_uldj8DXxvm/view?usp=sharing

Family Bulletin September 14

<https://drive.google.com/file/d/1PsfdwM1BihUQG1JKNa9Z93MM6XGx-FMw/view?usp=sharing>

Family Resource page on SchoolSpeak with link to entire reopening document.

Follow-Up communication through weekly staff meetings and bulletins; weekly Family Bulletins for parents and monthly PTG meetings.

- **Testing of Students and Staff:** How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results.

Instructions on Quick Guide

<https://drive.google.com/file/d/1ZEeH1jfQbNuYRMp5K6-2YKibAS1tJKvD/view?usp=sharing>

Refusal to admit form

<https://drive.google.com/file/d/1N66mGwtBD0aswkEocyLHpBpLKhSvvtU/view?usp=sharing>

COVID-19 Follow Up Letter – Student

https://drive.google.com/file/d/1CrcPK7Qfw47P6U5c_HVOKda1NbhM_6z-/view?usp=sharing

COVID-19 Follow Up Letter – Employee

<https://drive.google.com/file/d/1EvIKxWtypHOOF3AO9wPzINYL2sSAN8q/view?usp=sharing>

COVID-19 Case Record

<https://drive.google.com/file/d/13ltGapPzp3rbxgPb0k2Oytj2HIK6XRCE/view?usp=sharing>

Describe how all teachers and staff will be universally tested prior to start of school and then periodically thereafter to detect asymptomatic infections. Examples of recommended frequency include testing all staff over 2 months, where 25% of staff are tested every 2 weeks, or 50% every month to rotate testing of all staff over time.

All Staff will be tested through health care provider at least two weeks prior to the reopening of school. Documentation of COVID-19 tests will be kept on file at school. Teachers will be reminded at least three weeks before it is time to renew testing.

<https://drive.google.com/file/d/1rVhzlZAliEkUwxqrqHu1E614GYMxA897/view?usp=sharing>

Any staff member testing positive for COVID-19 will be sent home, notifications made to SAIC families, and necessary SFDPH protocols implemented. Any positive results will be reported to SFDPH and DCS as required.

Data and Evaluation: How schools will cooperate with SFDPH data collection efforts to measure and monitor COVID-19 transmission, and evaluate and ensure the effectiveness of infection prevention and control measures. Identify the staff member who will be responsible for documenting the monitoring program, a process for documenting staff and student illnesses and absences, and a follow up process to determine if illnesses are COVID-19, if staff or students have been tested by protocol, and if return-to-school/work rules have been followed.

Designated person: Ortencia Angotti (Office manager) oangotti@saicsf.org

All staff must sign into COVID-19 binder daily. Signature signifies that employee is not presenting with COVID-19 symptoms.

Any visitor to the office must sign in visitor's log as part of contact tracing documentation.

Other documents used in COVID-19 tracing protocols:

[https://drive.google.com/file/d/13ltGqpPzp3rbxgPb0k2Oytj2HIK6XRCE/view?usp=sharing,](https://drive.google.com/file/d/13ltGqpPzp3rbxgPb0k2Oytj2HIK6XRCE/view?usp=sharing)

[https://drive.google.com/file/d/1CrcPK7Qfw47P6U5c_HVOKda1NbhM_6z-/view?usp=sharing,](https://drive.google.com/file/d/1CrcPK7Qfw47P6U5c_HVOKda1NbhM_6z-/view?usp=sharing)

[https://drive.google.com/file/d/1EvlKxWtypHOOFP3A09wPzINYL2sSAN8q/view?usp=sharing,](https://drive.google.com/file/d/1EvlKxWtypHOOFP3A09wPzINYL2sSAN8q/view?usp=sharing)

<https://drive.google.com/file/d/1SuVrkjMl8vheOiv01ysl9qNRRQ8lqpv/view?usp=sharing>

- **Plans for Simultaneous Distance Learning:** How schools will provide simultaneous distance learning in the event that students must stay home in case they have underlying health conditions, are in isolation/quarantine, and/or choose to stay home for distance learning.

Teachers will provide simultaneous instruction via ZOOM and in person using available technology such as laptop and/or ipad.

Students at home will log in for ZOOM class. Teacher will position device so that ZOOM students can view instruction along with their in person classmates. Teachers will also utilize station rotation as a way to work with at home students in a small group setting via ZOOM or Google Meets, as they normally would do in person. Assignments will continue to be posted and available on SeeSaw and Google Classroom.

- **Triggers for Switching to Distance Learning:** The criteria the superintendent will use to determine when to physically close the school and prohibit in-person instruction.

Following the Quick Guide Protocol from SFDPH

<https://drive.google.com/file/d/1ZEeH1jfQbNuYRMp5K6-2YKibAS1tJKvD/view?usp=sharing>

Temporary School Closure Letters

[https://drive.google.com/file/d/1HVD9pjyxQFdgJWFZhppQL4VTadZB-pDM/view?usp=sharing,](https://drive.google.com/file/d/1HVD9pjyxQFdgJWFZhppQL4VTadZB-pDM/view?usp=sharing)
https://drive.google.com/file/d/1mnxW6Wi9ji17hcY_z2Q27xyjalyta3w6/view?usp=sharing

- **Communication Plans:** How the superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

Any staff member or student who has contracted COVID-19 will remain confidential. If anyone asks if that community member has COVID-19, privacy will remain intact. Staff have been told NOT to tell students if a classmate has the COVID-19 virus, but rather to communicate that the student is not feeling well and is at home to get better. Letters to inform staff and parents of positive exposure will be sent home immediately.

<https://drive.google.com/file/d/15Ysx-f0bHMvkH0zgvYJbtJShT8u7hF-d/view?usp=sharing>

- **Equity:** How schools plan to promote equity with respect to COVID-19 prevention and mitigation.

All students will receive instruction either in person or through remote learning simultaneously. Assignments will be available to all students via SeeSaw or Google Classroom.

All students will follow the rules of wearing face coverings, social distancing, and washing hands as a member of our school community to mitigate the risk of transmission to others.

Each class will create a student signed pledge that students agree to the above mitigation strategies to combat the COVID-19 virus.

Parents/students who refuse to follow the rules of mitigation will be sent home to receive synchronous instruction at home.

Primary and Secondary Contact Information for Individuals to Liaise with San Francisco Department of Public Health in the Event of COVID-19 exposure or confirmed case:

(Please list at least two individuals per school site. If applying for multiple schools, please list at least one contact at each individual school location.)

First Person

1. Name of School St. Anthony-Immaculate Conception School
2. Name of Individual(s) Ortencia Angotti
3. Title Office Manager
4. Office Phone 415-648-2008
5. Cell Phone _____
6. Email Address oangotti@saicsf.org

Second Person

1. Name of School St. Anthony-Immaculate Conception School
2. Name of Individual(s) Barbara Moodie
3. Title Principal
4. Office Phone 415-648-2008 ext. 11
5. Cell Phone 415-940-3399
6. Email Address bmoodie@saicsf.org

Signature and Contact Information for School District Superintendent (or equivalent for charter or private schools) submitting this application:

1. Signature Barbara E. Moodie
2. Date submitted 9/25/2020
3. Name of School St. Anthony-Immaculate Conception School
4. Name of Individual(s) Barbara E. Moodie
5. Title Principal
6. Office Phone 415-648-2008 ext. 11
7. Cell Phone 415-9403399
8. Email Address bmoodie@saicsf.org
9. **Website in which school re-opening plan is posted, including COVID-19 prevention/mitigation plans** www.saicsf.org; SchoolSpeak Parent Resources

Completed applications, Certification of Compliance with State of California and San Francisco Department of Public Health, and all supporting documents will be submitted to the Public Health Officer through the San Francisco Department of Public Health (SFDPH) at schools-childcaresites@sfdph.org at least 14 days prior to targeted return to site-based classroom instruction.

Based upon projected release of Waiver Application on Friday, August 28, 2020, (and local transmission indicators are within acceptable range) the following is a tentative timeline for application review and processing:

- SFDPH to review completed applications on rolling basis starting Friday September 4
- For successful applications, SFDPH to recommend approval to CDPH
- CDPH required three days for review and response
- After CDPH approval, SF Health Officer to approve waiver
- Full waiver approval process may take up to 2-4 weeks to be completed

Additional Resources:

CDPH and Cal/OSHA Guidance for Schools and School-Based Programs

<https://files.covid19.ca.gov/pdf/guidance-schools.pdf>

California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools

<https://www.cde.ca.gov/ls/he/hn/strongertogether.asp>

CDPH COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Schools%20Reopening%20Recommendations.pdf>

SFDPH Guidance related to Childcare, Schools, and Programs for Youth:

<https://sfcddp.org/CovidSchoolsChildcare>

- Preliminary Guidance: Out of School Time Programs
- Tip Sheet: Reducing COVID-19 Risks for Learning Pods
- Preliminary Guidance: Re-opening TK-12 Schools for In-Person, On-Site Instruction
- COVID-19 Health Checks for Children
- FAQ: Contact Tracing at Schools, Childcares, and Programs for Children and Youth
- When Someone has Suspected or Confirmed COVID-19: Quick Guide for Schools, Childcares, and Programs for Children and Youth

Updates to COVID-19 School Operations Plan

January 20, 2021

This Operations Plan has been updated to reflect the State of California's *COVID-19 Reopening In-Person Instruction Framework and Public Health Guidance for K-12 Schools in California, 2020-2021 School Year* issues on January 14, 2021.

https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consolidated_Schools_Guidance.pdf

As required, the school has posted a COVID-19 Safety Plan (CSP) on the homepage of the school's website. The CSP includes the school's Cal/OSHA COVID-19 Prevention Program (CPP) and the COVID-19 School Guidance Checklist. The detailed plans describing how our school meets the requirements outlined in the CSP elements are found in this Operations Plan.

Face Coverings:

Students in all grade levels K-12 are required to wear face coverings at all times, while at school, unless exempted.

All staff must use face coverings in accordance with CDPH guidelines

- CDPH recommends disposable 3-ply surgical masks, which are more effective than cloth face coverings
- For staff, bandanas, gaiters and similar face coverings are no longer acceptable.
- In limited situations where a face covering cannot be used for pedagogical or developmental reasons, a face shield with a drape can be used as long as the wearer maintains physical distance from others

Classroom Spaces

- Distance teacher and other staff desks 6 feet away from student and other staff desks
- Distance student chairs at least 6 feet away from one another, except where 6 feet of distance is not possible after a good-faith effort has been made
- Under no circumstances should distance between student chairs be less than 4 feet
- If 6 feet of distance is not possible, optimize ventilation, use desk partitions, or arrange desks to minimize face-to-face contact

Positive COVID-19 Case

In the event of a positive case, the school will:

1. Schools must adhere to required reporting requirements and notify, as described below, the LHD of any newly reported case of COVID-19 in a student or staff member if the LHD has not yet contacted them about the case,
2. If the case is present at school at the time the school is notified, the case must go home and be excluded from school for at least 10 days from symptom onset date or, if asymptomatic, 10 days from the date the specimen was collected for the positive test.

3. Assist LHD in identifying close contacts of the case. Send a notice, developed in collaboration with the LHD, to parents and staff to inform them that a case of COVID-19 in a student or staff member has been reported and that the school will work with the LHD to notify exposed people.
4. Arrange for cleaning and disinfection of the classroom and primary spaces where case spent significant time. This does not need to be done until students and staff in the area have left for the day.
5. Implement online/distance learning for student cases if they are well enough to participate.

Required COVID-19 Reporting

- The school will notify the local health officer of any known case of COVID-19 among any student or employee who was present on a campus within the 10 days preceding a positive test for COVID-19. Specifically, the school shall report the following information:
 - The full name, address, telephone number, and date of birth of the individual who tested positive;
 - The date the individual tested positive, the school(s) at which the individual was present on-site within the 10 days preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
 - The full name, address, and telephone number of the person making the report.
- This information shall be reported to the local health officer by telephone within **twenty-four hours** from the time an individual within the local educational agency or private school is first made aware of a new case.
- The school liaison to the LHD is: Barbara E. Moodie

Cluster or Outbreak at School

When either a school or LHD is aware that an outbreak may be underway, the LHD should investigate, in collaboration with the school, to determine whether these cases had a common exposure at school (e.g., a common class or staff member, bus ride, or other common exposures outside of school). CDPH defines a school outbreak as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically linked in the school, are from different households and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting).

During the investigation, the school will:

1. Notify parents/guardians and school staff of a cluster/outbreak investigation related to the school and encourage them to follow public health recommendations.
2. Identify, as part of the CSP, one or more school staff member who can liaise with the LHD regarding the cluster/outbreak investigation by confirming which classes and stable groups included confirmed cases or symptomatic students and staff members, and if recent events or gatherings involved any cases or symptomatic persons.
3. Identify absenteeism among those in affected classes or stable groups, and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the case's infectious period.

4. Coordinate with the LHD to share a line list of cases and contacts with dates present at or absent from school.
5. Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
6. Coordinate with the LHD on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions.
7. Coordinate with the LHD on whether and when the school should be closed and reopened.
8. Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures (see sample notification #3 in Appendix 2).
9. Implement online/distance teaching and learning during school closure.
10. Arrange for cleaning and disinfection of entire school before reopening in the case of closure.

School Closure Determinations

Individual school closure, in which all students and staff are not on campus, is recommended based on the number of cases and stable groups impacted, which suggest that active in-school transmission is occurring. Closure should be done in consultation with the LHO. Situations that may indicate the need for school closure:

- Within a 14-day period, an outbreak has occurred in 25% or more stable groups in the school.
- Within a 14-day period, at least three outbreaks have occurred in the school AND more than 5% of the school population is infected.
- The LHO may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data.

Length of closure: 14 days, or according to a decision made in consultation with the LHO.

Testing

Symptomatic testing: If a student or employee exhibits COVID-19 symptoms, the individual is sent home (or stays home). Testing for COVID-19 is encouraged. The student or employee can use the testing sites available on the County's website or make an appointment to see their medical provider. While waiting for results, the student or employee will not be able to return to school.

Response testing: If a student or employee is exposed to a confirmed case of COVID-19, the student or staff member is required to quarantine for 10 days. Testing for COVID-19 is encouraged. The student or employee can use the testing sites available on the County's website or make an appointment to see their medical provider.

Asymptomatic testing: Employees participate in asymptomatic testing. The school has established a schedule for testing so that employees are tested once every two months. The employees use the testing sites available on the County's website.

Travel Requirements

The State of California has updated its travel policy with the following provisions:

- Non-essential travel (for recreational purposes) should be limited to 120 miles from the person's home.
- Californians who travel outside the state or the country must quarantine for 10 days upon their return to California.
- Visitors to California from other states and countries must also quarantine for 10 days upon their entry into California.

With this in mind, please limit recreational travel to no more than 120 miles from your home. If you must travel outside of California or outside of the United States, you will need to quarantine for 10 days upon your return to California.

Reopening Approved October 2, 2020

Barbara E. Moodie

Principal, St. Anthony-Immaculate Conception School