

Office of the Fresno County Superintendent of Schools

COVID-19 Safety Plan Toolkit



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INTRODUCTION: PURPOSE, SCOPE AND RESPONSIBILITIES

The Office of the Fresno County Superintendent of Schools (FCSS) is committed to maintaining a safe work environment that reflects guidance from federal, state, and local public health officials to mitigate the spread of COVID-19. For the first time in over 100 years, we find ourselves developing new processes with the goal of protecting staff, students, parents and members of the public. While testing and vaccines are widely available, we must continue to practice strategies to decrease the spread of COVID-19. Together, our actions contribute to the wellness of our schools and community as a whole and protect the most fragile and high-risk individuals around us.

This COVID-19 Safety Plan Toolkit is designed by the FCSS to set forth standards and protocols for the safety and well-being of FCSS employees, students and any other persons accessing FCSS office and school settings. Its contents are to be implemented organization-wide and utilized in conjunction with department/program site-specific plans. The FCSS is responsible to provide systems to support compliance and strategies to promote employee safety, including strategies to mitigate the spread of COVID-19. Refer to [Superintendent Internal Procedure \(SIP\) NO. 7000.002, Illness & Injury Prevention Program \(IIPP\)](#), for more information.

This document serves as the FCSS COVID-19 Safety Plan (CSP) and Cal/OSHA COVID-19 Prevention Program (CPP). In addition this document and related site plans serves as the Elementary and Secondary School Emergency Relief Fund (ESSER III) Safe Return To In-person Instruction Local Education Agency (LEA) plan. This document was developed with the most current information known at the time and may be amended as guidance from federal, state and local agencies change.

When you have COVID-19 related questions, contact the following:

To Report COVID-19 Related Illness

*Promptly notify your immediate supervisor **and** email or call the COVID-19 Report Hotline when reporting a COVID-19 related illness.*

Email: covid19report@fcoe.org

Phone: (559) 497-3889

To Ask COVID-19 Testing Related Questions

Email: covid19info@fcoe.org

Phone: (559) 497-3996

Alma McKenry, Senior Director, Health Services, amckenry@fcoe.org

For COVID-19 Health Related Questions, COVID-19 Vaccinations and COVID-19 Testing

Rhonda Lodridge, Benefits Analyst, rlodridge@fcoe.org

For Time Off from Work/Interactive Process

Andy Perez, Director, Facilities & Operations, aperez@fcoe.org

For Cleaning and Disinfecting Protocols

All employees are expected to adhere to the standards and protocols contained in this document. All supervisors and managers are responsible to implement and enforce all aspects of this document.

DEFINITIONS

Asymptomatic testing: This testing can be used for surveillance, usually at a cadence of every 2 weeks or less frequently, to understand whether schools have higher or lower rates of COVID-19 rates than the community, to guide decisions about safety for schools and school administrators and to inform LHDs about district level in-school rates. Asymptomatic testing can also be used for screening, usually at a higher cadence (weekly or twice weekly) than surveillance testing to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission. Screening testing is indicated for situations associated with higher risk (higher community transmission, individuals at higher risk of transmission (e.g., adults and high school students transmit more effectively than elementary aged students).

Close Contact*: A person within six feet for more than 15 minutes (cumulative per day) regardless of whether person(s) is wearing a mask.

Common area: Common areas include all areas of the building accessed by the public or staff members for shared purposes, including lobbies and waiting areas, meeting rooms, hallways, restrooms and break rooms, and elevators.

Contact Tracing¹: Contact tracing is a process used by the public health department to slow the spread of infectious disease. A contact tracer helps identify people who may have had close contact with a COVID-19 positive patient and gives close contacts information on how to get care and treatment, and how to self-isolate, if needed.

Isolation*: Separates infected people who have a confirmed COVID-19 test from others. Symptomatic COVID-19 positive individuals must isolate for a minimum of 10 days from onset of symptoms and at least one day without fever and an improvement in respiratory symptoms. Asymptomatic COVID-19 positive individuals must isolate for 10 days from test collection date.

Index Case*: a person with a positive COVID-19 test.

Physical distancing: According to the CDC, physical distancing means keeping space between yourself and other people outside of your home by staying at least six feet (about two arm's length) from other people and staying out of crowded places and avoiding mass gatherings. Also known as Social Distancing.

Fully Vaccinated: People are considered fully vaccinated for COVID-19 when it is two weeks or more after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or two weeks or more after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen).

Not Fully Vaccinated: People are considered not fully vaccinated for COVID-19 if they do not meet the requirements defined as a fully vaccinated person, regardless of their age. See Fully Vaccinated definition.

¹Definition was retrieved from, Centers for Disease Control and Prevention (2020). *Contact tracing*. Retrieved from: <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/contact-tracing.html>.

²Definition was retrieved from, California Department of Public Health (2020). *Guidance for small cohorts/groups of children and youth*. Retrieved from: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/small-groups-child-youth.aspx>.

* Definition was retrieved from, Fresno County Department of Public Health (2020). *Return to school: A guide to responding to COVID-19 cases in k-12 school settings*. Retrieved from: <https://www.co.fresno.ca.us/Home/ShowDocument?id=49500>.

Outbreak: According to CalOSHA, three (3) or more COVID-19 cases in an “exposed workplace” within a 14-day period or identified as an outbreak by a local health department. According to FCDPH, two or more positive COVID-19 cases in a classroom or three positive COVID-19 cases within a school.

Quarantine*: Separates individuals who are close contacts of a confirmed COVID-19 positive case but who are not yet ill. Refer to the “Return to Work/School After illness Protocol: Students and Staff” section of this toolkit for quarantine/isolation periods. A **Modified Quarantine** refers to a modified quarantine schedule for students who were exposed to a positive COVID-19 person. Please see the *FCSS Students COVID-19 Illness and Quarantine Guidelines* chart for specific criteria for a student to qualify for a modified quarantine.

Response testing: This testing is used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2.

Social Distancing: *See Physical distancing.

Surveillance Testing: *See Asymptomatic Testing.

Symptomatic Testing: This testing is used for individuals with symptoms of COVID-19 at school. In this situation, the school guidance requires that these individuals stay home and isolate in case they are infectious. The Guidance includes the possibility of return to school in the case of a negative test for SARS-CoV-2 and 24 hours after fever is resolved and symptoms are improving.

10/1 Rule*: Current CDC guidelines state that the index case must self-isolate for at least 10 days from the date symptom began (for symptomatic patients) OR at least 10 days from the day the positive test was collected, PLUS one day with no symptoms without the use of medications. If index case has serious underlying medical conditions, contact FCDPH for consultation regarding isolation period.

PROTECTION GUIDELINES

Purpose: To identify the employer and employee responsibilities to maintain a safe work environment for staff and students.

Employer Responsibilities:

- Extend grace and civility to all those you interact with while in the workplace
- Implement daily self-monitoring health screening processes for staff and students
- Provide PPE (including N95 for unvaccinated employees for voluntary use) and cleaning supplies for FCSS employees
- Post additional signage throughout FCSS buildings and worksites to raise awareness regarding health and safety protocols (See Building Access and Building Common Area Usage Protocols)
- Ensure routine cleaning of frequently touched surfaces (See Disinfecting Protocol)
- Identify and evaluate COVID-19 hazards and investigate, respond, and correct these hazards in the workplace by utilizing the Injury and Illness Prevention Program (IIPP)
- When required, have COVID-19 testing available for staff and students

Employee Responsibilities:

- Extend grace and civility to all those you interact with while in the workplace
- Self-certify your health daily (See Health Screening Self-Certification Protocol)
- When required, wear face covering in accordance with the Facial Covering Protocol
- Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating and after blowing your nose, coughing or sneezing; if soap and water are not available, use an alcohol-based (60% or higher) hand sanitizer
- Avoid touching eyes, nose and mouth with unwashed hands
- If you are ill, stay home, except to get medical care, utilize your leave entitlements and return to work when symptom-free (See Return to Work/School After Illness Protocol)
- Cover your cough with a tissue or cough into your sleeve; throw tissue in the trash after use
- Maintain a clutter-free work surface and workstation for efficient and regular cleaning

COVID-19 TESTING

Purpose: To provide COVID-19 testing to staff and students and to monitor the prevalence of COVID-19 in FCSS schools in accordance with local, state and federal regulatory requirements.

EMPLOYEE COVID-19 TESTING INFORMATION

Who: FCSS employees as follows:

What: An FCSS selected self-administered COVID-19 test.

Where: At FCSS sites as determined by Department/Program leadership, Human Resources, and Health Services. Weekly Testing Location Options:

- Employees may test at an FCSS hosted testing site **OR** at a pre-designated school district location when employee is regularly assigned to certain school districts, at no cost to the employee.

- Employees may choose to test outside of their work hours through a valid healthcare/clinical provider or testing facility (e.g. Kaiser, CVS, Walgreens) for which, in these cases, the employee will be personally responsible for any associated cost.
Home test kits are not allowable.

When:

- Symptomatic, response and/or surveillance testing on a voluntary basis
- Fully vaccinated employees on a voluntary basis on and after October 15, 2021
- Not fully vaccinated employees are required to test weekly on and after October 15, 2021.
- Testing can be completed during the employee's scheduled work hours.

How: FCSS will coordinate COVID-19 testing with a FCSS-selected laboratory.

What is the cost?

There will be no charge to the FCSS employee, unless employee elects to test through a valid healthcare/clinical provider or testing facility (e.g. Kaiser, CVS, Walgreens).

Exceptions to mandated weekly testing:

- Vaccination status changes to "fully vaccinated."
- During a recess period (e.g. winter closure).
- When employee is on an approved leave of absence.
- When a temporary/short-term/retired/substitute employee is not scheduled to work during a specified time-period.
- For a period of 90-days from the date of a positive test result for COVID-19.

What if I have different testing obligations with multiple agencies or employers?

If an individual has reporting obligations to different agencies or employers, the individual may elect to satisfy the FCSS testing obligations by providing proof of testing. The proof of testing can be emailed to covid19info@fcoe.org.

Fully vaccinated employees are exempt from surveillance testing, but may participate. Staff who have tested positive for active infection with SARS-CoV-2 virus within the last 90 days are exempt from asymptomatic testing. Any school currently open is subject to the minimum testing requirement standards established by Cal/OSHA. These standards include response testing for exposed cases and outbreak testing for everyone weekly until no longer considered an outbreak.

IMPORTANT NOTES:

For additional information regarding the weekly testing requirements, please refer to the "Frequently Asked Questions" section of this Toolkit.

Employees who do not fulfill their weekly testing requirement may be subject to an adverse employment action.

STUDENT COVID-19 TESTING INFORMATION

- Who:** FCSS students.
- What:** An FCSS selected self-administered COVID-19 test.
- Where:** At FCSS sites as determined by Department/Program leadership and Health Services.
- When:** Symptomatic, response and/or surveillance testing on a voluntary basis.
- How:** FCSS will coordinate COVID-19 testing with a FCSS-selected laboratory.

Fully vaccinated students are exempt from surveillance testing, but may participate. Students who have tested positive for active infection with SARS-CoV-2 virus within the last 90 days are exempt from asymptomatic testing.

COVID-19 VACCINATIONS

Purpose: FCSS recognizes that vaccination is effective at preventing COVID-19 and protecting against both transmission and serious illness or death. Vaccinations are free to anyone who would like to receive them. To learn more about the different vaccinations available access the Fresno County Department of Public Health website: <https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-vaccine-information>. To find a vaccination clinic and schedule an appointment, go to www.myturn.ca.gov

In response to the California Governor Executive Order dated August 5, 2021, certain positions within the All 4 Youth department require employees to be Fully Vaccinated or have a valid medical or religious exemption and submit a completed [COVID-19 Vaccination Religious/Medical Exemption](#) to Human Resources.

In response to the California Governor Executive Order dated August 11, 2021, the FCSS is required to document the vaccination status of all employees. Therefore, FCSS employees must submit vaccination status in accordance with FCSS established protocol.

CRITERIA FOR CLASSROOM/SCHOOL CLOSURE

Purpose: To provide guidance on the criteria for classroom and school closure.

The Fresno County Department of Public Health (FCDPH) considers an outbreak two or more positive COVID-19 cases in a classroom or three positive COVID-19 cases within a school. School administration and FCDPH will consult about classroom and/or school closures. The decision to close a classroom or school will be made by the Fresno County Health Officer on a case-by-case basis.

The specific criteria are outline by the FCDPH which can be found here:

<https://www.co.fresno.ca.us/home/showpublisheddocument/59398/637686844010761734>

HEALTH SCREENING SELF-CERTIFICATION PROTOCOL

Purpose: FCSS encourages employees, students and visitors to self-certify their health prior to entering FCSS offices and school settings as a preventive measure to mitigate the spread COVID-19 and to promote good health.

EMPLOYEE HEALTH SCREENING

On a daily basis, all FCSS employees should be mindful of the following symptoms prior to entering their assigned work location:

1. Fever and/or chills (100.4 degrees or higher)
 2. A new or worsening cough
 3. Shortness of breath
 4. Loss of taste and/or smell
 5. Congestion and/or runny nose
 6. Sore throat
 7. Fatigue
 8. Muscle and/or body aches
 9. Headache
 10. Nausea/vomiting and/or diarrhea
 11. Exposure to COVID-19 in the past 14 days
- **If symptoms are secondary to an underlying disease(s) or condition(s), such as allergies, asthma, migraine headaches, or dietary concern(s), and have not worsened compared to baseline, then the employee can continue to work and follow precautions as stated above.**
 - If you have new or worsening symptoms, stay home and contact the COVID-19 hotline at covid19report@fcoe.org or (559) 497-3889 and advise your supervisor immediately.

STUDENT SCREENING

On a daily basis, Parents/Guardians should be mindful of the following symptoms prior to sending their child to school:

1. Fever and/or chills (100.4 degrees or higher)
 2. A new or worsening cough
 3. Shortness of breath
 4. Loss of taste or smell
 5. Congestion and/or runny nose
 6. Sore throat
 7. Fatigue
 8. Muscle and/or body aches
 9. Headache
 10. Nausea/vomiting and/or diarrhea
 11. Exposure to COVID-19 in the past 14 days
- If the parent/guardian answers “no” to all questions, they can allow their child to come to school.
 - If the parent/guardian answers “yes” to any of the questions, they will need to stay home and consult with their doctor and report illness to the school absence line.

When the student does not appear to be well or states they do not feel well during the school day, the student will be evaluated by a school nurse/designated staff member.

ROLE OF SCHOOL NURSE AND/OR HEALTH STAFF/CONTACT TRACER

Once alerted to a fever or respiratory illness in a student or staff, a member of the health staff or contact tracer should communicate with the individual to obtain information about onset of symptoms, specific symptoms and any other pertinent information regarding the illness.

- Health staff should call student or staff daily to check on symptoms and to offer support to the ill individual.
- Once ill individual meets criteria listed above, the school nurse will clear the student or staff member to return to work/school.

ROLE OF PROGRAM ADMINISTRATION

For students subject to COVID-19 quarantines, isolations, and school closures, the FCSS will maintain continuity of instruction and services to support the student's educational program while unable to attend school in person through Independent Study Programs, as appropriate. Site leaders will contact the student's parent/guardian regarding continuity of services as described in the program/site specific plans.

VISITOR SCREENING

Visitors should be mindful of the following symptoms prior to entering any FCSS facility:

1. A fever and/or chill (100.4 degrees or higher)
2. A new or worsening cough
3. Shortness of breath
4. Loss of taste or smell
5. Congestion and/or runny nose
6. Sore throat
7. Fatigue
8. Muscle and/or body aches
9. Headache
10. Nausea/vomiting and/or diarrhea
11. Exposure to COVID-19 in the past 14 days

Visitors should reschedule FCSS appointments if experiencing any of the above symptoms.

RETURN TO WORK/SCHOOL AFTER ILLNESS PROTOCOL: STUDENTS & STAFF

Purpose: To provide guidance on when to allow a student to return back to school and an employee to return back to work after showing signs of a fever and respiratory illness.

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER FEVER OR ILLNESS

Staff and students may return to work/school when the following criteria is met:

1. At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
2. Other symptoms have improved.

* Staff members or students should have a negative test for SARS-CoV-2, OR healthcare provider documentation that symptoms are typical of the staff member's or student's underlying chronic condition (e.g., allergies or asthma) OR healthcare provider confirmation of an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus) OR at least 10 days have passed since the onset of symptoms

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER CONFIRMED POSITIVE COVID-19 TEST

In accordance with the Fresno County Department of Public Health (FCDPH), students and staff may return to work/school after a positive COVID-19 test, as soon as the following criteria is met:

- If tested positive for COVID-19 and ASYMPTOMATIC, they can return to work/school:
 - **Time-based strategy.** Can return to work if:
 - 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based (and in some special cases test-based strategy in consultation with physician/infectious disease specialist) should be used.
 - **Time-based strategy for severely immunocompromised.** Can return to work if:
 - 20 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based (and in some special cases test-based strategy in consultation with physician/infectious disease specialist) should be used.
- Tested positive for COVID-19 and SYMPTOMATIC, they can return to school/work:
 - Symptom-based strategy. Can return to work if:
 - At least 10 days have passed since symptoms first appeared and at least 1 day (24 hours) have passed since last fever without the use of fever-reducing medications and
 - Other symptoms (e.g., cough, shortness of breath, body aches, etc.) have improved.
 - **Symptom-based strategy for severe to critical illness or who are severely immunocompromised.** Can return to work if:
 - At least 20 days have passed since symptoms first appeared, and
 - At least 1 day (24 hours) have passed since last fever without the use of fever-reducing medications, and
 - Other symptoms (e.g., cough, shortness of breath, body aches, etc.) have improved.

CRITERIA FOR RETURN TO WORK/SCHOOL AFTER EXPOSURE TO A CONFIRMED POSITIVE COVID-19 PERSON

Fully vaccinated persons (staff and students) do not need to quarantine if exposed to a confirmed positive COVID-19 case. Fully vaccinated persons who were exposed to a confirmed positive COVID-19 case should continue to self-monitor for symptoms and stay home if symptoms develop.

Not fully vaccinated staff members who are asymptomatic close contacts may discontinue quarantine after Day 10 from the date of last exposure without testing. If close contact develops symptoms, the close contact will need to isolate for 10 days from the start of symptoms. See *Criteria for Return to Work/School After a Confirmed Positive COVID-19 Test* above for guidance.

Not fully vaccinated students exposed to a COVID-19 positive while indoors, and both the not fully vaccinated student and the positive student or staff are MASKED, the exposed student may remain in school if they:

- Are asymptomatic
- Continue to appropriately mask, as required
- If exposed student becomes symptomatic, a COVID-19 test is recommended and student should stay home until fever and symptom-free for 24 hours.

Not fully vaccinated students exposed to a COVID-19 positive while indoors, and both or either of the persons are UNMASKED, the not fully vaccinated student must:

- 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.
- The student released from quarantine earlier than 14 days from the day exposed, asymptomatic close contacts will need to continue daily self-monitoring for symptoms and wear masks as required through day 14.

NOTE: If any quarantine student becomes symptomatic, they must follow the guidelines outlined in "Criteria for Return to work/School After Illness" section above before returning to school.

FACE COVERING PROTOCOL

Purpose: The following shall be the protocol for wearing a face covering while in an FCSS facility as a measure to mitigate the spread of COVID-19.

"Face covering" means a surgical mask, a medical procedure mask, a respirator worn voluntarily, or a tightly woven fabric or non-woven material of at least two layers. A face covering has no visible holes or openings and must cover the nose and mouth. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric.

NOTE: In an office setting, an employee may request to wear a face shield with drape (as pictured) in lieu of a face covering. In a school setting, an employee may wear a face shield if there is a reason as outlined in the [CDPH guidance dated September 22, 2021](#). The FCSS will provide a face shield upon request. To comply with cloth drape, employee shall tape a paper towel to the bottom of the face shield and replace paper towel on a daily basis.



Employees who are not fully vaccinated have the right to request an N95 respirator for voluntary use. FCSS will provide the respirator at no cost to employees and instructions on how to properly fit and wear the respirator. If employee does not request an N95 respirator, they must wear an approved face covering as defined above.

FCSS Staff

In response to the Fresno County Department of Public Health's July 16, 2021, strong recommendation to wear face coverings again in public indoor settings, regardless of vaccination status, face coverings

must be worn in FCSS facilities when not alone in a room. Employees may remove face coverings when alone in a room. Face coverings must be readily accessible and donned in the event any other person enters employee workspaces, and when travelling through FCSS facilities.

Face coverings may be removed when outdoors. Employees should consider wearing a face covering outdoors when in crowded areas.

FCSS Students

Students shall wear face coverings in compliance with each school site and school district protocol, and in accordance with the California Department of Public Health Return to School Guidance. The FCSS shall accommodate children with disabilities regarding face coverings and other health and safety protocols.

FCSS Visitors

Visitors must wear a face covering when entering and moving about FCSS facilities. Visitors may remove face coverings when alone in a room.

PHYSICAL DISTANCING PROTOCOL

Purpose: To provide guidance to staff on best practices for physical distancing.

- The California Department of Public Health Return to School Guidance, dated July 12, 2021, removes the requirement for physical distancing student to student in the classroom setting as long as masking is implemented at the school.
- CalOSHA Emergency Temporary Standards (ETS) no longer require physical distancing, except:
 - During an outbreak (3 or more employees in an exposed group), the FCSS will evaluate whether physical distancing or barriers are necessary to control the transmission of COVID-19.
 - Physical distancing and barriers must be used in a major outbreak (20 or more employees in an exposed group) for all employees, regardless of vaccination status.
- For contact tracing purposes, anyone within six feet of a confirmed positive COVID-19 person, for greater than 15 minutes in a 24-hour period will be considered a close contact.

Gatherings, Field Trips and Visitors

- Refer to the most current local and state guidance for your specific activity.

Mealtime Considerations

- At mealtimes, maximize physical distancing as much as possible while eating, especially if students are eating indoors. Consider using outdoor spaces or classrooms to help facilitate distancing.

Other Considerations for School Settings:

- Band and choir practices may occur in compliance with each school site and school district protocol, and in accordance with the California Department of Public Health Return to School Guidance.

CLEANING AND DISINFECTING PROTOCOL

Purpose: To provide information on cleaning and disinfecting efforts during the COVID-19 pandemic.

On April 5, 2021, the CDC updated its guidance on cleaning and disinfecting a facility. The CDC found that the risk for people to become infected if they touch surfaces the virus has landed on and then touch their nose, mouth, or eyes is low. Additionally, the guidance states that cleaning with soap and water at least once a day is generally sufficient. More frequent cleaning may be needed when a space is used by those who may not consistently wear masks, wash hands, or cover coughs and sneezes.

In both school and office settings serviced by a custodian, high-touch surfaces in common areas will be disinfected once per day. In the office setting, staff may utilize cleaning supplies that will be provided at stations around offices to clean computers, monitors, mouse and keyboards and personal workspaces. In the school setting, staff will be provided disinfecting and cleaning supplies as appropriate.

Only approved Environmental Product Agency (EPA) products will be used to disinfect. The list of EPA-approved products can be found [here](#). Products that do not require EPA registration may be used.

All product label instructions shall be followed by anyone using a disinfecting product, paying attention to appropriate Personal Protective Equipment (PPE) and required product dwell time to effectively disinfect. In a school setting, anyone using a disinfecting product must have completed the Integrated Pest Management (IPM) training in accordance with [SOP #833 – Integrated Pest Management](#).

OFFICE SETTINGS

- Peter G. Mehas Center and Towers buildings: common area high-touch surfaces will be disinfected once a day; these areas include door handles and panic hardware, counters, handrails, elevator buttons, light switches, breakroom tables, microwaves, and refrigerator handles; the contracted custodial company will disinfect during the routine nighttime service
- At office locations served by landlord provided or hired cleaning service, areas will be disinfected according to contractual terms, usually nightly (including but not limited to Channing Court, Starpoint Towers, Civic Center, Pacific Southwest Building)
- At all office locations, health and sanitation stations with cleaning supplies, PPE and product use instructions are available to staff to clean work areas whenever desired

SCHOOL SETTINGS

Important: Disinfectants should not be applied on items that children might put in their mouths. Cleaning toys and other items used by children should be done with soap and water or an appropriate sanitizing solution.

FCSS School Sites (Ramacher, Sutherland, Monte Vista, VHEA, and CTEC):

FCSS custodians will disinfect high-touch surfaces in all common areas, including door handles, light switches, reception area and restrooms, once a day. Classrooms, including student desks, student chairs, trash cans, in-classroom restrooms and all hard surface flooring will be disinfected one time per day.

Items such as student manipulatives, toys, equipment, teacher/paraprofessional desks and chairs or items not listed above are the responsibility of the teacher/paraprofessional to clean or disinfect. Disinfecting supplies are available to staff in designated areas or by contacting the site custodian.

All classrooms and bathrooms are fogged with a probiotic spray one time per week. This probiotic fogging is not a substitute for cleaning or disinfecting with a product on the EPA list of approved disinfectants but is an additional step to eliminate biofilm that can protect bacteria and viruses.

Integrated Classrooms:

Integrated classrooms (including but not limited to special education classes at district sites and DNA) are cleaned and disinfected in accordance with the host school districts' custodial procedures. These procedures vary from district to district, but include, at a minimum, daily cleaning and disinfection of classroom surfaces as described above.

Cleaning and disinfecting supplies are provided to integrated classroom staff for use during the day.

JJC, Lighthouse:

At locations served by landlord-provided custodial service, areas will be cleaned and disinfected according to contractual terms, usually nightly. Cleaning and disinfecting supplies are provided to staff for use during the day.

DISINFECTING AFTER A CONFIRMED COVID-19 CASE

After identification of a confirmed COVID-19 positive case in an office or school setting within the previous 24 hours, cleaning and disinfecting of the spaces where the case spent significant time will be arranged. In accordance with the *COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year dated January 14, 2021*, this will be done after staff and students have left for the day. The space does not need to be closed to staff and students prior to the cleaning and disinfection.

Should the Fresno County Department of Public Health (FCDPH) or FCSS staff become aware that an outbreak may be underway, FCSS will consult with the FCDPH on the need for additional cleaning and disinfecting.

ENGINEERING CONTROLS AND VENTILATION

In order to maintain adequate ventilation and air quality in schools and offices, the FCSS has taken the following actions:

- Encouraged staff to open windows and doors as appropriate and safe
- Contracted with a qualified heating ventilation and air conditioning (HVAC) company to ensure that all units are operating optimally and provide adequate fresh air ventilation
- Changed HVAC system filters to minimum efficiency rating value (MERV) 13 wherever possible
- Provided each classroom with a portable high-efficiency air filtration unit

PERSONAL PROTECTIVE EQUIPMENT (PPE) GUIDELINES

Purpose: To provide guidance to staff on what PPE may be applicable to their job duties in response to COVID-19.

To obtain the best pricing and track expenditures for possible reimbursement, PPE specific to COVID-19 response shall be procured in bulk quantities by the Facilities & Operations Department and distributed as needed. Departments with PPE needs not specifically related to COVID-19 response shall continue to purchase and provide the needed PPE.

SURGICAL FACE MASKS

Who should use: Designated positions such as: School nurses, LVNs, custodial staff, ill persons, and staff who come into routine contact with others.

When to use: When required by state or local health order and in accordance with the FCSS Face Covering Protocol.

Typical tasks necessitating use: Employee presence in an essential facility, nursing services (nurses providing nursing services/procedures, masking any student or staff that are showing signs and symptoms of respiratory illness).

N95 RESPIRATORS

Who should use: School Nurses, LVNs, and employees who are not fully vaccinated and would like to use one voluntarily.

When to use: When performing aerosolizing medical procedures, when using products that would require respiratory protection according to the Safety Data Sheet, and for unvaccinated employees who want to voluntarily use them.

Typical tasks necessitating use: tracheostomy suctioning, performing nebulizer treatments, or when handling concentrated cleaning and disinfecting products, as required by the Safety Data Sheet.

FACE SHIELDS/EYE PROTECTION

Who should use: Custodians, teachers, paraeducators, school nurses or anyone trained to do specialized healthcare procedures and any employee in accordance with the Face Covering Protocol.

When to use: When splash protection is required or in accordance with the Face Covering Protocol.

Typical tasks necessitating use: providing first aid, performing specialized healthcare procedures and cleaning contaminated areas and while doing medical aerosol procedures such as oral or tracheostomy suctioning or nebulizer treatments.

LEVEL 3 MEDICAL-GRADE PROTECTIVE GOWNS

Who should use: School nurses, and LVNs.

When to use: Aerosol generating procedures, working in isolation rooms.

Typical tasks necessitating use: tracheostomy suctioning or nebulizer treatments.

FCSS EMPLOYEE AND STUDENT COVID-19 EXPOSURE RESPONSE PLAN

Purpose: The FCSS recognizes the importance of responding quickly and appropriately to possible or confirmed COVID-19 exposure to an FCSS employee or student. Therefore, the FCSS has created the following employee and student exposure response plan and flowcharts.

PROCESS FOR EMPLOYEES TO REPORT COVID-19 RELATED ILLNESS

Purpose: The FCSS has established a *First Notice Reporting* process to ensure all employees report a COVID-19 Related Illness in a consistent, timely manner.

Employees are expected to report a COVID-19 Related Illness to FCSS when:

- You have experienced COVID-19 related symptoms, **OR**
- You were alerted that you are considered a close contact to a positive COVID-19 case, **OR**
- You have tested positive for COVID-19, or after being identified as a close contact are awaiting COVID-19 test results.

Employees are expected to follow the steps as indicated below:

1. Promptly notify your immediate supervisor that you are going to report a COVID-19 related illness.
2. **Immediately** report all COVID-19 Related Illnesses as indicated above by email, covid19report@fcoe.org OR by phone (559) 497-3889.
3. Provide the following information when you email or call to ensure timely reporting:
 - a. First and Last Name
 - b. Your Email and Phone Number
 - c. Reason for Report (e.g., *experiencing COVID-19 symptoms, close contact, tested positive for COVID-19, or awaiting COVID-19 test results*)
 - d. Department and actual Work Location (e.g., worksite and room number, if applicable)
 - e. Actual date you last worked (specify whether in-person or telework)
 - f. Vaccination Status
4. A confidential FCSS liaison will answer your email/call and assist in determining appropriate next steps.
5. **Thank you!** We rely on your action to help mitigate the spread of COVID-19.



FIRST NOTICE REPORTING

Process for FCSS Employees to Report A COVID-19 Related Illness

Please report a COVID-19 Related Illness to FCSS when:

- You have experienced COVID-19 related symptoms, **OR**
- You were alerted that you are considered a close contact to a positive COVID-19 case, **OR**
- You have tested positive for COVID-19, or after being identified as a close contact are awaiting COVID-19 test results.

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 - d. Department and actual Work Location (e.g., worksite and room number, if applicable)
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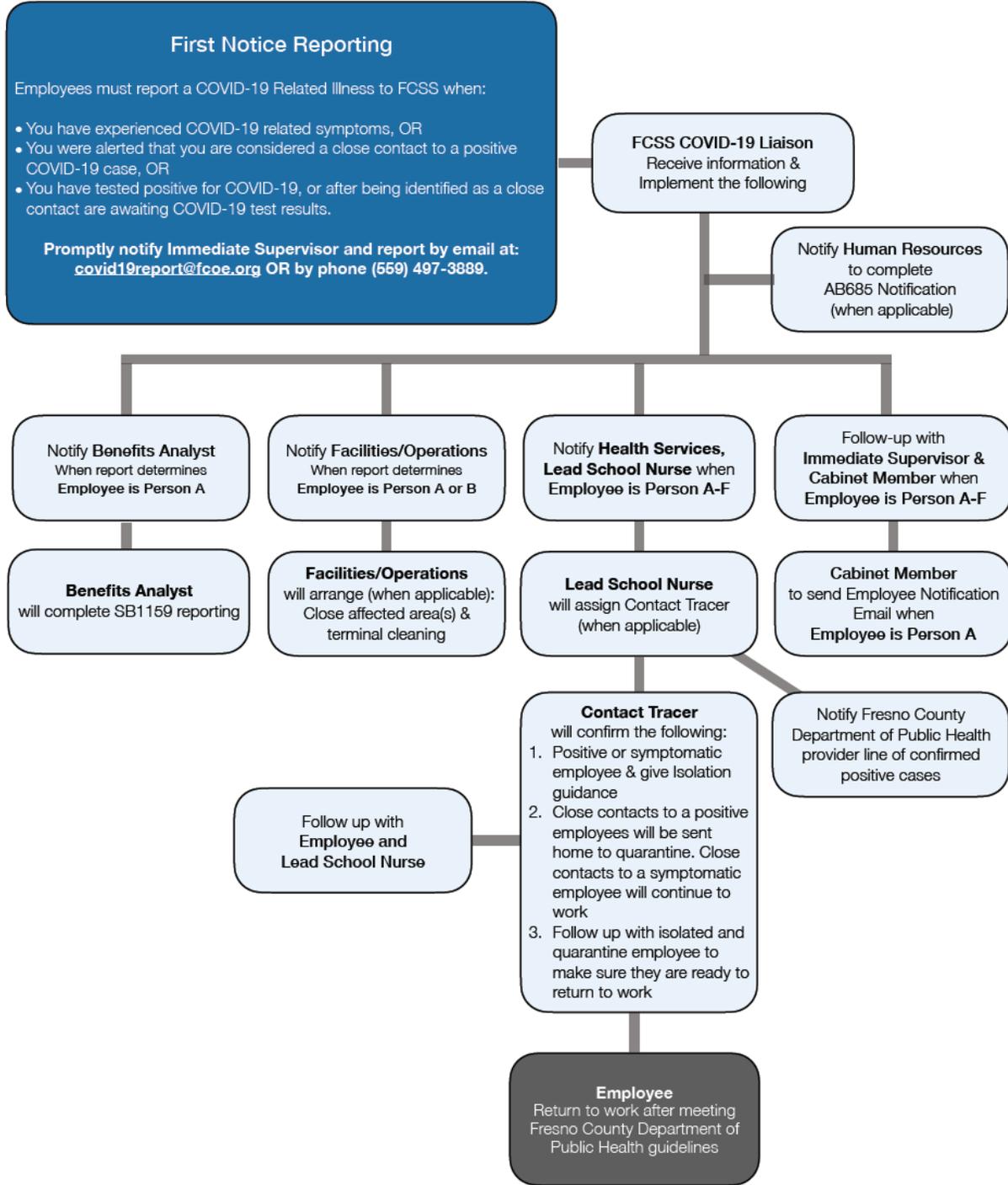
covid19report@fcoe.org • (559) 497-3889

Updated 11/01/2021

FIRST NOTICE REPORTING FLOWCHART

ONCE EMPLOYEE REPORTS A COVID-19 RELATED ILLNESS

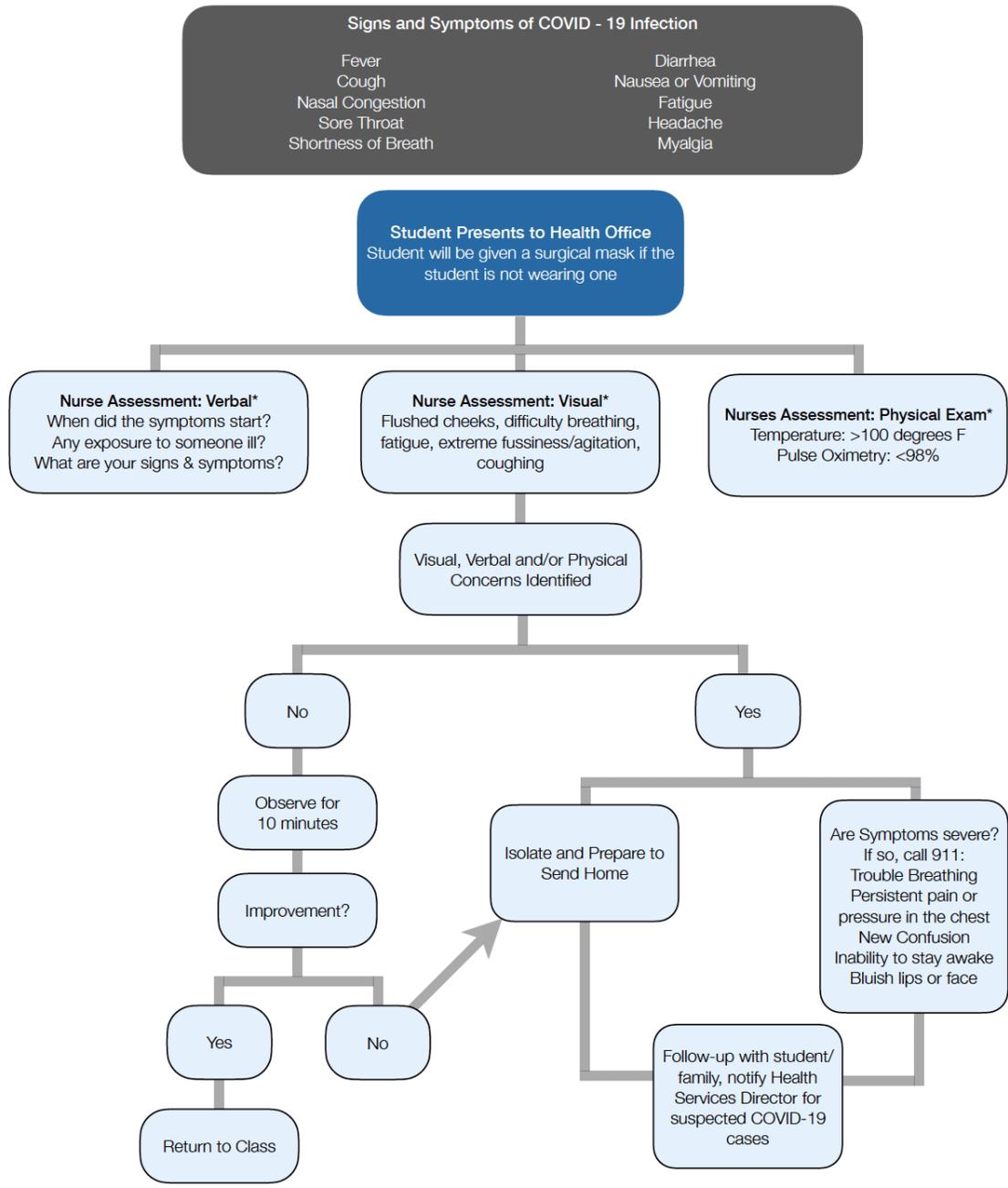
Purpose: The First Notice Reporting Flowchart was designed to demonstrate the internal process that takes place after an employee reports a COVID-19 related illness.



Important Note: Aside from the specified contacts noted above on this flow chart, the County Superintendent and FCSS employees should not identify any such employee by name in the workplace to ensure compliance with privacy laws. FCSS may notify affected employees in a way that does not reveal personal health-related information of an employee.

COVID-19 SCREENING FLOWCHART OF FCSS STUDENTS

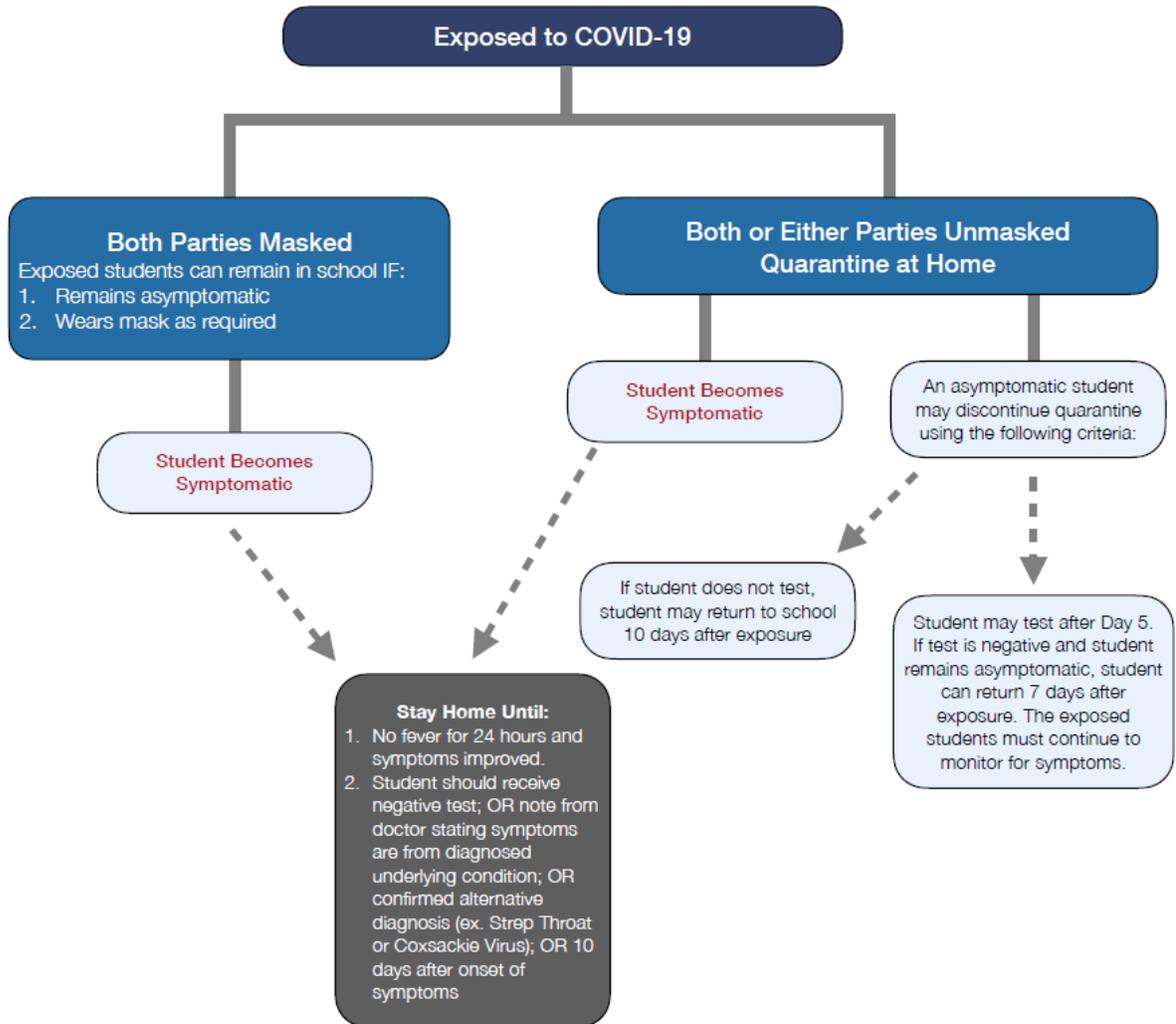
Purpose: The COVID-19 Screening Flowchart of FCSS Students was designed to demonstrate the internal process when a student presents signs and symptoms of COVID-19 to a Health Office.



*If school nurse is not physically available at the school site/campus, call the school nurse for consultation.
 ** Symptomatic students will be sent home to isolate according to the Return-to-Work Toolkit. The remaining students in the classroom will continue with their school day. If the symptomatic student becomes a confirmed positive COVID case, close contacts will be identified and sent home to quarantine according to the Return-to-Work Toolkit.

RETURN-TO-SCHOOL AFTER COVID-19 EXPOSURE NOT FULLY VACCINATED STUDENTS

Purpose: The Return-to-School After COVID-19 Exposure for Not Fully Vaccinated Students was designed to demonstrate which quarantine timeline needs to be followed when a student is exposed to COVID-19.



FCSS Students COVID-19 Illness and Quarantine Guidelines

Report all cases to the school absence reporting line.

School Districts are required to report ALL positive cases to the Fresno County Department of Public Health at (559) 600-3332.

STUDENT A	STUDENT B	STUDENT C	STUDENT D	STUDENT E	STUDENT F
 <p>Any student who has tested positive for COVID-19 & confirmed with lab result</p> <p>With symptoms: Isolation until the following requirements have been met:</p> <ul style="list-style-type: none"> ✓ 10 days since symptoms first appeared and ✓ 24 hours* (1 day) with no fever (without the use of fever-reducing medicine) and ✓ Symptoms have improved <p>*The 24 hours without fever may possibly occur within the 10 days of isolation, or after the 10 days</p> <p>Without symptoms (asymptomatic): Isolate for 10 days from test date:</p> <ul style="list-style-type: none"> ✓ Monitor self for symptoms, take temperature twice a day ✓ Released from isolation after 10 days have passed as long as no symptoms have been present <p>*As required, the School District will report ALL positive cases to the Fresno County Department of Public Health at (559)600-3332.</p>	 <p>Any student who is solely symptomatic or who has tested for COVID-19 due to symptoms and waiting for lab results</p> <p>With symptoms: Isolation until the following requirements have been met:</p> <ul style="list-style-type: none"> ✓ 24 hours* (1 day) with no fever (without the use of fever-reducing medicine) and ✓ Symptoms have improved <p>*Student B should have a negative test for SARS-CoV-2, 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., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.</p>	 <p>Any unvaccinated student who lives in the same household with Person A</p> <p>If Student C is without symptoms (asymptomatic):</p> <ul style="list-style-type: none"> ✓ Quarantine for 10 days following date of last exposure including complete separation from the person in your house with COVID-19. This means no contact, no time together in the same room, and no sharing of any spaces, such as same bathroom or bedroom. ✓ Quarantine to continue after Person A completes their isolation if unable to avoid exposure to Person A. <ul style="list-style-type: none"> ✓ If Student C remains asymptomatic, they may discontinue quarantine under the following conditions: <ul style="list-style-type: none"> ✓ Quarantine can end after Day 10 from the date of last exposure without testing. ✓ Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative. <p>*If student C becomes symptomatic, testing is recommended. However, a negative test will not excuse student C from completing his/her quarantine.</p>	 <p>Any unvaccinated student with close contact to Person A (>15 min (cumulative per day), < 6 feet)</p> <p>If Student D is exposed and either the Student D or the positive student were UNMASKED, Student D must quarantine.</p> <p>If Student D remains asymptomatic, they may discontinue quarantine under the following conditions:</p> <ul style="list-style-type: none"> ✓ Quarantine can end after Day 10 from the date of last exposure without testing ✓ Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative. <p>If Student D is exposed and both students were MASKED, Student D can continue to come to school under the following conditions:</p> <ul style="list-style-type: none"> ✓ Are asymptomatic ✓ Continue to appropriately mask, as required <p>*If Student D becomes symptomatic, student should stay home and follow the directions for Student B.</p>	 <p>Any student who has had exposure to Student B, C OR D</p> <p>NO QUARANTINE OR ACTION REQUIRED</p> <ul style="list-style-type: none"> ✓ Continue to self-certify your health on a daily basis. <p>If Student B, C or D with whom Student E had exposure within 14 days tests positive (timeline should start 2 days before Student B, C or D develops symptoms), then follow directions for Student D.</p>	 <p>Any student who is fully vaccinated against COVID-19</p> <p>Student F needs to mask and should continue to practice handwashing, etc.</p> <p>If Student F is exposed to COVID-19:</p> <ul style="list-style-type: none"> ✓ If asymptomatic, no quarantine is needed, but should test 3-5 days after exposure. ✓ If symptomatic, COVID-19 testing and contacting primary physician is recommended. Student may return to school when symptom-free for 24 hours. <p>If Student F tests positive for COVID-19:</p> <ul style="list-style-type: none"> ✓ Must isolate for 10 days and can return when symptom-free for 24 hours (1 day) with no fever (without the use of fever-reducing medicine).
 <h2>Recovered and Released</h2>					
<p>Definitions:</p> <p>Isolation separates infected people with a contagious disease from people who are not sick.</p> <p>Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.</p> <p>Close Contact a person within 6 feet for more than 15 minutes starting from 48 hours before the person began feeling sick (see Student D).</p>					

Updated 10/29/2021

Indicaciones de cuarentena y enfermedad COVID-19 para estudiantes de FCSS

Reporte todos los casos a la línea de reporte de ausencias de la escuela.
Los distritos escolares están obligados a reportar TODOS los casos positivos al Departamento de Salud Pública del Condado de Fresno.

Estudiante A	Estudiante B	Estudiante C	Estudiante D	Estudiante E	Estudiante F
 <p>Cualquier estudiante que haya dado positivo por COVID-19 y haya sido confirmado con un resultado de laboratorio.</p> <p>Con síntomas: Aislamiento hasta que se cumplan los siguientes requisitos:</p> <ul style="list-style-type: none"> ✓ 10 días desde que aparecieron los primeros síntomas y ✓ 24 horas (1 día) sin fiebre (sin el uso de medicina para reducir la fiebre) ✓ Los síntomas han mejorado <p>*Las 24 horas sin fiebre pueden ocurrir entre los 10 días de aislamiento, o después de los 10 días</p> <p>Sin síntomas: Aislar durante 10 días a partir de la fecha de la prueba</p> <ul style="list-style-type: none"> ✓ Monitorearse a sí mismo para detectar síntomas, tomar la temperatura dos veces al día ✓ Liberado del aislamiento después de que hayan transcurrido 10 días, siempre que no se hayan presentado síntomas. <p>* Según se requiere, la línea directa de informes covid-19, informará TODOS los casos positivos al Departamento de Salud Pública del Condado de Fresno al (559) 600-3332.</p>	 <p>Cualquier estudiante que sea únicamente sintomático o que haya probado COVID-19 debido a síntomas y esperando los resultados de laboratorio.</p> <p>Con síntomas: Aislamiento hasta que se cumplan los siguientes requisitos:</p> <ul style="list-style-type: none"> ✓ 24 horas (1 día) sin fiebre (sin el uso de medicina para reducir la fiebre) ✓ Los síntomas han mejorado <p>*El estudiante B debe tener una prueba negativa para SARS-CoV-2. O un proveedor de atención médica ha proporcionado documentación de que los síntomas son típicos de su condición crónica subyacente (por ejemplo, alergias o asma) O un proveedor de atención médica ha confirmado un diagnóstico con nombre alternativo (por ejemplo, faringitis estreptocócica, virus Coxsackie). O Han pasado al menos 10 días desde la aparición de los síntomas.</p>	 <p>Cualquier estudiante que viva en el mismo hogar con la persona A</p> <p>Si el estudiante C no tiene síntomas:</p> <ul style="list-style-type: none"> ✓ Entre en cuarentena durante 10 días después de la fecha de la última exposición, incluida la separación completa de la persona en su casa con COVID-19. Esto significa que no hay contacto, no hay tiempo juntos en la misma habitación y no se comparten espacios, como el mismo baño o habitación. ✓ La cuarentena continuará después de que la persona A complete su aislamiento si no puede evitar la exposición a la persona A. ✓ Si el estudiante C permanece asintomático, puede suspender la cuarentena bajo las siguientes condiciones: <ul style="list-style-type: none"> ✓ La cuarentena puede finalizar después del día 10 a partir de la fecha de la última exposición sin realizar pruebas. ✓ La cuarentena puede finalizar después del día 7 si se obtiene una muestra de diagnóstico después del día 5 a partir de la fecha de la última exposición y la prueba es negativa. <p>*Si el estudiante C se vuelve sintomático, se recomienda la prueba. Sin embargo, una prueba negativa no excusará al estudiante C de completar su cuarentena.</p>	 <p>Cualquier estudiante con contacto cercano con la Persona A (> 15 minutos (acumulados por día), <6 pies)</p> <p>Si el estudiante D está expuesto y el estudiante D o la persona positiva NO tenían su máscara, entonces el estudiante D debe ponerse en cuarentena en casa.</p> <p>Si el estudiante D permanece asintomático, puede suspender la cuarentena bajo las siguientes condiciones:</p> <ul style="list-style-type: none"> ✓ La cuarentena puede finalizar después del día 10 a partir de la fecha de la última exposición sin realizar pruebas. ✓ La cuarentena puede finalizar después del día 7 si se recolecta una muestra de diagnóstico después del día 5 a partir de la fecha de la última exposición y el resultado es negativo. <p>Si el estudiante D está expuesto y tanto el estudiante D como la persona positiva estuvieron enmascarados</p> <ul style="list-style-type: none"> ✓ El estudiante D puede permanecer en la escuela ✓ Debe continuar el uso de la máscara adecuadamente <p>*Si el estudiante D se vuelve sintomático, quédese en casa y siga las instrucciones para el estudiante B.</p>	 <p>Cualquier estudiante que haya estado expuesto al Estudiante B, C o D</p> <p>No se requiere cuarentena ni acción</p> <ul style="list-style-type: none"> ✓ Continúe auto certificando su salud a diario <p>Si el estudiante B, C o D con quien el Estudiante E tuvo exposición dentro de los 14 días de positivo (la línea de tiempo debe comenzar 2 días antes de que el Estudiante B, C o D desarrolle síntomas), entonces siga las instrucciones para el Estudiante D.</p>	 <p>Cualquier estudiante que esté completamente vacunado contra COVID-19</p> <p>El estudiante F necesita usar una máscara y debe continuar practicando el lavado de manos, etc.</p> <p>Si el Estudiante F está expuesto al COVID-19:</p> <ul style="list-style-type: none"> ✓ Si es asintomático, no se necesita cuarentena. ✓ Si es sintomático, se recomienda la prueba de COVID-19 y contactar al médico de atención primaria. El estudiante puede regresar a la escuela cuando no tenga síntomas durante 24 horas. <p>Si el estudiante F da positivo para COVID-19: Debe aislarse durante 10 días y puede regresar cuando no haya síntomas durante 24 horas (1 día) sin fiebre (sin el uso de medicamentos para reducir la fiebre).</p>
 <h2>Recuperado y liberado</h2>					
<p>Definiciones:</p> <p>El aislamiento separa a las personas infectadas con una enfermedad contagiosa de las personas que no están enfermas.</p> <p>La cuarentena separa y restringe el movimiento de las personas que estuvieron expuestas a una enfermedad contagiosa para ver si se enferman.</p> <p>Contacto cercano con una persona dentro de los 6 pies durante más de 15 minutos (acumulados por día), independientemente de si la persona (s) está usando una máscara, a partir de 48 horas antes de que la persona comenzara a sentirse enferma.</p> <p style="text-align: right;">Updated 10/29/2021</p>					

FCSS Employees COVID-19 Illness and Quarantine Guidelines

Report all cases by email to covid19report@fcoe.org OR by phone (559) 497-3889

PERSON A	PERSON B	PERSON C	PERSON D	PERSON E	PERSON F
 <p>Any person who has tested positive for COVID-19 & confirmed with lab result</p> <p>With symptoms: Isolation until the following requirements have been met:</p> <ul style="list-style-type: none"> ✓ 10 days since symptoms first appeared and ✓ 24 hours* (1 day) with no fever (without the use of fever-reducing medicine) and ✓ <u>Symptoms</u> have improved <p>*The 24 hours without fever may possibly occur within the 10 days of isolation, or after the 10 days</p> <p>Without symptoms (asymptomatic): Isolate for 10 days from test date:</p> <ul style="list-style-type: none"> ✓ Monitor self for symptoms, take temperature twice a day ✓ Released from isolation after 10 days have passed as long as no symptoms have been present <p>*As required, the COVID-19 Report Hotline will report ALL positive cases to the Fresno County Department of Public Health at (559)600-3332.</p>	 <p>Any person who is solely symptomatic or who has tested for COVID-19 due to symptoms and waiting for lab results</p> <p>With symptoms: Isolation until the following requirements have been met:</p> <ul style="list-style-type: none"> ✓ 24 hours* (1 day) with no fever (without the use of fever-reducing medicine) and ✓ <u>Symptoms</u> have improved <p>*Employee B should have a negative test for SARS-CoV-2, 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., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.</p>	 <p>Any unvaccinated person who lives in the same household as Person A</p> <p>If Person C is without symptoms (asymptomatic):</p> <ul style="list-style-type: none"> ✓ Quarantine for 10 days following date of last exposure including complete separation from the person in your house with COVID-19. This means no contact, no time together in the same room, and no sharing of any spaces, such as same bathroom or bedroom. ✓ Quarantine to continue for 10 days after Person A completes isolation if unable to avoid exposure to Person A. <p>*If person C becomes symptomatic, contact covid19report@fcoe.org or (559) 497-3889 for next steps.</p>	 <p>Any unvaccinated person with close contact to Person A (>15 min (cumulative per day), < 6 feet)</p> <p>Quarantine immediately for 10 days** following date of last exposure</p> <ul style="list-style-type: none"> ✓ Contact covid19report@fcoe.org or (559) 497-3889 with any questions ✓ Monitor self for symptoms, take temperature twice a day ✓ Notify Primary Care Provider if symptoms develop <p>**If a healthcare worker is quarantined, the length of quarantine is reduced to 7 days with a negative test result after day 5.</p>	 <p>Any unvaccinated person who has had exposure to Person B, C OR D</p> <p>NO QUARANTINE OR ACTION REQUIRED unless: Person B, C or Person D develops symptoms OR tests positive, and Person E had contact within 14 days (timeline should start 2 days before Person C or Person D develops symptoms) then:</p> <ul style="list-style-type: none"> ✓ Continue to self-certify your health on a daily basis. ✓ Contact covid19report@fcoe.org or (559) 497-3889 with questions regarding timing and exposure 	 <p>Any person who is fully vaccinated for COVID-19</p> <p>Person F needs to continue to practice social distancing, masking, handwashing, etc.</p> <p>If Person F is exposed to COVID-19:</p> <ul style="list-style-type: none"> ✓ If asymptomatic, no quarantine is needed, but should test 3-5 days after exposure. ✓ If symptomatic, COVID-19 testing and contacting primary physician is recommended. Employee may return to work when symptom-free. <p>If Person F tests positive for COVID-19:</p> <ul style="list-style-type: none"> ✓ Must isolate for 10 days and can return when symptom-free for 24 hours (1 day) with no fever (without the use of fever-reducing medicine).
 <h2>Recovered and Released</h2>					
<p>Definitions:</p> <p>Isolation separates infected people with a contagious disease from people who are not sick.</p> <p>Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.</p> <p>Close Contact a person within 6 feet for more than 15 minutes (cumulative per day), regardless of whether person(s) are wearing a mask, starting from 48 hours before the person began feeling sick.</p> <p><i>For more information on COVID-19, please refer to the Fresno County Department of Public Health website or call at 559-600-3332.</i></p>					

Updated 10/01/2021

SYSTEMS FOR COMMUNICATION

Purpose: To ensure FCSS has effective two-way communication with employees, labor representatives, and parents/guardians regarding COVID-19 related issues.

FCSS uses the COVID-19 Safety Plan Toolkit as a vehicle to communicate the following to stakeholders:

- Reporting of COVID-19 symptoms following the *First Notice Reporting Flowchart*
- How to identify and report symptoms and hazards that employees may be exposed to within the workplace without fear of reprisal using the procedure outlined in the IIPP
- FCSS procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness
- FCSS procedures on access to COVID-19 testing including asymptomatic, symptomatic or response testing

In compliance with AB685, the FCSS is required to provide timely employee and union notification when:

- a) positive COVID-19 test or medical diagnosis from licensed medical provider;
- b) ordered quarantine from public health official; or
- c) death from COVID-19.

If a positive case is identified in the workplace, employees will be notified without disclosing the name of the individual or any personally identifiable information about the person to ensure compliance with privacy laws. For more information on this subject, please visit the U.S. Department of Health and Human Services [here](#).

- Employee notification will be sent to department/program employees by applicable cabinet member/designee with a CC to covid19report@fcoe.org, Alma McKenry, and Laurie Gabriel.
- Parent/Guardian notification will be sent by department/program administration/designee.
- When applicable, Union notification will be sent by Human Resources with CC to applicable cabinet member, and covid19@fcoe.org.

SAMPLE EMPLOYEE NOTIFICATION EMAIL

From: Cabinet Member Name
To: Work Location/Department Staff
CC: covid19report@fcoe.org; Alma McKenry (amcmkenry@fcoe.org); Laurie Gabriel (lgabriel@fcoe.org)
Subject: IMPORTANT NOTIFICATION

Hello FCSS Department Colleagues,

You are receiving this notification because a fellow colleague at your work location/program has been impacted by COVID-19.

We alerted Alma McKenry, Senior Director of Health Services, who is currently investigating this matter and should any close contacts be identified, Health Services will reach out to those individuals. Please know that our colleague is isolating and will be able to return to work according to the guidelines set forth by the Fresno County Department of Public Health (FCDPH). We wish our team member a speedy recovery.

Please continue to self-certify your own health prior to reporting to work and let your immediate supervisor know if you are experiencing any symptoms. You must also report any symptoms or positive COVID test by emailing covid19report@fcoe.org or calling (559) 497-3889. In addition, if you are experiencing symptoms, FCSS urges that you test for COVID-19 or otherwise consult with a health care provider.

FCSS aggressively responds to COVID-19 to ensure safe working and learning environments. The work location will be thoroughly disinfected in accordance with existing protocols. Impacted employees may be temporarily assigned to a new work location or offered the ability to telework, if feasible, while their regular work location is disinfected. Thank you for following the guidance and protocols outlined in the FCSS COVID-19 Safety Plan Toolkit, implemented by FCSS administration. It is your diligence in wearing a mask and maintaining a minimum of 6 ft. distance from one another that helps in mitigating the spread of COVID-19. Click here to access the FCSS COVID-19 Safety Plan Toolkit for specific information regarding disinfection and safety protocols. [\[Copy & Paste hyperlink to COVID-19 Safety Plan Toolkit\]](#)

FCSS continues to work in full cooperation with FCDPH to minimize potential risks to employees, students, and members of the public. See attached FAQ's for further information. If you have any questions, please email covid19report@fcoe.org or call (559) 497-3889.

Thank you again for your dedication during this challenging time.

FCSS is an equal opportunity employer and does not discriminate against employees on the basis of medical conditions, disabilities, or any other protected classifications. You may use available leave entitlements, which would include the FCSS COVID-19 PN, if available and applicable. You may also file a worker's compensation claim if you contract COVID-19 through your employment. Likewise, FCSS does not retaliate against employees for using protected leave rights, filing worker's compensation claims, or for pursuing internal or external complaints. If you believe you have suffered an adverse employment action for any protected activities, please contact your immediate supervisor or Human Resources.

****Please [click here](#) to download the template that may be modified.
Human Resources, Health Services, and applicable Cabinet Member
will adapt the notification based on the actual situation.****

****Please [click here](#) to download the PDF of the Q&A to include with your employee notification.**
Reminder: Don't forget to insert the hyperlink to the toolkit, prior to sending to your department.**

SAMPLE UNION NOTIFICATION

From: Laurie Gabriel or HR Designee
To: CTA or CSEA Representative(s)
CC: Applicable Cabinet Member; covid19report@fcoe.org; Alma McKenry (amcmkenry@fcoe.org)
Subject: IMPORTANT NOTIFICATION

Dear Labor Partners:

This correspondence is to notify you that on **(INSERT DATE)**, the Fresno County Superintendent of Schools ("FCSS") became informed an employee serving within a position represented by your bargaining unit has COVID-19 virus implications. The employee's work location is **(INSERT HERE)**. All impacted employees at that work location/program received the email notification below. FCSS continues to work in full cooperation with FCDPH and Alma McKenry, Senior Director, Health Services Department to minimize potential risks to employees, students, and members of the public. Thank you for your ongoing dedication to FCSS and the students of Fresno County. If you have any questions, please feel free to contact me.

Hello FCSS Department Colleagues,

You are receiving this notification because a fellow colleague at your work location/program has been impacted by COVID-19.

We alerted Alma McKenry, Senior Director of Health Services, who is currently investigating this matter and should any close contacts be identified, Health Services will reach out to those individuals. Please know that our colleague is isolating and will be able to return to work according to the guidelines set forth by the Fresno County Department of Public Health (FCDPH). We wish our team member a speedy recovery.

Please continue to self-certify your own health prior to reporting to work and let your immediate supervisor know if you are experiencing any symptoms. You must also report any symptoms or positive COVID test by emailing covid19report@fcoe.org or calling (559) 497-3889. In addition, if you are experiencing symptoms, FCSS urges that you test for COVID-19 or otherwise consult with a health care provider.

FCSS aggressively responds to COVID-19 to ensure safe working and learning environments. The work location will be thoroughly disinfected in accordance with existing protocols. Impacted employees may be temporarily assigned to a new work location or offered the ability to telework, if feasible, while their regular work location is disinfected. Thank you for following the guidance and protocols outlined in the FCSS COVID-19 Safety Plan Toolkit, implemented by FCSS administration. It is your diligence in wearing a mask and maintaining a minimum of 6 ft. distance from one another that helps in mitigating the spread of COVID-19. Click here to access the FCSS COVID-19 Safety Plan Toolkit for specific information regarding disinfection and safety protocols. **[link to COVID-19 Safety Plan toolkit]**

FCSS continues to work in full cooperation with FCDPH to minimize potential risks to employees, students, and members of the public. See attached FAQ's for further information. If you have any questions, please email covid19report@fcoe.org or call (559) 497-3889.

Thank you again for your dedication during this challenging time.

FCSS is an equal opportunity employer and does not discriminate against employees on the basis of medical conditions, disabilities, or any other protected classifications. You may use available leave entitlements, which would include the FCSS COVID-19 PN, if available and applicable. You may also file a worker's compensation claim if you contract COVID-19 through your employment. Likewise, FCSS does not retaliate against employees for using protected leave rights, filing worker's compensation claims, or for pursuing internal or external complaints. If you believe you have suffered an adverse employment action for any protected activities, please contact your immediate supervisor or Human Resources.

SAMPLE PARENT/GUARDIAN NOTIFICATION - ENGLISH

DATE

Dear Parent or Guardian,

The (INSERT PROGRAM NAME) leadership team would like to inform you that your child may have been exposed to COVID-19 on (INSERT DATE) at the (INSERT WORK LOCATION e.g. Lighthouse for Children, Toddler Room XX). Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.

We alerted the Office of the Fresno County Superintendent of Schools' (FCSS) Health Services Department, who consulted with the Fresno County Public Health Department for the risk of anyone who may have had close contact with this individual. Close contact is defined as someone who has spent 15 minutes (cumulative per day) or more time within 6 feet or less of the individual who was COVID-19 symptomatic.

The FCSS Health Services Department determined that the risk to anyone exposed to this individual warranted (INSERT STATEMENT AFTER CONSULTING WITH HEALTH SERVICES).

Please be aware that symptoms may appear 2 – 10 days after exposure to the virus. Symptoms include:

- Fever and/or chills
- A new or worsening cough
- Shortness of breath
- Loss of taste or smell
- Congestion and/or runny nose
- Sore throat
- Fatigue
- Muscle and/or body aches
- Headache
- Nausea/vomiting and/or diarrhea

If any of these symptoms develop, we encourage you to contact your physician immediately for evaluation. Please also notify the school should your child develop COVID-like symptoms.

We understand this is concerning news to receive. If you would like to speak with someone, please contact (INSERT PROGRAM CONTACT INFORMATION). For information on isolation and quarantine, please visit the Fresno County Department of Public Health (FCDPH) website at:

<https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-orders>

Thank you for your understanding and please contact us with any questions.

Sincerely,

Cabinet Member Name

****Please [click here](#) to download the template that may be modified. Human Resources, Health Services, and applicable Cabinet Member will adapt the notification based on the actual situation.****

****Please [click here](#) to download the PDF of the Q&A to include with your employee notification.****

SAMPLE PARENT/GUARDIAN NOTIFICATION - SPANISH

DATE

Estimado padre o Guardianes,

El equipo de líderes del **SCHOOL/PROGRAM NAME** desea informarle que su hijo/a pudo haber estado expuesto al COVID-19 el **DATE OF EXPOSURE** en el **LOCATION/ROOM # OF EXPOSURE**. El coronavirus (COVID-19) es una enfermedad causada por un virus que puede propagarse de persona a persona.

Alertamos al Departamento de Servicios de Salud de la Oficina del Superintendente de Escuelas del Condado de Fresno (FCSS), quien consultó con el Departamento de Salud Pública del Condado de Fresno sobre el riesgo de cualquier persona que pudiera haber tenido contacto cercano con esta persona. El contacto cercano se define como alguien que ha pasado 15 minutos (acumulados por día) o más tiempo a 6 pies o menos de la persona que tenía síntomas de COVID-19.

El Departamento de Servicios de Salud de FCSS determinó que el riesgo de cualquier persona expuesta a esta persona justificaba la notificación a los padres.

Tenga en cuenta que los síntomas pueden aparecer de 2 a 10 días después de la exposición al virus. Los síntomas incluyen:

- Fiebre y / o escalofríos
- Tos nueva o que empeora
- Dificultad para respirar
- Perdida del gusto o el olfato
- Congestión y/o secreción
- Dolor de garganta
- Fatiga
- Dolores musculares y/o corporales
- Dolor de cabeza
- Nauseas / vómitos y/o diarrea

Si se desarrolla alguno de estos síntomas, le recomendamos que se comunique con su médico de inmediato para una evaluación. También notifique a la escuela si su hijo/a presenta síntomas similares a los de COVID.

Entendemos que estas noticias son preocupante. Si desea hablar con alguien, comuníquese con **SCHOOL NURSE NAME AND CONTACT NUMBER**.

Para obtener información sobre aislamiento y cuarentena, visite el sitio web del Departamento de Salud Pública del Condado de Fresno en: <https://www.co.fresno.ca.us/departments/public-health/covid-19/covid-19-orders>

Gracias por su comprensión y por favor contáctenos si tiene alguna pregunta.

Atentamente,

****Please [click here](#) to download the template that may be modified. Human Resources, Health Services, and applicable Cabinet Member will adapt the notification based on the actual situation.****

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What does it mean when an employee in my department tests positive for COVID-19?

Q: What does FCSS do to protect me when a person in my department tests positive for COVID-19?

A: Your immediate supervisor works with Human Resources and Health Services designees to ensure employee receives medical care and self-isolates in accordance with the Fresno County Department of Public Health. A Health Services designee also begins the contact tracing process.

Q: What is contact tracing?

A: The assigned health care professional contacts the employee to determine who they have been in close contact with, two days (48 hours) prior to testing positive.

Q: What does close contact mean?

A: Someone who has spent 15 minutes or more time (cumulative per day) within 6 feet or less of the index person.

Q: Why didn't the notification email state the name of employee with COVID-19?

A: To protect employee privacy rights, the identity of the employee is kept confidential in the workplace to ensure compliance with privacy laws. FCSS may notify affected close contact employees in a way that does not reveal personal health-related information of employee.

Q: Why was I notified of a suspected COVID-19 case at my site?

A: You were notified because the employee with COVID-19 is located in your department/program. However, if you are not contacted on an individual basis, you are not considered exposed or a close contact. No news is good news.

Q: Where can I test for COVID-19?

A: COVID-19 testing is available through FCSS. The testing calendar can be found on SharePoint. Symptomatic and/or close contact testing can be done through Health Services. Call or email the Mobile Health Unit at mobileclinic@fcoe.org (559) 246-3898. Employees can also contact their own primary care physician for instructions or visit the Fresno County Department of Public Health's testing location website [here](#).

****Please [click here](#) to download the template that may be modified. Human Resources, Health Services, and applicable Cabinet Member will adapt the notification based on the actual situation.****

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FREQUENTLY ASKED QUESTIONS

1. If I test positive for COVID-19, what do I do?

Promptly notify your immediate supervisor and follow the *First Notice Reporting Steps*, indicated in this toolkit.

2. Do I need to quarantine for 10 days when I return from out-of-state or out of country travel?

California Department of Public Health no longer has a COVID-19-related travel advisory. However, you should follow the CDC guidance when traveling.

3. I have a note from my doctor that states I cannot wear a mask. What should I do?

Contact Rhonda Lodridge, Benefits Analyst, at rlodridge@fcoe.org. The Benefits Analyst will initiate the Interactive Process to address work restriction in an effort to determine if there is a reasonable accommodation.

4. Is COVID-19 PN/SB 95 available for me to use?

No, SB 95 ended September 30, 2021. Therefore, employees may use other leave entitlements. Contact your immediate supervisor who will work in conjunction with the Benefits Analyst and Benefits Specialist to assess available leave entitlements.

5. Will I be expected to return to work if I have an underlying health condition?

Yes, you will be expected to return to work unless you provide medical certification to the Benefits Analyst who will then trigger the Interactive Process to determine if there is a reasonable accommodation.

6. How will FCSS ensure continuity of instruction while a student is quarantining, isolating or school closures?

Each program has developed a site-specific plans. [Click here](#) to view site-specific plans.

7. How will FCSS protect my HIPPA rights and confidentiality should I test positive for COVID-19?

By following the steps outlined on the *FCSS Process for Employees to Report COVID-19 Related Illness* flow chart, only those persons who need to know will be informed. These individuals are trained to respond quickly and confidentially to protect you and those who may have been in contact with you.

8. I recovered from a COVID-19 infection and was recently exposed to another COVID-19 positive person, do I need to quarantine?

Yes and No. Yes, when you are exposed after 3 months of your own infection; and no, when you are fully vaccinated.

9. As a supervisor, how can I encourage my team to engage in good infection-control practices?

Lead by example.

10. If I am anxious about possible exposure, what should I do?

Contact Rhonda Lodridge, Benefits Analyst, at rlodridge@fcoe.org and/or the Employee Assistance Program at (800) 999-7222.

11. Do the FCSS COVID-19 Safety Plan Toolkit protocols need to be followed when working off site?

Yes, when working on behalf of the FCSS, regardless of the employee's work location (office, school setting, and/or home visits), employees are to comply with the protocols as set forth in the FCSS COVID-19 Safety Plan Toolkit.

12. I am exhibiting signs and symptoms of COVID-19. I went to my doctor for a COVID-19 test and it is negative. When can I return to work?

You can return to work 24 hours after your symptoms resolve.

13. A person who was in an FCSS classroom has tested positive for COVID-19. When can that classroom be used again?

The classroom can continue to be used for the remainder of the school day and will be thoroughly disinfected at the end of the school day.

14. I have a fever and flu-like symptoms. How long must I isolate?

If you have symptoms, you may return to work once the following criteria is met:

- a) At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
- b) Other symptoms have improved; and
- c) It is recommended they have a negative test for SARS-CoV-2, 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., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.

15. A person living in my household tests positive for COVID-19 and we are unable to isolate from each other. How long must I quarantine?

If you are fully vaccinated, you do not have to quarantine, but should still self-monitor for symptoms. If you are not vaccinated, and you are unable to isolate the positive person away from the rest of your household, you need to:

- Quarantine for 10 days (the length of the positive person's isolation). Once the positive person's isolation is complete, you can start your own quarantine. You can return to work when the following criteria is met:
 - If Person D remains asymptomatic, may discontinue self-quarantine under the following conditions:
 - Quarantine can end after Day 10 from the date of last exposure without testing
 - 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.

16. Are there any potential side effects from weekly testing?

FCSS currently uses anterior nares swabbing to test for COVID-19, which involves placing a sterile swab at the base of the nose. It is not associated with any long-term side effects, but short-term side effects include mild discomfort and possible eye watering. The anterior nares technique is generally considered more comfortable than the nasopharyngeal technique, which involves a farther-reaching swab. The swabs are sterilized using a standardized and highly regulated procedure, which poses no risk to the person being tested. Personal health concerns regarding weekly testing may be discussed with our testing staff or with your primary care physician.

17. What does FDA Emergency Use Authorization mean?

The FDA Emergency Use Authorization (EUA) is a tool that the FDA uses to expand access to medical products (such as vaccines and medicines) during a public health emergency, such as the current pandemic. To obtain an EUA for a given product, extensive research proving efficacy is supplied by the developer and rigorously reviewed by the FDA. The FDA will only grant the EUA if they are confident that the benefit outweighs the risks of the product. Their primary goal is always the safety of the American public. The general consensus of the medical community is that in the development of the COVID vaccines, no scientific corners were cut, only the red tape preventing much needed access.

Of note, a product which was previously granted an EUA may later receive full authorization, such as the Pfizer vaccine to prevent COVID-19. Additionally, hospitals and public health departments are all performing internal quality assessment and test validation regularly and rigorously as well.

Additional resources for your reference about EAUs, and the study documenting the development of the COVID vaccine:

- <https://www.fda.gov/vaccines-blood-biologics/vaccines/emergency-use-authorization-vaccines-explained>
- <https://www.fda.gov/consumers/consumer-updates/understanding-regulatory-terminology-potential-preventions-and-treatments-covid-19>
- <https://www.nejm.org/doi/full/10.1056/nejmoa2034577>

18. Do people who previously tested positive for COVID-19 have to be tested weekly?

Yes. A history of COVID-19 likely provides some protection from future infection for a time, but the duration of that protection is not currently well-understood. The CDC recommends vaccination for these individuals and advises that natural immunity after infection may decrease after three (3) months. In short, prior infection does not rule out current infection.

Employees may be excluded from weekly testing for a period of three (3) months after testing positive for COVID-19, as some people may continue to have a positive test, however, are no longer infectious. (A notable exception is that people with immunodeficiencies may continue shedding beyond the standard quarantine period. Please speak to your health care provider if this applies to you.)

19. Do people who have a positive antibody blood test have to test weekly?

Antibody tests for previous infection with COVID-19 are not reliable. Since coronavirus is a family of viruses, it is possible that you may produce antibodies which are very similar to those developed after contracting COVID-19, but not so similar that they provide high immunity against the virus which causes COVID-19. Additionally, a negative antibody test does not rule out prior COVID-19 infection: the test may miss the individualized antibodies your body produced against COVID-19. For these reasons, the only way to confirm a previous COVID-19 infection is with a test which identifies the virus itself, during the infection.

20. If vaccinated people can spread the disease, why are they not also being asked to test?

Vaccinated people have substantially decreased risks of both contracting the virus which causes COVID-19, and of spreading it if they do. While breakthrough infections in fully vaccinated people are occurring, especially with the recent surge of the Delta-variant, fully vaccinated people remain over 90% less likely to contract COVID-19. (Of note, fully vaccinated people represent less than 1% of those hospitalized with COVID-19.)

Early studies have shown that vaccinated people also have 40% less virus in their nose, indicating that they have a lower viral load. The virus was detectable in those same people for 6 fewer days compared to unvaccinated people, and 66% less likely to test positive more than 1 week after infection. All of these findings indicate that vaccinated people are less likely to spread the virus than unvaccinated people.

Regardless, vaccinated people within FCSS are still required to wear a face mask in indoor settings, to test in the event of COVID-19 exposure, and to quarantine when indicated.

21. Will the vaccine affect my fertility, currently or in the future?

The three (3) vaccines used to prevent COVID-19 in the US have all demonstrated safety in pregnancy and have not been associated with any decrease in fertility in men or women. Vaccinated people have successfully conceived and carried healthy, full-term pregnancies. The vaccine also may offer some protection from the virus with the baby, both during and after pregnancy.

COVID-19 infection, however, has caused a decrease in male fertility in some individuals. The infection has also been linked to poor outcomes, including death, in otherwise healthy pregnant women.

MANDATORY COVID-19 WEEKLY TESTING - FREQUENTLY ASKED QUESTIONS

1. Do I have to complete the weekly testing requirement on my own time?

No and yes.

No, when you test at an FCSS hosted testing site or a participating school district testing site; and yes, if you elect to test at a valid healthcare/clinical provider or testing facility (e.g., Kaiser, CVS, Walgreens).

2. Can I test using the PCR or antigen test to meet the weekly testing requirement with another agency or employer?

Yes, as long as the testing is through a valid and observed healthcare/clinical provider or testing facility, such as Kaiser, CVS, Walgreens.

3. If I have to travel to get tested, will my employer reimburse me for my mileage?

No.

4. If I have a medical or religious exemption for the vaccination, will this exemption also apply to testing?

No.

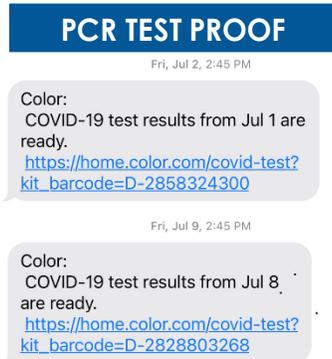
5. My doctor can deem me medically ineligible to receive the COVID-19 vaccinations.

Yes. However, should an employee have a medical exemption, they must contact Rhonda Lodridge, Benefits Analyst at rlodridge@fcoe.org to discuss available workplace accommodations, if any.

6. If I elect to test at a designated school district or at a valid healthcare/clinical provider or testing facility, is it my responsibility to “self-report” my proof of testing?

Yes, when an employee does not test at an FCSS hosted site, the employee will be required to “self-report” evidence/proof of the actual test date each week and email to covid19info@fcoe.org no later than 4:00pm on Friday of each week. Friday will mark the end of each testing week in order to comply with this State mandate.

Below is a sample of the evidence/proof of testing (PCR and Antigen) that must to be emailed to covid19info@fcoe.org:



7. Will FCSS accept the weekly test from my primary care physician?

Yes. When using this testing option, the employee will be required to self-report testing to the covid19info@fcoe.org email on a weekly basis.

8. In lieu of swabbing each nostril to complete the PCR or antigen testing, may I blow my nose in a Kleenex and roll the swab in the Kleenex?

No, this is not a viable option.

9. What chemicals are used to sterilize the PCR nasal swab?

Ethylene Oxide (EO) is a highly standardized method of sterilization. The gas is completely evacuated from the chamber following the procedure and does not leave a residue. EO is carcinogenic, but through direct, substantial exposure- not through sterilized materials. Links below provide additional information regarding chemicals on the PCR nasal swab.

- [Fact Check-Nasal swabs sterilized with ethylene oxide are safe to use](#)
- [Fact Check-COVID-19 nasal swabs sterilized with ethylene oxide are safe to use](#)
- [Ethylene Oxide Sterilization for Medical Devices](#)

11. If I have any other testing related questions, what do I do?

Email questions to covid19info@fcoe.org and a Health Services testing team member will respond.

COVID-19 TRAINING & INSTRUCTION

Purpose: The FCSS will provide effective training and instruction to protect employees from COVID-19 hazards. Below are applicable COVID-19 training videos and additional resources.

COVID-19 TRAINING VIDEOS

[Putting on Personal Protective Equipment: CDC Video](#)

[Taking off Personal Protective Equipment: CDC Video](#)

[Putting on N95 Respirator: OSHA Video](#)

COVID-19 ADDITIONAL RESOURCES

[Centers for Disease Control and Prevention \(CDC\)](#)

[Fresno County Department of Public Health](#)

[California Department of Education](#)

[California Department of Public Health](#)

COVID-19 VACCINATION RESOURCES

[Different COVID-19 Vaccines](#)

[Interim Public Health Recommendations for Fully Vaccinated People](#)

COVID-19 FCSS POLICIES AND SITE-SPECIFIC PLANS

[Illness Injury & Prevention Program \(IIPP\)](#)

[View the FCSS Site-Specific Plans](#) for the following:

- Court Schools, Alice M. Worsley and DNA Core Conditions
- Community Schools, Violet Heintz Educational Academy (VHEA) and Project HOPE
- Career Technical Education, Charter High School (CTEC)
- Lighthouse for Children Child Development Center
- Student Services Division, Special Education

STAY INFORMED: MONITORING COVID-19 IN FRESNO

[Tracking COVID-19 in California](#)

COVID-19 SAFETY PLAN DEVELOPMENT AND ASSURANCES

The FCSS is committed to maintaining a safe working environment for all staff, students and visitors. The FCSS is also committed to following additional health measures, including necessary orders, regulations and guidance from the California Department of Public Health (CDPH), the Fresno County Department of Public Health (FCDPH), and the California State Occupational Safety and Health Act (CalOSHA) during the COVID-19 pandemic to ensure compliance with local and state mandates.

The COVID-19 Safety Plan Toolkit was initially developed and is regularly updated to comply with changing guidance and requirements from federal, state, and local health officials as well as educational agencies. The team responsible for the upkeep and revision of this document consists of representatives from the FCSS Legal Services, Health Services, Facilities & Operations and Human Resources Departments. Input is sought from various stakeholders through surveys, the Safety Concern/Suggestion form, safety committee meetings and school community outreach meetings. The contents of this document are regularly reviewed and approved by the County Superintendent and implemented organization wide.

All FCSS employees have access to the FCSS COVID-19 Safety Plan Toolkit and are informed when revisions and/or updates are implemented to remain in compliance with changes to health and safety provisions. All FCSS employees are expected to adhere to the standards and protocols contained in this document in their entirety for the purpose of providing a safe and conducive work environment.

Together, we can offer an emotionally and physically safe school/workplace for everyone during these challenging times. If you have any questions regarding the contents of the FCSS COVID-19 Safety Plan Toolkit, please contact your immediate supervisor or Human Resources.

Thank you.