



# ALVORD UNIFIED SCHOOL DISTRICT

## Reopening Plan



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# Words from the Superintendent

Allan J. Mucerino

Dear Members of the Alvord School Community,

When Governor Gavin Newsom issued an executive order on March 13, 2020, and schools closed up and down the state, he commented, *"Closing schools has a massive, cascading effect for our kids and their families – especially those least equipped financially to deal with them."* His assessment has proven to be correct. In Alvord and practically everywhere, the pandemic has disproportionately impacted the most vulnerable children, in addition to other children who have been impacted by social isolation and the challenges of living and learning remotely. And it's not only our youngest children. As one of our high school students has shared with the Board of Education, *"This year has been astronomically difficult not just for sustaining my grades but also sustaining my mental health and stability."*

A series of reopening schools guidance documents and frameworks have been released by the state and other formal institutions, like the CDC, since schools closed. School districts used the guidance to create their reopening plans prior to the Fall, 2020. Our reopening schools Task Force, comprised of students, staff, parents, and community members, met regularly between June 5 and June 30 to inform our original plan. The Task Force presented their recommendations to the Board of Education during a Study Session on July 9. At that time, we were planning to open the school year on August 10. Of course that never happened. In Riverside County, no school districts were able to put their plans to work since the county never rose above the most restrictive Purple Tier long enough to be eligible to reopen.

An updated version of reopening schools guidance has since been released, on January 14, 2021. The reopening framework, titled COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools, updates the past guidance and consolidates content from a variety of other guidance documents. Our COVID-19 Safety Plan (CSP), described on the following pages, incorporates that guidance and the latest science. We have exceeded the state's required safety standards and have worked closely with our labor partners to ensure safe learning and work environments.



On behalf of the Board of Education, we look forward to safely returning our students back to school.

Stay healthy. Be well.

Respectfully,

Allan J. Mucerino

# Guiding Principle

**All policy considerations for the coming school year start with a goal of having students physically present in school.**

At the foundation of our planning process is the assumption that we must be prepared to pivot from one model to another and seamlessly adapt at a moment's notice. Our goal is to have our students, to the greatest extent possible, physically present in school. In addition to academic growth, in-person schooling plays a crucial role in improving our students' social and emotional health, physical health, and overall development.



# Advisory for the Operation of Schools

On January 14, 2021, the California Department of Public Health (CDPH) issued *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year* in an effort to help school and community leaders plan and prepare to resume in-person instruction.<sup>1</sup> Please note that CDPH has specifically indicated that the COVID-19 Industry Guidance for Schools and School-Based Programs Industry Guidance is a public health directive which applies to all public and private schools operating in California.<sup>2</sup> By law, State Public Health directives must be obeyed by all California residents.<sup>3</sup> Furthermore, please be advised that under current State law, schools in the County of Riverside, both public and private, are not permitted to open for in-person instruction. Additionally, applications for a waiver to permit in-person instruction are not yet being accepted with the County of Riverside.

1 COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year

2 California Department of Public Health Schools Guidance FAQs

3 Executive Order N-60-20



# 2021 COVID-19 School Guidance Checklist

On February 25, 2021, the California Department of Public Health (CDPH) issued *2021 COVID-19 School Guidance Checklist* in an effort to help school and community leaders plan and prepare to resume in-person instruction.<sup>1</sup>

- Stable group structures (where applicable)
- Entrance, Egress and Movement Within the School
- Face Coverings and Other Essential Protective Gear
- Health Screenings for Students and Staff
- Healthy Hygiene Practices
- Identification and Tracing of Contacts
- Physical Distancing
- Staff Training and Family Education
- Testing of Staff and Students
- Identification and Reporting of Cases
- Contact line list
- Student 10 day positive/exposure language
- Communication Plans
- Consultation

<sup>1</sup> 2021 COVID-19 School Guidance Checklist

# General Safety Precautions

## What to expect.

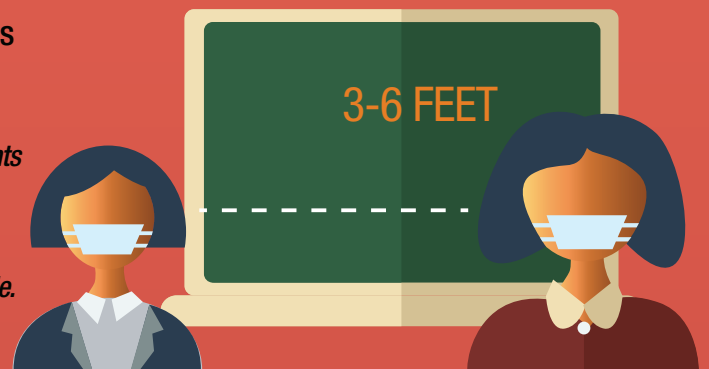
**Transportation.** Safety precautions include social distancing while waiting, entering, and exiting, entering to the rear of the bus to reduce contact, bus driver wears face covering, sanitizing the bus between pick-up and drop-off, mandatory face covering, siblings sit together whenever practicable, opening a minimum of two windows, and high expectations for appropriate behavior. Students who violate behavior standards will face disciplinary action.



**Protection.** Face coverings must be worn by staff and students based on a mandate from the State of California on June 18, 2020. For more information and exemptions please visit: California Department of Public Health. <https://www.cdph.ca.gov>

**Social distancing.** Limiting certain activities will help limit the spread of the virus. Schools will consider the following strategies to maintain smaller groups of students in shared spaces.

- *Classrooms are set up to allow for 6 feet of distancing between students and between students and teachers.*
- *Barriers and/or desk shields are utilized to provide an additional layer of safety as well as in spaces where 6-foot distancing is not practicable.*
- *COVID-19 graphic signage are posted in classrooms and on campus to remind students to maintain social distancing protocols and follow other safety protocols.*
- *Desks face a single direction to minimize face to face.*
- *Staggered pick-up/drop offs limit student congregation.*



This health and safety guidance has been recommended by the State of California and Riverside County Public Health for the reopening of schools based on current information, January 14, 2021 and will be updated as the situation changes.

# General Safety Precautions

## What to expect.

**Monitoring.** Families/students, adults and staff are recommended to take temperatures daily before going to school. Anyone with a fever of 100.4 or higher should not go to a school site.

# 100.4°

Temperature checks with with no touch thermometers.



# Clorox 360

**Sanitation.** Classrooms are sanitized everyday and barriers are in place, where applicable, to protect students and teachers.

**Hygiene.** Wash your hands with clean, running water (warm or cold), turn off the tap, and apply soap. Scrub your hands for at least 20 seconds. ... Dry your hands using a clean towel or air dry them. Use Hand Sanitizer When You Can't Use Soap and Water. Use hand sanitizer supplied in classrooms and on campus when soap and water are not readily accessible.



# Riverside

*We are primarily following guidelines from the following authorities:*

- Guidance on Preparing Workplaces for COVID-19 U.S. Department of Labor Occupational Safety and Health Administration (OSHA)
- California Department of Education Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools
- California Department of Public Health Guidance for Schools
- The California School Boards Association: The Uncertain Road Ahead
- Association of California School Administrators: School Reopening Report
- American Academy of Pediatrics: Guidance for School Re-entry
- Riverside County: A Planning Guidebook for the Safe Opening of Schools

**WIDESPREAD**

**SUBSTANTIAL**

**MODERATE**

**MINIMAL**

Certain businesses and services may now operate at limited capacity



# Identification & Contact Tracing

When a student has tested positive for COVID-19:

- The school reports to County health officials.
- All families are notified a positive case has been reported.
- Families of students who meets the criteria as a close contact (within 6 feet of positive case for >15 minutes within 24 hours) are notified via a phone call and an emailed letter and are reported to County health officials for contact tracing.
- Close contacts are required to quarantine for 10 days (quarantine begins the last date of contact with a positive case) from last known exposure before returning to school, and then can return if wearing a surgical mask for the next 4 days OR if they test positive or become symptomatic, 10 day isolation starts on that date.
- Close contact students can return after the isolation period if symptoms are improving and fever free for >24 hours without medication.

## Voluntary COVID-19 Testing

**Families may opt into free COVID-19 testing using the QuantiVirus™ SARS-CoV-2 Home Saliva Test Kit.**

**Ask for your principal for more details.**

The AUSD 2020-2021 School year began with a hybrid model of instruction. In accordance with directives from the state level, all students will continue to engage in Distance Learning until it is deemed appropriate to return to campus. AUSD students will then transition to a hybrid of in-person learning and distance learning.

AUSD Families were given the option to remain in distance learning through the virtual program.

In compliance with SB 98, daily participation and attendance is required and recorded for each student.

# Learning Models

## Full Distance Learning-

Students and teachers are in different locations.  
Instruction occurs virtually.

**Synchronous learning** is daily, live instruction with an AUSD teacher that happens in real-time at designated periods throughout the school day. Instruction occurs through Google Classroom and Meets, Zoom, or other platform.

**Asynchronous Learning** is instruction that occurs through assignments and other standards-based activities assigned by the teacher. Students participate in the learning at designated times during the week.

## Virtual Program

Students engage in full distance learning, with AUSD teachers.



CERTIFICATED AUSD TEACHERS

STUDENTS

# Hybrid Learning

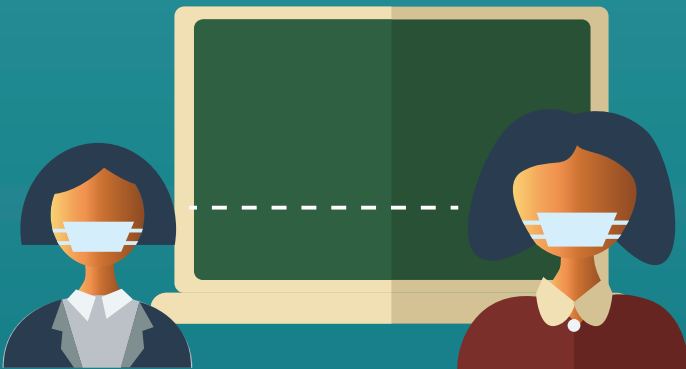
**Hybrid** - a blend of in-person and distance learning with no more than 50% of students present on campus at any given time. When school reopens for the physical return of students, those who chose this model will attend school, in-person, twice a week (see details below).



SCHOOL CAMPUS



DISTANCE LEARNING



COHORT A  
**50%**  
ON CAMPUS

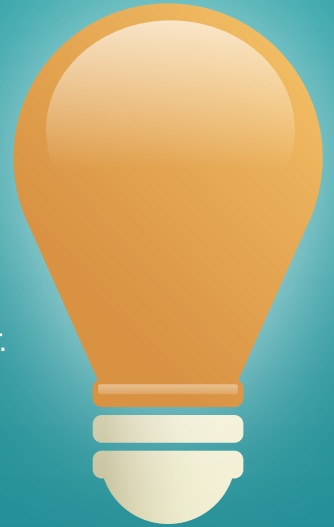


COHORT B  
**50%**  
OFF CAMPUS

# Hybrid Learning Model

## Blending in-person learning and distance learning.

- Schools will open in the Hybrid Model.
- No more than 50% of students on campus, per day, and at least 50% of students at home, distance learning.
- Students are split into two stable groups: Cohort A or Cohort B.
- Cohort A attends school on Monday and Wednesday.
- Cohort B attends school on Tuesday and Thursday.
- On Friday, all cohorts are remote in the same structure as distance learning.
- On days students are at school, students will engage in in-person learning with their teacher.
- On days students are home, students will engage in distance learning.
- Quality instructional opportunities will be provided on distance learning days.
- For those families who chose to stay distance, your request will be honored.
- School sites will have modified day school schedules. Principals will communicate with their communities regarding schedules and school site specific information.
- Virtual Academy current schedules will be altered slightly to match hybrid schedules, when in-person instruction begins.



## CAMPUS SCHEDULE

COHORT A	COHORT B	COHORT A	COHORT B	
M	T	W	TH	F

# NSLP Breakfast & Lunch



- All Meals are free until the end of the school year.
- Food provided on the day of school.
- 5-day meal kits for pick-up on Fridays for any virtual student not attending in-person instruction.
- Call the Child Nutrition Center at 951-509-6200 with questions.

# Student Athletics

Student-athletes will return for in-person conditioning following CIF guidelines released on January 22, 2021<sup>1</sup> and CDPH guidelines.



*1 All-Sports-Guidelines-1.25.21.pdf found on <https://cifss.org/news/updated-covid-19-sport-guidelines/>*

# ALVORD UNIFIED SCHOOL DISTRICT School Year Calendar 2020-2021

## GRADUATION DATES

Alvord High & Alternative Ed. - May 24, 2021

La Sierra High School - May 25, 2021

Hillcrest High School - May 26, 2021

Norte Vista High School - May 27, 2021

## CAASPP TESTING DATES

03/01/21 - 05/28/21

Smarter Balanced ELA & Math Grades 3-8, 11

CAA (Alternate) ELA & Math Grades 3-8, 11

CAST (Science) Grade 5, 8, High School

CAA (Alternate/Science)- Nov. 2020 -May 2021

Grades 5, 8, High School

ELPAC - 02/01/21 - 05/28/21

NNAT - 11/30/20 - 12/16/20

## ELEMENTARY (K-5)

### Grading Periods

1st Progress Report 08/10/20 - 09/18/20

Deficiency Notice 09/21/20 - 10/30/20

1st Semester Report Card 11/02/20 - 12/17/20

2nd Progress Report 01/04/21 - 02/19/21

Deficiency Notice 02/22/21 - 04/09/21

2nd Semester Report Card 04/12/21 - 05/28/21

## PARENT CONFERENCES

**Elementary** October 5-9, 2020

**Middle School**

October 8-9, 2020 and March 11-12, 2021

**High School**

October 15-16, 2020

March 18-19, 2021

## STUDENT REGISTRATION DATES

2020-2021 Registration

TK-12 Registration: 07/20/20 - 07/31/20

2021-2022 Registration

TK/K Registration: 03/08/21 - 03/19/21

## SECONDARY (6-12)

### Progress Reports

1st Progress Report 08/10/20 - 09/18/20

2nd Progress Report 09/21/20 - 10/30/20

1st Semester Report Card 11/02/20 - 12/17/20

3rd Progress Report 01/04/21 - 02/19/21

4th Progress Report 02/22/21 - 04/09/21

2nd Semester Report Card 04/12/21 - 05/28/21

## HOLIDAYS

07/03/20 Independence Day

(Observed)

09/07/20 Labor Day

11/11/20 Veteran't Day

11/26/20 Thanksgiving

11/27/20 Local Holiday

12/21/20 Local Holiday

12/22/20 Local Holiday

12/23/20 Local Holiday

12/24/20 Local Holiday

12/25/20 Christmas Day

12/31/20 Local Holiday

(in lieu of Admissions Day)

01/01/21 New Year's Day

01/18/21 Martin Luther King Day

02/08/21 Lincoln's Day Observed

02/15/21 Presidents' Day

05/31/21 Memorial Day

## STUDENT SCHOOL YEAR

08/10/20 - 05/28/21

## BREAKS

Thanksgiving 11/25/19 - 11/29/19

Winter 12/21/20 - 01/01/21

President's Week 02/08/21 - 02/15/21

Spring 03/29/21 - 04/02/21

Board Approved: 01/23/20



For more information and questions email: [SafeSchools@alvordschools.org](mailto:SafeSchools@alvordschools.org)  
You can also visit the website or call for further information.

[alvordschools.org](http://alvordschools.org)

951-509-6110

Date: \_\_\_\_\_

# 2021 COVID-19 School Guidance Checklist

Name of Local Educational Agency or Equivalent: \_\_\_\_\_

Number of schools: \_\_\_\_\_

Enrollment \_\_\_\_\_

Superintendent (or equivalent) Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Date of proposed reopening: \_\_\_\_\_

County: \_\_\_\_\_

Grade Level (check all that apply)

Current Tier: \_\_\_\_\_  
(please indicate Purple, Red, Orange or Yellow)

TK  2<sup>nd</sup>  5<sup>th</sup>  8<sup>th</sup>  11<sup>th</sup>

K  3<sup>rd</sup>  6<sup>th</sup>  9<sup>th</sup>  12<sup>th</sup>

1<sup>st</sup>  4<sup>th</sup>  7<sup>th</sup>  10<sup>th</sup>

Type of LEA: \_\_\_\_\_

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**This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier and not yet open, materials must additionally be submitted to your local health officer (LHO) and the State School Safety Team prior to reopening, per the [Guidance on Schools](#).**

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:

[K12csp@cdph.ca.gov](mailto:K12csp@cdph.ca.gov)

**LEAs or equivalent in Counties with a case rate  $\geq 25/100,000$  individuals can submit materials but cannot re-open a school until the county is below 25 cases per 100,000 (adjusted rate).**

## For Local Educational Agencies (LEAs or equivalent) in **ALL TIERS**:

I, \_\_\_\_\_, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the **COVID-19 Prevention Program (CPP)**, pursuant to CalOSHA requirements, and this **CDPH COVID-19 Guidance Checklist** and accompanying documents,





## BOARD OF EDUCATION

Joanna Dorado, Ed.D.  
Julie A. Moreno  
Robert Schwandt  
Lizeth Vega  
Carolyn M. Wilson

**ALVORD UNIFIED SCHOOL DISTRICT**  
All students will realize their unlimited potential

## SUPERINTENDENT

Allan J. Mucerino, Ed.D.  
9 KPC Parkway  
Corona, CA 92879  
P: (951) 509-5070  
F: (951) 509-6070

## COVID-19 SCHOOL CHECKLIST

**Stable group structures:** Students will be in stable groups with one instructor. Stable groups will consist of no more than 34 students and 1 instructor. In-person instruction will include no more than 50% of students present on campus to ensure appropriate physical distancing and safe practices. Fifty-percent (50%) of each stable group will engage in synchronous, in-person learning at school two days a week (Monday/Wednesday or Tuesday/Thursday). There are no students on campus on Friday. Students will remain in their stable groups during classroom instruction. Recess time and/or lunches, where multiple stable groups may be outside at similar times, each group will remain intact and maintain physical distance from all other stable groups. Safe zones in the outdoor recreation areas and lunchrooms are identified with multi-color markings to eliminate any cross mingling of stable groups. Additional services (i.e., Physical Education, Music, and Specialized supports) will remain virtual while in the Purple Tier.

**Entrance, Egress and Movement Within the School:** School staff arriving at their worksite will first report to the Administration Building for symptom screening before going to their workspace. Symptom screen will include a temperature check. If a school staff person refuses to symptom-screen (per MOU), they will not have access to campus.

Staggered drop offs are encouraged, and one entry point will be assigned to limit student congregations. PK-5 Students will go to the designated area to be symptom-screen before going onto the campus. If a student refuses to symptom-screen the student will not have access to campus. Students will be placed in an isolation room until a parent or guardian picks them up. They will not have access to campus. If a parent, guardian, or visitor refuses to symptom-screen they will not have access to campus.

Egress – School Staff and PK-5 Students will maintain a physical distance of six feet when entering and exiting rooms. Administration and staff will monitor to insure safety protocol and procedures are followed. Appropriate consequences and or disciplinary actions will be enforced.

School sites have a well-established system of student expectations of physical distancing. Administration and staff will monitor to ensure physical distancing is followed. Appropriate consequences and or disciplinary actions will be enforced.

Movement within the school – School Staff, PK-5 Students and visitors will maintain a physical distance of 6 feet while moving around the campus. Administration will monitor staff to ensure physical distancing is being followed while moving around the campus. Appropriate consequences and or disciplinary actions will be enforced.



@AlvordUnified | [alvordschools.org](http://alvordschools.org)

Administration and staff will monitor and remind students of the safety protocols related to physical distancing while moving around the campus. Appropriate consequences and or disciplinary actions will be enforced.

Administration and staff will monitor and remind visitors of the safety protocols related to physical distancing when moving around the campus. Visitors refusing to follow the safety protocols will be asked to leave campus.

**Face Coverings and Other Essential Protective Gear:** Face coverings must be worn by school staff and PK-12 students based on a mandate from the State of California on June 18, 2020. Administration and staff will monitor face coverings are worn properly. Appropriate consequences and or disciplinary actions will be enforced. Considerations will be made for persons with a medical, mental health, or developmental disability that prevents wearing a face covering and persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication. If a staff member, student or visitor arrives at a campus without face covering the school site or department will provided one.

Administration and staff will monitor to insure safety protocols related to face covering and other essential protective gear procedures are followed. Appropriate consequences and or disciplinary actions will be enforced. Administration and staff will monitor and remind students of the safety protocols related to face covering and other essential protective gear. Appropriate consequences and or disciplinary actions will be enforced. Staff will monitor and remind visitors of the safety protocols related to face covering and other essential protective gear. Visitors refusing to follow the safety protocols will be asked to leave campus.

**Health Screenings for Students and Staff:** Families/students, adults and staff are recommended to self-screen for symptoms and take temperature daily before going to school. A letter to parents/guardians is sent home reminding them of the important role they play in the mitigation of the spread of COVID-19. The letter outlines the self-screen symptoms parents/guardians should look for in their children. The letter states anyone with a fever of 100.4 degrees or higher or presenting with the following symptoms should not report to the school site.

- Fever or chills
- Cough
- Sore throat
- Shortness of breath or trouble breathing
- Nausea/vomiting/diarrhea
- New loss of taste or smell
- Red or itchy eyes
- Seems sick or like they are starting to get sick

The district has standardized on a Thermal Scanning System to scan each PK-5 student when arriving onto the campus. The system will be located at the student entrance location. School staff and visitors will have their temperature check with a No-Touch Thermometers at the Administration Building.

Once on campus, students with a temperature of 100.4 degrees or higher, or presenting with the above-mentioned symptoms will be escorted to the designated isolation room. School staff will contact the



parent or guardian to come pick up their child. School staff and visitors with a temperature of 100.4 degrees or higher will not be allowed to come onto the campus.

**Healthy Hygiene Practices:** Signage is located at all campus entry points reminding staff, students and visitors to wash your hands with clean, running water (warm or cold), turn off the tap, and apply soap. Scrub your hands for at least 20 seconds. Dry your hands using a clean towel or air dry them. Each classroom is equipped with hand sanitizer which staff and PK-5 students (with adult supervision) are able to use when running water is not available. All persons on campus are encouraged to use sanitizer upon entering and exiting rooms. Every campus has moveable/portable hand sanitizer stations that can be placed outside to meet the needs.

**Identification and Tracing of Contacts:** The school district is following guidance from the Riverside County of Health and CalOSHA.

**Staff:** Upon notification of a positive Covid-19 case, the Benefits Manager shall contact the positive individual and instruct them of the CDC's definition of a close contact. Currently, this is defined as any person the positive individual has been within 6 feet of for a cumulative total of 15 minutes or more in a 24 hour period, during the exposure window. Any and all individuals identified as meeting this criteria will be notified by the Benefits Manager either via email or telephone. Close contacts will be directed to self-quarantine for 14 days from the date of their last contact with a positive case. They will be provided with a Covid-19 test upon their request, as well as access to medical care under the Worker's Compensation program. For all positive employees, the Benefits Manager will notify Riverside County public health using their preferred method (i.e. school line list) as soon as possible, but not later than 3 days from notification.

**Students:** If a parent reports to the school site that their student has tested positive for COVID-19, the school site notifies the RN for that site, who reports to RUHS via the School COVID-19 Contact Line List immediately, or as soon as possible.

Any student on campus who meets the criteria as a close contact (within 6 feet of positive case for >15 minutes within 24 hours) is reported on the COVID-19 Contact Line List and emailed to RUHS.

School administration notifies parents of students who meet the criteria for close contact via a phone call and an emailed letter. All close contacts are required to quarantine for 10 days (quarantine begins the last date of contact with a positive case) from last known exposure before returning to school, and then can return if wearing a surgical mask for the next 4 days OR if they test positive or become symptomatic, 10 day isolation starts on that date. They can return after the isolation period if symptoms are improving and fever free for >24 hours without medication.

All positive staff and students as well as close contacts are reported to RUHS.

**Physical Distancing:** Limiting certain activities will help limit the spread of the virus. Schools will consider strategies to maintain smaller groups of students in shared spaces, including, but not limited to, classrooms, multi-purpose rooms, administrative offices, and specialized classrooms. To maintain smaller groups in shared spaces, in-person instruction will include no more than 50% of students present on campus to ensure appropriate physical distancing and safe practices. Fifty-percent (50%) of



each stable group will engage in synchronous, in-person learning at school two days a week (Monday/Wednesday or Tuesday/Thursday). There are no students on campus on Friday.

During regular school hours, school sites will restrict non-essential visitors, volunteers, and activities involving other groups. All those on campus will practice physical distancing at all times.

- Limit group activities.
- Any meeting that cannot accommodate 6-foot physical distance shall be virtual.
- Classroom space will be arranged to remove non-essential furniture, allowing maximum space for students and staff to remain 6-feet apart.
- Student desks will be arranged to face the same direction and will be spaced 6-feet between students and 6-feet from the teacher.
- Student desks will include a Plexiglass barrier securely placed on each student's desk for additional protection.
- Routes will be designated for entry and exit to lunch, recess, and other transition times, as feasible.
- Signage and floor markers throughout campuses will promote physical distancing.
- Students and staff will practice physical distancing at all times.

#### **Staff Training and Family Education:**

We will provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect staff and students 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.

#### **Testing of Staff and Students:**

**Staff:** The district has contracts with two labs and test suppliers to ensure availability of testing kits. The vendors are Quest Diagnostics and Dia Carta. These vendors will work with the school district to meet



the needs of our approximately 1,800 staff members. Having two vendors allows for multiple delivery methods. Testing kits can be picked up at any of the district facilities or delivered to the employee home. The frequency of testing is determined by CDPH testing cadence requirements as outlined in the table below, and will include symptomatic and asymptomatic testing.

The District will receive reporting of all staff who have completed their covid-19 testing to ensure the needed cadence is met. Staff who fail to meet the required testing cadence will be exempted from the workplace until they meet the cadence. Records will also be kept of all attempts to notify staff of the testing requirement. The district does require all staff members to be tested. The district provides the test kits at no cost to the employees.

**Students:** Once schools are reopened to in-person instruction, Alvord Unified School District will follow the guidelines of the California Department of Public Health and Riverside County Department of Public Health, to make available asymptomatic testing based on CDPH COVID Guidance Table 3: Testing Cadences with Support from the State of California for PK-5 schools (see table below) at a minimum of every 2 weeks.



**Table 3.** Testing Cadences with Support from the State of California for K-12 schools

	Yellow	Orange	Red	Purple	CR >14*
<b>Staff</b>	Symptomatic and response testing.	Symptomatic and response testing.	Symptomatic and response testing + every 2 weeks asymptomatic testing.	Symptomatic and response testing + every 2 weeks asymptomatic testing.	Symptomatic and response testing + weekly asymptomatic (PCR or twice weekly antigen testing)**.
<b>Students K-12</b>	Symptomatic and response testing.	Symptomatic and response testing.	Symptomatic and response testing + every 2 weeks asymptomatic testing.	Symptomatic and response testing + every 2 weeks asymptomatic testing.	Symptomatic and response testing + weekly asymptomatic (PCR or twice weekly antigen testing)**.

TP = test positivity

\* The case rates above are adjusted case rates.

\*\* Weekly asymptomatic testing assumes the use of a PCR test. If antigen testing is used, testing should be at a twice weekly cadence.

Students or staff who have tested positive for active infection with SARS-CoV-2 virus within the last 90 days are exempt from asymptomatic testing.

Any school currently open is subject to the minimum testing requirement standards established by [Cal/OSHA](#). These standards include response testing for exposed cases and outbreak testing for everyone weekly until no longer considered an outbreak. Please refer to [Cal/OSHA guidance](#) for complete details.

A Dia Carta SARS - CoV-2 PCR test will be provided to all in-person students/families at least every two-weeks, as indicated by testing cadence at no expense. If a parent reports to the school site that their student has tested positive for COVID-19, the school site notifies the Registered Nurse (RN) for that site, who reports to Riverside University Health System via the School COVID-19 Contact Line List immediately, or as soon as possible (see Identification and Reporting of Cases).

Alvord Unified School District will provide tests to all students reporting on-campus and will notify all families of expectations and timelines of test submission. We understand parents may decline having their child tested. All efforts made by the District to test students in accordance with state requirements will be documented at the sites.



## **Identification and Reporting of Cases:**

### **Contact line list**

1. Notification of a positive case
2. Positive case details are reported to Registered School Nurse at the school site
3. Registered School Nurse reports to Riverside University Health System via the School COVID-19 Contact Line List immediately, or as soon as possible
4. Any staff/student on campus who meets the criteria as a close contact (within 6 feet of positive case for >15 minutes within 24 hours) is reported on the COVID-19 Contact Line List and emailed to RUHS.

It is our policy to:

1. Report information about COVID-19 cases at our workplace to the Riverside County Health Department whenever required by law, and provide any related information requested by the Riverside County health department.
2. 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.
3. Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 section 3203(b).
4. 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.
5. 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.
6. Notify employee associations, cabinet, and board, of COVID-19 cases and outbreaks.

### **Student 10 day positive/exposure language**

Where we have a COVID-19 case in our school(s), we will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the school until 10 days have elapsed from the date of the most recent positive test, and the student exhibits an improvement in symptoms, and has been fever free for at least 24 hours without the use of fever reducing medication.
- Excluding students with COVID-19 exposure from school for 10 days after the last known exposure to a COVID-19 case, or until a doctor has provided written confirmation that the individual is cleared to return on-site. An exposure is defined as being within 6 feet of a positive individual for a cumulative total of 15 minutes or more. Please note, use of a face covering does not affect whether or not an individual is considered an exposure.



## **Communication Plans**

The district communicates the number of active cases on its website

The district ensures that we have effective two-way communication with our employees, students and parents 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:
  - Via email or phone call to Amanda Benitez, Benefits Manager; Dr. Robert Presby Assistant Superintendent of Human Resources; or the employee's direct supervisor.
- That employees and students 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.
  - The District observes the interactive process in accordance with the Americans with Disabilities Act.
- Where testing is not required, how employees can access COVID-19 testing:
  - Via personal medical provider, or local testing sites. Visit <https://www.rivcoph.org/coronavirus> for information on local testing sites.
- 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.
- 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.

Notification of positive employee cases and outbreaks is, and will continue to be, provided to Public Health.

**Consultation:** The school district and the two associations agree that a safe opening of schools is a priority for the staff, students and the community.





**Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with [Reporting Requirements](#).

**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.

**Consultation: (For schools not previously open)** Please confirm consultation with the following groups

Labor Organization

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

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Parent and Community Organizations

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

Name: \_\_\_\_\_

Date: \_\_\_\_\_

*If no labor organization represents staff at the school, please describe the process for consultation with school staff:*

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### **For Local Educational Agencies (LEAs or equivalent) in PURPLE:**

**Date of Submission to Local Health Department:** \_\_\_\_\_.

Note: LEAs intending to re-open K-6 schools while in the Purple Tier are to submit the CSP to the LHD and the State Safe Schools for All Team concurrently.

#### **Additional Resources:**

[Guidance on Schools](#)

[Safe Schools for All Hub](#)

Note: This checklist was amended on January 29th to delete language regarding the need to submit this checklist to a County Office of Education. The CSP does not need to be submitted to the County Office of Education as part of the public health guidance, though the County Office of Education may request the CSP as part of other processes.