



# Student COVID-19 Prevention Program

2023-2024

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Mendocino County Office of Education

# COVID-19 Safety Plan

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This COVID-19 Safety Plan is designed to control students exposures to the SARS-coV-2 Virus (severe acute respiratory syndrome coronavirus 2) that causes COVID-19 (Coronavirus Disease 2019) that may occur in the workplace.

## Definitions

1. “Close Contact” means sharing the same indoor space as a COVID-19 case for a cumulative total of 15 minutes or more over a 24 hour period during the COVID-19 case’s infectious period, as defined by this section, regardless of the use of face coverings, unless close contact is defined by regulation or order of the California Department of Public Health (CDPH). If so, the CDPH definition shall apply.
2. “COVID-19” (Coronavirus Disease 2019) means the disease caused by SARS-CoV-2 (severe acute respiratory syndrome coronavirus 2).
3. “COVID-19 case” means a person who:
  - a. Has a positive “COVID-19 test” as defined in this section; or
  - b. Has a positive COVID-19 diagnosis from a licensed healthcare provider
  - c. Is subject to a COVID-19 related order to isolate issued by a local or state health official; or
  - d. Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county.
4. “COVID-19 Hazard” means potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, or sneezing, or from procedures performed on persons which may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.
5. “COVID-19 Symptom” means fever of 100.4 degree Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19.
6. “COVID-19 Test” means a test for SARS-CoV-2 that is:
  - a. Cleared, approved, or authorized, including in an Emergency Use Authorization (EUA), by the United States Food and Drug Administration (FDA ) to detect current infection with the SARS-CoV-2 virus;
  - b. Administered in accordance with authorized instructions; and
  - c. To meet return to work criteria, a COVID-19 test may be both self-administered and self-read only if another means of independent verification of the results can be provided (e.g., a date/time stamped photograph of the results).

7. “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 that completely covers the nose and mouth and is secured to the head with ties, ear loops, or elastic bands that go behind the head. If gaiters are worn, they shall have two layers of fabric or be folded to make two layers. A face covering is a solid piece of material without slits, visible holes, or punctures, and must fit snugly over the nose, mouth, and chin with no large gaps on the outside of the face. A face covering does not include a scarf, ski mask, balaclava, bandana, turtleneck, collar, or single layer of fabric. This definition includes clear face coverings or cloth face coverings with a clear plastic panel that otherwise meet this definition and which may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language respectively.
8. “Infectious period” means the following time period, unless otherwise defined by CDPH regulation or order, in which case the CDPH definition shall apply:
  - a. For COVID-19 cases who develop COVID-19 symptoms, from two days before the date of symptom onset until:
    - i. Ten days have passed after symptoms first appeared, or through day five if testing negative on day five or later; and
    - ii. Twenty-four hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved.
  - b. For COVID-19 cases who never develop COVID-19 symptoms, from two days before the positive specimen collection date through 10 days (or through day five if testing negative on day five or later) after the date on which the specimen for their first positive test for COVID-19 was collected.
9. “Respirator” means a respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matter, such as an N95 filtering facepiece respirator.

## Authority and Responsibility

MCOE Superintendent has overall authority and responsibility for implementing the provisions of this CPP in our workplace.

### Site COVID-19 Liaisons:

MCOE Principals Tawny Fernandez (Mendocino County Community School [MCCS] and West Hills) and Isaac Ramey (Orr Creek/Early Start), are the designated MCOE School COVID-19 Liaisons and will also coordinate COVID-19 related issues on school campus. As the liaisons, they are responsible for maintaining regular communication in the event of any exposure at the school involving a COVID-19 positive individual and for responding to COVID-19 issues and concerns of students, parents, teachers and staff. They may assign responsibilities for follow up measures to address concerns or hazards to appropriate staff/individuals when necessary.

- Tawny Fernandez (707) 901-9058 or [tfernandez@mcoe.us](mailto:tfernandez@mcoe.us)
- Isaac Ramey 467-5172 or [iramey@mcoe.us](mailto:iramey@mcoe.us)

### Parent Responsibility:

Parents are asked to notify the school site office if their student tests positive for COVID-19.

### Staff Responsibility:

Staff members who become aware of a student who has tested positive for COVID-19 are to contact their school site office immediately.

## Identification and Evaluation of COVID-19 Hazards

MCOE implements the following:

- Review applicable orders and general and industry-specific guidance from Federal, State and the local health department related to COVID-19 hazards and prevention.
- Evaluate existing COVID-19 prevention controls in our schools and the need for different or additional controls, including maximizing the effectiveness of ventilation and air filtration.
- Conduct periodic inspections as needed to identify unhealthy conditions related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

## **Correction of COVID-19 Hazards**

Unsafe or unhealthy conditions, practices or procedures will be documented by completing the [Identification of COVID-19 Hazards Google Form](#). Reported Hazards will be evaluated and corrected in a timely manner based on the severity of the hazard(s). The appropriate staff or individual will be assigned to review the hazard and to ensure timely and adequate correction has occurred.

## **Control of COVID-19 Hazards**

### **Face Coverings**

Unless otherwise directed by the local health department, students should follow CDPH masking guidance for the general public, as well as masking guidance for specific situations such as when having symptoms, being infected, or exposed. MCOE will communicate changes in local or CDPH guidance/requirements on masks.

MCOE will provide schools with a supply of face coverings for students who forget to bring a face covering to school and would like to wear one.

MCOE will not prevent any student from wearing a face covering when it is not required.

### **HVAC/Filtration Plan**

The risk of getting COVID-19 is greater in indoor settings with poor air quality. Effective ventilation and filtration can curb the spread of COVID-19 and other infectious diseases. It may also protect students and staff from exposure to wildfire smoke and other airborne allergens and pollutants.

Ventilation systems are continually monitored for proper operation. All Heating, Ventilation & Air Conditioning (HVAC) filters are replaced on a scheduled replacement cycle using MERV 13 filters.

All inspections, repairs and services will be completed in coordination and in combination with outside engineers, contractors and vendors and utilizing MCOE personnel.

HEPA air filtration units are available as needed for all active classrooms.

### **Hand sanitizing**

In order to implement effective hand sanitizing procedures, we:

- Have installed and maintained mounted hand sanitizer dispensers in all high traffic areas.
- Individual Hand Sanitizer bottles have also been provided for personal use to all

staff and are available by request.

- Soap and running water are available in all bathrooms and kitchens.

### **MCOE Testing**

Testing remains a key mitigation layer to detect and curb transmission of COVID-19. MCOE provides free OTC COVID-19 Antigen take home test kits to students. Please contact one of the COVID Liaisons to request test kits. Antigen tests are the primary option for detecting COVID-19.

Due to increased travel and social interactions that often occur during school breaks, it is recommended that students get tested for COVID-19 prior to returning to school following major breaks.

## **Checking for Signs, Symptoms, and Exposures**

### **Staying Home When Appropriate**

Staying home when sick can lower the risk of spreading infectious diseases, including COVID 19, to other people.

In most situations any student who develops new, unexplained symptoms should not return to campus until it is clear that symptoms are mild and improving or are due to a non-infectious cause (e.g., allergies). This includes waiting until 24 hours have passed since resolution of fever without the use of fever-reducing medications.

Additionally, if symptoms are concerning for COVID-19, it is strongly recommended that students wear a mask and get tested immediately. Students should also follow CDPH recommendations for retesting and/or isolating if results are positive.

**Table 1: Persons Who Should Isolate**

Persons Who Test Positive for COVID-19	Recommended Actions
<p>Everyone, regardless of vaccination status, previous infection or lack of symptoms.</p>	<p>Stay home for at least 5 days after start of symptoms (Day 0) or after date of first positive test (Day 0) if no symptoms).</p> <ul style="list-style-type: none"> <li>● Isolation can end after Day 5 if:               <ul style="list-style-type: none"> <li>○ Symptoms are not present, or are mild and improving;</li> <li>AND</li> <li>○ Fever has been resolved for 24 hours (without the use of fever-reducing medication).</li> </ul> </li> <li>● If fever is present, isolation should be continued until 24 hours after fever resolves.</li> <li>● If symptoms, other than fever, are not improving, continue to isolate until symptoms are improving or until after Day 10.</li> <li>● If the confirmed case has severe symptoms, or is at high risk of serious disease or has questions concerning care, they should contact their healthcare provider for available treatments.</li> <li>● Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.*</li> <li>● After ending isolation, if symptoms recur or worsen, test again and if positive, restart isolation at Day 0</li> </ul>

**Table 2: Close Contacts - (No Quarantine)**

Asymptomatic Persons Who are Exposed to Someone with COVID-19 (No Quarantine)	Recommended Actions
<p>Everyone, regardless of vaccination status.</p> <p>Persons infected within the prior 30 days do not need to be tested, quarantined, or excluded from work unless symptoms develop.</p>	<ul style="list-style-type: none"> <li>● Test within 3-5 days after last exposure.</li> <li>● Close contacts should wear a well-fitting mask around others for a total of 10 days, especially in indoor settings and when near those at higher risk for severe COVID-19 disease.</li> <li>● If symptoms develop, test, and stay home (see earlier section on symptomatic persons), AND</li> <li>● If test result is positive, follow isolation recommendations above (Table 1).</li> </ul>



## **Managing Students Exposed to COVID-19**

Families will notify schools if their child has COVID-19 and was on school grounds during their infectious period.

Schools will provide a general notification to the entire class if it is determined that they may have been exposed to an individual with COVID-19.

All students with known exposure to persons with COVID-19 should follow CDPH recommendations. If they remain without symptoms, students may continue to take part in all aspects of K-12 schooling including extracurricular activities. As recommended by CDPH, they should wear a well-fitting mask around others for a total of 10 days and get tested 3-5 days after last exposure.

## **Confirmed COVID-19 Case**

Parents are asked to notify the school site office if their student tests positive for COVID-19. Staff members who become aware of a student who has tested positive for COVID-19 are to contact their school site office immediately. COVID positive students should isolate as outlined by CDPH in the table above and may return to school once they meet the recommended criteria.