



Introduction

It is the policy of Lake View Charter School (“Charter School”) to take all reasonable measures necessary to prevent the spread of the novel coronavirus disease (“COVID-19”) among students and staff in school-sponsored activities. In accordance with this COVID-19 Schoolwide Health & Safety Policy (“Policy”), the Charter School is implementing health and safety measures to mitigate the spread of COVID-19 at school-sponsored and staffed in-person activities consistent with federal, state, and local guidance.

Although Charter School is a non-classroom-based program, the school recognizes that there are circumstances when staff, students, and parents/guardians may interact in-person as part of the educational program. This can include in-person instruction between staff and students, parent teacher meetings, field trips, park days, and individualized services (“in-person activities”).

This Policy recognizes that these safety measures are each designed to provide some protection against COVID-19. While there may be times when one measure may not be feasible, implementing alternative measures can provide backup layers of safety. This Policy includes both mandatory measures (using terms “shall” or “will”) as well as recommended measures intended to guide decisions in light of practical limitations.

This Policy is based on guidance provided by the U.S. Centers for Disease Control and Prevention (“CDC”), the California Division of Occupational Safety and Health Administration (“Cal/OSHA”), the California Department of Education (“CDE”), and the California Department of Public Health (“CDPH”). Charter School will, as necessary, consult with the respective county health officer, or designated staff, to monitor and provide advice on local conditions to individually determine whether more or less stringent measures are necessary to align with the applicable public health guidelines.

Charter School will fully cooperate with county public health officials regarding the screening, monitoring, and documentation that will be required to permit careful scrutiny of health outcomes associated with conducting in-person activities. To the extent any mandatory public health guidance is revised to materially conflict with this Policy, Charter School will follow such guidance and not this Policy.

As COVID-19 Guidance is continually evolving, please refer to [CDPH K-12 Guidance](#) for the latest guidance.

COVID-19 Compliance Officer

State and local public health orders require that schools designate a liaison to be responsible for receiving and sharing information on COVID-19 policies, positive cases, and exposures.

The following individual is designated as the Charter School’s COVID-19 Compliance Officer:

Name: Deanna Moreno Email: deanna.moreno@sequoiagrove.org

The COVID-19 Compliance Officer acts as a liaison between the local county public health department and the Charter School. The COVID-19 Compliance Officer shall be the point of contact responsible for sharing information on positive cases and exposures to relevant state and local health departments. If you have any questions about this Policy, please use the contact information above.

COVID-19 Testing

Pursuant to the CDPH Order mandating that all public and private schools serving students in transitional kindergarten through grade 12 verify the vaccination status of school workers and establish diagnostic screening testing of unvaccinated workers to minimize the risk that they will transmit COVID-19 while on school facilities (“CDPH Order”), Charter School has adopted the COVID-19 employee testing policy (“Testing Policy”) which is included as **Appendix A**. Per the Charter School’s COVID-19 Testing policy, Charter School will provide diagnostic screening testing to workers who are not fully vaccinated.

Per Cal/OSHA Emergency Temporary Standards, the Charter School will also provide testing at no cost to employees during paid time. As testing requirements are adjusted, please refer to COVID-19 Emergency Temporary Standards for the most updated requirements.

Requests for Accommodations

Employees who are unable to comply with the testing requirement under the Testing Policy due to a qualifying disability or sincerely held religious belief must contact the HR Department (deanna.moreno@sequoiagrove.org) to request a reasonable accommodation in writing. If requested, Charter School will engage in an interactive process with that individual, and work to identify any possible accommodations as appropriate (e.g., unpaid leave of absence). Charter School cannot guarantee the availability of either remote work as an accommodation and will process all requests for accommodation consistent with its policies and applicable law. Charter School may not provide an accommodation should it result in a direct threat to health and safety of others or to the individual, and/or if the accommodation will cause an undue hardship for the Charter School.

General Rules of Attendance for In-Person Activities

Charter School recognizes that participation in in-person activities provides various benefits, including engagement in the educational program.

When engaging in in-person activities, the Charter School wants to promote the health and safety of its students, staff, and accompanying family members.

Reporting symptoms, close contact status, COVID-19 positive tests, and similar information is critical to promote health and safety and reduce risk of COVID-19 transmission. Guidance about family and staff reporting is provided below.

Charter School encourages families and staff to contact their healthcare provider if they have health care questions regarding COVID-19 or otherwise.

COVID-19 Symptom Screening

All staff, students, and/or accompanying family members who will be participating in in-person activities must conduct a symptom self-screening for COVID-19 before participating in any in person activity (e.g., conduct temperature check). An individual must not attend any in-person activity if they are experiencing any of the following symptoms within 10 days of the in-person activity: If a student has a medical condition or alternate diagnosis or chronic illness that would exhibit COVID-19 like symptoms, please refer to the Medical Letter **(Appendix A)** for medical conditions for alternate

diagnosis/chronic illness. Once completed, please submit the letter to the COVID-19 Compliance Officer.

This list does not include all possible symptoms. CDC regularly updates this list, so please visit the following website to confirm whether your symptoms may be symptoms of COVID-19:

- Fever over 100 degrees or Chills
- Persistent 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
- Diarrhea

CDPH COVID-19 Home

Staff, students, or accompanying family members who exhibit COVID-19 symptoms must refer to the CDPH for guidance on attending an in-person activity. Charter School encourages individuals to get tested for COVID-19 when they exhibit symptoms consistent with COVID-19. COVID-19 testing is available for free at multiple locations throughout California. Please contact your healthcare provider, local county public health department, or the Charter School for more information.

Reporting COVID-19 Symptoms

- If a student or accompanying family member cannot attend an in-person activity due to experiencing the symptoms described above within 10 days of the in-person activity, please notify your Homeschool Teacher. Staff members who are scheduled to participate in an in-person activity, but have symptoms on the day of the activity or within 10 days of the activity must contact their direct supervisor, complete the COVID Exposure Report, and then await further instruction.

Exposure to COVID-19 (Close Contacts)

A person is considered a “close contact” if he/she was within 6 feet of someone who has COVID-19 for a total of 15 minutes or more over a 24-hour period.

Reporting COVID-19 Case to Charter School

- Students/family members who received a positive test for COVID-19 and were considered infectious when participating in a Charter School activity must contact their Homeschool Teacher so the Charter School can appropriately notify close contacts and local public health departments for support.
- Refer to CDPH for guidance
- Staff who interact with staff and/or students at any point during the school year must report COVID-19 positive tests to their direct supervisor and COVID-19 Officer, complete the

COVID Exposure Report, and then await further instruction.

Reporting COVID-19 Cases to Public Health Department

Upon learning that an individual (employee, student, or accompanying family member) has tested positive for COVID-19 and that individual was participating in Charter School-related in person activities while infectious (see definition above), **the Charter School will follow the County guidelines where the individual resides. dependent on current reporting guidelines.**

The notification to the local public health department will include (as may be required by local public health department):

1. The full name, address, telephone number, and date of birth of the individual who tested positive;
2. The date the individual tested positive, the location/event/facility at which the individual was present when participating in in-person activity, and the date the individual was last present at any relevant school activity; and
3. The full name, address, and telephone number of the person making the report.

Charter School's COVID-19 Compliance Officer will work with the local public health department to ensure appropriate contact tracing, investigation, and notifications to the community.

To the extent required by local public health guidelines, the Charter School will notify staff and families in the school community of any positive COVID-19 case while maintaining confidentiality as required by state and federal laws.

Charter School will provide information to employees regarding paid and unpaid time off, including sick leave and extended family and medical leave pursuant to federal and state laws to see if an employee may need to take time off due to COVID-19 related illness or exposure.

Use of Face Coverings

Individuals can help minimize the exposure and transmission of COVID-19 when cloth face coverings ("face coverings" or "masks") are worn properly (covering both nose and mouth). Charter School will follow CDPH, CDE, and CDC guidance and applicable public health orders regarding the use of face coverings. All staff and family members are encouraged to review the CDPH guidance on face coverings. Face coverings must be used in accordance with CDPH guidance and this Policy unless a person qualifies for an exemption.

As public health guidelines change, the Charter School will follow the public health guidelines.

All individuals must comply with the applicable face covering and other health and safety requirements of the venue (e.g., museum, park, etc.). Staff will have extra face coverings if a student or accompanying family member forgets to bring a face covering.

Charter School will evaluate any student or employee's request for accommodation from the Charter School's face covering requirement consistent with applicable law.

Employees requesting an accommodation from the face covering policy/requirement must provide appropriate documentation and contact the HR department, (deanna.moreno@sequoiagrove.org).

Physical Distancing

Recent evidence indicates that instruction/in-person interaction can occur safely without six feet of physical distancing when other mitigation strategies (e.g., masking) are implemented.

Healthy Hygiene and Personal Protective Equipment

To help minimize the transmission of COVID-19, staff, students, and accompanying family members who are participating in in-person activities should implement the following hygiene and cleaning practices:

- Frequently wash hands (at least 20 seconds) throughout the day, especially before and after eating, after using the restroom, after handling garbage, or after removing gloves.
- Avoid contacting with one's eyes, nose, and mouth.
- Cover coughs and sneezes.
- Limit sharing of supplies. Staff and students should have their own supplies to the extent possible.
- Charter School appropriately and routinely disinfects and cleans administrative office(s) and similar spaces.
- Staff will endeavor to clean surfaces with sanitizing wipes if such surfaces (e.g., tables, chairs, desks, computers) will be used when participating in in-person activities.

The Charter School will evaluate the need for personal protective equipment ("PPE"), including, but not limited to, gloves, eye protection, and respiratory protection as required by Cal/OSHA standards. PPE may be used by a staff member when working with sick children or providing instruction to any students.

Communications to the Charter School Community

Charter School will provide staff and parents/guardians with a copy of this Policy (e.g., distributing by email, posting on website, etc.). In addition, the Charter School will provide training to staff on the Policy to ensure appropriate and consistent implementation. Charter School will frequently communicate with parents/guardians regarding the Charter School's COVID-19 health and safety guidelines and provide supports and resources, as appropriate and necessary.

Amendments to this Policy

The Executive Director or designee is authorized to revise this Policy in order to ensure compliance or consistency with new or revised orders or guidance from local, county, state or federal authorities ("Agencies"), to take any and all actions consistent with orders and guidance from the Agencies that is not specifically addressed by this Policy, and to ensure compliance with the Charter School's charter petition. The Executive Director or designee will provide the Charter School's Governing Board with updates as to actions taken pursuant to this section.

The Feather River Charter School ("Charter School") adopts this COVID-19 Testing Policy ("Policy") in accordance with the California Department of Public Health Order "Vaccine Verification for Workers in Schools" issued on August 11, 2021 ("Order"). The Order **requires** all schools to:

- Verify vaccine status of all workers; and
- Conduct diagnostic screening testing for workers who are not fully vaccinated starting October 15, 2021.

Consistent with the Order, and for purposes of this Policy, “workers” are paid or unpaid adults who physically interact with Charter School students or staff in furtherance of Charter School functions (e.g., teachers who meet with students, staff interacting in administrative offices, etc.). Fully vaccinated workers do not have to undergo COVID-19 diagnostic screening testing.

Vaccination Status Survey:

- Charter School will survey all workers asking if they are fully vaccinated.
- An individual is considered “fully vaccinated” two weeks or more after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna or vaccine authorized by the World Health Organization), or two weeks or more after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen).

Access to COVID-19 Vaccine:

- Charter School is not requiring workers to become vaccinated. If you are interested in more information about the COVID-19 vaccine, locations of walk-in clinics, and opportunities to book an appointment for the COVID-19 vaccine, please visit <https://myturn.ca.gov/> website.

Acceptable Evidence of Full Vaccination:

- A worker must provide acceptable evidence of vaccination to Charter School in order to be considered fully vaccinated. Per the Order, Charter School can accept one of the following as acceptable evidence of full vaccination:
 - COVID-19 Vaccination Record Card (issued by the Department of Health and Human Services Centers for Disease Control & Prevention or WHO Yellow Card)
 - which includes name of person vaccinated, type of vaccine provided and date last dose administered; OR
 - a photo of a Vaccination Record Card as a separate document; OR
 - a photo of the individual’s Vaccination Record Card stored on a phone or electronic device; OR
 - documentation of COVID-19 vaccination from a health care provider; OR
 - digital record that includes a QR code that when scanned by a SMART Health Card reader displays to the reader client name, date of birth, vaccine dates and vaccine type; OR documentation of vaccination from other contracted employers who follow CDPH vaccination records guidelines and standards.
- Workers can submit evidence of full vaccination through the secure jot form survey.
- When providing proof of vaccination, workers must not provide any other medical or genetic information to Charter School, including but not limited to underlying conditions or a diagnosis of a medical condition.

COVID-19 Diagnostic Screening Testing for Workers Who Are Not Fully Vaccinated :

- Consistent with the Order, and for purposes of this Policy, workers who are not fully vaccinated must undergo diagnostic screening testing for the weeks they physically interact with Charter School students or staff. For workers who physically interact with Charter School students or staff less frequently than once per week, they must undergo diagnostic screening testing no greater than one week in advance to obtain a test result before the interaction (preferably within 72 hours) or during the week of the interaction.
- Antigen tests are acceptable to determine both the presence or absence of active infection with SARS-CoV-2 in individuals with or without symptoms. Currently, all at-home COVID-19 antigen tests are FDA-authorized for repeat, or serial use. This means people should use multiple tests over a certain time period, such as 2-3 days, especially when the people using the tests don't have COVID-19 symptoms. Charter School will share information with workers regarding the specifics of testing administration.
- Fully remote employees or volunteers are not required to undergo diagnostic screening testing.
- Unvaccinated employees are not exempted from the testing requirement even if they have a medical contraindication to vaccination.
- Previous history of COVID-19 from which the individual recovered more than 90 days earlier, or a previous positive antibody test for COVID-19, does not waive this requirement.

Consistent with the Order, if you have a confirmed diagnosis of COVID-19 within the last 90 days and recovered, Charter School may not require you to conduct diagnostic screening testing for the 90-day period after the diagnosis. Please contact the Human Resources Department if you are interested in seeking this limited exemption.

- Charter School will not discriminate, harass, or retaliate against any employee for receiving the COVID-19 vaccine or for electing not to receive the COVID-19 vaccine.
- Charter School will establish a method for tracking weekly diagnostic testing results and will report any positive results to local public health departments according to latest reporting guidance.
- Employees with any questions regarding the Charter School's Testing Policy may contact the Human Resources Department.

Enforcement:

- Workers who do not comply with this Policy or who are not otherwise eligible for a reasonable accommodation to the testing requirement consistent with applicable law and this Policy may, depending on their position, be placed on unpaid/inactive status until compliance.
- If a worker believes they may be entitled to an accommodation consistent with applicable law and this Policy, they can contact the HR department, (deanna.moreno@sequoiagroove.org). If requested, Charter School will engage in an interactive process with that individual, and work to identify any possible accommodations as appropriate (e.g., unpaid leave of absence). Charter School may not provide an accommodation should it result in a direct threat to health and safety of others or to the individual, and/or if the accommodation will cause an undue hardship for Charter School.
- Charter School may modify enforcement options based on the specific circumstances.

Future Revisions:

- The Charter School drafted this policy in compliance with all applicable federal and state laws, including guidance from the Equal Employment Opportunity Commission (“EEOC”), Centers for Disease Control and Prevention (“CDC”), the California Department of Public Health (“CDPH”), and local health authorities.
- As public health and legal guidance regarding COVID-19 testing at schools evolves, Charter School administrative staff may revise this Policy accordingly. Upon any revision to this Policy, Charter School will provide notice in writing to workers. This Policy shall be implemented in a manner that is consistent with current federal, state, and local law.

APPENDIX A: Medical Letter for Alternative Diagnosis or Chronic Condition



Medical Letter for Alternative Diagnosis or Chronic Condition

Name of Child: _____

Date of Birth: _____

Section 1: Health Care Provider

To Whom It May Concern:

The named student received medical professional services on [date] _____. My clinical impression for the symptom(s) that he/she presented is due to [alternative diagnosis/chronic condition]

_____.

The symptom(s) associated with this condition that he/she typically presents with include the following:

[List symptom(s) student experiences due to alternative diagnosis/chronic condition]

Any other symptom(s) beyond what is listed above is not consistent with my clinical impression, and therefore, COVID-19 Public Health-guided school policy for on-campus/in-person learning exclusion should be implemented.

Medical Provider (Printed Name)

Signature

License#

Name & Address of Clinic/Medical Office

Phone

Date

[STAMP of medical provider and/or clinic is also acceptable]

Section 2: Authorization by Parent/Guardian

I authorize the medical provider to conduct medical evaluation for my child in compliance with my child's school district COVID-19 protocols for safe return to school/on-campus/in-person learning. // *Autorizo al proveedor médico a realizar una evaluación médica de mi hijo/a de acuerdo con los protocolos de COVID-19 del distrito escolar de mi hijo/a para el regreso seguro a la escuela/en el campus/aprendizaje en persona.*

Name of Parent/Guardian (Nombre del padre/tutor)

Parent/Guardian Signature (Firma de padre/tutor) Date (Fecha)

NOTE TO PARENT/GUARDIAN: This letter will be filed in the student's health folder and school site Med Binder. It will serve as a guide to navigate the decision tree provided by the California Department of Public Health (CDPH) on whether to exclude a student presenting/complaining of COVID-related symptom(s). You may email a copy to cynthiar@sutter.k12.ca.us or bring it to the student's school site. *NOTA PARA LOS PADRES / TUTORES: Esta carta se archivará en la carpeta de salud del estudiante y en la Carpeta Médica de la escuela. Servirá como una guía para navegar por el árbol de decisiones proporcionado por el Departamento de Salud Pública de California (CDPH) sobre si excluir a un estudiante que presenta / se queja de síntomas relacionados con COVID. Puede enviar una copia por correo electrónico a cynthiar@sutter.k12.ca.us o traerla a la escuela del estudiante*

September 1, 2022