Appendix T-1: COVID-19 Protocol for TK-12 Schools

Note: This document is frequently updated. Please check the date on the webpage for the most recent version.

Recent Updates (Changes highlighted in yellow)
9/15/2022

- Removed reference to the State Health Officer Order related to Vaccine Verification for Workers in Schools. Order rescinded effective September 17, 2022.
- Clarified Cal/OSHA ETS regarding requirement of employers to supply respirators to employees upon request for voluntary use **regardless of employee vaccination status**

The County of Los Angeles Department of Public Health (DPH) is adopting a staged approach, supported by science and public health expertise, for schools serving students from transitional kindergarten through grade12. In addition to the conditions imposed on schools by the State Public Health Officer and the California Department of Education, schools must also be in compliance with any requirements contained in this protocol.

Please note: This document may be updated as new information and resources become available. Go to LAC | DPH | TK-12 Education Toolkit for updates to this document.

This document starts with a discussion of current provisions for on-campus education in Los Angeles County (LAC), followed by information about safety strategies specific to the school environment.

This TK-12 protocol provides safety measures in five areas:
(1) Required workplace policies and practices to protect employee and student health
(2) Measures that allow for improved ventilation and reduced crowding
(3) Measures to optimize infection control
(4) Communication with employees, students and families of students and the public
(5) Measures to ensure equitable access to critical services

Required policies and actions are grouped together in the first section, while the additional four sections contain numerous strategies that your school may choose to implement as your facility develops a plan to promote safety for all employees, students, and visitors. Although some preventive and protective measures are required in all schools, most measures are optional and voluntary. Nevertheless, it is appropriate for schools to implement multiple layers of COVID-19 mitigation strategies to reduce risk and limit cases and transmission on the school campus. There are additional measures described in Appendix T2: Exposure Management Plan for K-12 Schools that are also required and are applicable to all on-site personnel. Further resources for TK-12 Schools can be found in the TK-12 School COVID-19 Toolkit.

General Reopening Guidance for All Schools

At this time, all schools are permitted to be open for all students in any grades TK–12.

Note: for childcare programs located in schools. Local Education Agencies (LEAs) and schools that offer day care services for children on school campuses should refer to DPH Guidance for ECE Providers.

COVID-19 VACCINATION IS THE FIRST LINE OF DEFENSE

Achieving a high vaccination rate on your school campus is the first and best way to lower risk of infection and transmission at your school, greatly decrease risk of severe illness, hospitalization, and death in those who are fully vaccinated, and provide an additional layer of protection for those who cannot be fully vaccinated, are immunocompromised, or have underlying health conditions. For this reason, in addition to all requirements and recommendations written in this protocol, schools are urged to adopt strategies that normalize, promote, and facilitate COVID-19 vaccination and booster doses for all eligible staff and students on your campus. Please see LACDPH Vaccine Clinic Toolkit for Schools, a step-by-step guide with best practices for hosting a school-based vaccine clinic. The State also announced on October 1, 2021, their plan to require that students be vaccinated against COVID-19 for in person learning starting with the term following full FDA approval of the vaccine for their grade span (7-12 and K-6); however, this requirement was postponed for the 2022-2023 school year and the earliest it may go into effect is July 2023. The FDA has granted full approval to the Pfizer Comirnaty vaccine for persons ages 12-15, thus the State could proceed with the COVID-19 vaccine requirement for students in grades 7-12 beginning in July 2023.

TK to Grade 12 COVID-19 Prevention Checklist

Institution name: High Desert School

Address: _____

NOTE: The terms "employees" and "staff" are used in these protocols to refer to individuals who work in a school facility in any capacity associated with teaching, coaching, student support, provision of therapies or personal assistance to individual students, facility cleaning or maintenance, administration, or any other activity required for the school to function. "Employees" or "staff" may include individuals who are: paid directly by the relevant school system, paid by entities acting as contractors to the school, paid by outside entities acting in collaboration with the school to serve students, paid by third parties to provide individual student services, or unpaid volunteers acting under school direction to carry out essential functions. The term "parents" is used in these protocols to refer to any persons serving as caregivers or guardians to students.

REQUIRED WORKPLACE POLICIES AND PRACTICES TO PROTECT STAFF ("EMPLOYEES") AND STUDENTS (CHECK ALL THAT APPLY)

A. The school must have a COVID-19 Containment, Response and Control Plan that describes the school's comprehensive approach to preventing and containing the spread of COVID-19 on campus. The Plan includes, but is not limited to the following elements:

☑ A designated COVID-19 Compliance Team that is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that staff and students receive education about COVID-19. One member of this team is designated as a liaison to DPH in the event of an outbreak on campus.

☑ Protocol outlining steps that will be taken immediately upon notification of school officials that any member of the school community (faculty, staff, student, or visitor) tests positive for COVID-19.

- Immediate separation of the case from the school community to self-isolation at home if notification occurs while the case is on-site. The plan must allow for temporary, on-site isolation of the case if arrangements are needed for the person's return to their home.
- Fact sheets or other informational materials that are to be given to the case (or appropriate family member/s if the case is a child) covering regulations governing self-isolation and links to sites with further information.

☑ Protocol to initiate Appendix T2: Exposure Management Plan for TK-12 Schools **consistent with DPH guidance** that outlines procedures for:

- Isolation of case(s)
- Identification of persons exposed to cases at school
- Actions for exposed staff and students per guidelines described in Appendix T2: Exposure Management Plan for TK-12 Schools
- Assurance of access to testing for all exposed students and staff within the school regardless of vaccination status.

☑ **Adherence with New Case Reporting Guidance Effective August 1, 2022.** Schools are required to report clusters of 3 or more cases of COVID-19 in a classroom, office, or pre-defined or identifiable group (i.e., teammates, club members, cohort, etc.) who were on campus at any point within the 14 days prior to illness onset date. The illness onset date is the date COVID-19 symptoms started or the COVID-19 test date, whichever is earlier. All cluster notifications should be reported to DPH immediately, and no later than 1 business day of the school being notified of the cases by submitting a report online at: https://spot.cdph.ca.gov/s/?language=en_US or calling the TK-12 School COVID-19 Case Reporting Call Center. For any questions or assistance with reporting clusters, contact DPH by calling the TK-12 School COVID-19 Case Reporting Call Center or emailing acdc-education@ph.lacounty.gov. The Department of Public Health will work with the school to determine whether the cluster is an outbreak that will require a public health outbreak response.

☑ Contingency plans for full or partial closure of in-person school operations if that should become necessary based on an outbreak in the school or community. The school has developed and circulated a communication plan in case full or partial closure is required due to a possible cluster of COVID-19 cases.

- A protocol for providing COVID-19 response testing. At a minimum the protocol should describe the strategy for ensuring access to testing for students or employees who are symptomatic or students and staff who have known or suspected exposure to an individual infected with SARS-CoV-2 regardless of vaccination status. Note that current Cal/OSHA COVID-19 Prevention Emergency Temporary Standards (Cal/OSHA ETS) requires employers to offer testing at no cost to employees during paid time for:
  - Symptomatic employees, regardless of whether there is a known exposure.

- All employees after an exposure with the exception of staff close contacts who were previously infected with SARS-CoV-2 within the last 90 days.
- Testing must be provided for all employees exposed during an outbreak regardless of vaccination status

☑ Signage is posted at each public entrance of the school informing visitors that they should not enter the facility if they have symptoms of COVID-19.

B. Obligations for Employers and Employees at Schools

☑ Employees with an exposure or suspected exposure to a person who has COVID-19 must follow post-exposure guidance as detailed in Appendix T2: Exposure Management Plan for K-12 Schools.

☑ Employers are required, per the Cal/OSHA ETS to exclude employees from the workplace who have COVID-19 symptoms. Cal/OSHA does not prescribe any particular method of employee screening but implementing some method as recommended will assist in compliance with this requirement.

☑ Employers are required to offer for voluntary use well-fitting medical masks and respirators, such as an N95, KN95 or KF94, at no cost to their employees who work indoors and have contact with other workers, students and members of the public, or who are in vehicles with more than one person. Note that Cal/OSHA also requires employers to provide respirators upon request for voluntary use to any employee, regardless of vaccination status, who is working indoors or in vehicles with more than one person along with instructions on how to ensure the mask fits appropriately.

☑ Employers must ensure that no person is prevented from wearing a mask as a condition of participation in an activity or entry into the school site unless wearing a mask would pose a safety hazard.

☑ Employees engaged in activities such as provision of physical therapy or personal assistance to individual students must be equipped with the appropriate personal protective equipment (gloves, masks, gowns, etc.) _____

C. Implementation of Masking Requirements

All schools are required to adhere to health officer orders requiring masking in LA County and to have plans in place to communicate such requirements to the workforce, visitors, parents, and students.

☑ **Mask Exemption Policy**: At times when the Health Officer Order requires universal masking in indoor public settings including schools, alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and cannot tolerate masks or in situations where use of masks is challenging due to pedagogical reasons, student safety, or an existing disability. Individuals may be exempt from wearing a mask for the following reasons:

- Persons younger than two years old.
- 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.
- Persons with a medical condition, mental health condition, or disability or whose medical provider has determined that it is unsafe for them to wear a mask, may file for an exemption with their school. A certification from a state licensed health care provider attesting that the student has a condition or disability that precludes them from wearing a mask safely will be accepted as proof of exemption. The following licensed health care professionals may provide such attestations: Medical providers including physician (MD or DO), nurse practitioner (NP), or physician assistant (PA) practicing under the authority of a licensed

physician; and licensed mental and behavioral health practitioners including Clinical Social Worker (LCSW), clinical psychologist (Psy.D.) Professional Clinical Counselor (LPCC), or Marriage and Family Therapist (LMFT).

At times when the Health Officer Order may require universal indoor masking, students who are exempt from wearing a mask should wear a face shield with a drape at the bottom, as long as their condition allows it. Schools should enter into an interactive process with individuals who are exempt from wearing a mask and may choose to implement alternative protective strategies when accommodating such students in school. Alternative strategies for consideration include: regular (weekly) screening testing of any unmasked students; strategies to improve ventilation in indoor spaces that accommodate unmasked students; seating unmasked students closer to open windows, exhaust fans, HVAC intake vents, and free standing air purifiers; and offering students and staff who share indoor air spaces with unmasked students upgraded respirator masks (e.g N95, KN95, KF94).

- Mask exemption for close contacts: Regardless of universal indoor masking policy, the LA County Blanket Quarantine Order currently requires close contacts to a case who remain asymptomatic to wear a highly protective mask for 10 days after last exposure when around others while indoors, and to test at least once 3-5 days after exposure, if they wish to avoid quarantine at home. Students who are identified as close contacts with a valid mask exemption who wish to remain in school after an exposure must remain asymptomatic, monitor for symptoms for 10 days after last exposure, **and test negative for COVID-19 at least once 3-5 days after exposure and once 6-9 days after exposure. Students who are not able to meet these requirements and cannot wear a mask after exposure will need to remain at home for ten days after last exposure.** Furthermore, students, staff, and administrators at schools must cooperate with instructions from LA County DPH outbreak investigators who may implement temporary strategies that differ from these protocols if an outbreak occurs at the school. For example, students who are unable to mask may be instructed to stay home during an active outbreak for the safety of those students and the campus population as a whole.
- For employees who are unable to wear a mask, refer to Cal/OSHA ETS for return-to-work requirements after an exposure event.

D. Communication of Protocol

☑ Copies of this Protocol have been distributed to all employees.

☑ A copy of this protocol is posted at the school office and uploaded to a public facing page on the school or district website.

MEASURES TO ALLOW FOR IMPROVED VENTILATION AND REDUCED CROWDING BY STAFF, STUDENTS AND VISITORS (CHECK ALL THAT APPLY)

☑ Implementing measures to promote optimal ventilation in the school is strongly recommended. These may include (check all that apply

- Movement of classroom learning, meals, and activities to outdoor space is maximized whenever feasible and weather permitting. _____
- The school HVAC system is in good, working order. Prior to school reopening, consider having the HVAC system evaluated by an appropriate engineer familiar with the Guidance for Reopening Schools as developed by the American Society of Heating, Refrigerating, and Air-

conditioning Engineers (ASHRAE). X

- HVAC systems are set to maximize indoor/outdoor air exchange unless outdoor conditions (recent fire, very high outside temperature, high pollen count, etc.) make this inappropriate. X
- Portable, high-efficiency air cleaners have been installed if feasible. X
- Doors and windows are kept open during the school day if feasible and if outdoor conditions make this appropriate. Existing fire codes requiring closure of fire-rated doors must be respected. _____
- Air filters have been upgraded to a higher efficiency (MERV-13 or higher rating is preferred). X
- Due to large room capacity and high-risk activities occurring on the court, improved ventilation in gymnasiums is a critical strategy to lower risk of viral transmission and outbreaks occurring as a result of high-risk competitive play. Strategic use of fans to improve air exchange at floor level may have significant impact at mitigating this risk. See Best Practices for Gymnasium Ventilation for further guidance. X
- Other: _____
- More information on improving air quality in schools including a CDC interactive tool and CDPH guidance is available at the LACDPH TK-12 Schools COVID-19 Toolkit.

☑ Consider implementing measures to improve ventilation and promote physical distancing of students on school busses. These measures may include (check all that apply):

- Seating one child per bus seat. _____
- Use of alternating rows. _____
- Open windows as air quality and rider safety concerns allow. X

☑ Consider implementing measures to reduce crowding as students, parents or visitors enter and move through the school building. These may include (check all that apply):

- School employees are deployed in hallways to promote physical distancing and reduce loitering and crowding as students enter and proceed to classrooms. _____

☑ Consider implementing measures that allow for physical distancing within classrooms when possible without interfering with essential operations. These may include the following measures (check all that apply):

- Classroom furniture is set up to maximize distance between students and between students and teachers. As a best practice, avoid using "pod" seating arrangements in classrooms. Where distancing is not feasible consider other safety measures including improved ventilation.
- Nap or rest areas in classrooms have students placed an increased distance apart and alternating feet to head.
- Other: _____

☑ Consider offering physical education classes outdoors as much as possible

☑ Consider implementing school policies that promote physical distancing in locker rooms. Policies may include:

- Staggering locker room access. Consider limiting the total time students and student athletes spend in locker rooms, for example, suggest student athletes shower at home after practice and games.
- Creating alternative options for storage of student clothing, books, and other items.

☑ Consider implementing measures to increase physical distancing during school meals when students will be indoors and unmasked. These may include (check all that apply):

- If students line up to pick up food, tape or other markings are used to promote distance between students. ✓
- If meals take place in a cafeteria, mealtimes are staggered to reduce the number of groups in the cafeteria at any one time. ✓
- If meals take place in a cafeteria, space between all tables/chairs has been increased to maintain distance between students while eating.

MEASURES TO OPTIMIZE INFECTION CONTROL (CHECK ALL THAT APPLY TO THE FACILITY)

☑ Employee screenings are recommended to be conducted before employees may enter the workspace, as well for students and visitors. Entry screening should include a check-in concerning cough, shortness of breath, difficulty breathing and fever or chills and if the employee is currently under isolation or quarantine orders. These screenings can be done in-person upon arrival at the site or remotely before arrival using a digital app or other approach.

- Students, staff, and visitors who screen positive at entry or who report symptoms at any point during the school day should be reported to the COVID-19 Compliance Team. The COVID-19 Compliance Team will determine whether the individual should be excused from the facility according to DPH guidance on Symptom and Exposure Screening Pathways at Educational Institutions. Students who screen positive are provided a surgical mask, unless they are already wearing a mask of recommended quality and accompanied to a pre-selected isolation space where they can remain while a determination is made on exclusion and arrangements are made for their return home, where indicated.

☑ Pre-entry screening of adults and of middle and high school age students should include a question about close contact with anyone at home, school or elsewhere in the past 10 days who has tested positive for COVID-19. Anyone who is screened for recent exposure and reports close contact with an infected person should be managed per guidance in Appendix T2: Exposure Management Plan for TK-12 Schools.

☑ Schools may consider a strategy for periodic testing for asymptomatic individuals with no known exposure. The California Department of Public Health (CDPH) is not requiring any particular frequency or procedure for asymptomatic testing at this time. However, during times of high community transmission and increased hospitalizations, such as when LA County is in the CDC-designated High community level, regular testing of all students and staff regardless of vaccination status* is likely to yield a large number of positive cases that would otherwise remain unidentified and allow more significant transmission in the school setting to occur. The Los Angeles County Department of Public Health has resources available for schools to assist with testing capacity. Inquiries regarding testing resources may be sent to ACDC-Education@ph.lacounty.gov.

- *Screening testing is not recommended for persons who have recovered from laboratory confirmed COVID-19 within the past 90 days and are asymptomatic.

☑ Masking is strongly recommended for anyone entering indoor portions of school buildings or transports (school buses as well as school buildings) and who has contact with others (students, parents, or other employees) in alignment with the current Health Officer Order. Well-fitting and better filtering masks (e.g., double masks, high filtration cloth masks, medical masks) and respirators (e.g., N95s, KN95s, KF94s) are highly recommended. Nothing in this protocol requires that the school provide upgraded masks to its general student population. However, maintaining a supply of masks for students who may develop symptoms during the school day is recommended to for consistent safety of the campus.

- For the most updated LACDPH guidance and information on masking, refer to COVID-19 Masks.
- Pedagogical considerations: During periods when the Health Officer Order requires universal indoor masking, or for employees who prefer to wear a mask voluntarily when masking is not required, teachers or other staff who are concerned about potential barriers to phonological instruction should consider substituting masks with clear areas that make the lips and mouth visible. They also may consider substituting a face shield with a drape at the bottom in place of a face covering, during these specific activities.

☑ It is recommended that measures be in place to promote use of appropriate face masks by staff, students, and visitors when indoors, in alignment with the strong recommendations in the Health Officer Order. These include (check all that apply):

- Staff, parents, and students are informed of the strong recommendation to wear face masks indoors prior to the start of the school year and on a regular basis as long as the public health recommendation remains in place. ✓
- All students 2 years of age and older are strongly recommended to wear face masks at all times while indoors on school property except while eating, drinking, or carrying out other activities that preclude use of face masks. ✓
- It is recommended that information is provided to staff, parents and students concerning proper use of face masks including the need to wash or replace face masks after each day's use. ✓
- It is recommended that signage at the entry to the school, at the entry to the school office and throughout the school building reinforce the strong recommendation for and proper use of face masks. ✓
- Parents of younger children who prefer their child continues to wear a mask are encouraged to provide a second face mask for school each day in case the one a child is wearing gets soiled; this would allow for a change of the face mask during the day. ✓

☑ It is recommended to have measures in place to promote appropriate cleaning of space, surfaces, and objects throughout the school. These may include (check all that apply).

- Buses are thoroughly cleaned daily and disinfected after transporting any individual who is exhibiting symptoms of COVID-19. Drivers are equipped with disinfectant wipes and disposable gloves to support disinfection of surfaces as needed during a run.
- Cleaning products that are effective against COVID-19 (these are listed on the Environmental Protection Agency (EPA)-approved list "N) are used according to product instructions. When EPA-approved disinfectants are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions). Do not mix bleach or other cleaning and disinfection products together – this causes toxic fumes that may be very dangerous to breathe. ✓
- Custodial and other staff responsible for cleaning and disinfecting school surfaces and objects are trained on manufacturer's directions, Cal/OSHA requirements for safe use and as required by the Healthy Schools Act, as applicable. ✓
- Custodial staff and other staff responsible for cleaning and disinfecting are equipped with appropriate personal protective equipment (PPE), including gloves, eye protection, respiratory protection and other appropriate protective equipment as required by the product. ✓
- All cleaning products are kept out of children's reach and stored in a space with restricted access. ✓

- Ventilation is maximized during cleaning and disinfecting to the extent feasible. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality. _____
- _____
- Restrooms, lobbies, break rooms and lounges, and other common areas are cleaned at the frequency listed below. Routine cleaning is recommended at a frequency no less than once per day during periods of operation but may be done more frequently.
  - Restrooms: _____ *As recommended by LCDPH
  - Lobbies/entry areas: _____
  - Teacher/staff break rooms: _____
  - Classrooms: _____
  - Cafeteria dining area: _____
  - Cafeteria food preparation area: _____
  - Front office: _____
  - Other offices: _____
  - Other areas: _____

☑ Implementing measures to promote frequent hand washing by staff, students, and visitors is recommended. These may include (check all that apply):

- Students and staff are given frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use no touch hand driers or paper towels (or single-use cloth towels) to dry hands thoroughly. _____
- Younger students are regularly scheduled for frequent handwashing breaks, including before and after eating, after toileting, after outdoor play, and before and after any group activity. _____
- Ethyl alcohol-based (contains at least 60% ethanol) hand sanitizer is made available to students and staff at strategic locations throughout the school where there is no sink or portable handwashing station (in or near classrooms, rooms in which support services are provided, music and art rooms). Ethyl alcohol-based hand sanitizer is preferred and should be used in school environments. Hand sanitizers with isopropyl alcohol as the main active ingredient are not used in the school, as it is more irritating and can be absorbed through the skin. _____
- Swallowing alcohol-based hand sanitizers can cause alcohol poisoning. Hand sanitizer is not out in the open and should be used with adult supervision for children under age 9. Faculty and staff have been made aware of the risk of ingestion and that they should call Poison Control at 1-800-222-1222 if there is reason to believe that a student has consumed hand sanitizer. _____
- Hand sanitizer, soap and water, tissues and trash cans are available at or near the entrance of the facility, at reception, and anywhere else inside the workplace or immediately outside where people have direct interactions. _____

☑ It is recommended that hand sanitizer effective against COVID-19 be made available to all employees in or near the following locations (check all that apply):

- Building entrance/s, exit/s _____
- Central office _____
- Stairway entrances _____
- Elevator entry (if applicable) _____
- Classrooms _____
- Faculty breakroom _____
- Faculty offices: _____

SPECIAL CONSIDERATIONS FOR SCHOOL SPORTS AND PERFORMING ARTS

☐ School sports

- Any organized youth sports including school sports teams and clubs must follow Appendix S: Protocol for Organized Youth Sports to reduce the risk of spreading COVID-19.
- When INDOORS, it is strongly recommended that all participants, regardless of vaccination status bring and wear masks. Masks are strongly recommended to be worn indoors when participants are not actively practicing, conditioning, competing, or performing. Masks are also recommended indoors while on the sidelines, in team meetings, and within locker rooms and weight rooms. When actively practicing, conditioning, or competing in indoor sports, masks are recommended for participants even during heavy exertion, as practicable. Participants who choose to continue wearing masks should bring more than one mask to practice or games in case their mask gets wet or soiled during play. Any face mask that becomes saturated with sweat should be changed immediately.
- Masks are also strongly recommended when traveling in vehicles with other members of the sports team that are not from the same household.
- It is strongly recommended that coaches, staff, volunteers, referees, officials, and spectators, regardless of vaccination status, wear a mask at all times.
- Routine testing at least weekly is strongly recommended for all team members participating in indoor moderate and high-risk sports regardless of vaccination status.
- If youth sports activities are taking place indoors, make sure your building's Heating, Ventilation, and Air Conditioning (HVAC) system is in good, working order. Ventilation in gymnasiums can be improved with strategic placement of floor fans. See Best Practices for Gymnasium Ventilation for diagrams.

☐ Music classes

- Playing of wind instruments is permitted indoors in a group setting with the following safety measures strongly recommended:
  - It is strongly recommended that those playing wind instruments properly wear a modified face covering that allows for direct contact with the instrument mouthpiece whenever they are playing the instrument. During periods that the students are not actively practicing or performing, it is recommended they switch to full face coverings.
  - Instrument bell covers are strongly recommended to be used during playing of wind instruments.
  - A minimum of 3 feet of physical distancing is strongly recommended between any individual playing a wind instrument and all other participants.
  - It is strongly recommended that schools perform routine screening testing at least weekly of **all** individuals participating in the indoor group practice or performance if masks, bell covers, and distancing are not being implemented.
- When playing wind instruments outdoors, consider using bell covers for the openings of wind instruments, modified masks that allow direct contact with instrument mouthpieces, and specially designed bags with hand openings for woodwind instruments, as well as creating physical distance (6 feet recommended) between individuals playing wind instruments and other participants to minimize the spread of droplets and aerosols.

- When group instruction, practice, or performance occurs in a mix of indoor and outdoor settings, screening testing at least weekly is strongly recommended as described above for indoor settings if masking, bell covers, and distancing are not being implemented.
- For activities that generate more forceful expired respiratory droplets such as singing, increased distance between individuals, and engaging in these activities outside is strongly recommended. Routine testing of all members of the group at least weekly is strongly recommended if singers are vocalizing without masks and without recommended physical distancing while indoors.
- Use disposable absorbent pads or other receptacles, where possible, to catch the contents of spit valves or water keys, discard or clean properly after use.

☑ **Theater classes**

- It is strongly recommended that students and instructors in theater classes wear face masks at all times when indoors. It is recommended that there be increased physical distance if the participants are enunciating (for example, those in a theater workshop).
- Routine testing at least weekly is strongly recommended for all participants if masks are not used and physical distance is not maintained while practicing or rehearsing indoors.
- Consider holding virtual or outdoor rehearsals and performances instead of indoor. Wearing masks at all times for indoor activities is strongly recommended.

☑ **Dance classes**

- It is strongly recommended students and instructors wear face masks at all times while indoors, as practicable.
- For activities that generate a greater volume of respiratory droplets such as heavy exertion, increasing the distance between individuals and limiting such activities to outdoor space is strongly recommended.
- Routine screening testing at least weekly is strongly recommended for all participants if masks are not used and physical distance is not maintained during indoor activity.

☑ **Music Recording**

- Singing in sound booths/recording booths is permitted. Wearing face masks at all times is strongly recommended. Increased distance between singers and all others in the booth is strongly recommended, especially if the vocalist is not wearing a mask, due to the large amount of respiratory droplets released into a relatively small, confined indoor space.
- Playing of wind instruments inside a sound booth with others present in the booth is permitted. Refer to section above on music classes for recommendations on how to improve safety and mitigate risk when wind instruments are played.
- Other group instrumental music may be recorded using a sound booth; however, a minimum of 3 feet of physical distance is strongly recommended to be maintained between all musicians at all times and masks are strongly recommended.
- Routine testing at least weekly is strongly recommended for all members of a group that shares a recording booth if masks are not worn by all and physical distancing is not maintained.
- Before the booth is used by another musician or group of musicians, the booth should be well ventilated (consider use of an air purifying device) to promote full air exchange and shared

equipment (e.g., microphones) should be sanitized.

☑ **Performances**

- Any performances should follow the Best Practices Guidance for Smaller Events to reduce the risk of spreading COVID-19, unless your performance or event is a Mega Event (defined as more than 1,000 attendees in an indoor venue or 10,000 attendees outdoors), then you should follow the Guidance for Mega Events.
- For all performances in TK-12 school-sponsored productions, the use of masks in indoor spaces by all persons present, both spectators and performers, is strongly recommended. For performances where wearing a mask is not feasible, it is strongly recommended that all performers and stage crew with close contact to performers be tested at least weekly, beginning no more than 72 hours before the first gathering of the production ensemble and continuing until the end of the performance schedule.

MEASURES THAT COMMUNICATE TO THE CAMPUS COMMUNITY AND THE PUBLIC

☑ Information should be sent to parents and students prior to the start of school concerning school policies related to (check all that apply):

- Isolation and quarantine policies as they apply to students who have symptoms or may have been exposed to COVID-19 ✓
- Options for COVID-19 testing if the student or a family member has symptoms or has been exposed to COVID-19 ✓
- Who to contact at the school if student has symptoms or may have been exposed: School Nurse
- How to conduct a symptom check before student leaves home ✓
- Recommended use of face masks indoors ✓
- Importance of student compliance with any physical distancing and infection control policies in place ✓
- Changes in academic and extracurricular programming in order to avert risk ✓
- School policies concerning parent visits to school and advisability of contacting the school remotely ✓
- Importance of providing the school with up-to-date emergency contact information including multiple parent contact options ✓
- Other: _____

MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

☑ A plan for updating Individualized Education Plans (IEPs) and 504 Plans of students with special needs has been developed to ensure that education can continue without undue risk to the student.

- This plan includes a method for proactive school contact with parents at the beginning of the school year to assure that issues related to the child's education and safety are being addressed.
- Modifications to individual IEPs and 504 plans may involve remote learning, modifications to the classroom to accommodate student needs, school attendance in a separate area with few students, or a hybrid approach combining in-class and remote learning.

- Steps taken to modify IEPs and 504 plans to assure student safety comply with relevant provisions of state and federal law.

☑ Administrative services or operations that can be offered remotely (e.g., class registration, form submission, etc.) have been moved on-line.

Any additional measures not included above should be listed on separate pages, which the business should attach to this document.

You may contact the following person with any questions or comments about this protocol:

Business Contact Name: Site Administrator

Phone Number: 661 269-0310

Date Last Revised: 9/28/22