

# EASTSIDE

## COLLEGE PREPARATORY SCHOOL

### COVID-19 Safety Plan for Eastside College Preparatory School 2021-2022

**This plan is based upon the guidance of the California Department of Public Health (CDPH), San Mateo County Health (SMCH), Centers for Disease Control and Prevention (CDC), and Cal/OSHA as presented in the Pandemic Recovery Framework.**

The top priority of our plan is the safety of our students and staff as we bring our school community back to campus. This plan lays out our COVID-19 safety plan for the 2021-22 school year and reflects CDPH, CDC, and Cal/OSHA guidance. Given the continuing evolving situation with COVID-19, we can expect public health guidance will be updated throughout the school year. We will update our practices to align with this guidance while protecting the health and safety of our students and staff.

## Vaccination

As we emphasized in our previous communications, having all eligible students and staff fully vaccinated remains the key to allowing us to get as close to our normal programming and activities as possible, and it is the key strategy to protect our students, staff, and community members. We are happy to report that over 90% of our school staff and students who are eligible are fully vaccinated. We will continue to work to support those who are unvaccinated with information and access to opportunities for vaccination.

Per CDPH guidance, we are collecting documentation of the vaccination status of all staff and students as part of the back to school registration process. Verification of vaccination status is an important tool for use in determining the need for testing, contact tracing, quarantine, and isolation.

We will use the same protocols that are used to collect and secure other immunization or health status information from students. These protocols comply with relevant statutory and regulatory requirements, including Family Educational Rights and Privacy Act (FERPA) statutory and regulatory requirements.

If a student or staff member is unable or unwilling to share their vaccination status, they will be treated as **not vaccinated** for all purposes of this plan.

## COVID-19 Testing

- Unvaccinated students will need to complete weekly testing.
- Eastside will provide weekly PCR testing on campus for all unvaccinated students. Students may choose to use outside vendors or clinics for PCR testing and submit the test result to Eastside.
- Fully vaccinated students do not need to test regularly unless they are experiencing COVID-19 symptoms.
- You are considered fully vaccinated 14 days after your final vaccine dose.

## Masks and Social Distancing

Per the San Mateo County Health Officer's [order](#), Eastside will require universal masking inside schools. The following is a summary of the the masking policy:

- All students and staff are required to mask indoors except those who are exempt based on **CDPH face mask guidance**.
- The CDPH no longer requires social distancing on campus as long as everyone is masked and reports that, "Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented."
- Eastside will provide a mask to students who fail to bring one.
- We are currently requiring everyone to wear a mask while on campus, both indoors and outdoors except when eating or participating in our sports program outdoors. Students

will be required to wear masks while participating in indoor sports. We will continue to monitor transmission in the school and community and adjust this policy as needed.

- All passengers and drivers must wear a mask on school vans and student transportation.

## Stay Home When Sick and Get Tested

### Common Symptoms of COVID-19 (CDPH)

- |   |                              |
|---|------------------------------|
| ■ Headache                                    | ■ New loss of taste or smell |
| ■ Fever or chills                             | ■ Sore throat                |
| ■ Cough                                       | ■ Congestion or runny nose   |
| ■ Shortness of breath or difficulty breathing | ■ Nausea or vomiting         |
| ■ Fatigue (tiredness)                         | ■ Diarrhea                   |
| ■ Muscle or body aches                        |                              |

If you are not feeling well and experiencing any of the common COVID-19 symptoms listed, regardless of vaccination status, you should stay home and not come to campus. This is one of the most important ways we can keep our school community safe.

### **Anyone experiencing COVID-19 symptoms will need to take a lab-based PCR test.**

CDPH recommends that staff members and students with symptoms of COVID-19 infection not return for in-person instruction until they have met these criteria:

- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; **and**
- Other symptoms have improved; **and**
- They have a negative COVID-19 test, **OR** a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) **OR** a healthcare provider has confirmed an alternative named diagnosis (e.g., Strep-tococcal pharyngitis, Coxsackie virus), **OR** at least 10 days have passed since symptom onset.

Please contact Janelle in the Front Office if your student is experiencing symptoms and needs to stay home.

## When Students or Staff Are Sick at School

When a student or staff member is sick while on campus, they should come to the isolation tent and take a COVID-19 test before leaving campus.

If the student or staff member tests positive for COVID-19, they will be directed to contact their healthcare provider for follow up response and monitoring.

If the student or staff member tests negative for COVID-19, they may return to school following the school's health policies, which is usually 24 hours after a fever subsides without the use of medication and symptoms have improved.

Eastside staff will refer to this **CDC chart** for a step-by-step approach to responding when a student or staff member is sick while on campus.

## Response Testing and Quarantine Policy

### Definitions

**Fully vaccinated:** two weeks have passed since individual received their final dose of COVID-19 vaccine.

**Close Contact:** anyone who was within 0-6 feet indoors of a Case for more than 15 minutes over a 24-hour period.

### Testing and Quarantine of Vaccinated Close Contacts

Eastside will follow the CDPH's guidance for schools on response testing and quarantine, which include the following:

- Fully vaccinated people should get tested if experiencing **COVID-19 symptoms**.
- If fully vaccinated people test positive for COVID-19, they should follow CDPH and local health department guidance regarding isolation and/or exclusion from high risk settings.
- Fully vaccinated students, teachers, and staff **with no COVID-19 symptoms** do not need to be tested and do not need to quarantine following an exposure to someone with COVID-19.
- The CDC now recommends that fully vaccinated people who have a known exposure to someone with suspected or confirmed COVID-19 to be tested 3-5 days after exposure, and to wear a mask in public indoor settings for 14 days or until they receive a negative test result.

### Testing of Those Who Previously Had COVID-19

People who have tested positive for COVID-19 within the past three months and recovered do not need to get tested following an exposure as long as they do not develop new symptoms.

## Testing and Quarantine of Unvaccinated Close Contacts

### When Both Parties Were Wearing a Mask

When both parties were wearing a mask in an indoor or outdoor school setting or school van, **students** who are unvaccinated and are close contacts may undergo a **modified 10 - day quarantine** and continue to attend school for in-person instruction if they:

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

CDPH provides the following testing guidance for students in **modified quarantine**.

- Testing should begin immediately after being exposed to someone with COVID-19. Subsequent testing should occur at least 3 days apart.
- Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.

According to CDPH, students in **modified quarantine**:

- Are strongly encouraged to wear masks when outdoors.
- May participate in all required instructional components of the school day, except activities where a mask cannot be worn, such as while playing certain musical instruments.
- May eat meals on campus using food service recommendations provided in this plan.

Please note: modified quarantine does not apply to teachers or other adults.

### When One Party Was Not Wearing a Mask

When one party was not wearing a mask, those who remain asymptomatic may discontinue self-quarantine under the following conditions:

- Quarantine can end after Day 10 from the date of last exposure without testing; OR
- Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.
- To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:
  - Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND

- Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.

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

### **Additional Requirements Concerning Employees Who Are Not Vaccinated**

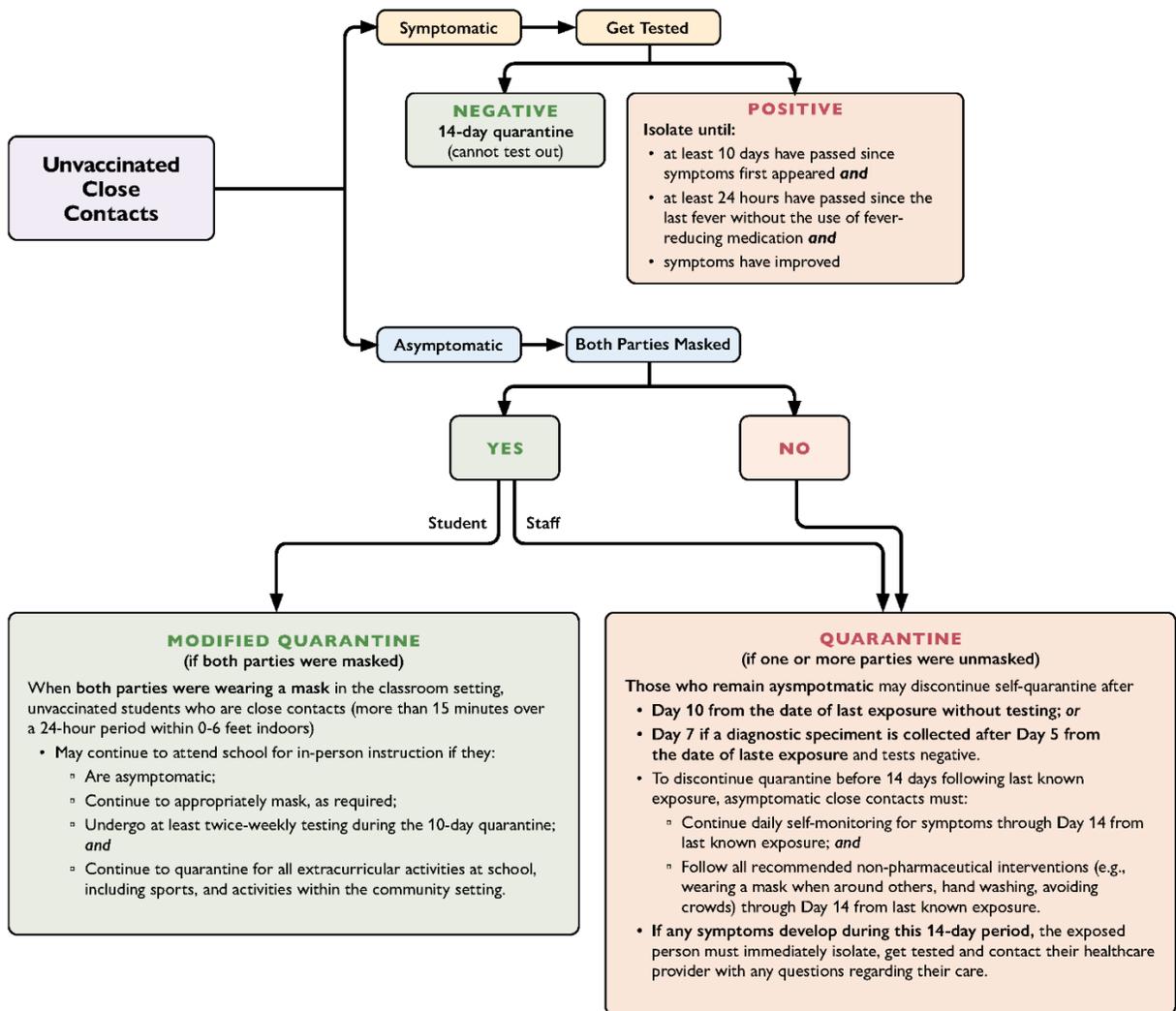
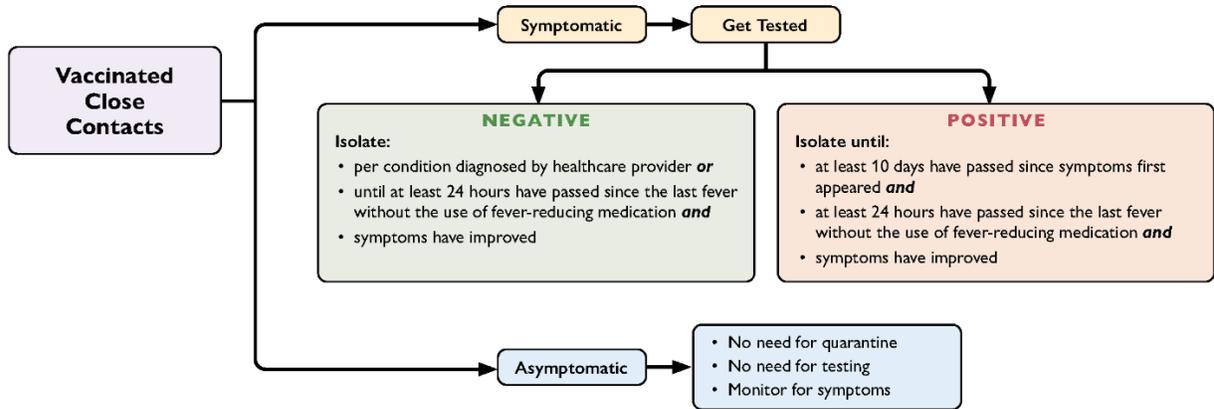
Per Cal/OSHA, Eastside must:

- Exclude employees who have COVID-19 symptoms and/or are not fully vaccinated and have had a close contact from the workplace and, if that close contact is work related, ensure continued wages.
- Offer COVID-19 testing at no cost during paid time to their employees who are not fully vaccinated and had potential exposure to COVID-19 in the workplace, and provide them with information on benefits.

### **Tests to Assess Status during Quarantine or to Exit Quarantine**

- Any FDA-approved diagnostic test is acceptable for evaluation of an individual's COVID-19 status. This includes antigen diagnostic tests and PCR diagnostic tests. PCR tests are preferred, but not required. See the CDPH school testing resources for more information.
- Collection of diagnostic specimens for asymptomatic persons during quarantine may occur in schools, healthcare settings, or other locations supervised by school or healthcare personnel . Specimens may be processed at the point-of-care (POC) or in a laboratory.
- At this time, at-home testing is not recommended for evaluation of an individual's status during quarantine.
- For persons in quarantine who experience symptoms, a negative result from an antigen test or POC molecular test results should be confirmed with a laboratory-based PCR test.

# COVID-19 Exposure at School



## Food and Meals

- Given the current conditions and rise in infections in the local area, we will continue to eat all meals outdoors as much as feasible.
- Lunch will be provided in our cafeteria for pick up for all students.
- If the weather does not allow for eating outdoors, we will maximize physical distance as much as possible with all windows open when students must eat indoors in the cafeteria.

## Extracurricular and Athletic Activities

- Students who are not vaccinated may not participate in extracurricular and athletic activities after an exposure to COVID-19.
- Students who are vaccinated and have been exposed do not require quarantine unless symptomatic.
- Students who are not vaccinated and have been exposed must quarantine for 10 full days for all extracurricular activities (e.g., at school, within the community settings).
- All students who participate in indoor sports and other higher-risk activities must continue to wear masks and should maintain physical distance as much as possible.
- We will test at least once per week for high-risk sports and extracurricular activities (those that cannot be done outdoors or with masks). If transmission levels are substantial-to-high in the community, we will increase testing to twice per week for participation in these activities.
- Full vaccination will be required for all participants on planned overnight trips.

## Visitors

- All visitors to campus will need to show verification of full vaccination status. Visitors will check in at the Front Office to sign in.
- Anyone, including visitors, who have symptoms of infectious illness, such as flu or COVID-19, should stay home and seek testing and care.
- All visitors are required to wear masks while indoors on campus unless exempt.

## Gatherings

Although CDPH does not address gatherings in its guidance, Eastside will consider all of the following when organizing meetings and events: limit the size of indoor gatherings, increase distance among participants, and/or adjust masking requirements. Even if events are outdoors and participants are vaccinated, we will consider these adjustments when planning meetings and events.

## Ventilation

Quality HVAC system design, operation, and maintenance are critical for providing clean and healthy Indoor Air Quality (IAQ) in schools. In addition to improving occupant health and performance, regular HVAC maintenance saves energy.

- Air filters at Eastside have been upgraded to MERV-rated at MERV 13. They are properly installed and properly maintained.
- We will continue to monitor ventilation systems.
- Outdoor windows and doors will be open as weather allows.
- Portable in-room air cleaners are in each indoor space to improve air quality.
- When using school vans, windows will be open.
- When experiencing unhealthy air quality typically associated with wildfires, Eastside will monitor air quality and implement the Big Five Shelter in Place Protocol, which includes:
  - Keeping doors and windows shut.
  - Holding outdoor classes and meals inside.
  - Setting the central system's circulating fan to operate continuously.
  - Using portable air cleaners in rooms.
- If needed, we will consider dismissing students and moving to distance learning until air quality improves and proper ventilation on indoor classrooms/common areas can resume.

## Hand Hygiene

Promoting and making time for hand washing is a CDPH-recommended safety layer. As appropriate and feasible:

- Staff will provide students with training on proper handwashing technique.
- Students will wash hands and use hand sanitizer throughout the day, including during bathroom breaks, lunch time, and before and after PE.
- Hand sanitizer is available in all classrooms.

## Cleaning and Disinfection

- Eastside has cleaning and disinfection protocols and will continue to implement them as they would before the pandemic.
- Per CDPH COVID-19 guidance, cleaning once a day is usually enough to sufficiently remove potential viruses that may be on surfaces.

- If a facility has had a sick person with COVID-19 within the last 24 hours, clean AND disinfect the spaces occupied by that person during that time.

## Training and Communication

A copy of this plan will be shared with families, and we will review the school's safety protocols and expectations for families and offer the opportunity to ask questions and get a clear understanding of the plan.

## Travel

Please see the table below for CDC recommendations and requirements concerning travel. Also linked is the CDPH's [flyer concerning travel](#).

Domestic Travel	Not Vaccinated	Fully Vaccinated
Get tested 1-3 days before travel	✓	
Get tested 3-5 days after travel and self-quarantine for 7 days. Self-quarantine for 10 days if you don't get tested.	✓	
Self-monitor for symptoms	✓	✓
Wear a mask and take other precautions during travel	✓	✓
International Travel	Not Vaccinated	Fully Vaccinated
Get tested 1-3 days before traveling out of the US	✓	
Mandatory test required before flying to US	✓	✓
Get tested 3-5 days after travel	✓	✓
Self-quarantine after travel for 7 days with a negative test or 10 days without test	✓	
Self-monitor for symptoms	✓	✓
Wear a mask and take other precautions during travel	✓	✓

## Case Reporting and Contact Tracing

The COVID-19 Point Person is Janelle Fine, Office Manager and Helen Kim, Vice Principal, will serve as the designated alternate.

Janelle Fine:  
[janellef@eastside.org](mailto:janellef@eastside.org)  
 (650) 688-0860 ext. 100

Helen Kim:  
[helenk@eastside.org](mailto:helenk@eastside.org)  
 (650) 688-0850 ext. 109

Eastside staff will follow this protocol when there is one or more confirmed cases of COVID-19 in the school community:

- The COVID-19 Point Person will report all COVID-19 cases and clusters of undiagnosed respiratory illness to SMC CD Control as soon as practicable (within 24 hours) at **COVID19\_SchoolTeam@smcgov.org**.
- The School COVID-19 Point Person and the assigned San Mateo County Health investigator will be in daily contact Monday – Friday, unless instructed otherwise by SMC CD Control.
- The School COVID-19 Point Person will collect data and complete a daily report for all new cases (a line list) and submit it via secure email daily by 10:00 a.m.

Eastside will comply with the notice obligations set out in SB 586, ensuring that staff and families will receive prompt notifications of exposures and closures, while also maintaining confidentiality.

School staff will receive training regarding COVID-19 reporting protocols in the event they receive a positive test result.

Eastside will maintain accurate records and track all COVID-19 cases, while ensuring medical information remains confidential. These records must be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

**Per Cal/OSHA** guidance, Eastside will provide written notice within one day of learning of a case to people at the school site who may have been exposed to COVID-19.

## **Outbreaks**

In the case of an outbreak, Eastside will follow these protocols:

- Provide written notice of a school site outbreak (three or more cases in an exposed workgroup in a 14-day period) and major outbreaks (20 or more cases within a 30-day period).
- During any outbreak, masks are required regardless of employee vaccination status both indoors and outdoors when employees are less than six feet from another person.
- During major outbreaks, six-foot physical distancing is required where feasible, both indoors and outdoors.