



## 2021-2022 COVID SAFETY PLAN (CSP) & School Guidance Checklist Supplemental Questions

### Stable Group Structures

*How students and staff will be kept in stable groups that stay together for activities to minimize/avoid contact with other groups or individuals who are not part of the stable group.*

**A. Plan for type of stable groups/cohorts and weekly routine/schedule for classes:**

Harmony USD will provide on campus classroom-based instruction for the 2021-2022 school year unless directed by CDPH and/or local public health officials to close.

The chart below outlines stable group structures Classroom occupancy includes staff and students.

Grade	Enrollment	Number of Classes	Class Size	Classroom Occupancy	Stable Groups for recess/lunch
TK	5	1	5	7	22
KINDER	17	1	17	19	
1ST	21	1	21	23	40
2ND	19	1	19	211	
3RD	32	2	17/15	19/17	46
4TH	14	1	14	16	
5TH	22	1	22	24	44
6TH	22	1	22	24	
7TH	12	1	12	14	34
8TH	22	1	22	24	

Dining areas are sequestered by class. Recess stable groups combines 2 classes per common play area.

**B. For regular classes, how many students and staff will be in each planned stable, group structure:**

As per chart above.

**C. If you have departmentalized classes, how you will organize staff and students in stable groups:**

Departmentalized classes occur for grades 7 and 8 which have separate Humanities and Science/Math teachers. The stable group is a combined 7/8 combination with 38 total staff and students. For other grades, enrichment classes are offered throughout the day. Each enrichment teacher may see 3-6 classes per day, held as separate classes.

**D. If you have electives, how you will prevent or minimize in-person contact for members of different stable groups:**

Harmony will rely on mitigation efforts to minimize spread between stable groups by staff. Staff are 95% vaccinated and mitigation efforts include significant ventilation and air purification in classrooms as well as universal masking indoors and outdoors.

**E. Other considerations – After school programs, special education, therapies, carpooling, etc.:**

**After School Programs**

Drama and Spanish will be offered as after school extra-curricular activities for 12 week segments in Autumn and Spring. Programs will be suspended when case spread is  $\geq 14$  cases/100k.

**Special Education**

No Special Day Class (SDC) program is offered on campus at Harmony. Resource Specialist Program (RSP) services are provided, traditionally via push in/pull out services. During COVID, RSP services will occur in individual or small group tutorials, or via push in services with an RSP staff member attending a general education classroom on a schedule assigned through the IEP process for each student.

**Speech Therapy**

Harmony will continue providing speech services both in person and remotely via zoom. In person sessions require masks or face shields with neck drape. When appropriate, services will be provided in an outdoor area away from other students and outdoor activities, allowing the student to remove their mask while conducting the session. .

**Occupational Therapy**

Occupational Therapy services will be provided on campus when possible. The therapist will follow increased PPE protocols including vaccination/testing protocols, health checks, and appropriate PPE including face mask and/or shield and gloves as OT therapy may involve assisting the limb or digit of a child learning to hold a pencil or move across terrain. These sessions will be held individually with the therapist and physical distance will be maintained whenever possible, with the space being closed only when manual prompting is required. In class OT observation and coaching may occur.

**Counseling & restorative practices**

Counseling and admin staff will work with students individually, in small groups, and in classrooms to support the emotional well-being of students, resolve conflicts and restore relationships. During moments of engagement, staff will follow risk mitigation measures including maximizing use of outdoor spaces. Conferences with families will be held remotely via zoom when possible. If held in person, meetings will be held in a well-ventilated space with 6 foot social distancing and follow campus protocol for health checks and masking.

**Reading support**

Reading support staff will provide services in grade level classrooms to provide support services for individuals and small groups. Individual or small groups may also be pulled out of classrooms and held as sessions in other spaces on campus. Such sessions will follow ventilation, masking and social distancing guidelines.

**Carpooling**

Harmony does not facilitate carpooling for drop off/pick up or field trips. Harmony will use busses for field trips and restrict chaperones to employees.

**Bussing**

Harmony contracts services for bussing through West County Transit. Regulations for bussing will follow West County Transit COVID protocols summarized below:

**Engineering Controls**

- Use of seating chart

- o Create distance between students whenever possible
- o Students will be seated from the rear of the bus forward to prevent students from walking past each other.

#### **Administrative Controls**

- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Drivers will not allow students to board without a face covering unless exempt by the CDPH guidelines
- Buses/Vans will be required to return back to yard for disinfecting after morning and afternoon route, (no park-outs)

#### **Personal Protective Equipment**

- Drivers must be in possession of a face-covering at all times
- Face-coverings will be worn during external pre-trip inspections when adjacent to another driver also performing external pre-trip.
- Face-covering will be worn within 6 feet of another employee or students
- Face-coverings are not required while driving if they pose a safety risk, (fogging of glasses, impaired vision, other health related concerns)
- Face coverings will be worn when loading or unloading students or passengers and while driver is outside of the driver cockpit area.

#### **Hand Hygiene**

- Hand sanitizer available at bus entrance
- Sanitize hands upon arriving or departing bus
- Students will sanitize hands before entering the bus

#### **Environmental Hygiene**

- Driver cockpit area will be disinfected after each run and at the end of each AM and PM route.
- Buses will be sanitized using an electrostatic sprayer and disinfectant after each shift (AM/PM)

#### **Physical Distancing**

- Attempt to keep stops/groups/cohorts seated together.

#### **Ventilation**

- When weather permits, windows and/or roof vents should be opened enough to provide fresh air circulation. Do not open windows and/or roof exits if doing so poses a safety or health risk for current or subsequent occupants.

#### **Student Safety Requirements**

- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Drivers will disinfect the seats and other touch-points on the bus between each use.

#### **Procedures for Symptomatic Students**

- Students who develop symptoms of illness while at school will be separated from others right away in an isolated area through which others do not enter or pass (or with the least foot traffic possible).
- Students exhibiting symptoms will be required to immediately wear a face covering (unless unable to do so due to disability) and wait in the isolated area until they can be transported home or to a healthcare facility.
- Sick students are not to return until they have met CDC criteria to discontinue home isolation.

#### **Student Protective Equipment**

- Parents should familiarize their children with the information available here about the
- proper use, removal, and washing of cloth face coverings, as possible. It is understood that some students may not be able to wear a mask for medical reasons or due to their disability.

- Students should use face coverings, especially in circumstances when physical distancing cannot be maintained. WCTA will provide face coverings for students/staff in need. WCTA will follow guidelines for mask exemptions verified by the school.

**Face coverings should be worn:**

- While waiting to enter the school campus
- While on school grounds
- While leaving school
- While waiting at the bus stop
- While on a school bus (the driver will have access to surplus masks to provide to students who become symptomatic on the bus)

**Parent and Community Requirements**

- Student and staff health and safety are at the forefront of our planning for an in-person learning.
- Procedures for Entering Bus
- Passive screening: **Parents are required to screen students before leaving for school by checking their child’s temperature to determine that it is below 100.4 degrees Fahrenheit (without fever reducing medications) and observe for symptoms.** Parents are to keep their child home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- Students will wash or sanitize their hands as they enter campuses and buses.

## Visitors / Volunteers / Vendors

*School District’s plan to handle visitors on campus \*\*Please consider limiting non-essential visitors of any kind*

**A. Essential visitor / vendor policy - log-in/out list:**

Essential visitors include mail/courier services, emergency responders, septic and well service, itinerant contractors and vendors. All visitors to the school campus are required to wear masks and practice social distancing. All essential visitors will be screened upon entry to the campus. All visitors must sign in and out at the office at the front of the school to announce their presence and receive direct instructions on COVID protocols.

Essential visitor transit through outdoor areas that may be occupied by students/staff, will follow social distance protocols and mask requirements at all times. Essential visitor access to interior spaces where students are present will be restricted except for emergencies (First Responders). Whenever possible, work conducted by third parties on site will be scheduled outside of student campus hours, or away from areas occupied by students and staff.

In addition, parents/guardians of students are considered essential visitors however, their access to the campus will be restricted. Traditionally parents could walk students to interior of campus for drop off or pick up. Under COVID protocols, parents must follow all protocols for essential visitors. Further, parent volunteers or courier activities delivering food/clothing to students will be facilitated by HUSD staff only. All essential visitors, including parents/guardians, will be restricted from unescorted or guided transit through the campus during occupation by students and staff. Parents are not permitted in the interior of the campus without escort and only by consent of the Superintendent or designee. All business must be conducted at the front office or via remote teleconference.

**B. Policy for limiting non-essential visitors:**

Non-essential visitors are restricted from the campus. Determination of essential status will be by the Superintendent or designee. Visitors with unknown status must wear a mask and follow social distancing and report to the office for determination of status.

**C. Policy for Guest Speakers, Volunteers**

Guest speakers and volunteers will follow the staff policy of providing proof of vaccination or weekly negative COVID test, and clear daily health check prior to engaging in school sponsored activities with staff or students. Harmony can facilitate PCR testing as needed.

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# Entrance

*How arrival of students and staff will be managed to avoid close contact and/or mixing of cohorts - i.e. staggered arrival times, separate entrances, etc. Please provide site map for reference.*

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## **A. Describe drop-off procedure / policy for parents onsite:**

Drop off is scheduled to begin at 8:15, 15 minutes in advance of the start of the school day. A modified drop off traffic plan includes new signage, cones, and staff for traffic direction at the front entrance of the school. A pre-check coordinator will greet each vehicle and confirm that student health check form/app is completed before directing cars to proceed to the drop off location or to the diversion parking area to fill out the required health check questionnaire before continuing to the drop off location.

The modified drop off traffic plan was designed to facilitate more expansive egress from vehicles as the traditional location creates chokepoints for students on a narrow walkway. The revised location ensures physical distancing of students can be maintained as they make their way to check-in kiosks at the front of the school. The drop off location is located directly in front of check in kiosks, approximately 50 feet distant, ensuring students are well supervised in their transit from car to check in point. To reduce clustering of students and speed check in at peak drop off time, a separate check-in kiosk/tent is provided for each 2 grade stable group (Tk/K, 1/2, 3/4, 5/6, 6/8), staffed by an employee trained in health and temperature check protocol. Kiosks serve to pace the release of students from the common entry area to their respective classrooms, reducing the likelihood of student clustering on their way to class. Parents are discouraged from walking students to kiosks except for the youngest students (Kinder-2<sup>nd</sup> grade) and only as necessary. If parents escort a student to check in, they must comply with mitigation measures including mask wearing and social distancing.

Upon exiting vehicle, students will walk to the well-marked line up location for their grade-level kiosk. The entrance agent will have access to class lists at the kiosk along with real-time access to health survey submission data via an online dashboard for each student by grade level. The agent will ensure any entering student has a completed daily health check. Students who did not complete an online form must present a completed hard copy provided to their driver by the pre-check coordinator at the entrance. Any student without a health check form will be referred to the ombudsman adjacent to the check-in kiosks to make contact with parents to complete the required submission. After confirming health check submission, student will be cleared to their classroom. Students will then be sent directly to their classroom. Upon reaching the classroom students will wash hands at the nearest wash station.

Students are sent to classes individually from each grade level kiosk to reduce clustering. Younger students will be attended by an aide to assist in their safe transit.

## **B. Describe plan to minimize mixing of cohorts on arrival to school:**

The expanded drop off zone immediately in front of check-in kiosks is separated by grade level, which will speed processing and immediately organize students into their stable groups. Hall monitors will be present to ensure students make their way directly to their classrooms without loitering.

## **C. Plan for screening on arrival (i.e.: temp checks, questionnaire, etc.) for both staff and students:**

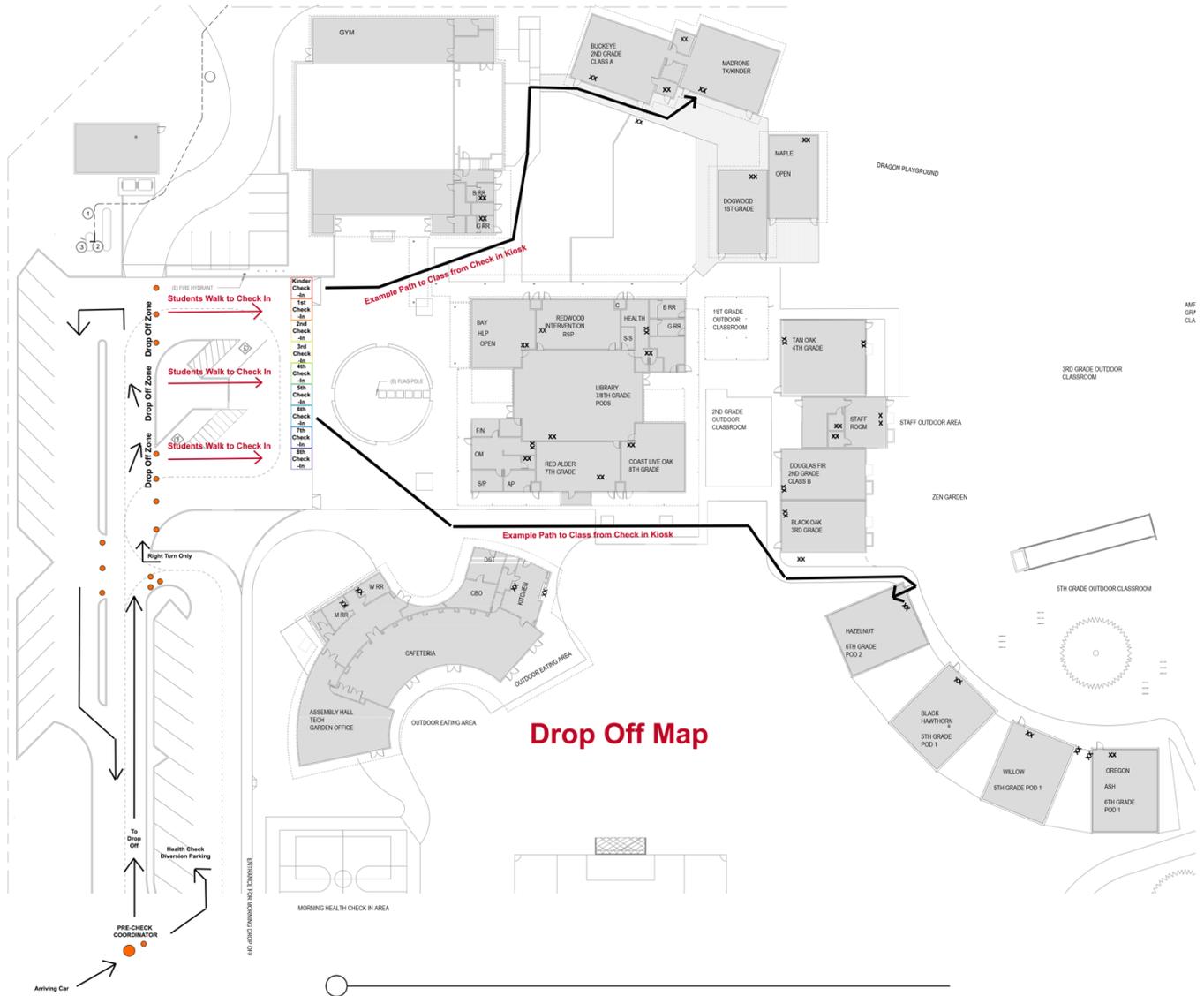
Parents will be trained and directed to complete the health-check form each morning. At drop off, the pre-check coordinator will inquire with each driver and occupants if a form has been submitted for each student. If the answer is affirmative, the coordinator will direct the driver to the drop off zone. If the answer is negative, the driver will be directed to the diversion parking area to complete a hard copy form (or access the app via school Wi-Fi). Upon completion, the diverted vehicle will then be directed to proceed to the drop-off zone. Temperature checks are discontinued for the 2021-2022 school year.

## **D. How school/district plans to encourage a zero-mingling policy before school:**

- Limiting drop off to a constrained period will assist in reducing loitering time before the start of school.
- The drop off zone is immediately in front of the check in kiosks to ease student transit.

- After processing at the kiosk, students will make their way, alone, to their class whereupon the teacher will welcome the student *inside* the classroom to begin a sponge activity until the rest of the class arrives
- Students will not wait outside of classrooms waiting for the door to open but will transit directly to a receiving teacher who will direct them to their seat and their start of morning activity.

### Map of Drop Off Pathways



# Movement within the School

How onsite movement of students and staff will be managed to avoid close contact and/or mixing of cohorts. Please include site map with assigned routes and bathrooms, divided play areas, staggered breaks, etc.

## A. Describe in detail the planned measures to avoid contact and/or mixing of cohorts onsite:

Managing the flow of persons throughout the campus uses staggered schedules, pacing, and spacing of individuals and groups to avoid clustering or mingling of cohorts or students. Harmony has a small student population for its campus size, particularly in exterior spaces. Class sizes are naturally small, and the impact of a single class exiting a classroom in an orderly fashion, puts little demand on exterior walkways when a cohort travels from one end of the campus to another. However, if multiple classes are dismissed simultaneously, bottlenecks in flow can occur, which would lead to mingling and compromising of social distance guidelines. That said, all transiting spaces are out of doors, with no interior hallways used for travel. Students remain in their stable group classrooms for much of the instructional day. Each stable group is assigned a different route to use for transit to recess, lunch, restroom visits, and other outdoor activities. Transiting across campus is typically for the following purposes/destinations

**Typical Destinations (often transited as a stable group)** Outdoor Classroom, Cafeteria & Outdoor Dining Area, Recess Area

**Rare or Spontaneous Destinations (often transited as an individual)** Arrival, Restroom, Main Office, Nurse Station, Departure

Typical Destinations are areas that the stable group is scheduled to attend on a regular basis. These locations are known in advance, and transit pathways can be planned that create circular flows instead of bi-directional pathways that bring students and staff into close proximity to each other. In addition, staggering break and lunch timing, as well as distinct area assignments, paces the number of students outside the classroom at any given time and keeps them sequestered from each other, reducing exposure.

Rare and Spontaneous Destinations are unplanned but are limited to one individual. The impact these individuals have on the transit space of the campus is small, but still pose risks to self or other if protocol is not followed. Education and training of staff and students to be autonomous good citizens by maintaining social distance and giving right of way to larger groups transiting across campus will be a key piece of reducing exposures during transit. The master schedule below outlines the staggering of destination assignments for the stable groups.

Master Schedule					
1st Period	8:30	9:10		Class	
Passing	9:10	9:15		Passing	
2nd Period	9:15	10:00		Class	
Brunch	10:00	10:20	T-K	Snack	Kinder Play
			1/2	Snack	Dragon Play
			3/4	Snack	Structure
			5/6	Structure	Snack
			7/8	Blacktop	Snack
3rd Period	10:20	11:05		Class	
Passing	11:05	11:10			
4th Period	11:10	11:55		Class	
5th Period A Early Lunch	11:55	12:45	TK	11:55 - 12:15 Lunch	12:15 - 12:40 Kinder Play
			K		
			1	11:55 - 12:15 Lunch	12:15-12:40 Dragon Play
			2		
			3A	11:55 - 12:20 South Playgrounds	12:20 - 12:40 Lunch
			3B		
			4		
5th-8th	Class				
5th Period B Late Lunch	12:45	1:30	TK-4	Class	
			5	12:45 - 1:05 Lunch	1:05 - 1:30 South Play
			6		
			7	12:45 - 1:10 South Play	1:10 - 1:30 Lunch
			8		

<b>6th Period</b>	<b>1:30</b>	<b>2:15</b>		
<b>Passing</b>	<b>2:15</b>	<b>2:20</b>		
<b>7th Period</b>	<b>2:20</b>	<b>3:05</b>		

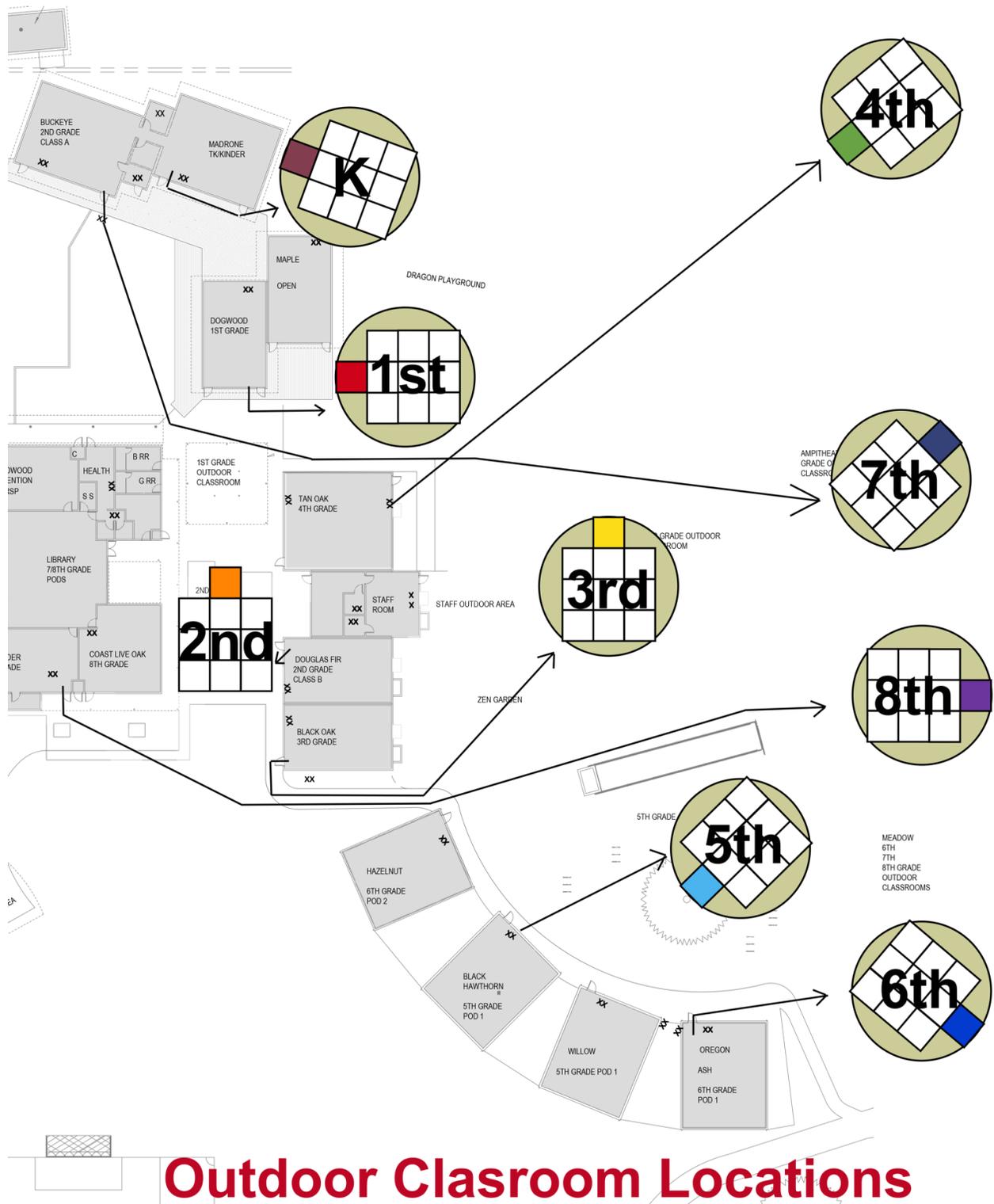
The schedule below outlines the management of break and lunch recess and dining assignments.

<b>Snack Break</b>				
<b>Start</b>	<b>Stop</b>	<b>Activity</b>	<b>Task</b>	<b>Location</b>
9:50	10:00	Delivery	TK&K Snack Delivery	Cafeteria/Kinder Deck
10:00	10:10	Snack	TK&K Supervision	Kinder Deck
			1st & 2nd Supervision	Cafeteria Court
			3rd & 4th Supervision	Blacktop Food Court
		Recess	5th & 6th Supervision	Structure/Field
			7th & 8th Supervision	Blacktop
10:10	10:20	Recess	TK&K Supervision	Kinder Playground
			1st & 2nd Supervision	Dragon Playground
			3rd & 4th Supervision	Structure/Field
		Snack	5th & 6th Supervision	Cafeteria Court
			7th & 8th Supervision	Blacktop Food Court
<b>Lunch Break 5A</b>				
<b>Start</b>	<b>Stop</b>	<b>Activity</b>	<b>Task</b>	<b>Location</b>
11:55	12:15 / 12:20	Lunch	TK&K Supervision	Kinder Deck
			1st & 2nd Supervision	Cafeteria Court
		Recess	3rd & 4th Supervision	Structure/Field/Blacktop
12:15 / 12:20	12:45	Recess	TK&K Supervision	Kinder Playground
			1st & 2nd Supervision	Dragon Playground
		Lunch	3rd & 4th Supervision	Structure/Field/Blacktop
<b>Lunch Break 5B</b>				
<b>Start</b>	<b>Stop</b>	<b>Activity</b>	<b>Task</b>	<b>Location</b>
12:45	1:05 / 1:10	Lunch	5th & 6th Supervision	Cafeteria Court
		Recess	7th & 8th Supervision	Structure/Field/Blacktop
1:05 / 1:10	1:30	Recess	5th & 6th Supervision	Structure/Field/Blacktop
		Lunch	7th & 8th Supervision	Cafeteria Court

### Outdoor Classroom Transit

Though strong ventilation and air filtration measures have been put in place within classrooms, Teachers may use outdoor classrooms daily to take advantage of good outdoor air quality and reduce exposure to interior air. Outdoor classrooms were a popular request by parents and staff alike. The combination of universal masking and high-quality ventilation will go a long way to reducing the risk of infection. Outdoor classrooms include mulch or hard ground surface, socially distanced straw bale seating, packable stadium seats assigned to each student. The classrooms are separated by 80-100+ feet from each other to manage sound pollution and reduce distractions and opportunity for mingling. Most pathways

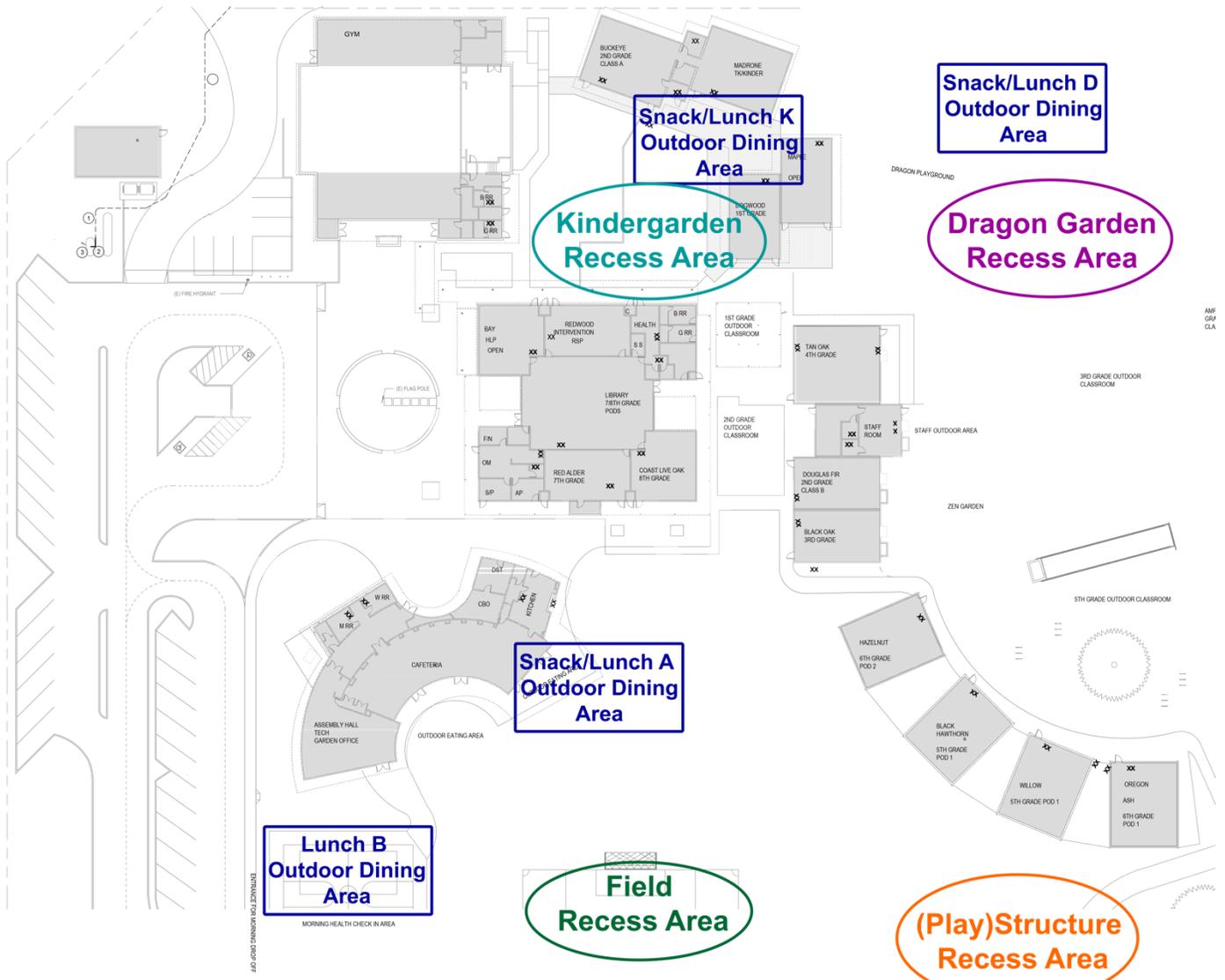
between indoor classroom and outdoor classroom are distinct to the stable group, with only 2 classes sharing common routes. If classes encounter each other on the path, the older class will yield to the younger with ample space and time for passage.



**Cafeteria and Dining Area Transit**

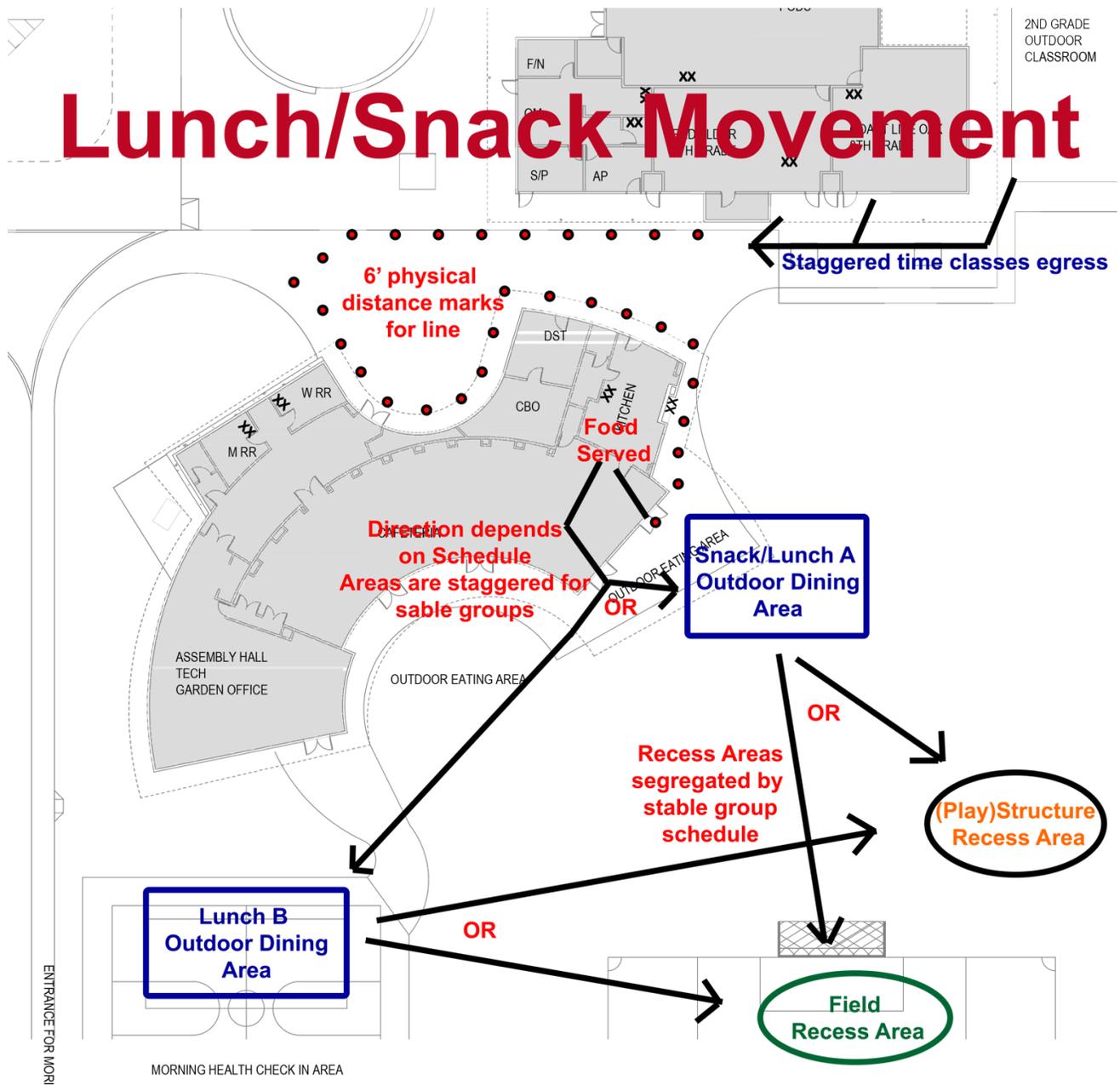
Dining occurs out of doors. As seen in the master schedule above, all lunch sessions served by the cafeteria are staggered for each stable group. The master schedule notes which outdoor seating area will be used for each dining group (A, B, D or K). These areas are identified in the outdoor locations map below. Note that each area allows for transition time to clean the area by custodial staff before the next stable group uses the identified area. These locations are out of doors and covered with socially distanced seating.

When a stable group transits to the cafeteria serving line, they will follow appropriate protocol, yielding to other groups accordingly to minimize mixing. Students will be directed to use hand wash stations located throughout the campus, following distancing guidelines. Such a practice serves to space out student transits over time. Upon departing wash station and reaching the cafeteria students will line up on provided social distance marks on the ground. Students enter the cafeteria through one set of double doors, approach the counter for pickup and then transit out of the cafeteria through a separate set of double doors. Upon exit, the student will make their way to their assigned location (same daily) to eat. Students are to remain in their dining area until their session ends, and then students are directed to their assigned play area, again segregated by stable group as per the schedule.



## Outdoor Locations Map

Detail of the Cafeteria distribution line and transit paths



**Recess Transit**

When dismissed from the assigned dining area, students will transit to their assigned play area. A clear and wide transit path exists between dining spaces and play areas, with no chokepoints and no simultaneous movement of other stable groups in the area. In addition, the path of travel does not return upon itself, but completes a circle between the classrooms, cafeteria, dining space, recess location and classroom return.

**Restroom Assignment**

Students will be assigned to restroom by grade to be used throughout the day as needed. Only one student allowed in the restroom at a time with social distance line marks outside to assist students in following social distancing requirements.

**Rare or Spontaneous Transit**

Typically conducted by an individual student or staff person, all individuals will be trained on transiting protocol on site which includes deference to the movement of large groups and the avoidance of areas of congregation such as lines near the cafeteria or wash stations.

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## Egress

*How departure of students and staff will be managed to avoid close contact and/or mixing of cohorts - i.e. staggered departure, separate exits etc. Please include a site map for reference.*

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### A. Describe pick-up procedure / policy for parents onsite:

#### **Private Transportation**

The pickup process begins at 3:00, with the arrival of the first wave of drivers. Drivers will be directed via the Pick-up Coordinator to an available parking spot located in lot A, B or C. Spaces are marked with a unique number. Six Pick-up Attendants will communicate the arrival of drivers and their target student pick-ups. This information will be transmitted electronically to the pickup announcer and to each class teacher. The class teacher will, upon notification, dismiss students from their classrooms at 15 second intervals. Students will transit individually to their designated pickup locations. The Pickup coordinator will note student arrival in the pickup location and confirm parent contact before loading.

Notable in this process it that parents will not enter the campus to pick-up students from their classroom but will remain with their vehicles. This will reduce congestion and clustering in the interior of the campus.

#### **Kinder & Special Needs Exception**

Kindergarten students will be brought to front of the school as a group by Kinder staff. Kinder staff will follow dismissal protocol as per other grades but will have the benefit of escorting students to the waiting cars directly.

#### **Bus Transportation**

The school bus will use the parking lot adjacent to the gym for loading. Students travelling by bus will be identified by the teacher in preparation for dismissal at 2pm. Bus students will leave the classroom at intervals to transit to the bus line up adjacent to the gym. The line-up will use social distancing marks for students to maintain 6-foot distancing. When the bus is ready to load, the driver will commence boarding and departure.

### B. Plan to minimize mixing of cohorts on departure:

Students remain in their stable cohort until dismissed avoiding dense congregation of students exiting classes in mass or gathering together near pickup locations. Student departure from the classroom is paced using according to arrival time of parent. Due to the slow pace of release, transit pathways will be sparsely populated. Similar to how on ramp traffic signaling reduces congestion on highways, paced release keeps the transit paths clear and clusters cannot form.

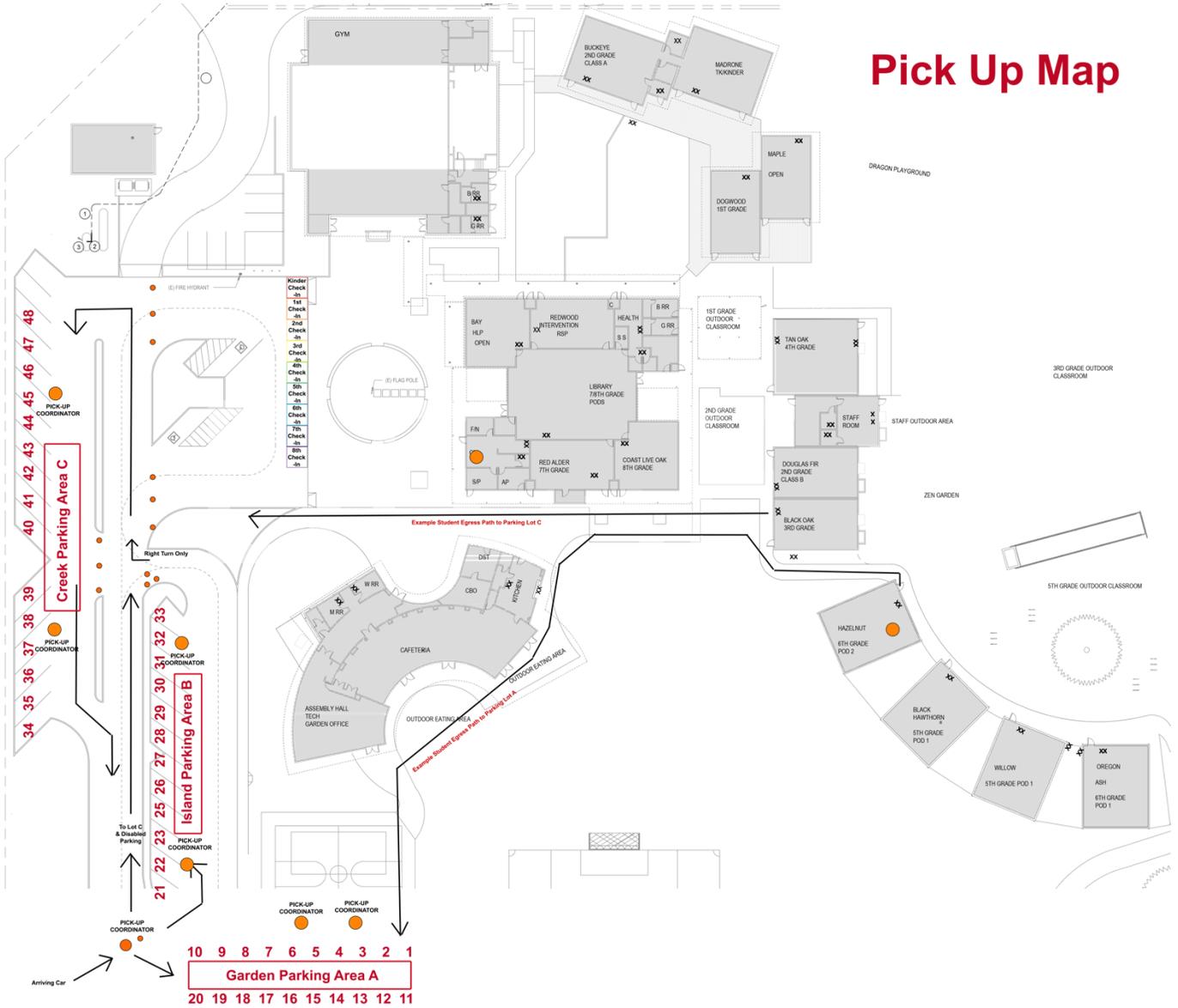
### C. How school/district plans to encourage a zero-mingling policy after school:

- The controlled exit of students from the stable group in the classroom does not allow for peers to depart simultaneously.
- The direct travel from departing class to the identified parking space reduces students meandering around the campus looking for their ride.
- Ample supervision of transit paths and particularly of pickup locations will speed departure and reduce possibility of mingling after school.
- Playgrounds will be closed at end of school to allow for cleaning and will rule out the potential for family groups to linger on campus after school.
- Harmony is a rural school site and does not have neighborhood access. Passive presence of students on campus after pickup is very rare as all families live distant from the site.

#### **Pick Up Map**

The map below diagrams the pick-up parking lots and spaces and provides examples of egress paths for sample students leaving different locations on the campus.

# Pick Up Map



# Face Coverings / Other PPE

*How CDPH face covering requirements will be satisfied and enforced for staff and students*

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## A. Please provide complete policy for face coverings:

Face coverings must be used in accordance with CDPH guidelines unless a person is exempt as explained in the “Guidance for the Use of Face Coverings” dated November 16, 2020.

### Requirements

- All HUSD staff are required to wear COVID mitigating face coverings at all times while on district property AND while conducting district business in common public spaces or shared interior spaces off site, unless exempted.
- Students in all grade levels K-12 are required to wear COVID mitigating face coverings at all times, while at school, unless exempted.
- All visitors to HUSD property are required to wear COVID mitigating face coverings unless exempted.
- Participants in youth and adult sports must wear face coverings when participating in the activity, even with heavy exertion as tolerated, both indoors and outdoors.

### Education and Training

- Information contained in the CDPH Guidance for the Use of Face Coverings will be provided to staff and families of students, including the proper use, removal, and washing of cloth face coverings.
- Harmony USD will teach and reinforce the use of face coverings, and in limited instances, face shields with drapes to staff and students.
- Students and staff will be frequently reminded not to touch the face covering and to wash their hands frequently.
- Training will be provided including on how people who are exempted from wearing a face covering will be addressed.
  - Any question of exemption status regarding a person present on district property will be referred to the office immediately.
  - HUSD administration will work to confirm allowable exemption. If unable to confirm, HUSD will provide a face covering to use. If person does not have exemption and refuses to comply, HUSD administration and/or designee will direct departure of party from the site.

### Removing Face Coverings & Exemptions

- In rare and limited situations where a face covering cannot be used for pedagogical or developmental reasons, (e.g., communicating or assisting young children or those with special needs) a face shield with a drape (per CDPH guidelines) will be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others. Staff must return to wearing a standard face covering outside of the momentary exception. HUSD will utilize teleconferencing when possible, to avoid the need of mask exceptions provided through CDPH guidance.
- A face covering, or face shield, may be removed for meals, snacks, naptime, or when it needs to be replaced.
- When a face covering is temporarily removed, it should be placed in a clean, safe area, clearly marked with the student's name and date, until it needs to be put on again.
- Students experiencing emotional duress may be allowed to remove the face covering under the following conditions;
  - Student is in a secure setting away from other students, staff or visitors
  - Student is outdoors
  - Student is physically distanced by at least 12 feet.
- The following are exceptions are outlined in the July 28, 2021 CDPH “Guidance for the Use of Face Coverings” (See Appendix and <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>). These are the only exceptions to the use of face coverings on HUSD property or when engaged in HUSD business:
  - They are under age 2
  - Have a medical or mental health condition or disability that would impede them from properly wearing or handling a face covering. This condition must be verified by physician confirmation with the district.

- o Those with a communication disability, or when it would inhibit communication with a person who is hearing impaired. *Those with communication disabilities or caregivers of those with communication disabilities can consider wearing a clear mask or cloth mask with a clear panel when appropriate.*
- o Persons exempted from wearing a face covering due to a medical condition, as confirmed by school district health team and therapists, 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.
- o When an employee is alone in a room.
- o While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- o Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- o Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by- case basis.
- o Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least 12 feet apart.
- o As otherwise defined by the CDPH.

### **Provision of Face Coverings**

HUSD will provide face coverings for any student who reports to school without one at no cost to student or family. If a face covering becomes damaged and a student does not have a replacement, the school will provide an additional face mask for the student to use.

HUSD will provide face coverings for visitors who do not have their own or need more effective masks while present on site.

HUSD will provide, and ensure staff use, face coverings and all other required personal protective equipment in accordance with CDPH guidelines.

- Employees may use their own face coverings or district provided face coverings.
- Employees are responsible for cleaning their face coverings. The district will provide clean face coverings as needed/requested.

### **Refusal to use required PPE**

For students or families who refuse to follow mask protocols, or any other COVID mitigation practice required by the school, will be offered an alternative educational placement in the full-time distance learning program until compliance is confirmed. HUSD will exclude students from campus if they refuse to wear a face covering (unless exempt).

In the event the refusal is temporary or due to an emergency or emotional crisis, the school will endeavor to stabilize the situation and support the student in complying with the requirement while maintaining social distance. If the student continues to refuse to wear the face covering properly, the student will be excluded from in person activities until compliance is re-established.

### **Masks on Busses and Transportation**

All face covering policies apply on district school buses and any vehicle affiliated with the LEA used to transport students, staff, or teachers to and/or from a school site.

### **Staff**

All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection.

### **PPE Standards**

HUSD and CDPH recommends the use of disposable 3-ply surgical masks, which are more effective than cloth face coverings. Though not required, HUSD will educate and encourage the use of higher quality non-woven surgical masks generally, and for staff with higher levels of exposure, the use of KN95, N95 or FFP2 masks. HUSD has both PPE available to staff on demand.

Workers or other persons handling or serving food or have increased exposure contaminated surfaces or locations must use gloves in addition to face coverings. This includes custodial staff, check-in attendants, health screeners, nurses, office staff handling public items, and COVID test technicians. All staff will be provided access to gloves. Disposable gloves will also be provided by HUSD to visitors or students that request them.

HUSD provides clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than 12 feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department.

If an employee encounters a non-employee that is not wearing a face covering accordingly should remind the non-employee by politely reminding the individual of the required face covering either verbally and/or by pointing to posted campus signage. If these reminders are not effective, the employee will notify the school office immediately.

**B. Describe specifications on type of face coverings allowed (i.e.: no valves,  $\geq 2$  ply, no bandanas, etc.):**

CDPH Guidelines and recent research indicates a significant benefit from mask wearing in reducing the spread of COVID. There are differences in the effectiveness of different forms of face masks. Double layer cloth masks are adequate and meet guidelines, but it is STRONGLY encouraged that non-woven, 3 ply, surgical style face masks are used by all parties. For individuals with greater exposure, N95, KN95 or FFP2 masks are encouraged and provided for staff.

- Masks with outlet valves that facilitate fast evacuation of the mask from exhaled air are NOT allowed, as they do nothing to filter outgoing breath for peers in shared spaces. If a mask is used with a valve present, it MUST be covered to exclude air passage through the valve.
- Loose fitting garments such as gaiters, balaclavas, scarves, bandanas and turtlenecks are NOT compliant with the mask mandate.
- Single ply cloth masks are NOT compliant with the mask mandate.
- Fitted, double layer cloth masks, disposable or reusable 2 or 3 ply masks with non-woven filters, surgical masks and N95/KN95/FFP2 masks are compliant.

Masks should fit well all around the perimeter and be free of holes or passages for air leakage. Masks are seen to be performing well when breathing causes some expansion and contraction of the fabric. If not movement of the fabric is observable, it is likely that air is escaping easily out the sides.

**C. Where will extra masks be available if needed?**

All classrooms will be provided a supply of staff and student masks to ensure no person present is without necessary PPE. The main office and nursing station will similarly have masks available and will monitor supplies in classrooms and replenish as needed.

**D. Describe plan for refusal to wear face coverings:**

**ADULT Refusal**

In the event of the refusal to wear a face covering by an ADULT, HUSD responding staff will:

- Move to isolate the refusing party from other staff, students or visitors. This may be accomplished by escorting the refusing party to another location, or by removing other people present from the area occupied by the refusing party.
- Staff will attempt to de-escalate the situation and move the party to comply with the mask mandate.
- Staff will offer the refusing party to conduct necessary business via phone or teleconference.
- In the event the refusing party continues to refuse to comply with the mandate, and does not leave of their own determination, the party will be asked to leave.
- If the party refuses to leave the site local LEO will be contacted to assist with removal.

**STUDENT Refusal**

In the event of the refusal to wear a face covering by a student, HUSD responding staff will:

- HUSD will exclude students from classroom or activity if they refuse to wear a face covering (unless exempt).

- Student will be moved to isolate the refusing party from other staff, students or visitors. This may be accomplished by escorting the refusing party to another location, or by removing other people present from the area occupied by the refusing party.
- The student will be counseled and offered the opportunity to return to compliance.
- If the student continues to refuse to comply, the student’s parent/guardian will be contacted to remove the student from the campus until the student is able to comply with the mask wearing requirement.
- Students or families who persist in refusal to follow mask protocols, or any other COVID mitigation practice required by the District, will be offered an alternative placement in the full-time distance learning program.

## Health Screening / Symptom Monitoring / Sick Protocol

*How individuals will be screened and monitored for symptoms - how ill staff / students will be handled*

### Details of at-home screening plan:

Health screenings refer to symptom screening, temperature screening, or a combination of both. Although temperature screening for COVID-19 has become a widespread practice, it may have a limited benefit. With respect to COVID-19, the CDC acknowledges that "fever and symptom screening have proven to be relatively ineffective in identifying all infected individuals." This is because people with COVID-19 can infect others before they become ill (pre-symptomatic transmission), some people with COVID-19 never become ill but can still infect others (asymptomatic transmission), and fever may not be the first symptom to appear. Despite the limitations, HUSD will follow the current guidelines and screen all staff and students when they arrive on campus.

### A. Details of at-home screening plan:

#### Staff, Essential Visitors and Student Screening:

Parents should ask their own children and staff should consider for themselves the following questions. **A person who answers “Yes” to any one of these questions must not enter the school facility.**

1. Within the last 14 days have you been diagnosed with COVID 19 or had a test confirming you have the virus? **Yes – Stay home and seek medical care.**
2. Do you live in the same household with, or have you had close contact with someone who in the past 14 days has been in isolation for COVID 19 or had a test confirming they have the virus? Close contact is less than 6 feet for 15 minutes or more. **Yes – Stay home and seek medical care and testing.**
3. Have you had any one or more of these symptoms today or within the past 24 hours? Are these symptoms new or not explained by another reason?
 

<ol style="list-style-type: none"> <li>a. Fever</li> <li>b. Cough</li> <li>c. Shortness of breath</li> <li>d. Trouble breathing</li> <li>e. Chills</li> <li>f. Night sweats</li> <li>g. Sore throat</li> </ol>	<ol style="list-style-type: none"> <li>h. Muscle/body aches</li> <li>i. Loss of taste or smell</li> <li>j. Headache</li> <li>k. Confusion</li> <li>l. Vomiting</li> <li>m. Diarrhea</li> </ol>
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#### **Yes – Stay home and seek medical care and testing.**

Harmony has implemented a health screening app that allows parents/guardians to fill out the daily health screening questionnaire remotely. Ideally, parents will complete the electronic submission prior to arrival at school in the morning. For students who did not complete the health screen remotely, they will be offered the opportunity to complete the form electronically or using the paper health screening form while parked in the diversion parking lot prior to drop off. The parent will give the health screening form to their child who will, in turn, submit the form to their check in attendant at their drop off kiosk.

In the event a student arrives at the check-in kiosk without a form or confirmation of electronic submission, the student will be referred to the check-in Ombudsperson who will contact the parent/guardian to complete the health screening form.

If a health screening form is not submitted, the student will not attend classes for the day and will be provide a socially distanced location to await pickup

**B. Support available for individuals staying home:**

HUSD provides COVID awareness information to all families about COVID symptoms, prevention strategies and community resources to assist in their monitoring and managing risk at home. For families that need assistance, the District Nurse will provide support and guidance in the process of obtaining medical advice. HUSD require families to consult with the student’s physician if a student is experiencing symptoms of COVID-19. HUSD protocol is to respond to student with COVID-19 symptoms follows the [Health Department and Sonoma County Health Department Guidelines](#). Students are not allowed to attend school if they are showing any symptoms of illness or if any member of their household has symptoms related to COVID-19. Families that do not wish to attend in person classes nonetheless have access to asymptomatic and response testing for COVID infection. PPE can be provided for families in need upon request

**C. Screening criteria/procedure onsite for staff:**

All staff will be required to complete a daily health screening to include:

- Reporting of any symptoms of COVID-19 that the staff member has experienced via the health screening app.
- Reporting of any household members with symptoms of COVID-19.
- Reporting of any possible exposure to the virus by the staff.
- Staff with symptoms or exposure to COVID-19 will be required to stay home and follow monitoring or testing steps as required by the Health Department.
- HUSDs protocols to respond to student COVID-19 symptoms follows the [Health Department and Sonoma County Office of Education guidelines](#) as well as the school’s own sick policy:
- **Staff are not allowed to work on campus if they are showing any symptoms of illness which could be passed on to a child or adult.**
- **Staff may not work on campus if any member of the household has symptoms of COVID-19.**

**D. Immediate protocol in case of a sick staff/faculty member:**

If on campus, staff member will be asked to return home. Staff member should get tested as soon as possible after they develop one or more COVID-19 symptoms or if one of their household members or non-household close contacts tested positive for COVID-19. Staff will be referred to their own health provider for testing or use the district provided test. See table below for more information or Appendix for “Scenario Based Guidance” All elements of the appropriate MOU will be followed for handling leave during quarantine.

Actions to take if there is a suspected or confirmed case of COVID-19	
COVID-19 Symptoms	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Recommend testing</li> <li>▪ School / Classroom remains open</li> </ul>
Close Contact / Confirmed Case	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Exclude from school for 10 days from last exposure per CDPH quarantine</li> <li>▪ Recommend testing 8 days from last exposure</li> </ul>

Confirmed Case	<ul style="list-style-type: none"> <li>▪ Notify SCHED</li> <li>▪ Exclude from school for 10 days from symptom onset date or if asymptomatic, for 10 days from specimen collection</li> <li>▪ Identify school contact, inform SCHED of contacts</li> <li>▪ Begin contact tracing</li> <li>▪ Recommend testing asymptomatic contacts 8 days from last exposure and immediate testing of symptomatic contacts</li> <li>▪ Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>▪ School remains open</li> </ul>
<b>Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition</b>	<ul style="list-style-type: none"> <li>▪ May return to school after 24 hours have passed without fever and symptoms have started improving</li> <li>▪ School/classroom remain open</li> </ul>

**E. Screening criteria/procedure onsite for students:**

All students (parents will complete on behalf of student) will be required to complete a daily health screening to include:

- Reporting of any symptoms of COVID-19 that the student has experienced via the health screening app.
- Reporting of any household members with symptoms of COVID-19
- Reporting of any possible exposure to the virus by the student or family
- At the check-in kiosk, staff will check students' temperatures with a touchless thermometer.
- Students with symptoms or exposure to COVID-19 will be required to stay home and follow monitoring or testing steps as required by the Health Department.
- HUSDs protocols to respond to student COVID-19 symptoms follows the [Health Department and Sonoma County Office of Education guidelines](#) as well as the school's own sick policy:
- **Students may not attend in person instruction if they are showing any symptoms of illness which could be passed on to a child or adult.**
- **Students may not attend in person instruction if any member of the household has symptoms of COVID-19.**

**F. Immediate protocol in case of a sick student:**

Per Health Department guidelines, if a student becomes ill with symptoms of COVID-19 and/or has a temperature above 100.4 F (38 C) degrees while at school, parent/guardian will be contacted for an immediate pick-up.

- The student will be removed from class immediately. The student will be isolated in a designated room or outdoor nurse station, continue wearing a face mask, and will be supervised by a designated staff member with appropriate PPE until the parent/guardian arrives to take the student home as soon as possible.
- The parent/guardian, or those authorized to pick up a student from school, will be contacted immediately as soon as a student reports any symptoms of COVID-19 for a prompt pick up.
- The designated area where the student was isolated while awaiting pick-up will be cleaned and disinfected immediately in accordance with Health Department guidelines. The areas where the student was prior to reporting symptoms will be cleared of all students and staff and will be immediately cleaned and disinfected.
- HUSD requires families to consult with the student's physician if a student is experiencing symptoms of COVID-19. In order to return to school, the student must provide a physician's release and may return to school after 24 hours have passed without fever and clear of symptoms. If physician release is not secured, the student must obtain a negative COVID-19 test before return to school.

Actions to take if there a suspected or confirmed case of COVID-19	
COVID-19 Symptoms	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Recommend testing</li> <li>▪ School / Classroom remains open</li> </ul>

Close Contact / Confirmed Case	<ul style="list-style-type: none"> <li>▪ Send home if at school</li> <li>▪ Exclude from school for 10 days from last exposure per CDPH quarantine</li> <li>▪ Recommend testing 8 days from last exposure</li> </ul>
Confirmed Case	<ul style="list-style-type: none"> <li>▪ Notify SCHD</li> <li>▪ Exclude from school for 10 days from symptom onset date or if asymptomatic, for 10 days from specimen collection</li> <li>▪ Identify school contact, inform SCHD of contacts</li> <li>▪ Begin contact tracing</li> <li>▪ Recommend testing asymptomatic contacts 8 days from last exposure and immediate testing of symptomatic contacts</li> <li>▪ Disinfection and cleaning of classroom and primary spaces where case spent significant time</li> <li>▪ School remains open</li> </ul>
<b>Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition</b>	<ul style="list-style-type: none"> <li>▪ May return to school after 24 hours have passed without fever and symptoms have started improving</li> <li>▪ School/classroom remain open</li> </ul>

**G. Symptom monitoring procedures throughout day:**

Students will be observed for any symptoms that occur throughout the day. If there are any questions, staff will consult with student and school nurse for further observation or investigation.

**H. Screening of essential visitors/vendors:**

Essential visitors that will share interior space with any staff or student agree to follow the health screening guidelines for staff including temperature check and submission of health screening form. Brief (<15 minute) outdoor check in with staff at the kiosk or front office do not require a temperature checks or health screening form.

## 8. Routine Testing

*School/District's plan for routine/asymptomatic testing of staff and students*

### Routine Testing

*School District's plan for routine/asymptomatic testing of staff and students*

**A. Plan to routinely test staff by tier:**

Asymptomatic testing is an essential layer of COVID 19 mitigation. A significant portion of infections can occur without symptom. Asymptomatic spread of COVID has been documented in research. Therefore, Harmony will follow the CDPH guidelines for COVID surveillance testing and will modify frequency according to case rate. All staff and students attending on campus activities is required to participate in surveillance and response testing.

Purple Tier (>7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **WEEKLY**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Red Tier (4-7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Orange Tier (1-3.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Yellow Tier (0-.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: No Asymptomatic Testing
- Exposure Testing: If staff members have been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Staff experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all staff with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

**B. Plan to routinely test students by tier:**

Asymptomatic testing is an essential layer of COVID 19 mitigation. A significant portion of infections can occur without symptom. Asymptomatic spread of COVID has been documented in research. Therefore, Harmony will follow the CDPH guidelines for COVID surveillance testing and will modify frequency according to tier

Purple Tier (>7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **WEEKLY**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

Red Tier (4-7/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID- 19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

#### Orange Tier (1-3.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: Via PCR saliva test, **EVERY 2 WEEKS**.
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID-19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

#### Yellow Tier (0-.9/100k new cases daily)

- Asymptomatic (Surveillance) Testing: No Asymptomatic Testing
- Exposure Testing: If a student has been exposed to COVID-19, they will be required to test on day 8 following exposure.
- Symptomatic Testing: Students experiencing symptoms of COVID-19 will be recommended to test immediately. Clearance required before return.
- Response Testing: HUSD will test all students with our contracted testing company in response to any outbreak at school. Outbreak testing will continue for all staff weekly until no longer considered an outbreak.
- Test results are returned 24-48 hours. HUSD receives test results of each person tested in the same time frame.

*Testing Protocols are subject to change. Harmony anticipates changes to testing frequency as youth vaccination for COVID becomes available.*

Additional testing in RESPONSE to exposure situations will be conducted ad hoc. Students and staff must participate in such activities or quarantine for the required 10 days from exposure, symptom free.

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## Physical Distancing

*How space and routines will be arranged to allow for physical distancing of students / staff in the following areas:*

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### A. Bus/Transport/Carpools:

#### Engineering Controls

- Use of seating chart
  - Create distance between students whenever possible
  - Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Attempt to keep stops/groups/cohorts seated together.
- When weather permits, windows and/or roof vents should be opened enough to provide fresh air circulation. Do not open windows and/or roof exits if doing so poses a safety or health risk for current or subsequent occupants.
- Drivers will notify students and parents to maintain 6-foot distancing at bus stops and while loading and unloading
- Students will be seated from the rear of the bus forward to prevent students from walking past each other.
- Procedures for Entering Bus will be taught to students

### B. Classrooms

Classrooms have been configured to allow for increased space between seats, but under 2021 guidance, 6 foot distancing is not required.

- Face masks will be worn by students and the PE teacher during PE when activities bring students within 12 feet of each other.
- Students will eat lunch in their stable cohorts and will be spaced with 6 feet between each student whether they are eating lunch outdoors or indoors. Eating outdoors will be the policy unless the weather prohibits this.
- When weather threatens, limited seating in the indoor cafeteria will be made available to supplement outdoor canopies. Occupancy shall not exceed 1/4 of stated occupancy of the cafeteria in non-covid conditions.
- Teachers will eat lunch and take breaks outdoors and maintain 6 feet distancing from other teachers and students. If weather does not permit outdoor eating, teacher automobiles may be used for dining.

- Signage has been installed at all campuses to designate 6 feet distancing. Additionally:
  - o Meetings between adults will be conducted virtually when possible.
  - o Non-essential visitors will not be allowed on campuses or in classrooms.

Teleconferencing meetings will be used in place of in-person meetings for any classroom educational experts and guest speakers. Campus visitors (including parents) are not permitted during this time.

Field trips may be held with appropriate specific COVID mitigation plan approved by administration.

All administrative and teacher meetings with parents and the community will be conducted via teleconference or virtual meeting when possible. In the rare occasion an in-person meeting must occur, all safety precautions and physical distancing guidelines will be followed with outdoor spaces used whenever possible.

All classrooms have relatively low occupancy relative to capacity. Average occupancy is 20 individuals, for classrooms rated to hold 36.

**C. Hallways:**

Harmony does not have interior breezeways or halls. All transit paths will occur out of doors. Lines which occur in outdoor spaces will have distancing marks on the ground to assist students in regulating their space between others. The schedule of transit needs has been designed to limit the number of students out and transiting at the same time.

**D. Student lockers:**

Lockers are not available to students.

**E. Bathrooms:**

Bathrooms will be single use only, with social distancing line marks set up outside bathrooms. Students will wait until the previous student leaves the space before entering the bathroom.

**F. Locker rooms:**

Harmony does not have a locker room

**G. Gymnasium:**

The Gymnasium is closed to students indefinitely due to COVID. It will be used by the PE instructor for remote learning and planning purposes.

**H. Playground / fields:**

All recess sessions are staggered such that only one stable group is in an area at a time. Each area is significant in size, typically handling 70-90 students at a time. Given that most stable groups are 40 or less, ample space is available for students to maintain social distancing while playing. Students will be taught protocols and options for socially distant play. No contact sports will be allowed, and students will remain masked and socially distanced during play time.

**I. Staff break rooms:**

The staff room will be shut down for dining by staff. Staff will dine outside away from other staff/students. The staff room does have a copier. Teachers will not occupy the copier space while another teacher is using the copier. Masks will be required in the staff room, even if no other staff member is present, to reduce the potential for lingering aerosol in the space.

**J. Other:**

Cafeteria dining will occur in outdoor areas only. All seating is arranged to provide 6-foot social distancing. Given the necessity to remove masks, eating will only occur out of doors will students seated facing in the same direction.

The main office will switch all in person meetings to teleconference to conduct them remotely.

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## Healthy Hygiene Practices

*The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students - please include site map for reference.*

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### A. Plan to encourage healthy hygiene/handwashing routines:

HUSD is producing orientation videos outlining hygiene and mitigation behaviors for students and essential visitors to practice when on campus. These videos will be distributed to families in the approach to reopening. In addition, orientation meetings will be held on site the week before reopening to give students a tour of the new facilities and begin processing the reopening experience itself.

Hygiene will be embedded throughout our activities:

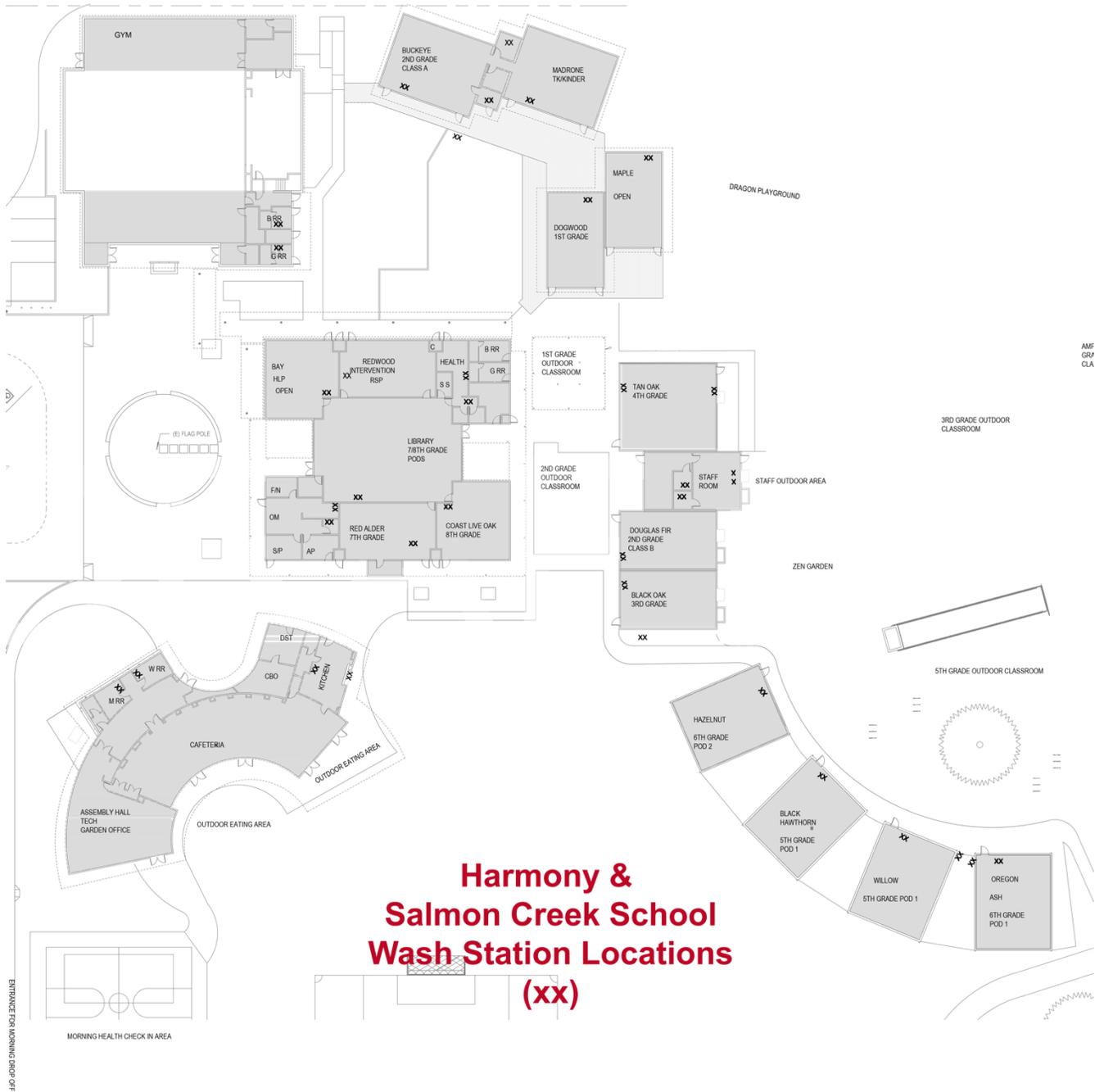
- Routine handwashing will be built into the daily schedule and emphasized by staff.
- Students will wash hands upon arrival, before and after eating, after using the restroom, after being outside the classroom (e.g., PE or recess), before leaving to go home, and as needed throughout the day.
- New handwashing stations have been added to outdoor areas at our campuses to provide ample indoor and outdoor handwashing stations.
- Handwashing by younger students will be supervised by staff to ensure proper handwashing practice. Strategies to train students in good hand washing will be used.
- Classrooms have sinks located in multiple indoor and outdoor areas for students and staff to use for handwashing.
- Each classroom has a designated restroom facility that is equipped with sinks and soap. (Restroom visits by students/staff will be staggered so that one person is using the restroom at a time.) Ventilation in restrooms will be increased by opening windows and/or use of the HVAC ventilation system.
- Drinking fountains have been closed. Students and staff will bring their own personal water bottles labeled with names to school. Water bottle filler stations have been installed to allow students to access additional water for their containers.
- Hand sanitizers are distributed in multiple locations in all classrooms and outdoor areas that will be used by students and staff.
- Staff will supervise frequent handwashing and will reinforce with students the practice of frequent handwashing.
- Posters reminding students and faculty to wash hands and how to wash hands have been prominently displayed in classrooms and at handwashing stations.

Additional healthy hygiene practices:

- Students' belongings will be separated and individually labeled. Sharing of materials has been discontinued. Students will have individual digital devices, writing utensils, notebooks, art supplies. Backpacks and portable stadium chairs have been provided to all students.
- No sharing of food is allowed.
- Outdoor areas will be used as outdoor classrooms as much as possible for all grade levels. Significant Resources have been invested to ensure that outdoor classrooms are utilized to reduce indoor air exposure
- Students have individual student-assigned desks, chairs, school supplies, and electronic devices (no sharing).
- HUSD keeps in stock ample supplies of soap, tissue, disposable face masks, hand sanitizer, face shields, and cleaning and disinfecting products.

### B. Other considerations - including locations of handwashing stations, disabling of drinking fountains, etc.:

7 additional outdoor hand washing stations have been installed at strategic locations throughout the campus. These wash stations, along with indoor sinks, are noted on the map below with XX symbols. Drinking fountains have been disabled, but electronic touchless water bottle filler stations have been installed in their stead.



**Harmony &  
Salmon Creek School  
Wash Station Locations  
(xx)**

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## **Routine Cleaning and Disinfection**

*How shared surfaces will be regularly cleaned and disinfected, including plans / schedules for the following areas:*

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### **A. General high-touch surfaces:**

High touch surfaces include sink handles, shared tables desks and chairs, door handles and shared electronic devices.

- Sinks have all been retrofitted with touchless valves, nevertheless, bathrooms will be cleaned twice daily. Electrostatic sprayers will be used to speed cleaning in high touch areas. All water fountains will be disconnected, only touchless water bottle fillers will be available for use. They will be cleaned daily.
- Students will have a consistent desk and chair that is not shared.
- Exterior & Interior Door handles will be cleaned twice daily
- Electronic devices will not be shared. HUSD has a 1:1 device program.

### **B. Classrooms:**

Classrooms will be cleaned once daily include use of electrostatic sprayer for desk and counter surfaces. Cleaner will be made available for staff to treat surfaces that have frequent contact through the day.

### **C. Bathrooms:**

Bathrooms will be cleaned twice daily, once prior to lunch with electrostatic sprayer between 10:45 and 11:30 and again at the end of the day after dismissal.

### **D. Cafeteria:**

Kitchen standard cleaning protocols will be followed for cleaning of the kitchen. The food service program will switch to using disposable/compostable serving products during COVID to reduce exposure to staff when handling dishware. The Cafeteria will be utilized only during inclement weather. ACH for the cafeteria is 19 with HVAC, 24 ACH with HEPA filtration. Seating indoors will be at 12 foot centers, outdoors at 6 feet. Dining areas will be cleaned between stable groups. Cleaning includes wiping down tables after students have departed the dining area.

### **E. Playgrounds:**

According to CDPH Guidelines, playgrounds require only “routine maintenance. Make sure that children wash or sanitize their hands before and after using these spaces. When hand hygiene is emphasized, cleaning of outdoor structures play is not required between cohorts.” Harmony will clean the playground equipment daily with electrostatic disinfectant sprayer.

### **F. Offices:**

The Main Office lobby will be closed to the public. A kiosk window has been assembled to serve the public without requiring their entry into the interior of the office. All offices will continue on a daily cleaning regimen including electrostatic sprayer in the evening to efficiently disinfect surfaces.

### **G. Hallways:**

HUSD does not have interior hallways requiring enhanced. cleaning.

### **H. Locker rooms:**

Not applicable at Harmony.

**I. Gymnasium:**

The gymnasium will be used for non-athletic instructional space for class sizes not to exceed 40 individuals. Doors will be kept open to improve ventilation

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**Plan for Shared Items**

*How use of shared items will be minimized and/or adjusted to meet safety standards, where applicable.*

---

**A. Classroom / Office supplies:**

All students have been provided with a backpack that can serve all material and equipment needs for the student while at school. All shared items have been duplicated for each individual child such that sharing is reduced. Classrooms have adequate materials, equipment and technology to avoid the necessity of sharing.

**B. Toys / Play equipment:**

Toy and play equipment will be shared by stable groups. Outdoor equipment will be shared by all students school wide, including balls and PE equipment.

**C. Electronics equipment:**

Electronics will not be shared. All staff have new computing devices as do all students. The only equipment of note that will be shared is the faculty copier. Protocols are in place to restrict staff from simultaneous occupation of the copy room, and response cleaning supplies are provided for staff to disinfect touch locations for the copier.

**D. Tools:**

Custodians have been provided with copies of tools to reduce the need to share. There are some exceptions. When shared tools are used, staff will disinfect the touchable surfaces before and after use.

**E. Other:**

Not applicable.

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## Handling COVID-19 Symptomatic Individuals

*How the affected individual will be removed from group and isolated in designated space until pick-up*

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### **A. Plan/location for Isolation room / area:**

The nursing station in the Northeast corner of the library complex will be activated upon return. This space has a dedicated restroom and access to a covered exterior that will serve well for a secondary isolation location, particularly for symptomatic individuals to reduce exposure of health tech/nurse managing the station. The isolation area will be cleaned thoroughly after the occupant is picked up by parent/guardian.

### **B. PPE available for staff providing care in Isolation area:**

The health technician in the nurse's station will be provided KN95 mask, gloves, face shield and protective clothing.

### **C. Staff trained to provide care in Isolation area:**

A registered nurse staffs the isolation area. The nurse is responsible for identified IEP services, COVID testing and the temporary care of symptomatic students on site until pickup by parent/guardian.

### **D. Plan for staff caregiver to be fit-tested and trained to seal-check N95 respirator:**

HUSD will provide appropriate training for PPE use including use of higher quality masks for the health technician.

### **E. Protocol for immediate removal and relocation of ill individual:**

Anyone ill will be immediately sent to the isolation room and the potentially infected location will be closed to use by staff and students until thorough cleaning and disinfection. When a COVID-19 positive or otherwise ill staff member or student is identified, contact tracing will be initiated immediately. A list of close contacts will be identified and notified of the need to isolate and consult with their physician. If necessary, this list will also be submitted to the Public Health Department and any further recommendations from them will be implemented. Individuals will obtain testing via their personal healthcare providers. Those individuals who cannot obtain testing or do not have access will utilize the contracted testing facility.

When there is a work exposure, possibly affecting employees will be notified via letter which is emailed to them. They may also receive a phone call or text.

### **F. Protocol for disinfection of contaminated areas, including Isolation zone after pick-up:**

Close off areas used by any sick person and do not use before cleaning and disinfection. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation.

### **G. Instructions to give ill staff / family of ill child (re: follow-up with PCP, testing guidance):**

Our sample letters for communicating with families of a class or school closures as well as notification when a student or staff member has been exposed to COVID-19 are attached.

To inform staff and families, we use the guidance from the Sonoma County Department of Health Services – see [Scenario based COVID-19 Guidance for Schools, Childcare, and Programs for Children and Youth](#) in the attachments.

### **H. Plan for testing symptomatic individuals:**

Students and staff will get tested as soon as possible after they develop one or more COVID-19 symptoms or if one of their

household members or non-household close contacts tested positive for COVID-19. Harmony has the capacity to provide for student and some limited family contact testing. Staff members will be tested through the District contracted vendor.

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## Plans for After and Exposure Event

*When someone is confirmed positive for COVID-19 and individuals were exposed onsite.*

---

### A. Designated COVID Coordinator(s) and corresponding duties:

As per notice, the District will provide contact tracing as prescribed by the County Health Department. The **District Superintendent and Office Manager** have been trained in contact tracing. They will follow the training protocols outlined in the webinar and the Sonoma County Department of Health training.

The HUSD COVID Coordinator is Superintendent Matthew Morgan. The COVID coordinator is responsible for implementing a COVID exposure response including contact tracing, isolation/exclusion of exposed individuals, providing support for exposed individuals and managing communication with the community regarding exposure risk and any and all responses or program modifications related to the potential exposure.

### B. Plan for confirmed COVID-19 case reporting:

- **Communication:** Follow the CDPH guidance and Cal/OSHA guidance in this area. Harmony will notify the County of Sonoma Public Health Department immediately of any positive COVID-19 case. As advised by County Health, we will also notify all staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws. The community will be notified through either a note home or through our email blast system.
- Close off areas used by any sick person and do not use before cleaning and disinfection. Ensure a safe and correct application of disinfectants using personal protective equipment and ventilation as recommended in Section 1.C.
- For settings in which stable classroom cohorts have been maintained: All students and staff should be instructed to get COVID-19 testing and remain quarantined at home for 10 days.
- For all settings: Provide information regarding close contacts to the County of Sonoma Public Health Department via secure fax or email. The following information will be provided to
  - Full name, address
  - Telephone number
  - Date of birth of the individual who tested positive
  - Date the individual tested positive
  - The campus location(s) at which the individual was present on-site within the 2 days preceding symptom onset or the positive test
  - The date the individual was last on-site.
  - The full name, address, and telephone number of the person making the report.

### C. Plan for “Close Contact” identification:

Students or staff have close contact - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact of a Contact Advisory letter.

### D. Plan for Exposure testing for staff:

Close contacts (household or non-household) of confirmed COVID-19 cases should be sent home immediately and instructed to get COVID-19 testing or will be provided with a District test kit.

Students or staff that have exposure - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact

of a Contact Advisory letter.

**E. Plan for Exposure testing for students:**

Close contacts (household or non-household) of confirmed COVID-19 cases should be sent home immediately and instructed to get COVID-19 testing. The District will refer families to their own medical provider or provide one of our District provided test kits for families that are unable to secure testing.

Students or staff that have exposure - following SCDHS guidelines, we will send individual home, instruct to quarantine for 10 days starting the day after last exposure and monitor symptoms for 14 days total. Recommend testing prior to returning - at least 8-10 days after last exposure or ASAP if symptoms develop. We will notify staff and families of children in cohort using Contact of a Contact Advisory letter.

**F. Support for staff in Isolation/Quarantine:**

Staff members in Isolation will be provided with guidance on next steps for them as they either test with us or reach out to their primary caregiver for more information. Staff members will be provided with the required protocols for returning to work and the option to continue to work from home, if feasible. Staff will be provided leave time to support adequate quarantine and isolation as per MOUs. Staff will continue to be monitored and additional testing will be offered as time progresses.

**G. Support for students in Isolation/Quarantine:**

Families of students in Isolation will be provided with guidance on next steps for them as they either test with us or reach out to their primary caregiver for more information. Students will be offered distance learning, if feasible.

**H. Return to school criteria for COVID-19 positive individual:**

The individuals will stay home until:

- 10 days have passed since the onset of symptoms, AND
- The person has had no fever for 24 hours without the use of fever-reducing medications, AND
- Symptoms have improved
- If no symptoms, stay home until 10 days have passed since the date of the test
- A doctor's note **does not** override these criteria.

**I. Return to school criteria for exposed close contacts:**

We will instruct the individual to quarantine for 10 days starting the day after the last exposure. Monitor symptoms for 14 days total. Recommend testing prior to returning, at least 8-10 days after last exposure (ASAP if symptoms develop).

**J. Outbreak response plan:**

In consultation with Sonoma County Health Department and following the State Consolidated Guidance (see attachment), school officials will decide if closure of a stable group/classroom or the entire school is required.

- In consultation with public health, we will consider closing a class if one or more students or staff members are confirmed to have COVID-19
- In consultation with public health, we will close our entire school if multiple cohorts or classes have confirmed cases of COVID-19 OR 5% of all students/staff have confirmed cases

We will reopen in consultation with public health, typically after 10 days have passed and:

- We have cleaned and disinfected all classrooms
- Had a public health investigation
- Consulted with Sonoma County Health Department

We will communicate in writing with parents/guardians and staff to notify of any exposure or confirmed case(s) of COVID-19, ensuring that the confidentiality of that individual as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act

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## Communication Plan

*How the school/district will communicate with students, families, and staff about onsite COVID-19 exposure, consistent with privacy requirements such as FERPA and HIPAA.*

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### **A. Provide plan for communications with families and staff after an onsite exposure:**

In the event that an individual has a confirmed case of COVID-19, we will:

- Contact SCHD using the hotline number: 707-565-4566
- In consultation with Sonoma County Health Department, school officials will decide if closure of a stable group/classroom or the entire school is required.
  - In consultation with public health, we will consider closing a class if one or more students or staff members are confirmed to have COVID-19
  - In consultation with public health, we will close our entire school if multiple cohorts or classes have confirmed cases of COVID-19 OR 5% of all students/staff have confirmed cases
- We will reopen in consultation with public health, typically after 14 days have passed and:
  - We have cleaned and disinfected all classrooms
  - Had a public health investigation
  - Consulted with Sonoma County Health Department

We will communicate in writing with parents/guardians and staff to notify of any exposure or confirmed case(s) of COVID-19, ensuring that the confidentiality of that individual as required by the Americans with Disabilities Act and the Family Education Rights and Privacy Act

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## **Staff Training**

*How staff will be trained on the application and enforcement of the plan*

---

### **A. Provide plan for training staff on new COVID-19 Safety plan:**

#### **Training and Instruction**

- During multiple staff meetings, plan details were shared and reviewed for understanding.
- Staff Training is conducted via the Target Solutions COVID-19 module and a COVID-19 training roster will be used to document this training.
- **Staff members may consult with administration regarding questions or concerns related to any of the plans or protocols within the plans.**

### **B. Provide plan for enforcing COVID-19 Safety plan with staff:**

All staff have had the opportunity to review the CSP and understand that we will enforce the requirements. Staff members struggling to enforce the plan will be reminded of the need to follow all protocols to maintain safety. If this continues to be an issue, the employee may be moved to a virtual position, asked to take a leave until the plan is no longer needed, or suspended.

### **C. Provide plan to remain current on guidelines and best practices:**

The Health Tech, District Secretary, District Nurse will all continue to monitor the regular notifications coming from both our County Office of Education and the Sonoma County Public Health Office.

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## **Family Education**

*how students and their families will be educated on the application and enforcement of the plan*

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**A. Provide plan for educating families on new COVID-19 Safety plan:**

**System for Communicating**

- Our goal is to ensure that we have effective two-way communication with our employees and families, in a form they can readily understand, and that it includes the following information:
- All plans (CSP, CPP & CSP Checklist) are available on our website and by request in a hard copy.
- A virtual review is provided to parents regarding all aspects of the Safety Plan during evening sessions.
- All safety issues are reviewed at monthly Board Meetings that are open to the public.

**B. Provide plan for enforcing COVID-19 Safety plan with students/families:**

We will not exclude students from the classroom if they occasionally fail to meet the requirements of the CSP. However, after education, training, and counseling, if a family is still unable to meet the requirements of the CSP, we will move the child(ren) back to distance learning or independent study.

**C. Provide plan for continuing communication/education as guidelines change:**

We will use our weekly bulletin that goes out to all families to provide updated guidance on activities at school.

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## Engineering Controls

*How each specific school site plans to optimize ventilation, air filtration for indoor spaces*

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**A. Please describe any unique challenges each site may face for maintaining safe environments, in terms of ventilation/airflow and infrastructure, and how those challenges will be addressed:**

Harmony has a unique site due to its large campus relative to student population. This allows for the school to host all enrolled students without A/B day schedules. The site is well disposed for the use of outdoor classrooms, which this plan implements for each grade. The outdoor spaces will provide ample natural air exchange thereby reducing exposure to students and staff. For indoor classroom use, major improvements have been made to the HVAC and filtration systems in each interior space. The goal of improvements is to maintain 5-6 Air Exchanges per Hour (ACH)

**Ventilation**

A study was conducted of the ventilation for each classroom space noting ACH for each. Recommendations on changes to exterior air dampers and filtration were implemented. New filters were installed in HVAC units coupled with new ionizers to improve efficiency of filters.

**CO2 Monitoring**

CO2 levels in a room can act as a surrogate measure for the success of ventilation in a room. The school has installed CO2 meters in its classrooms to provide monitoring of sufficient ACH in each room. All windows and doors are operable and will be open to increase air circulation. Box fans have also been provided to classrooms to increase ventilation as necessary.

**HEPA Filtration**

HUSD has installed high quality and high volume HEPA filtration in all classrooms. IQ Air Cleanzone SLS can provide up to 28,700 cubic feet of airflow per hour, or approximately 3 ACH for standard classrooms. This is in addition to the ACH provided by the ventilation and filtration provided by the HVAC system. Smaller offices and rooms have been provided appropriately sized units as well.

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## Consultation

*For schools not previously open, please indicate the organizations involved and consulted with in developing the safety plan, i.e. Labor Organizations, staff and faculty, parents/students and community, other stakeholders, continued communication without fear of reprisals, etc.*

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### A. Labor organization(s) and date(s) consulted:

Harmony has two labor unions and several non-represented staff. From the beginning, faculty and staff have been partners in developing HUSD's COVID response. At the start of the 2020-2021 school year both HUTA (CTA) and CSEA met with administration and adopted MOU's that were endorsed by the board in the October and January meetings. In addition, frequent consultations were held during weekly Friday faculty meetings, weekly Monday leadership meetings and starting in December, weekly reopening committee meetings. As reopening approached, negotiation team members were engaged in discussion regarding reopening frameworks and conditions for return to in person instruction. Unit leadership surveyed their membership and reported back to admin staff and faculty sentiment. Dates consulted include:

#### Faculty and Staff meetings

Weekly, August 14, 2020 – Current

#### Leadership Meetings

Weekly August 10, 2020 – Current

#### Reopening Committee Meetings

The reopening committee was designed specifically for the purpose of ensuring that all stakeholders were involved in the consultation and development of a realistic and well considered plan. The team includes 4 parents selected by the parent support foundation, 1 Board member, 3 teachers (HUTA), 3 classified staff (CSEA) including the food service director, and 3 administrative staff including the superintendent, assistant principal and office manager.

December 15, 2020	January 28, 2021
January 7, 2021	February 4, 2021
January 14, 2021	February 11, 2021
January 21, 2021	February 18, 2021

#### MOU meetings

##### HUTA

September 4, 11, 18 and October 12, 2020 and January 12, 20, 26, February 2, 9 & 17 2021

##### CSEA

November 19, December 4, 2020 and February 18, 2021

### B. Parent / Community Organization(s) and date(s) consulted:

#### Board Meetings

Monthly, but recent dates include:

December 17, 2020  
January 21, 2021  
January 27, 2021  
February 11, 2021  
February 18, 2021

#### Reopening Committee Meetings

As described above

December 15, 2020	January 14, 2021
January 7, 2021	January 21, 2021

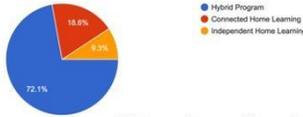
## Parent Forums

November 17, 2020  
February 11, 2021

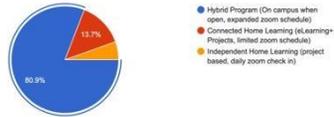
## Parent Surveys

Parent surveys were conducted each trimester. The survey conducted in early February 2021 provided the following data:

Which program is your student CURRENTLY enrolled in (Trimester 2)?  
183 responses



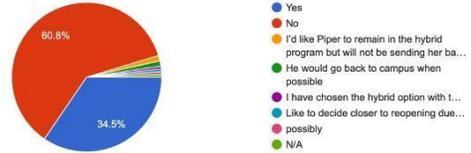
Which program do you request for your student for the NEXT Trimester (Trimester 3: March 1-June 3, 2021)?  
183 responses



Would you be willing to have your child return to ON CAMPUS classes while case spread in Sonoma County was in the low purple range (between 8-25 new cases daily per 100,000 residents)?  
180 responses



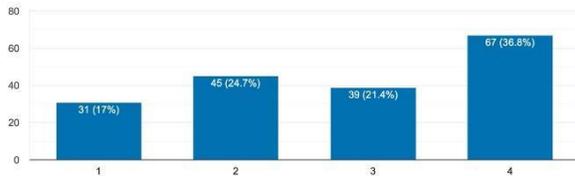
Would you like the opportunity to delay switching programs until the firm reopen date is announced?  
171 responses



Would you be willing to have your child return to ON CAMPUS classes while case spread in Sonoma County was in the RED range (between 4-7 new cases daily per 100,000 residents)?  
181 responses



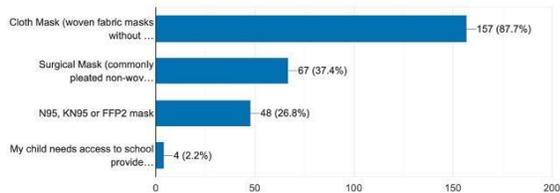
How comfortable do you feel about having your child return to ON CAMPUS classes when the case spread in the county is in the low PURPLE range (...ween 8-25 new cases daily per 100,000 residents)?  
182 responses



Are you willing to have your child participate in periodic COVID testing (spitting into a clean vial) to facilitate case identification and tracking on campus?  
176 responses



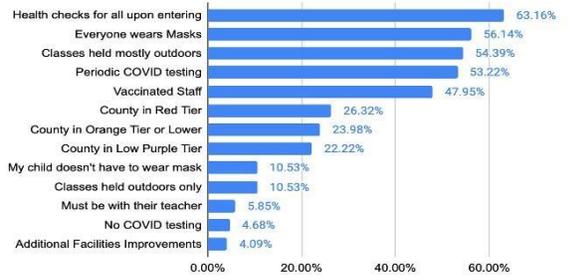
What kind of mask does your child have available to them that they could wear daily on campus?  
179 responses



Though vaccines are NOT currently certified for use with children under the age of 16, are you interested in having your child vaccinated when such vaccines become available?  
181 responses



What are the key elements that need to be in place for you to feel comfortable with having your child attend school on campus



**C. Other:**

Sonoma County Public Health Department was contacted to advise in the creation of this document and other informing policies for COVID mitigation.

Sonoma County Office of Education was consulted on numerous occasions and almost weekly leadership meetings provided ample opportunity for questions to be directed to county leadership in both the office of education and the public health department

West County sister districts including Forestville, Fort Ross, Guerneville, Gravenstein, Monte Rio, Montgomery, Oak Grove, Sebastopol and Twin Hills were consulted weekly on policy updates, status reports and guidance for reopening

**HUSD COVID On Site NO Exposure Letter Sample**



Date:

Dear parents, guardians, and staff:

A person with COVID-19 was recently identified at \_\_\_\_\_ . **At this time we do not believe that you or your child were exposed.** We will notify you immediately should this change. While the affected classroom(s) will be closed for 10 days as a precautionary measure, your/your child's classroom will remain open.

While you or your child may have not had any known exposures to COVID-19, it is still present in our community and we encourage you to continue to take steps to keep you and those around you safe. These steps include practicing social distancing from people who do not live in your household, washing your hands often, and wearing a mask or facial covering when in public.

We also encourage you to be aware of the symptoms of COVID-19 and check yourself or your child for COVID-19 symptoms before coming to work or school. Symptoms of COVID-19 include:

- Cough
- Fever
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

**If your child or anyone in your home is experiencing any of these symptoms, please keep the household home** and do not come to school or work. Contact your healthcare provider and request a test for COVID-19.

Thank you for helping to keep our community safe.

Sincerely,

Matthew Morgan  
Superintendent/Principal

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## HUSD COVID 3rd Party Student Contact Letter Sample



Date

Dear Parents/Guardians and Staff of classroom:

We want students and staff to stay safe. A student or staff member in your child's class has been in contact with a person who has tested positive for COVID-19. That student or staff member has been instructed to stay home until they are safe to come back to school. We have not identified any risk to you or your child at this time.

Your child's classroom will stay open. **You or your child can still come to school.** We will update you if anything changes. Please keep checking your child for symptoms and stay home if anyone in your home is sick.

Symptoms of COVID-19 can include:

- Cough
- Fever
- Shortness of breath
- Nausea, vomiting, or diarrhea
- Body aches
- Headache
- Sore throat
- Runny nose
- New loss of taste or smell

Please contact your healthcare provider for any other questions. Thank you for helping to keep our school and community safe.

Sincerely,

Matthew Morgan  
Superintendent/Principal

## HUSD COVID Positive Case Possible Exposure Letter Sample



Dear parents, guardians and staff of classroom,

A person at \_\_\_\_\_ has recently tested positive for COVID-19. You or your child has been identified as someone who was in close contact with this person and is at risk for developing COVID-19.

COVID-19 is an illness caused by a virus that can be transmitted to other people when an infected person coughs, sneezes, or is in close contact with others. Symptoms of COVID-19 can include:

- ✓ Cough
- ✓ Fever
- ✓ Shortness of breath
- ✓ Nausea, vomiting or diarrhea
- ✓ Body aches
- ✓ Headache
- ✓ Sore throat
- ✓ Runny nose
- ✓ New loss of taste or smell

Some people with COVID-19 do not have any symptoms, but can still spread the virus to others. People with COVID-19 are contagious for at least 10 days after their symptoms started, or if they don't have symptoms, 10 days after the day they tested positive. It can take up to two weeks after exposure to develop COVID-19. People who were exposed to COVID-19 should stay quarantined and not attend school or work for 10 days after the last time they were exposed, and should continue monitoring for symptoms for the following 4 days.

For more information on what it means to be quarantined, visit: [www.socoemergency.org](http://www.socoemergency.org)

As a precautionary measure, we have temporarily closed the affected classroom(s) for a period of at least 10 days following the last possible exposure, and will be reopening no sooner than MM-DD-YYYY. While we understand that this is a hardship for many, it helps to ensure that no further transmission of COVID-19 will occur. **You and/or your child may not go to a different day care, school, camp, or program until you/your child has completed their**

#### **10-day quarantine.**

**If you or anyone in your household is currently showing symptoms of COVID-19:** Please contact your healthcare provider to inform them of your symptoms and recent exposure to COVID-19. If you have difficulty getting tested with your healthcare provider, please visit: <https://socoemergency.org/emergency/novel-coronavirus/testing-and-tracing/>

If no one in your household has symptoms of COVID-19: We strongly recommend that you or your child be tested for COVID-19 8-10 days after the most recent exposure. Testing done too soon after an exposure may not be reliable, and a negative test during this time does not mean that the person won't develop COVID-19 later during their quarantine period. Because some people with COVID-19 have no symptoms, testing done too early (or not at all) increases the risk that a person may finish their quarantine but have become contagious without knowing it. Appropriate timing of testing is essential to be sure that when we reopen your classroom, there will be minimal risk to students and staff.

Thank you for your patience and understanding as we work together to keep our community safe.

Sincerely,  
Matthew Morgan  
Superintendent/Principal

# Addendum 2021-2022



## Harmony Union School District

Outline of COVID Impacted Conditions

Fall 2021-2022

### SUBJECT TO CHANGE

#### Masks

- Masks are required for all staff and student indoors and outdoors. Exceptions include:
- ∇ During meal-times
  - ∇ When doing solo mask breaks
  - ∇ Medical waiver by physician (Shield and drape alternative)

#### Testing

- PCR Surveillance Testing and Antigen Response Testing.
- ∇ PCR clears return from Quarantines
  - ∇ Likely every fortnight

#### Quarantines

- ∇ Travel or exposure quarantines are 7-10 days
- ∇ Less days with vaccination
- ∇ Awaiting final guidance

#### Vaccinations

- ∇ No requirement yet.
- ∇ Strongly encouraged 12+
- ∇ 5-11 potentially eligible in late Fall.
- ∇ Very effective at reducing risk of severe COVID
- ∇ Still risk of spread (though reduced)

#### Schedule

##### EXPANDED SERVICES

- M, T, W, F 8:30 – 3:05
- M, T, W, F 8:30 – 1:10
- All Grades, TK-8

#### Bussing

- Regular Schedule
- Increased Ventilation
- Masks required

#### Morning Check In

- Still need to fill out form
- Still brief check in procedure on entry
- No Temperature checks (TBC)

#### Drop Off

- ∇ Same as last year
- ∇ Efficient movement

#### Pickup

- ∇ Same as last year
- ∇ In-n-Out model

#### Cafeteria

- ∇ **FREE MEALS to ALL STUDENTS**
- ∇ Outdoor dining
- ∇ Efficient food delivery

#### Classrooms

- ∇ Social Distancing (all one class)
- ∇ Outdoor classrooms available

#### Enrichment

- ∇ Physical Education: Outdoors
- ∇ Health: Indoors/Outdoors
- ∇ Music:
  - Indoors: Percussion, Strings (Ukulele), Pitched Percussion
  - Outdoors: (upon approval) Recorders, Choir
- ∇ Art: Indoors/Outdoors
- ∇ Drama: Indoors/Outdoors
- ∇ Garden: Indoors/Outdoors

#### Sports

- ∇ TBD, League is reviewing rules
- ∇ If greenlight: Volleyball, Basketball or Cross Country

#### Events

- ∇ Outdoor events are OK with mitigations (depending; masks, social distance, etc)
  - Festivals, Assemblies etc.
- ∇ Indoor meetings OK with Masks
  - Back to school Night
  - Special Events

July 29, 2021

# Sonoma County COVID 19 Guidance Packet October 21 2021

## COVID-19 Guidance Packet for Schools, Childcare, and other Youth settings



Updated October 21, 2021

COVID-19 Cases	
<b>Defining a COVID-19 Case</b>	<p>A <b>Case</b> is defined as a person who has tested positive for COVID-19 (with or without symptoms)</p> <p><b>Note: Anyone who has COVID-19 symptoms (fever, runny nose, loss of smell and/or taste, etc.) but declines to test (and does not have an alternate diagnosis from a doctor) should be treated as a positive case.</b></p>
<b>Infectious Period</b>	<p>The Infectious period for COVID-19 <b>begins 2 days prior</b> to symptom onset (or 2 days prior to the testing date, if no symptoms). The individual will continue to be infectious for about <b>10 days after</b> symptom onset (or positive test date, if no symptoms develop), which will determine their isolation period (below). Any close contacts exposed to a Case during their infectious period must quarantine (with some exceptions). See the “Close Contacts” section below.</p>
<b>Isolation Period</b>	<p>COVID-19 Cases must stay home and isolate for 10 full days (minimum) while infectious.</p> <p><b>Day 1</b> of their Isolation period is the day <b>after</b> the first symptoms began, or the day <b>after</b> their positive test specimen was collected if they developed no symptoms.</p> <p>They can be released from isolation when they meet the <b>Isolation Release Criteria</b> below.</p>
<b>Isolation Release Criteria</b>	<p>A COVID-19 Case is deemed no longer infectious when they meet <b>all</b> of the following criteria:</p> <ul style="list-style-type: none"> <li>✓ Case has completed 10 full days of Isolation (see above)</li> <li>✓ Symptoms have improved (lingering cough and lingering loss of taste/smell are OK)</li> <li>✓ <b>AND</b> Case has not had a fever for 24+ hours without the use of fever-reducing medication</li> </ul>

Close Contacts	
<b>Defining a Close Contact</b>	<p>You are considered a <b>close contact</b> if you were within 6 feet of a COVID-19 Case for a total of <b>15 minutes</b> (or more) over the course of a day.</p> <p>You are also considered a <b>close contact</b> if you did <b>any</b> of the following activities for any amount of time (<b>no 15 minute requirement</b>):</p> <ul style="list-style-type: none"> <li>○ You had direct physical contact with a COVID-19 Case (hugged, kissed, or played high-contact sports together)</li> <li>○ You provided direct care to someone who is sick with COVID-19</li> <li>○ A COVID-19 Case sneezed, coughed, or somehow got respiratory droplets on you</li> <li>○ You shared eating or drinking utensils with a COVID-19 Case</li> </ul>
<b>Quarantining Close Contacts</b>	<p>Close contacts who were exposed during the COVID-19 Case’s infectious period (see above) must quarantine based off of their <b>most recent exposure</b> (with some exemptions, below).</p> <p>The type and length of quarantine they are eligible for will depend on the nature of their COVID-19 exposure. Different scenarios to help determine this are outlined in our <b>Scenario-based Guidance</b>, to follow.</p>
<b>Quarantine Exemptions</b>	<p>The following are examples of those who are <b>not</b> required to quarantine:</p> <ul style="list-style-type: none"> <li>• Close contacts who were diagnosed with COVID-19 (and recovered) within the last 90 days. They must provide proof of previous positive test result.</li> <li>• Anyone who was fully-vaccinated (full two weeks past final dose of vaccine series) at the time of exposure.</li> </ul> <p><b>NOTE: If symptoms develop, they should stay home, get tested ASAP, and isolate in the meantime.</b></p>

## COVID-19 Scenario-based Guidance Isolation Protocol



Scenario	Action	Communication
Someone has symptoms of COVID-19	<p><b>Send home</b> and recommend testing ASAP. They should stay home until a determination can be made as to how to proceed, based on following scenarios.</p> <p><b>Cohort remains OPEN</b></p>	Reinforce importance of <b>hand hygiene and facial coverings</b>
Someone has a negative PCR result after symptoms of COVID-19	<p><b>To determine when they can return to campus</b>, follow your site's policy for non-COVID illnesses. Might include:</p> <ul style="list-style-type: none"> <li>✓ No fever for 24 hours without use of fever-reducing medication</li> <li>✓ No vomiting or diarrhea for 24 hours</li> </ul> <p><b>If new symptoms develop after test</b>, stay home and test again</p>	<b>If symptomatic and received negative antigen result</b> , should confirm results by PCR before allowing to return
A symptomatic person declines to get tested	<p>Must provide proof of <b>alternate diagnosis</b> from their healthcare provider (and meet site's illness policy criteria before returning) <b>OR</b> they should complete <b>10 days of isolation</b> (beginning the day after symptom onset) and meet <b>Isolation Release Criteria</b> (below) prior to returning.</p>	<b>Encourage testing to confirm COVID-19 status</b> , so that they may be exempt from future quarantine if exposed during the following 90 days <sup>1</sup>
Someone has been confirmed positive for COVID-19	<ul style="list-style-type: none"> <li>• Send home with instructions to <b>isolate for at least 10 days</b>, beginning the day after the first symptoms occurred, or beginning the day following their positive test was collected if they have no symptoms</li> <li>• They may return on Day 11 or later, when they meet the <b>Isolation Release Criteria</b>: <ul style="list-style-type: none"> <li>✓ Symptoms have improved</li> <li>✓ They have been fever free for at least 24 hours, without using medication (such as Tylenol or Motrin)</li> </ul> </li> <li>• If the COVID-19 case was present on site within the last 24 hours, <b>clean and disinfect</b> spaces occupied by that person</li> <li>❖ Identify any individuals who may have been <b>close contacts</b><sup>2</sup> to the COVID-19 case while they were on site during their infectious period, including students, staff, or visitors</li> <li>❖ Follow the current quarantine guidelines for close contacts (next page) to determine who needs to <b>quarantine</b>, for how long, when they should get <b>tested</b><sup>3</sup>, and <b>when they can return on site</b><sup>4</sup></li> </ul>	<p><b>Report confirmed COVID-19 case to Public Health:</b></p> <p>Send completed "Exposure/ Case Reporting form - Info Gathering Tool" form to: <i>SoCo.Schools@sonoma-county.org</i></p> <p><b>Notify Close Contacts</b> about the exposure, using the applicable "Close Contact Advisory." Be sure to include details about when they should get tested, and when they may return on site.</p> <p><b>Recommended:</b> Notify all other staff and families of children in the class/school about the COVID-19 case using the "General Exposure Advisory"</p>

<sup>1</sup> After testing positive for COVID-19, it is not advised for individuals to test again for the following 90 days. It is possible that they may continue to test positive as their bodies shed dead viral fragments, and some tests may pick up on this genetic material. Asymptomatic individuals can be exempt from quarantine for 90 days following recent infection.

<sup>2</sup> "Close contact" is generally defined as being within 6 feet of an infected individual for 15 minutes or more over the course of a day. People can be determined as close contacts in less than 15 minutes if they share eating utensils or drinks, or have direct physical contact with an infected individual (hugging, kissing, or playing moderate/high-contact sports together).

<sup>3</sup> In certain circumstances, it is strongly advised that close contacts do an initial test immediately after exposure, especially if there are 3 or more positive cases identified. If negative, testing should be repeated later in the quarantine period, based on current quarantine guidelines and recommendations. A negative result on an early test does not guarantee that they will not develop COVID-19 later in their quarantine period.

<sup>4</sup> They must have developed no symptoms and test negative on/after the proper day to be released early from quarantine. Close contacts who are tested too soon (or not at all) after an exposure will not be released early from quarantine. They should continue to monitor for symptoms for the full 14 day period. If symptoms develop and no test is completed, an additional 10 days of isolation (beginning the day after symptom onset) must be completed before returning on site.

## COVID-19 Scenario-based Guidance Quarantine Protocol



Fully-Vaccinated	Guideline
A <b>fully-vaccinated</b> person was in close contact with a COVID-19 case	<p><b>No quarantine required</b> - may continue returning to school and/or work as long as they remain asymptomatic. <b>Monitor for symptoms</b> for 14 days after last exposure.</p> <p><b>Recommended to test</b> 5-7 days after last exposure, or ASAP if symptoms develop.</p>

Unvaccinated (or partially-vaccinated)	Guideline
A person (not fully-vaccinated) was a close contact to a confirmed COVID-19 case while <u>outside of the K-12 school setting</u> (exposed at home, in the community, at sports practice, preschool, college, etc.)	They must complete <b>at-home quarantine</b> .
An employee/staff member (not fully-vaccinated) was in close contact with a confirmed COVID-19 case	They must complete <b>at-home quarantine</b> .
K-12 Student (not fully-vaccinated) was a close contact to a COVID-19 case in a K-12 school setting and both the case and contact were wearing masks during the exposure ("mask-on-mask" exposure)	They qualify for <b>Modified Quarantine</b> .
K-12 Student (not vaccinated) had close contact with a confirmed COVID-19 case while at school, but either the case or the contact were not wearing a mask for <u>any</u> portion of the exposure period ("unmasked" or "partially-masked" exposure)	<p>They <b>do not</b> qualify for Modified Quarantine.</p> <p><b>They must complete at-home quarantine.</b></p>

Type of Quarantine	Protocol
Traditional At-home Quarantine	<p><b>Quarantine at home</b> for 7-10 days, Day zero being the date of <b>last exposure</b>.</p> <p><b>If they remain asymptomatic:</b></p> <ul style="list-style-type: none"> <li>• May discontinue quarantine after Day 7, <b>if tested negative on/after Day 5</b></li> <li>• May discontinue quarantine after Day 10, if declined testing on/after Day 5</li> </ul> <p><b>Monitor for symptoms</b> through Day 14</p> <p>➤ <b>If symptoms develop</b>, they should begin isolation ASAP and get tested</p>
Modified Quarantine	<p><b>Must quarantine for 7-10 days</b> (following protocol above). May not participate in any extracurricular activities, including sports and all other community activities.</p> <ul style="list-style-type: none"> <li>• They may <b>continue returning to school for in-person instruction</b> if: <ul style="list-style-type: none"> <li>✓ They remain asymptomatic</li> <li>✓ They test 2x (PCR or antigen) during 10 day period</li> <li>✓ They continue to appropriately mask and use proper hand hygiene</li> </ul> </li> </ul> <p>➤ <b>If symptoms develop</b>, they should begin home isolation ASAP and get tested</p>

Adapted from San Francisco Department of Public Health

## Scenario-based FAQ

FAQ - Scenario	Recommendation
<p><b>Scenario A:</b></p> <p>A student at our school has a sibling who has been exposed to COVID-19 and is in quarantine.</p> <p>Can our student continue coming to school?</p>	<p>It is best for the exposed sibling (Sibling A) to <b>separate</b> from others in the home (separate bedroom and bathroom), in case they become infectious during their quarantine. Regardless of whether or not they are able to separate, the student who is <b>not</b> quarantining (Sibling B) may continue coming to school.</p> <p><b>If Sibling A begins developing symptoms</b>, they should be tested ASAP. If Sibling A tests positive and has been in close contact with Sibling B (starting 2 days prior to their symptom onset, or starting 2 days prior to their positive test date if they had no symptoms), Sibling B must stay home and not return to school until after completing their <b>at-home quarantine</b>.</p>
<p><b>Scenario B:</b></p> <p>A student at our school tested positive for COVID-19, and they were in multiple classes during their infectious period.</p> <p>Do all of the students in those classes need to quarantine?</p>	<p>Only the individuals who were in <b>close contact</b> to the COVID-19 case will be required to quarantine (if not vaccinated). This may not be the entire classroom if a strict classroom seating charts have been maintained (including at lunch tables, when 6-foot spacing cannot be maintained).</p> <p>The COVID Coordinator should work with the school to determine if they can <b>confidently confirm</b> who may have been a close contact. If this cannot be confidently confirmed, it may be best to consider the entire class as close contacts, as a precaution.</p>
<p><b>Scenario C:</b></p> <p>A student tested positive, but then tested again and received a negative result. Do they still need to continue isolation?</p>	<p>For specific details on this topic, please refer to our Testing Algorithm, found on page 2 of our COVID-19 <b>Testing Fact Sheet</b>. There are some instances when a positive antigen result should be confirmed by PCR (when the person is asymptomatic).</p>
<p><b>Scenario D:</b></p> <p>An athlete at our school tested positive for COVID-19, and was at practice all week.</p> <p>Does their entire team need to quarantine?</p>	<p><b>Not necessarily.</b> Schools should consider the full definition of a "close contact" (see footnote<sup>2</sup> of page 2) when determining who needs to quarantine. Exposure can occur very quickly during direct physical contact, therefore, some activities don't require the 15 minutes to be considered close contact.</p> <p>Different sports carry different levels of risk depending on if they are played indoors or outdoors, and whether they are low contact or moderate-to-high contact activities.</p> <p>In moderate-to-high contact activities, such as football or basketball, the entire team may have had direct physical contact during play, and therefore are considered exposed. When investigating exposure, schools should consider if players congregated on sidelines, in locker rooms, or before/after practice. Any player(s) who meet the criteria to be considered a close contact should quarantine (at home) unless fully-vaccinated and asymptomatic.</p>

Adapted from San Francisco Department of Public Health

## Scenario-based FAQ (2)

FAQ - Scenario	Recommendation
<p><b>Scenario E:</b> Preschool exposures</p> <p>A COVID-19 positive child at our preschool was present while infectious. Do all of the kids in their cohort need to quarantine?</p>	<p>In the <b>preschool setting</b>, proper mitigation measures (masking, distancing, etc.) and strict classroom seating charts are not always maintained.</p> <p>Because of the nature of the setting, it is not common for daycare/preschool sites to be able to <b>confidently confirm</b> who was and was not in close contact to the infectious case, unless the case is an infant who had minimal contact with others during the day. It may be best to quarantine the entire stable group, as a precaution.</p>
<p><b>Scenario F:</b> Exposure in the home</p> <p>A student (not vaccinated) at our school/program has a household member who is positive for COVID-19.</p> <p>When can they come back to school?</p>	<p>If the student has had <b>close contact</b> to a positive household member, they must <b>quarantine at home</b> (they are NOT eligible for modified quarantine).</p> <p>If they <i>cannot separate completely</i> from the positive household member, and they are being <b>continually exposed</b> in the home, their quarantine "clock" may not begin until after their <b>final exposure</b> to the positive case. Final exposure may end up being the positive case's last day of their isolation/infectious period.</p> <p>If the student <b>can</b> completely separate, then their quarantine clock can begin the day <b>after</b> they completely separated (the day after last exposure).</p> <p><b>Complete separation in the home includes <u>all</u> of the following:</b></p> <ul style="list-style-type: none"> <li>✓ <b>Separate bedroom</b> - or head of beds at opposite ends of room, 6+ feet apart</li> <li>✓ <b>Separate bathroom</b> - Alternatives: showering at separate times of day, wiping down high-touch surfaces after shower steam settles, keeping toothbrushes separated, etc.</li> <li>✓ Keeping at least <b>6 feet of distance</b> from others at all times</li> <li>✓ <b>AND</b> wearing <b>masks</b> when sharing common spaces (both the positive individual and the other household members)</li> </ul>
<p><b>Scenario G:</b> Allergy Symptoms</p> <p>A student at our site has sniffles or sneezing (mild symptoms).</p> <p>Do we send them home?</p> <p>Do they need to be tested?</p> <p>When can they come back?</p>	<p>When addressing allergy-type symptoms, an informed decision about whether to send the person home should be made on a <b>case-by-case basis</b>. This decision can be made by the school nurse, or COVID liaison, in conjunction with Public Health as needed.</p> <p>Schools should consider if the child in question has a <b>documented health history of allergies (alternate diagnosis)</b>, and that their current symptoms match their typical baseline symptoms for that diagnosis. If there is a change from their baseline symptoms, this would require follow up (and possibly testing).</p> <p>However, if the person has <b>any other COVID-19 symptoms</b> in addition to the runny nose/allergy symptom, a possible <b>recent exposure</b> to COVID-19, <b>or</b> if the nasal discharge is not clear - then staying home, monitoring, and testing are indicated.</p> <p>If a person is sent home for symptoms (even mild ones), it is recommended they <b>test right away</b> for COVID-19. Those who do not test (or do not receive an alternate diagnosis from a primary care provider) will need to complete a minimum 10 day isolation as described in Isolation protocol above.</p> <p><b>Those who test negative</b> after symptom onset can return on-site when they meet your site's non-COVID illness policy criteria. <b>Please note</b> that other certain infectious diseases (like <b>Norovirus</b>) still need to be reported to Sonoma County Department of Public Health.</p> <p><b>Please report all non-COVID infectious diseases to:</b> PHNurse@sonoma-county.org</p>

Adapted from San Francisco Department of Public Health

# Ventilation Report