



**Acalanes Union High School District**

**2021-2022**  
**Health & Safety Plan**

UPDATED: August 4, 2021

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This is a fluid working document and may be adjusted as conditions and guidance change.

# Message from the Superintendent

August 2021

Dear Acalanes Union High School Community,

We have all felt the prolonged hardship of the COVID-19 pandemic. Our experiences differ, but your sacrifices for community, family and personal safety and wellbeing have undoubtedly been significant. We know that the disruption to regular on-campus instructional and extracurricular programs last year has brought additional challenges to many. And we know that students benefit from in-person learning, and safely returning to in-person instruction must be a priority. The foundational principle to our 2021-2022 planning has been to provide access to safe and full in-person instruction to all students.

Throughout our planning process, we have been following the requirements and considering the recommendations and general guidance of the [California Department of Public Health](#), reviewing the general advisory guidance of the [Center for Disease Control and Prevention](#), and following the local orders of [Contra Costa Health Services](#). We have modified our plans as guidance has changed from these agencies through the summer. We have also collaborated broadly with the Contra Costa County Office of Education and other districts in the County. Leadership from our employee groups have provided an invaluable partnership as we move forward to support our students.

The following AUHSD 2021-2022 Health and Safety Plan documents the general safety procedures and protocols for the District. It will be an evolving document as guidance and requirements from our health agencies changes. Any significant changes will be discussed publicly at a meeting of the Governing Board.

To support the safety of our campuses and the general public safety, we must continue to adhere to best practices for personal and public health. By doing the following, we know we can reduce the spread of COVID-19. Please do your part:

- Stay home if feeling sick.
- Wear a mask in accordance with public health agency requirements and recommendations.
- Get tested for COVID, especially if you are feeling sick.
- Wash or sanitize your hands often. Avoid touching your eyes, nose, and mouth.
- Get vaccinated if you are eligible.

Take care and stay well. And thank you for your efforts to keep your family and the community safe.

Sincerely,



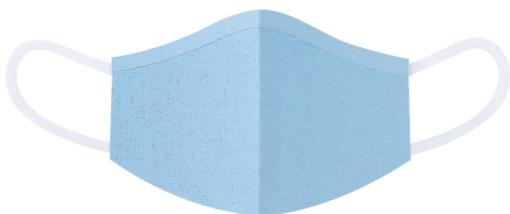
John Nickerson  
Superintendent



The health and safety of our students, staff, and families is of the utmost importance. We believe all students must have access to safe and full in-person instruction and will implement plans for safe, successful, and full in-person instruction in the 2021-2022 school year. The following are risk-mitigation strategies for our schools and classrooms. Our plan is based on current guidance from State and Contra Costa County public health officials and other State agencies and will be updated as the situation evolves.

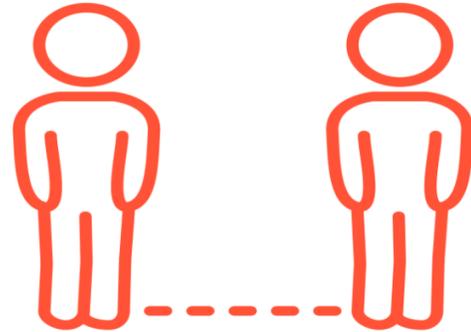
## FACE COVERING—MASKING

- Masks are optional outdoors for all in K-12 school settings. Masks are encouraged when outdoors and in crowded environments. The CDC recommends that people who are not fully vaccinated wear a mask in crowded outdoor settings or during activities that involve sustained close contact with other people who are not fully vaccinated.
- K-12 students are required to mask indoors, with exemptions per [CDPH face mask guidance](#). Staff in K-12 school settings are required to wear masks regardless of vaccination status per the August 2 local health order.
- Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- Schools will provide face coverings to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
- Schools will implement local protocols to enforce the mask requirements. For students who do not comply with the masking requirement, the District offers the option to attend distance learning and a transfer to the Acalanes Center for Independent Study.
- In limited situations where a face covering cannot be used for pedagogical reasons, a face shield with a drape (per [CDPH guidelines](#)) can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others.



## Physical Distancing

There are no physical distancing requirements. Students and staff are encouraged to maintain distance when practicable. CDPH cites recent evidence that indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. This is consistent with [CDC K-12 School Guidance](#).



## COVID-19 PASSIVE SCREENING

Students and staff are asked to screen each day prior to coming to school for [COVID-19 symptoms](#) and exposure to COVID-19 positive individuals. Students with symptoms or exposure should remain home and contact their medical provider and the school attendance office. See [Appendix A](#) for decision tree related to symptoms and vaccination status.

## FOOD SERVICES:

Our [cashless cafeterias](#) will fully function, but students will be encouraged to eat outdoors.

## ATHLETICS AND ACTIVITIES:

We currently still await anticipated guidance from CDPH regarding sports, performing arts, field trips and other school activities. In the interim, we will follow the general guidance of universal masking while indoors for these activities.

# Health and Safety Protocols

## CONTRACT TRACING AND QUARANTINE:

School contact tracing teams were trained by Contra Costa Health Services (CCHS), and contact tracing will be conducted in collaboration with CCHS. Contact identification and quarantine will be in accordance with CCHS and CDPH guidance, respectively.

Positive cases among students and staff will result in robust contact tracing. Contacts are considered individuals who are within 6 feet for a cumulative 15 minutes over a 24 hour period. Vaccinated contacts who are asymptomatic will not be placed on quarantine. Unvaccinated contacts who are asymptomatic will be placed on quarantine consistent with [CDPH requirements](#).

[See Appendix B](#) for more information regarding contacts and quarantine.

Per AB 86 (2021) and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department.

## COVID-19 TESTING

Rapid antigen COVID-19 testing will be available at each school for students entering modified quarantine in which asymptomatic testing is required. Free COVID-19 testing for students and staff can be scheduled through [Contra Costa Health Services](#) and many healthcare providers. Symptomatic students and staff should contact their healthcare provider regarding COVID-19 testing.

## VACCINATION:

COVID-19 vaccination of all staff and eligible students is our best strategy to mitigate risk to all. Student vaccination is not a requirement in California public schools at this time, but we encourage all unvaccinated eligible students to seek guidance regarding vaccination from their healthcare provider.

## VACCINE VERIFICATION:

AUHSD will follow the CalOSHA and CDC vaccine verification recommendations for staff. All employees are required to submit vaccine self-attesting verification to the Human Resources Department. School nurses and contact tracing teams might require documentation of student vaccination status to establish needs for quarantine.

## PARENTS ON CAMPUS:

Parents are encouraged to call in lieu of school visits and to schedule an appointment when possible. Parents who come to the campus during the school day must report to the main office, screen for [COVID-19 symptoms](#) and wear a mask when indoors regardless of vaccination status (consistent with the [current local health orders](#)).

## GENERAL GUIDELINES FROM CDPH

**Student or staff with COVID-19 Symptoms** (e.g., fever, cough, loss of taste or smell, difficulty breathing):

- ([Appendix A](#)) Use Symptom Decision Tree to identify symptoms and proceed accordingly
- Send home if at school and recommend testing
- School/classroom remain open
- No communication sent to classroom or school community

**Student or staff with close contact to a COVID-19 confirmed case:**

- ([Appendix B](#)) Follow quarantine process and determine whether individual is symptomatic.
- No quarantine for asymptomatic vaccinated individuals.
- Asymptomatic unvaccinated individuals might be eligible for modified quarantine.
- Symptomatic individuals, vaccinated or unvaccinated, begin isolation.
- School/classroom remains open

**Staff or student with confirmed COVID-19 case infection:**

- ([Appendix B](#)) Notify the local public health department
- Isolate case and exclude from school for 10 days from symptom onset or test date
- Identify close contacts, notify and quarantine exposed contacts as required
- Recommend testing of symptomatic contacts and unvaccinated asymptomatic contacts
- Disinfection and cleaning of classroom and primary spaces where case spent significant time
- School remains open

# Facility Cleaning & Sanitization Protocols

The safety of employees and students at Acalanes Union High School District is the highest priority. Schools have been completely cleaned and disinfected, and AUHSD will continue to adhere to all necessary safety precautions. In addition to the deep cleaning of the office and school before employees and students return, the cleaning steps outlined below will be followed:

**CLEANING** - Involves water and soap or a detergent, does not use disinfecting agents, and significantly decreases germs on surfaces and decreases infectious risks.

**DISINFECTING** - Kills germs on surfaces using specific agents ([click here](#) for those approved by EPA). If a positive COVID-19 case has been identified, the spaces where the case spent a large portion of their time, including classrooms, will be disinfected. (Note: frequent disinfection can pose a health risk to students due to the strong chemicals often used and is not recommended in the school setting unless a positive COVID-19 case has been identified.)

## CLEANING AND DISINFECTING

The District has developed protocols, consistent with public health guidance, for daily and ongoing cleaning of each school facility before the return of students to the campus.

In order to disinfect high-touch surfaces regularly to minimize the risk of exposure, the District has invested in updated equipment that will both speed up and make the cleaning process more complete. Also, each classroom and workspace will have access to paper towels and disinfecting supplies.

In addition, AUHSD staff will engage in the following:

- Reduction in shared items – water fountains, equipment
- Ongoing cleaning and disinfecting of frequently touched surfaces (e.g., door handles, light switches, bathroom surfaces)
- Disinfecting equipment between use
- Classroom workspaces will be cleaned routinely, with student workstations cleaned after each class period
- Additional custodial staff will be deployed at each site
- Personal Protective Equipment (PPE) will be available at each site as needed

## SANITATION STATIONS

Each classroom will have a designated sanitation station. Sanitation stations will include a hand sanitizer dispenser, disinfectant wipes or disinfectant spray and paper towels. Located near the sanitation station is a wall mounted hand sanitizer dispenser. In addition to the supplies at the sanitation station, each classroom has been supplied with the following items:

- Disposable face masks
- Face shield (teacher only)
- Gloves
- Bottle of hand sanitizer

## DRINKING STATIONS

- Drinking fountains have bottle filling stations and provides an alternative to using drinking fountains.
- Students should provide their own reusable water bottles to reduce sharing and encourage environmentally friendly alternatives to disposable water bottles.

## INDOOR AIR QUALITY

Indoor air quality is essential to providing a safe and comfortable environment for schools and offices. Proper temperature and humidity levels can help slow down the reproduction of viruses and bacteria. AUHSD is ensuring proper preventive maintenance is being performed on all HVAC units and is changing filters on a regular basis and providing adequate air filters:

- The Center for Disease Control recommends increasing air filtration as high as possible (target MERV 13) without diminishing air flow and enforcing the existing or revised indoor air quality plan
- AUHSD HVAC systems have been updated to include MERV-13 filters
- HEPA standing filters and fans are being used as needed
- To help increase airflow in spaces where possible, continuous fan, AC or heat is being utilized in addition to maximizing outdoor air exchange

## HANDWASHING

Handwashing is strongly encouraged as one of the most effective ways to prevent the spread of any biological pathogen, including COVID-19.

- Wash hands thoroughly with soap and water for at least 20 seconds
- Thoroughly dry hands
- Hand sanitizer dispensers have been installed in all school classrooms and instructional spaces

Portable hand sanitization stations are being deployed to supplement existing facilities, especially where food is eaten and in common areas.





# Appendix A: COVID-19 Symptom Check

## COVID-19 Decision Tree for New Symptoms

For students experiencing the following symptoms of COVID-19 or other respiratory and related illness

Have you experienced any **NEW** or **unexplained** COVID-19 signs and symptoms? (“Unexplained” symptoms cannot be explained by typical allergies or routine symptoms for a previously known condition.)

- Fever  $\geq$  100.4
- Shortness of breath
- Difficulty breathing
- Muscle or body aches
- New loss of smell or taste
- Congestion or runny nose
- New cough
- Nausea & vomiting
- Diarrhea
- Sore throat
- Headache
- Fatigue



YES

**DO NOT COME TO SCHOOL** AND NOTIFY YOUR SCHOOL'S ATTENDANCE OFFICE  
IF YOU ARE AT SCHOOL, FOLLOW SCHOOL PROCEDURES FOR ISOLATION  
AND DISMISSAL.



YES

**DID YOU GET TESTED FOR COVID-19?**  
(It is strongly recommended that students be tested)

NO

**NEGATIVE RESULTS AND WITHOUT KNOWN COVID-19 CONTACT:** You should not return to school until symptom free for 24 hours without use of medication. (Submit proof of negative test to your school site.)

**NEGATIVE RESULTS BUT WITH KNOWN COVID-19 CONTACT:** Quarantine for 10 days before returning to school and monitor symptoms for 14 days.

**POSITIVE RESULT:** You should remain at home -

- until at least 10 days have passed since symptoms onset, **AND**
- at least 24 hours have passed since resolution of fever without use of medication, **AND**
- other symptoms have improved

### **REMAIN AT HOME:**

- Until at least 10 days have passed since symptoms onset, **AND**
- at least 24 hours have passed since resolution of fever without use of medication, **AND**
- other symptoms have improved

### **OR**

You should remain at home until you receive clearance from your healthcare provider. (Submit documentation to your school site.)  
(Note: Monitor symptoms for at least 14 days.)

Guidance subject to change per CDPH and CDC summer updates.

# Appendix B: Confirmed COVID-19 Case

## CONFIRMED CASE OF COVID-19

For students who have tested positive for COVID-19



**DO NOT COME TO SCHOOL**

**ISOLATE AT HOME AND NOTIFY YOUR SCHOOL'S ATTENDANCE OFFICE**



### NEXT STEPS:

- Contact healthcare provider, if not yet done
- Participate in contact tracing initiated by the school and monitor symptoms for 14 days
- Notify non-school cohorts/groups you've been in close contact

### RETURN TO SCHOOL

#### **IF no symptoms after COVID-19 test:**

- After 10 days have passed since COVID-19 test, **AND**

#### **IF symptoms continue or new symptoms develop after COVID-19 test:**

- After 10 days have passed since COVID-19 test or start of symptoms, **AND**
- Symptoms are improving, **AND**
- No fever for 24 hours (without fever-reducing medication)

## CLOSE CONTACT WITH CONFIRMED CASE OF COVID-19

For students who have been in close contact with someone who tests positive for COVID-19



### **Are you fully vaccinated?**

(People are considered fully vaccinated two weeks AFTER their final vaccine shot.)

**YES** →

AUHSD will follow [CDPH Fully Vaccinated People Guidance](#) regarding quarantine. **NO NEED** to quarantine if asymptomatic. Follow symptom checklist if you develop symptoms.

**NO** ↓

If both parties were wearing a mask in the classroom setting in which students are supervised by school staff (including indoor or outdoor school settings and school buses, including on buses operated by public and private school systems), unvaccinated students who are close contacts may undergo a modified 10-day quarantine as follows.

They may continue to attend school for in-person instruction if they:

1. Are asymptomatic;
2. Continue to appropriately mask, as required;
3. Undergo at least twice weekly testing during the 10-day quarantine; and
4. Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.

For unvaccinated [close contacts](#) who were not wearing masks or for whom the infected individual was not wearing a mask during the school setting exposure, the contact must quarantine for 10 days.

If asymptomatic and in modified or full quarantine, the contact may discontinue self-quarantine under the following conditions:

1. Quarantine can end after Day 10 from the date of last exposure without testing; OR
2. Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.

To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:

1. Continue daily self-monitoring for symptoms through Day 14 from last known exposure; **AND**
2. Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.

If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.

Guidance subject to change per CDPH and CDC updates. (Updated: August 6, 2021)

# Appendix C: COVID-19 Symptom FAQs & Resources

## What do I do if my child is experiencing COVID-19 symptoms while at home?

If your child is experiencing COVID-19 symptoms, please keep them home and contact your child's health care provider. Please contact your school to report the absence; a COVID-19 related absence is excused. See [Appendix A](#) for more details.

## If my child was sent home sick, what is the protocol and what do I need to present to the school office before he/she can return?

It depends on the outcome of your consultation with your medical provider, and if your student had COVID-19 exposure. See [Appendix A](#) & [Appendix B](#) for specifics.

## What if someone in our household tested positive for COVID-19?

If someone in your household tested positive for COVID-19, your child might be considered a contact and should follow the steps outlined in [Appendix B](#).

## What happens if a student demonstrates COVID-19 symptoms while at school?

If a student becomes ill during the school day, the following steps will be taken:

- Student will be taken to an isolation area where temperature and symptoms will be evaluated; student will remain in the isolation area until they are picked up by a parent or guardian
- The school site will work with the family to follow the Symptom Decision Tree ([Appendix A](#))

## I have more than one student in the district. If one is sent home, how does that affect my other children?

Per CDPH guidelines, only students who are exhibiting signs and symptoms of COVID-19 will be sent home. Your medical provider will determine the appropriate next steps, including, but not limited to, COVID-19 testing for your student and other family members. Quarantine guidelines may apply to all your students and this will be determined in consultation with your medical provider, the school and/or the county health department.

## Can my child wear a face shield and mask? Does the district supply a face shield?

Your child can wear both a face shield and mask together. The district does not supply face shields to students.

## Can my child wear just a clear face shield and no mask?

No. Students wanting an exemption from wearing a mask due to a medical condition must seek permission to wear an alternative such as a face shield with a drape at the bottom edge. The request must be accompanied by a medical note from healthcare provider. This exemption may also be applied to students with disabilities, but determined on a case-by-case basis.

## What are the criteria for closing a school?

We will work with Contra Costa Health Services should there be multiple outbreaks on a campus to make a determination regarding closing a school.

## What happens if a positive COVID-19 case occurs at a school site?

For any positive COVID-19 case the following protocol will be applied, in accordance with state and local laws and regulations. School administrators will notify the District Office designee with the following information:

- Name of person confirmed
- If known, date of potential exposure and/or date of test
- Last date on AUHSD campus or facility
- Names of individuals who had physical contact with an infected person or spent 15 minutes or more within six feet of distance in a 24-hour period, regardless of face covering

The person, if on campus, will be isolated and safely dismissed from school. The person will follow CCHS guidelines for isolation and will be excluded from school for 10 days from symptom onset date.

District staff will coordinate a response with CCHS, and initiate contact tracing. [See Appendix B](#).

The classroom or impacted areas will receive extensive cleaning and disinfecting following District Maintenance & Operations procedures and CDPH/CCHS guidelines.

## COVID-19 RESOURCES

The following public agency websites provide additional information and guidance on the state of the pandemic and how it relates to school operations:

- Contra Costa Health Services (CCHS) [free COVID-19 testing website](#) (or call 844-729-8410)
- Contra Costa Health Services (CCHS) [COVID-19 website](#) (including COVID-19 Dashboard)
- California Department of Public Health (CDPH) [COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year](#)
- [CA Department of Public Health \(CDPH\)](#)
- Centers for Disease Control and Prevention [Guidance for COVID-19 Prevention in K-12 Schools](#)

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