BAKERSFIELD CITY SCHOOL DISTRICT

RETURN TO SCHOOL

Roadmap

VERSION 3.0

Return to In-Person Instruction and Services for General Education Students

RISE to the CHALLENGE

www.bcsd.com • 1300 Baker Street, Bakersfield, CA 93305 • 661-631-4600
All employees must wear a mask at all times while at any BCSD facility unless:
The employee is working in a room or office alone; The employee remains at least six feet away from others and is actively eating or drinking; and/or is conducting work outdoors as part of their regularly assigned job duties.

Maintaining 6 feet of space between any other person while at any site or department is mandatory and must be enforced for the safety of our staff and community.

Must wash hands thoroughly upon arriving to work and before leaving. Cleaning your hands often, either with soap and water for 20 seconds or a hand sanitizer that contains at least 60% alcohol, is recommended for proper cleanliness and sanitation.

CARE Team Resources Website: go.bcsd.com/gjw
Letter from Superintendent

Guiding Principles - Key Themes & Focus

COVID-19 School Guidance Checklist

Cal-OSHA COVID-19 Prevention Program Plan
- Authority and Responsibility
- Identification and Evaluation of COVID-19 Hazards
- Correction of COVID-19 Hazards
- Control of COVID-19 Hazards
- Investigating and Responding to COVID-19 Cases
- System for Communicating
- Training and Instruction
- Exclusion of COVID-19 Cases
- Reporting, Recordkeeping, and Access
- Return-to-Work Criteria
- Appendices A & B

CDPH Reopening Guidelines

BCSD School Reopening Protocols
- Layers of Safety: Infection Mitigation Strategies
- Face Coverings
- Stable Groups by Grade Levels
- Implementing Distancing Inside and Outside the Classroom
- Ventilation
- Healthy Hand Hygiene Practices
- Cleaning and Disinfection
- Health Screenings for Students and Staff
- Staff-to-Staff Interactions
- Sharing of Materials
- Staff Training and Family Education
- Plan for Confirmed or Suspected Case of COVID-19 in a School
- COVID-19 Testing

Links to Previous Protocols and Plans Remaining in Effect

General Education: Phase In and Schedules
Dear BCSD Community,

On behalf of the Bakersfield City School District and the Board of Education, I would like to thank you for your continued support during these challenging and unprecedented times. I can say with all sincerity and certainty that we would not have been able to navigate this pandemic without the support of each and every one of our stakeholders. In short, YOU! Thank you!

As a District, we are now at the next phase of re-opening our schools and we look forward to students returning for in-person instruction, while also allowing those who wish to continue Distance Learning. This next phase will be a positive step forward to ensure that our students receive the support and resources necessary to be successful. Be assured, we will remain focused on providing high quality resources and support for all of our students, including those who continue to learn virtually.

Although this school year may not look like school years of the past, we will continue to serve our students with the same Values, Vision, and Mission that has always guided our work. Our team of dedicated professionals have been working diligently to provide an innovative educational support system for our students in this ever-changing world. This is not an easy task, and I am proud of the work that is being done to ensure the academic and social-emotional needs of all of our student groups are being met.

This pandemic is not over, and unfortunately, many challenges still lie ahead. We ask for your continued support as we “Rise to the Challenge” and imagine future greatness. As a District, we will continue to look to our Guiding Principles to lead us in making the best decisions on behalf of the many students and families we serve. Our Vision and Mission remain true. The Bakersfield City School District will continue to strive to be a model of educational excellence, equity and innovation. May we always put students first and hold ourselves and others accountable. The 2020-2021 school year will not be easy, but with your support, we will Respond, we will Recover, and we will Thrive!

Thank you,

Doc Ervin
Superintendent
Bakersfield City School District
VALUES
The Bakersfield City School District is committed to strong values that guide our daily behavior toward student success. The Bakersfield City School District Board of Education defines how we must work with our students, colleagues, and community through the following core values:

- EQUITY
- INTEGRITY
- CARING
- COLLABORATION
- PERSONAL & COLLECTIVE ACCOUNTABILITY

VISION
Our vision in Bakersfield City School District is to be the model of educational excellence, equity and innovation.

MISSION
Bakersfield City School District’s mission is to educate all students at the highest levels of academic excellence to become collaborative, creative and critical thinkers.
Name of Local Educational Agency or Equivalent: Bakersfield City School District
Number of schools: 44
Enrollment: 29,262
Superintendent (or equivalent) Name: Harry “Doc” Ervin
Address: 1300 Baker Street
          Bakersfield, CA 93305-4326
Phone Number: 631-4600
Email: ervind@bcisd.com

Date of proposed reopening: April 8, 2021
County: Kern
Current Tier: Purple
(please indicate Purple, Red, Orange or Yellow)
Grade Level (check all that apply):
- TK
- 2nd
- 5th
- 8th
- 11th
- K
- 3rd
- 6th
- 9th
- 12th
- 1st
- 4th
- 7th
- 10th

Type of LEA: Elementary School District

This form and any applicable attachments should be posted publicly on the website of the local educational agency (or equivalent) prior to reopening or if an LEA or equivalent has already opened for in-person instruction. For those in the Purple Tier, materials must additionally be submitted to your local health officer (LHO), local County Office of Education, and the State School Safety Team prior to reopening.

The email address for submission to the State School Safety for All Team for LEAs in Purple Tier is:
K12csp@cdph.ca.gov

For Local Educational Agencies (LEAs or equivalent) in ALL TIERS:
- I, Harry “Doc” Ervin, post to the website of the local educational agency (or equivalent) the COVID Safety Plan, which consists of two elements: the COVID-19 Prevention Program (CPP), pursuant to Cal/OSHA requirements, and this CDPH COVID-19 Guidance Checklist and accompanying documents, which satisfies requirements for the safe reopening of schools per CDPH Guidance on Schools. For those seeking to open while in the Purple Tier, these plans have also been submitted
to the local health officer (LHO) and the State School Safety Team.

I confirm that reopening plan(s) address the following, consistent with guidance from the California Department of Public Health and the local health department:

- **Stable group structures (where applicable):** How students and staff will be kept in stable groups with fixed membership that stay together for all activities (e.g., instruction, lunch, recess) and minimize/avoid contact with other groups or individuals who are not part of the stable group.

Please provide specific information regarding:

How many students and staff will be in each planned stable, group structure? (If planning more than one type of group, what is the minimum and maximum number of students and staff in the groups?)

**Specific information regarding stable group structures are contained within this plan on page 42.**

If you have departmentalized classes, how will you organize staff and students in stable groups?

**We only intend to open schools for in-person learning for TK thru 6th grades at elementary schools. These grades do not have departmentalized classes. In-person students will have a hybrid schedule in which students come to schools sites during the morning and return home for virtual and asynchronous instruction in the afternoon. Instrumental music classes, and other pull out services will be conducted during the virtual learning portion of the instruction day in the afternoon.**

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

**Instrumental music will occur during virtual learning time in the afternoon in order to prevent mixing of stable groups.**

- **Entrance, Egress, and Movement within the School:** How movement of students, staff, and parents will be managed to avoid close contact and/or mixing of cohorts.
Face Coverings and Other Essential Protective Gear: How CDPH’s face covering requirements will be satisfied and enforced for staff and students.

Health Screenings for Students and Staff: How students and staff will be screened for symptoms of COVID-19 and how ill students or staff will be separated from others and sent home immediately.

Healthy Hygiene Practices: The availability of handwashing stations and hand sanitizer, and how their safe and appropriate use will be promoted and incorporated into routines for staff and students.

Identification and Tracing of Contacts: Actions that staff will take when there is a confirmed case. Confirm that the school(s) have designated staff persons to support contact tracing, such as creation and submission of lists of exposed students and staff to the local health department and notification of exposed persons. Each school must designate a person for the local health department to contact about COVID-19.

Physical Distancing: How space and routines will be arranged to allow for physical distancing of students and staff.

Please provide the planned maximum and minimum distance between students in classrooms.

Maximum: Six (6) feet
Minimum: Six (6) feet. If this is less than 6 feet, please explain why it is not possible to maintain a minimum of at least 6 feet.

The distance will be six feet

Staff Training and Family Education: How staff will be trained and families will be educated on the application and enforcement of the plan.

Testing of Staff: How school officials will ensure that students and staff who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic staff testing cadence.
2021 COVID-19 SCHOOL GUIDANCE CHECKLIST

Staff asymptomatic testing cadence. Please note if testing cadence will differ by tier:

**Testing cadence will not differ from state tier designation guidance.**

▶ **Testing of Students:** How school officials will ensure that students who have symptoms of COVID-19 or have been exposed to someone with COVID-19 will be rapidly tested and what instructions they will be given while waiting for test results. Below, please describe any planned periodic asymptomatic student testing cadence.

Planned student testing cadence. Please note if testing cadence will differ by tier:

**Testing cadence will not differ from state tier designation guidance.**

▶ **Identification and Reporting of Cases:** At all times, reporting of confirmed positive and suspected cases in students, staff and employees will be consistent with Reporting Requirements.

▶ **Communication Plans:** How the Superintendent will communicate with students, staff, and parents about cases and exposures at the school, consistent with privacy requirements such as FERPA and HIPAA.

▶ **Consultation:** (For schools not previously open) Please confirm consultation with the following groups

▶ Labor Organization

Name of Organization(s) and Date(s) Consulted:

- **Name:** Bakersfield Elementary Teachers Association (BETA)
  **Dates:** Friday, January 29, 2021

- **Name:** California School Employees Association (CSEA), Chapter #48
  **Dates:** Friday, January 29, 2021

- **Name:** Laborers’ International Union of North America (LiUNA), Local 220
  **Dates:** Friday, January 29, 2021
Local Health Officer Approval: The Local Health Officer, for Kern County has certified and approved the CRP on this date:
If more than 5 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Parent and Community Organization
Name of Organization(s) and Date(s) Consulted:
Name: District Advisory Committee
Date: Tuesday, February 2, 2021
Name: District English Language Advisory Committee
Date: Wednesday, February 10, 2021
Name: District African American Parent Advisory Committee
Date: February 16, 2021

If no labor organization represents staff at the school, please describe the process for consultation with school staff:
Not applicable

For Local Educational Agencies (LEAs or equivalent) in PURPLE:

Local Health Officer Approval: The Local Health Officer, for Kern County has certified and approved the CRP on this date:
If more than 5 business days have passed since the submission without input from the LHO, the CRP shall be deemed approved.

Additional Resources:

Guidance for Schools
Safe Schools for All Hub
With some exceptions, all employers and places of employment are required to establish and implement an effective written COVID-19 Prevention Program (CPP) pursuant to an Emergency Temporary Standard in place for COVID-19 (California Code of Regulations (CCR), Title 8, section 3205(c)). BCSD has elected to utilize the Cal/OSHA model program template in order to control exposures to COVID-19 that may occur in workplaces within BCSD.

Following the State of Emergency Proclamation issued by Governor Newsom on March 4, 2020 related to the COVID-19 pandemic, Bakersfield City School District workplace practices, protocols and facility access were evaluated and modified as necessary to meet the guidance issued by the CDC and CDPH. In preparation for the start of the 2020/21 school year and in advance of allowing visitors access our facilities (by appointment), an assessment of all district facilities was conducted under the guidance of our District Safety Coordinator. These assessments were used to determine and implement the following worksite safety measures:

- Appropriate social distancing of students and staff within classrooms, offices, hallways, break rooms and common areas.
- Identify excess furniture to be removed from classrooms to facilitate appropriate distancing between students, as well as, between students and staff.
- Maximum occupancy limits were reduced to accommodate appropriate social distancing within restrooms, classrooms, offices, break rooms and common areas.
- Identification of areas in need of additional barriers (plexiglass) to ensure safe interaction between staff and visitors.
- Signage related to social distancing, traffic flow, occupancy limits and hygiene practices.
- Additional evaluations will be conducted in the future as outlined in this plan.

Date of Last Review: February, 2021
Authority and Responsibility

The Superintendent or designee has overall authority and responsibility for implementing the provisions of this CPP in BCSD. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

All employees are responsible for using safe work practices, following all directives, policies and procedures, and assisting in maintaining a safe work environment. Failure to follow the guidelines above may result in disciplinary action including, and leading up to, dismissal.

Identification and Evaluation of COVID-19 Hazards

We will implement the following in our workplace:

- Site and department administrators shall conduct workplace-specific evaluations using the Appendix A: Identification of COVID-19 Hazards form on an annual basis. Forms shall be submitted to the BCSD Safety and Security Coordinator. The evaluation process shall include:
  - Evaluation of employees' potential workplace exposures to all persons at, or who may enter, our workplace.
  - Review of applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 hazards and prevention.
  - Evaluation of existing COVID-19 prevention controls in our workplace and the need for different or additional controls.

- Bi-annually inspections using the Appendix B: COVID-19 Inspections form will be conducted by the BCSD Safety and Security Coordinator to identify unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

- Inspection and evaluation records will be maintained by the BCSD Safety and Security Coordinator
BCSD Safety and Security Coordinator

The following individual is designated as the Safety and Security Coordinator for the District:

Myron Williams
Coordinator IV, Student and School Safety
Education Center - 1300 Baker Street
Bakersfield, California 93305
Phone: (661) 631-4886   Fax: (661) 861-0597
williamsmy@bcsd.com

Employee Participation

COVID-19 hazards may more readily be identified by employees working during the course of their duties. Employees and their authorized employees’ representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by reporting any concerns related to this plan to their supervisor immediately.

Employee Passive Screening

All employees are required to review the BCSD Staff Health Screenings training and sign the BCSD Return to Worksite Affirmation (shown on page 14). Employees must agree to complete a self-assessment wellness check prior to reporting to work each day, report any signs of illness to their immediate supervisor, complete the “Basic IPM for the Classroom and Office Environment (BASIC) 2020-2021” course, and review the BCSD Health and Safety Protocol Training video.

The self-assessment wellness check (shown on page 15) follows CDPH guidelines and contains a list of COVID-19 symptoms; directions to self-assess for symptoms before reporting to work; and directions that for anyone experiencing any of the listed symptoms, tested positive for COVID-19, or have recently been exposed to someone who has tested positive for COVID-19 to:

1. Stay home.
2. Notify their immediate supervisor.
3. Submit an intake form on the CARE Team website or call 631-3234.
4. Follow established absence protocols.
This form is to be completed and signed by BCSD staff prior to returning to work, including those who have already been working onsite, at all BCSD sites for purposes of employment. Please return the signed form to your school/department secretary.

Employee Name ____________________________  Site ________________________________

1. I have a fever or symptoms of a fever (temperature over 100.4 degrees).  Y  N
2. I have a cough not due to a chronic or known condition.  Y  N
3. I am having difficulty breathing.  Y  N
4. I am experiencing chills, muscle pain, sore throat, fatigue, congestion, runny nose, nausea, vomiting, headache, diarrhea or a new loss of taste and smell.  Y  N

If you have indicated YES to questions 1-4, please stay home, contact your healthcare provider, notify your immediate supervisor and follow established leave procedures.

5. In order to comply with BCSD Return to Work Safety Protocols and Procedures, I agree to conduct a Daily Self-Assessment wellness check to determine if I am well and symptom free prior to coming to work each day.
   □ Agree

6. I will notify my immediate supervisor if I experience any of the above symptoms of COVID-19, have been diagnosed with COVID-19, or have recently had close contact with a person diagnosed with COVID-19.
   □ Agree

7. I have completed the “Basic IPM for the Classroom and Office Environment (BASIC) 2020-2021” course, which is a requirement before reporting to my worksite.
   □ Yes

8. I have reviewed the BCSD Health and Safety Protocol Training video and the BCSD Health Screenings training, which is a requirement before reporting to my worksite.
   □ Yes

My signature below attests to the accuracy of my responses and my compliance with the above protocols and training.

Signature ____________________________  Date ____________________________
Daily self-assessments can contribute to the overall health and well-being of our BCSD work environment. Prior to coming to work each day, please take a moment to consider whether or not you are experiencing any of the following symptoms before reporting to your BCSD place of assignment:

- Fever
- Chills
- Cough
- Shortness of Breath
- Difficulty Breathing
- Fatigue
- Muscle or Body Aches
- Headache
- New Loss of Taste or Smell
- Sore throat
- Congestion
- Runny Nose
- Nausea
- Vomiting
- Diarrhea

If you are experiencing any of the above symptoms, if you have tested positive for COVID-19, or if you have recently been exposed to someone who has tested positive for COVID-19:

1. Please stay home.
2. Notify your immediate supervisor.
3. Submit an intake form on the CARE Team website, or call 631-3234.
4. Follow established absence procedures.

If you start experiencing any of these symptoms while at work, immediately notify your supervisor.

If you have additional questions, please contact the BCSD CARE Team at 631-3234

#StrongerTogether
Student Passive Screening

All parents/guardians are required to review the BCSD Daily COVID-19 Health Screening Guide on a daily basis. The self-assessment screening guide (shown on page 17) follows CDPH guidelines and contains a list of COVID-19 symptoms; directions to self-assess for symptoms before coming to school; and directions that for anyone experiencing any of the listed symptoms, tested positive for COVID-19, or have recently been exposed to someone who has tested positive for COVID-19 to:

1. Please keep your child home
2. Notify their child’s school
3. Submit an intake form on the CARE Team website, or call 631-3234.

Active Student and Staff Health Screening

All students and staff will participate in an active health screening consisting of a no-contact temperature check. Screenings should take place out of the direct sunlight, away from any radiant heat sources, and away from drafts created by fans or air conditioning vents. The thermometer should be placed in the screening environment 5 minutes prior to the start of the screenings to allow the thermometer to adjust to the temperature of the environment. During the active health screening, the staff member should only enter the student’s or staff member’s six feet of space when the staff member is ready to conduct the no-contact temperature check. The staff member should resume physical distancing as soon as the temperature measurement is complete.

Staff that are conducting active health screenings must wear a cloth face covering and face shield. A face shield is not required if there is a physical barrier, such as plexiglass, between the screener and person being screened. When hand washing or using hand sanitizer cannot be accomplished between each screening, gloves will be worn. Gloves must be changed if there is physical contact with an individual, or if there is contact with respiratory droplets caused by coughing or sneezing.

Before measuring the student’s or staff member’s temperature, the staff member will ensure that the person’s forehead is clean, dry and unobstructed from hair, clothing, or other accessories, and that the person’s forehead has not been artificially increased due to excessive clothing or head covers, such as hats, beanies, headbands, or bandanas. Staff will reference the table on page 18 to determine actions and interventions after obtaining temperature measurements.
Daily self-assessments can contribute to the overall health and well-being of our BCSD learning environment. Prior to sending your child to school each day, please take a moment to consider whether or not your child is experiencing any of the following symptoms:

- Fever
- Chills
- Cough
- Shortness of Breath
- Difficulty Breathing
- Fatigue
- Muscle or Body Aches
- Headache
- New Loss of Taste or Smell
- Sore throat
- Congestion
- Runny Nose
- Nausea
- Vomiting
- Diarrhea

If your child is experiencing any of the above symptoms, if your child has tested positive for COVID-19, or if your child has recently been exposed to someone who has tested positive for COVID-19:

1. Please keep your child home.
2. Notify your child's school.
3. Submit an intake form on the CARE Team website, or call 631-3234.

If you have additional questions, please contact the BCSD CARE Team at 631-3234.

**CORONAVIRUS PREVENTION**

- Wear a cloth face covering.
- Stay at least 6 feet apart from others at all times.
- Wash your hands often or use hand sanitizer.

Phone: 631-3234 - Website: https://go.bcsd.com/giw - Email: CARETeam@bcsd.com
Guidelines for non-contact temperature screening are shown below. Additional information regarding protocols for student and staff illness can be found on pages beginning on page 23.

<table>
<thead>
<tr>
<th>Temperature Reading</th>
<th>Action</th>
<th>Interventions</th>
</tr>
</thead>
</table>
| Below 96.5°F (Below 35.8°C) | Recheck temperature | ● Check for drafts  
● Ensure that forehead is clean, dry, and unobstructed  
● Ensure that the thermometer sensing area is perpendicular to the individual's forehead at a distance of 1 ½ to 2 inches |
| 96.5°F - 99.5°F (35.8°C - 37.5°C) | If the individual has no visual signs of COVID-19, direct the individual to use hand sanitizer and allow the individual to enter the campus or board the bus | ● If a student has visual signs of COVID-19, ensure that the student is wearing a face covering, have the student use hand sanitizer, and then send the student directly to the isolation room. For Special Education students with door to door transportation, the student will remain at home.  
● If a staff member has visual signs of COVID-19, send the individual home and instruct them to contact the CARE team  
● If a visitor has visual signs of COVID-19, refuse entry |
| Above 99.5°F (Above 37.5°C) | Recheck temperature | ● Make sure the individual is not in the direct sunlight or near a radiant heat source  
● Ensure that the forehead is clean, dry, and unobstructed  
● Ask the individual to remove excessive clothing items  
● Allow the individual to wait in an area away from others for 5 minutes and recheck the temperature  
● If recheck temperature is less than 100.4°F (38°C), no further action is needed  
● If recheck temperature is 100.4°F (38°C) or higher, ensure that the student is wearing a face covering, have the student use hand sanitizer, and send the student directly to the isolation room. For Special Education students with door to door transportation, the student will remain at home. Send staff home and instruct them to contact the CARE team. Refuse entry for visitors. |
Active Student and Staff Health Screening (cont.)

Multiple points of entry may be used to ensure that overcrowding does not occur while waiting for the active health screening. Site or department administrators will determine the number of entrances that will be used based on the number of staff available to provide the active health screenings. Students who are being transported to school via district transportation will participate in the active health screening prior to boarding the bus.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices or procedures will be documented on the Appendix B: COVID-19 Inspections form, and corrected in a timely manner based on the severity of the hazards, as follows:

- The severity of the identified hazard will be assessed. Correction steps and time frames will be assigned accordingly by the BCSD Safety and Security Coordinator.
- Based on the severity of the identified hazard and the time frame for correction, the Safety and Security Coordinator may require an interim change to the employee worksite location in order to facilitate mitigation of the hazard. Any change to worksite location will occur in accordance to District policies, procedures, and agreements.
- The Safety and Security Coordinator will determine, in coordination with District and site administration, staff members identified as being responsible for timely correction.
- The Safety and Security Coordinator will follow-up with the identified individuals responsible to ensure measures are taken and timely correction is accomplished.

Control of COVID-19 Hazards

Physical Distancing

- Employees must follow physical distancing guidelines, as described in this CPP, at all times, including while in the hallway, on break, eating lunch and in the parking lot.
• All employees are to practice physical distancing (six feet apart) except for momentary exposure while persons are in movement or where it is demonstrated to the BCSD Safety and Security Coordinator that six feet is not possible as their work duties permit. Any modifications of workstations, work locations, or work schedules that are needed to accomplish this will be communicated by the employee’s supervisor.

• Avoid congregating in lobbies, hallways, office, etc. at the worksite.

• Phone, email, and Zoom should be used to facilitate communications and work.

• Interdistrict mail should be utilized to exchange paperwork between work sites rather than personal delivery.

• Posted signage must be followed, including occupancy limits and travel directions.

• Vehicle occupancy shall be limited to one person at a time. If multiple occupants in one vehicle is unavoidable, all occupants of the vehicle must wear face coverings and the windows should be partially open to allow for air flow.

• Physical barriers (plexiglass) shall be provided in locations where staff may interact with the public due to the exchange of documents, etc. and may require less than 6 feet of physical distance. Physical barriers do not replace the need for physical distancing or the use of Personal Protective Equipment (PPE).

• In order to reduce the number of employees present in worksites, telework or other remote arrangements are scheduled if the job duties and function can be accomplished through such means.

• Break times should be staggered in order to prevent congregating.

Individuals will be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

Face Coverings

Face coverings help stop the spread of COVID-19 to others. Face coverings will be required for everyone over the age of two (2). Individuals with medical conditions can work with their school nurse, supervisor, or Human Resources for accommodations.
BCSD provides clean, undamaged face coverings and ensures they are properly worn by employees over the nose and mouth when indoors, and when outdoors and less than six (6) feet away from another person, including non-employees, and where required by orders from the California Department of Public Health (CDPH) or local health department. Employees working onsite at any BCSD location will be required to wear a face covering when immediately exiting your car, entering buildings/sites/classrooms, restrooms, workrooms, when walking through any common areas, and when working in close proximity of other staff/students/visitors (closer than six (6) feet). All students and visitors will also be required to wear a face covering following the most recent CDPH guidance.

A reusable BCSD face covering will be provided to each employee and disposable masks are available at every District location for both staff and students. Employees are expected to wash reusable face coverings daily. If a face covering becomes wet, soiled, or visibly contaminated, it should be changed.

All employees are expected to remind all employees, students, and visitors regarding the requirement to wear a face covering should they encounter anyone not wearing a face covering. If an individual employee, student, or visitors refuses to wear a face covering, the individual should be reported to the school or site administrator. Refusal to wear a face covering will result in the employee, student or visitor being removed from the District school or site.

The following are exceptions to the use of face coverings in our workplace:

- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with Title 8, California Code of Regulations, Section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Alternatives will be considered on a case-by-case basis.
- Specific tasks that cannot feasibly be performed with a face covering, where employees will be kept at least six (6) feet apart.
Any employee not wearing a face covering, face shield with a drape or other effective alternative, or respiratory protection, for any reason as identified above, shall be at least six feet apart from all other persons unless the unmasked employee is tested at least twice weekly for COVID-19.

**Engineering Controls**

We implement the following measures for situations where we cannot maintain at least six feet between individuals: Physical barriers (plexiglass) shall be provided in locations where staff may interact with the public due to the exchange of documents, etc. and may require less than six (6) feet of physical distance. Physical barriers do not replace the need for physical distancing or the use of Personal Protective Equipment (PPE).

BCSD maximizes, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Ensuring that proper preventative maintenance is being performed on all heating and air condition units.
- HVAC systems shall be monitored following American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) guidelines
- HVAC filter changes will be increased from three to four times per year
- All HVAC units will receive installation of Needle-Point Bi-Polar Ionization devices as:
  - Ionization of occupied spaces in conjunction with current level of filtration exceeds capability of Minimum Efficiency Reporting Value (MERV) 13, the highest rated, HVAC filters.
  - Ionization process also kills other viruses, bacterium, and germs.
  - Occupied rooms utilizing swamp coolers will receive portable air filtration devices

**Cleaning and Disinfecting**

We implement the following cleaning and disinfection measures for frequently touched surfaces:

1. In accordance with the California Department of Public Health (CDPH), high touch classroom surfaces will be cleaned and disinfected at least daily, and
as practicable, frequently throughout the day using an EPA approved disinfectant effective against COVID-19.

2. BCSD staff will clean and wipe down high touch surfaces and all workspaces in use throughout the work day, as practicable, but minimally on a daily basis.

3. BCSD will provide all PPE, cleaning and disinfecting supplies to employees and school sites throughout the pandemic through the Purchasing Department.

4. Staff will complete the “Basic IPM for Classroom & Office Environment (BASIC) 2020/2021” course, meeting the requirements of the Healthy Schools Act.

5. Staff will wipe down their personal workspace (phone, computer, desktop, etc.) daily, place trash outside classroom or office daily and install new trash liners as needed.

6. All maintenance and custodial staff entering a classroom must wear a face covering and gloves.

7. Evening custodians will wipe down desks, counters, sinks, faucets, door handles and other high-touch areas at the end of each day and disinfect classrooms and offices with electrostatic sprayers.

8. Team custodians clean buildings using regular cleaning procedures.

9. Restrooms shall be disinfected daily.

10. All disinfecting supplies shall meet established Environmental Protection Agency (EPA) approved disinfectant against COVID-19.

Custodians will conduct cleaning and disinfecting duties during the following scheduled times:

- Site Custodians: 6:30 a.m. - 3:30 p.m.
- Evening Custodians: 1:00 p.m. - 9:30 p.m.
- Team Custodians: 2:45 p.m. - 11:15 p.m. (two days per week per class)

Should a COVID-19 case occur in the workplace, the District will clean and disinfect all areas, materials, and equipment used by a COVID-19 case during the high-risk exposure period. If more than seven (7) days has passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Employees conducting cleaning will be properly equipped and trained in accordance with manufacture, EPA, and CDPH requirements.
CAL-OSHA COVID-19 PREVENTION PROGRAM PLAN

Cleaning will include:
- Closing off areas used by the person who is sick;
- Opening outside doors and windows, if possible, to increase air circulation;
- Waiting twenty-four (24) hours before cleaning and disinfection. If not feasible, wait as long as possible;
- Cleaning and disinfecting the immediate workspace used by the person who is sick or diagnosed with COVID-19; and common areas such as bathrooms, commonly used surfaces, or shared items if not already disinfected during routine cleaning;
- Utilizing electrostatic and/or atomizing sprayers where applicable; and
- Vacuuming spaces if needed.

Shared Tools, Equipment and Personal Protective Equipment (PPE)

The following procedures will be used:
1. PPE must not be shared, e.g., gloves, goggles and face shields.
2. No sharing of food or buffet style lunches are allowed. Employees will be allowed to eat lunch at their workstations as break/lunch rooms and areas will have limited occupancy to ensure physical distancing.
3. Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools must also not be shared, to the extent feasible. Where there must be sharing, the items will be disinfected between uses by employees utilize District provided EPA approved disinfectant materials.
4. Sharing of vehicles will be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seat belt buckles, armrests, shifter, etc.) will be disinfected between users.

Hand Sanitizing

In order to implement effective hand sanitizing procedures, we:
1. Evaluate handwashing facilities as a part of the identification of COVID-19 hazards and inspections process for the following:
   a. Determination of the need for additional portable sinks/handwashing stations.
   b. Whether the handwashing facilities are in need of repair.
2. Encourage and allowing time for employee handwashing. Including encouraging employees to wash their hands for at least twenty (20) seconds.

3. Provide employees with an effective hand sanitizer, containing at least 60% alcohol, and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol). The following procedure will be used:
   a. Employees will put enough sanitizer on their hands to cover all surfaces.
   b. Employees will rub their hands together until they feel dry (this should take around twenty (20) seconds).

Personal Protective Equipment (PPE) Use To Control Employees’ Exposure to COVID-19

BCSD evaluates the need for PPE as required by Title 8, California Code of Regulations, Section 3380, and provide such PPE to staff. Correctly using PPE can help prevent some exposures but is should not take the place of other preventative strategies. Examples of PPE include: gloves, goggles, face masks and face shields. During an outbreak of an infectious disease, such as COVID-19, recommendations for PPE specific to occupations or job tasks may change depending on the updated risk assessments for workers, and information on PPE effectiveness in preventing the spread of COVID-19.

1. BCSD shall make available to all staff any protective gear necessary to complete assigned tasks to the extent such supplies are available. If appropriate PPE is unavailable, safety precautions consistent with CDHP and CDC guidelines will be followed to minimize exposure risk. If PPE is not available and safety precautions are not feasible, then staff members without PPE will be sent home for the day without loss of pay or leave.

2. Reusable and disposable face masks will be provided to staff for their use.

3. Reusable face masks should be washed by the employee daily.

4. Gloves are provided when receiving goods or equipment and for custodial staff that are performing cleaning and disinfection.

5. Staff will preemptively notify their supervisor that the PPE supply available to them is running low in quantity prior to it being fully depleted to ensure the PPE supply can be refurbished without disruption to daily work.
When it comes to respiratory protection, BCSD evaluates the need in accordance with Title 8, California Code of Regulations, Section 5144 when the physical distancing requirements are not feasible or maintained. BCSD provides and ensures use of eye protection and respiratory protection in accordance with Section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

**Investigating and Responding to COVID-19 Cases**

All personal identifying information of COVID-19 cases or symptoms will be kept confidential. All COVID-19 testing or related medical services provided by us will be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that will be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees’ medical records will also be kept confidential and not disclosed or reported without the employee’s express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

The COVID-19 Action, Response, and Enforcement (CARE) Team focuses solely on COVID-19 related business for all BCSD staff by Service Delivery Model Areas. Employees who are experiencing COVID-19 symptoms, have tested positive for COVID-19, or have recently been exposed to someone who has tested positive for COVID-19 submit a digital intake form on the CARE Team website, or call the CARE Team at 631-3234. Upon notification, the intake nurse contacts the employee to obtain additional information and follows the procedure chart on the following page.
### Employee With: COVID-19 Symptoms

<table>
<thead>
<tr>
<th>Action: CARE Team Intake Nurse</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Conducts an initial intake and determines the anticipated return to work date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the employee and supervisor.</td>
</tr>
<tr>
<td>- Obtains information in the event of an investigation if the case is positive, including employee name, phone number, email, position, supervisor, last day on site, school/department, work location while infectious, test date, test location, copy of test results, symptoms, date symptoms first appeared, known exposure information, and identification of close contacts at work.</td>
</tr>
<tr>
<td>- Recommends that the employee is tested and provides testing location information, if needed.</td>
</tr>
<tr>
<td>- If the employee tests positive, refer to “Confirmed COVID-19 Case” below.</td>
</tr>
<tr>
<td>- If the employee tests negative and has no known exposure to a confirmed COVID-19 case or if the employee has documentation from a healthcare provider indicating that the symptoms currently present are typical of their underlying condition, the employee may return to work after 24 hours have passed without fever and symptoms have started improving.</td>
</tr>
<tr>
<td>- Follows up with the employee to ensure that the employee meets the CDC criteria to discontinue home isolation prior to the anticipated return to work date.</td>
</tr>
<tr>
<td>- Provides clearance to return to work to the employee and notifies their supervisor.</td>
</tr>
</tbody>
</table>

### Employee With: Close Contact with a Confirmed COVID-19 Case (within six feet of a case for more than 15 minutes cumulative within a 24 hour period, regardless of face coverings)

<table>
<thead>
<tr>
<th>Action: CARE Team Intake Nurse</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Conducts an initial intake and determines the anticipated return to work date based upon the CDC quarantine guidelines and provides the anticipated return to work date to the employee and supervisor.</td>
</tr>
<tr>
<td>- Recommends that the employee is tested 5-7 days after the last exposure or immediately if symptoms develop during the quarantine.</td>
</tr>
<tr>
<td>- Ensures that employees are aware of the district protocol of a 14 day quarantine period in accordance with the CDC’s endorsement. A negative test result or the absence of symptoms will not shorten the 14 day quarantine period, even with a healthcare provider note to return.</td>
</tr>
<tr>
<td>- Provides testing location information, if needed.</td>
</tr>
<tr>
<td>- If the employee tests positive, refer to “Confirmed COVID-19” below.</td>
</tr>
<tr>
<td>- Follows up with the employee to ensure that the employee meets the CDC criteria to discontinue quarantine prior to the anticipated return to work date.</td>
</tr>
<tr>
<td>- Provides clearance to return to work to the employee and notifies their supervisor.</td>
</tr>
</tbody>
</table>
## CARE Team Intake Nurse

- Conducts an initial intake and determines the anticipated return to work date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the employee and supervisor
- Obtains information to initiate investigation, including employee name, phone number, email, position, supervisor, last day on site, school/department, work location while infectious, test date, test location, copy of test results, symptoms, date symptoms first appeared, known exposure information, and identification of close contacts at work
- Conducts an initial intake for identified close contacts at work and determines the anticipated return to work date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the employee and supervisor
- Notifies Lead Intake Nurse of positive case
- Follows up with the employee to ensure that the employee meets the CDC criteria to discontinue home isolation prior to the anticipated return to work date
- Provides clearance to return to work to the employee and notifies their supervisor

## CARE Team Lead Intake Nurse

- Reviews intake form and initiates investigation
- Notifies school/site administrator of identified close contacts that need to be sent home immediately, if any
- Instructs Maintenance and Operations Department to clean and disinfect the primary spaces where the case spent significant time
- Notifies Human Resources Department of any positive case so that individuals with potential exposure can be notified
- Notifies Kern County Public Health Department - School Guidance Team of the positive case and identified close contacts
- Communicates positive cases to the Superintendent or designee and provides updates as new information becomes available
- Monitors the total number of positive cases district-wide to determine if there is an outbreak or major outbreak
- Notifies BCSD Safety and Security Coordinator of any potential workplace hazards identified during the investigation

<table>
<thead>
<tr>
<th>Employee With: Confirmed COVID-19 Case</th>
<th>Action:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CARE Team Intake Nurse</strong></td>
<td></td>
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<td></td>
</tr>
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<td></td>
</tr>
<tr>
<td>- Notifies Lead Intake Nurse of positive case</td>
<td></td>
</tr>
<tr>
<td>- Follows up with the employee to ensure that the employee meets the CDC criteria to discontinue home isolation prior to the anticipated return to work date</td>
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</tr>
<tr>
<td>- Notifies BCSD Safety and Security Coordinator of any potential workplace hazards identified during the investigation</td>
<td></td>
</tr>
</tbody>
</table>
COVID-19 Testing Requirements

In the event investigation reveals an exposure the District will engage in the following:

- Inform all related employees on how they can obtain testing. The testing could be through the District, local health department, employee health plan, or at a community testing center.
- Offer testing to related employees at no cost and during working hours in the event of the employee’s potential “COVID-19 exposure” in the workplace.
- Provide periodic (at least weekly or twice per week depending on the magnitude of the outbreak) COVID-19 testing to all employees in an “exposed workplace” during an outbreak.
- Provide testing in a manner that ensures employee confidentiality.
- Exclude from the workplace those employees who test positive for COVID-19 and employees with COVID-19 exposure, and follow the requirements for preserving their pay and benefits.

“COVID-19 exposure” means being within six feet of a COVID-19 case for a cumulative total of 15 minutes or greater in any 24-hour period within or overlapping with the “high-risk exposure period.” “COVID-19 exposure” applies regardless of the use of face coverings.

“High-risk exposure period” means the following time period:

- For COVID-19 cases who develop COVID-19 symptoms, from two days before they first develop symptoms until ten days after symptoms first appeared, and 24 hours have passed with no fever, without the use of fever-reducing medications, and symptoms have improved; or
- For persons who test positive but never develop COVID-19 symptoms, from two days before until ten days after the specimen for their first positive test for COVID-19 was collected.

Testing for Potential COVID-19 Exposure:

For any employee that has a potential “COVID-19 exposure” in the District workplace, the District will offer COVID-19 testing at no cost to the employee during their working hours, and provide them with information on their benefits.
Testing During an Outbreak or Major Outbreak:

The District will provide additional testing whenever there is an “outbreak” or “major outbreak” in an “exposed workplace.”

- An “outbreak” means three (3) or more COVID-19 positive cases in an “exposed workplace” within a 14-day period (or the local health department has identified a COVID-19 outbreak at the workplace). To constitute three or more cases, this is not limited to employees only, but rather, any individual who has been in the workplace during the “high-risk exposure” period, which may include students.
- A “major outbreak” means twenty (20) or more COVID-19 cases in an “exposed workplace” within a 30-day period.
- An “exposed workplace” means a work location, work site as defined in Labor Code Section 6409.6, working area, or common area used or accessed by a COVID-19 case during the “high-risk period,” including bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The “exposed workplace” does not include buildings or facilities not entered by a COVID-19 case.
- “Exposed workplace” and “worksite” do not mean an entire workplace or entire building, and instead, include only the areas of the building where the COVID-19 cases were present during the “high-risk exposure period.”

When determining which areas constitute a single “exposed workplace” for purposes of whether the additional testing requirements are triggered, BCSD will not treat areas where masked workers momentarily pass through the same space without interacting or congregating as an “exposed workplace,” and rather, will focus on locations where transmission is more likely.

When there are three (3) or more COVID-19 cases in an “exposed workplace” within a 14-day period, the following testing requirements shall apply:

- Immediately provide testing to all employees in the exposed workplace, and then tested again one week later.
- After the two (2) tests, and if employees remain working at the exposed workplace, then the District shall continue to test these employees at least once per week, until there are no new COVID-19 cases detected in the exposed workplace for a 14-day period.
When there are twenty (20) or more COVID-19 cases in an “exposed workplace” within a 30-day period, the following requirements shall apply:

- For all employees present at the exposed workplace during the relevant 30-day period and who remain working at the exposed workplace, the District shall provide at least twice weekly testing for these employees (or more frequently if recommended by the local health department), until there are no new COVID-19 cases detected in the exposed workplace for a 14-day period.
- If not already done, implement ventilation changes to mechanical ventilation systems including increasing filtration efficiency to at least MERV-13, or the highest efficiency compatible with the ventilation system.
- Evaluate whether HEPA air filtration units are needed in poorly ventilated areas.
- Determine the need for a respiratory protection program or changes to an existing respiratory protection program under Title 8, California Code of Regulations, Section 5144 to address COVID-19 hazards.
- Consider halting all or part of operations to control the virus.

Notice Requirements

The District will take the following actions when there is a COVID-19 case at the workplace:

- Determine who may have had a “COVID-19 exposure” to the COVID-19 case.
- Give notice to any individuals of the potential “COVID-19 exposure” within one (1) business day and in a way that does not reveal any personal identifying information of the COVID-19 case.
- The notice will be given to: (a) all employees who may have had COVID-19 exposure and their authorized representatives; and (b) to independent contractors and other employers present at the workplace during the “high-risk exposure period.”
- If there are three or more COVID-19 cases at the workplace, then the District must contact the local health department immediately but no later than 48 hours after the District knows or with diligent inquiry would have known of the cases for guidance on preventing further spread, and provide the following information:
The District must provide the total number of COVID-19 cases. For each COVID-19 case, the District must also provide the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. Furthermore, the District must continue to give notice to the local health department of any subsequent COVID-19 cases at the workplace.

The notice will be given in a manner the District normally uses to communicate employment-related information (e.g., personal service, email, or text message if it can reasonably be anticipated to be received by the employee within one business day of sending.) The notice will be in both English and the language understood by the majority of the employees.

The notice also include information regarding COVID-19-related benefits to which the employees may be entitled under federal, state, or local laws (e.g., workers’ compensation, COVID-19-related leave, District sick leave, negotiated leave provisions) and anti-retaliation and anti-discrimination protections. The notice will also include the disinfection and safety plan that the District plans to implement and complete per CDC guidelines. The District will maintain records of all written notices for at least three (3) years.
System for Communicating

It is the BCSD goal to ensure that we have effective two-way communication with out employees, in a form they can readily understand. Employees will receive annual notification, at the beginning of the school year and upon the commencement of their employment, regarding the procedures outlined in the CPP in written and/or electronic form that includes the following information:

- Who employees should report COVID-19 symptoms and possible hazards to, and how.
- That employees can report symptoms and hazards without fear of reprisal.
- BCSD procedures and/or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Where testing is not required, how employees can access COVID-19 testing within the community in the event employees wish to obtain voluntary testing.
- In the event the District is required to provide testing because of a workplace exposure or outbreak, the District will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test. Required testing is covered for all employees.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and BCSD COVID-19 policies and procedures.
- Information regarding the BCSD COVID-19 Action, Response, and Enforcement (CARE) Team and the CARE Team Website where employees can access information regarding COVID-19, resources, information and policies related to the BCSD COVID-19 Prevention Program Plan

This information will also be communicated via workplace posters placed on or near the employee workplace information board and through the BCSD “The Advisory Bulletin” (TAB) communication system.
Training and Instruction

BCSD will provide effective training and instruction that includes:

- BCSD COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
  - COVID-19 is an infectious disease that can be spread through the air.
  - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
  - An infectious person may have no symptoms.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing must be combined with other controls, including face coverings and hand hygiene, to be effective.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information regarding the BCSD COVID-19 Action, Response, and Enforcement (CARE) Team and the CARE Team Website where employees can access information regarding COVID-19, resources, information and policies related to the BCSD COVID-19 Prevention Program Plan
- Training attendance will be recorded for District records.
Exclusion of COVID-19 Cases

Where a COVID-19 case occurs in a BCSD workplace, the District will limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees with COVID-19 exposure from the workplace for 14 days after the last known COVID-19 exposure to a COVID-19 case.
- Continuing and maintaining an employee’s earnings, seniority, and all other employee rights and benefits whenever we’ve demonstrated that the COVID-19 exposure is work related. This will be accomplished by employer-provided employee sick leave benefits in accordance with collectively bargain agreements and applicable law. The District may require the employee to exhaust their paid sick leave benefits before providing exclusion pay, and may offset payments by the amount an employee receives in other benefit payments from public sources.
- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is District policy to:

- Report information about COVID-19 cases at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under Title 8, California Code of Regulations, Section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement the BCSD written COVID-19 Prevention Program in accordance with Title 8, California Code of Regulations, Section 3203(b).
- Make the BCSD written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
Use the process and forms described in the Investigating and Responding to COVID-19 Cases section to keep a record of and track all COVID-19 cases. The information will be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

Return-to-Work Criteria

For employees who are excluded from the workplace due to COVID-19, the following criteria must be satisfied before those employees may safely return to work:

- COVID-19 cases with COVID-19 symptoms will not return to work until all the following have occurred:
  - At least twenty-four (24) hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - COVID-19 symptoms have improved.
  - At least ten (10) days have passed since COVID-19 symptoms first appeared.

- COVID-19 cases who tested positive but never developed COVID-19 symptoms will not return to work until a minimum of ten (10) days have passed since the date of specimen collection of their first positive COVID-19 test.

- Employees exposed to COVID-19 cannot return to work until fourteen (14) days after the last known COVID-19 exposure to a COVID-19 case.

- A negative COVID-19 test will not be required for an employee to return to work.

- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period will be ten (10) days from the time the order to isolate was effective, or fourteen (14) days from the time the order to quarantine was effective.
**Appendix A: Identification of COVID-19 Hazards Template**

The following format will be used as a template in the identification process:

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing fixed work locations.

Person conducting the evaluation: [enter name(s)]
Date: [enter date]
Name(s) of employee and authorized employee representative that participated: [enter name(s)]

| Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards | Places and times | Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers | Existing and/or additional COVID-19 prevention controls, including barriers, partitions and ventilation |
Appendix B: COVID-19 Inspections Template

The following format will be used as a template in the identification process:

Date: [enter date]
Name of person conducting the inspection: [enter name]
Work location evaluated: [enter information]

<table>
<thead>
<tr>
<th>Exposure Controls</th>
<th>Status</th>
<th>Person Assigned to Correct</th>
<th>Date Corrected</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Engineering</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Barriers/partitions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ventilation (amount of fresh air and ionization filtration maximized)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional room air filtration</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Administrative</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Physical distancing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surface cleaning and disinfection (frequently enough and adequate supplies)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hand washing facilities (adequate numbers and supplies)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disinfecting and hand sanitizing solutions being used according to manufacturer instructions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>PPE</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Face coverings</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gloves</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## CAL-OSHA COVID-19 PREVENTION PROGRAM PLAN

### Exposure Controls

<table>
<thead>
<tr>
<th>PPE</th>
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<th>Person Assigned to Correct</th>
<th>Date Corrected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Face shields/goggles</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Respiratory protection</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional measures</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Temperature Taking Stations

| Sufficient number of non-contact thermometers |        |                          |                |
| Battery check/spare batteries |                |                            |                |
| Face shield/barrier |            |                            |                |
| Gloves |            |                            |                |

### Signage

| Occupancy |        |                          |                |
| Physical distancing |            |                            |                |

### Isolation Room (school only)

| Non-pass through room |        |                          |                |
| Access to school exit |            |                            |                |
| Face Covering (surgical mask minimum) |            |                            |                |
| Gloves |          |                            |                |
| Hand washing/Sanitizer |     |                            |                |
Criteria to Reopen For In-Person Instruction

The District must complete and post to its website and school homepages a COVID-19 Safety Plan (CSP) prior to reopening for in-person instruction. The CSP consists of two parts: (1) the Cal/OSHA COVID-19 Prevention Program (CPP) and (2) the COVID-19 School Guidance Checklist.

For Counties in Red, Orange, and Yellow Tiers

Schools may reopen at all grades if they are located in counties in the Red, Orange or Yellow Tiers under the Blueprint for a Safer Economy. Operations once reopened must adhere to the updated Sector Guidance for School and School-Based Program reflected in the COVID-19 and Reopening In-Person Instruction Framework & Public Health Guidance for K-12 Schools in California, 2020-2021 School Year. Schools that reopen under this paragraph must complete and post a CSP to their website homepage before reopening for in-person instruction, as described in the CSP Posting and Submission Requirements for In-Person Instruction section.

For Counties in the Purple Tier

Schools may not reopen for grades 7-12 if the county is in Purple Tier. Subject to the limitation in the bullet immediately below, schools serving grades K-6 may reopen for in-person instruction in the Purple Tier, including during a State of California Regional Stay at Home Order, if they complete and post a CSP to their website homepage and submit the CSP to their local health officer (LHO) and the State Safe Schools for All Team and there are no identified deficiencies.

- **K-6 schools in counties in Purple Tier with Case Rate (CR)>25:** Schools serving students in grades K-6 may not reopen for in-person instruction in counties with adjusted CR above 25 cases per 100,000 population per day. They may post and submit a CSP, but cannot resume in-person instruction until the adjusted CR has met the criteria for at least 5 consecutive days.
- While developing and prior to submitting a CSP, the District must consult with labor, parent, and community organizations.
- LHOs and the State Safe Schools for All Team have 7 business days to provide feedback to the District regarding deficiencies in the CSP. The school may reopen on the eighth business day if the LHO and/or State Safe Schools for All Team do not provide notification that the CSP is unsafe within 7 business days of submission.
Cohorting Guidance
This updated guidance does not modify or supersede the applicability of the Cohorting Guidance of September 4, 2020 to school settings. The term “cohorts” has a specific meaning, which are groups of students who are meeting for targeted supports and intervention services, under the direction of an LEA, while the school is closed to in-person instruction and in addition to distance learning. A “cohort” does not refer to the more general “stable groups” that are described in the Stable Group Guidance section within this document. All previous “cohort” plans posted to school websites remain in effect.

Schools Reopening Actions for In-Person Instruction, by Tier

<table>
<thead>
<tr>
<th>Yellow</th>
<th>Orange</th>
<th>Red</th>
<th>Purple</th>
</tr>
</thead>
<tbody>
<tr>
<td>CR &lt;1.0*&lt;br&gt;TP&lt;2%</td>
<td>CR 1-3.9*&lt;br&gt;TP 2-4.9%</td>
<td>CR 4-7*&lt;br&gt;TP 5-8%</td>
<td>CR&gt;7*&lt;br&gt;TP &gt;8%</td>
</tr>
<tr>
<td>- CSP posted publicly for K-12th grades 5 days prior to in-person instruction.</td>
<td>- CSP posted publicly for K-12th grades 5 days prior to in-person instruction.</td>
<td>- CSP posted publicly for K-12th grades 5 days prior to in-person instruction.</td>
<td>- Already reopened: CSP posted publicly by 02/01/21. Not previously open: - CSP posted publicly for K-6, and submitted concurrently to LHD and State Safe Schools for All Team. - 7 business days for review. - 7th-12th grade reopening not permitted if CR&gt;7*. - K-6th grade reopening not permitted if CR&gt;25*, though CSP can be posted and submitted for review. - Note: Targeted in-person instruction may be offered pursuant to the Cohorting Guidance</td>
</tr>
</tbody>
</table>

CR = Case Rate *Adjusted<br>TP = Test Positivity Rate
Layers of Safety: Infection Mitigation Strategies

The Bakersfield City School District is committed to the safety and health of all staff, students, parents and those that visit our facilities. A key goal for safe schools is to reduce or eliminate in-school transmission. A helpful conceptual framing as schools plan for and implement safety measures for in-person instruction, is the layering of mitigation strategies. Each strategy (face coverings, stable groups, distancing, etc.) decreases the risk of in-school transmission; but no one layer is 100% effective. It is the combination of layers that are most effective and have been shown to decrease transmissions.

We have ordered the list below such that the interventions known at this time to be more effective in reducing the risk of transmission appear before the ones that are helpful but may have a potentially smaller effect or have less evidence of efficacy. Of note, though scientific comparative assessments are limited, the top three items are likely of similar importance:

1. Face coverings.
2. Stable groups.
3. Physical distancing.
4. Adequate ventilation.
5. Hand hygiene.
6. Symptom and close contact exposure screening, with exclusion from school for staff or students with symptoms or with confirmed close contact.
7. Surveillance or screening testing.

Frequent disinfection, which was thought at the beginning of the pandemic to be a key safety component, can pose a health risk to children and students due to the chemicals used and has proven to have limited to no impact on COVID-19 transmission. Disinfection with specified products (see Cleaning and Disinfection section), is recommended for schools after a case has been identified in the school, in the spaces where the case spent a large proportion of their time (e.g., classroom, or administrator’s office if an administrator). Please see Cleaning and Disinfection section for additional details. The following sections outline specific actions school sites should take to keep students and staff safe.
Face Coverings

Face coverings must be used in accordance with CDPH Guidelines unless a person is exempt.

**Individuals are exempt from wearing face coverings in the following specific settings:**

- Persons in a car alone or solely with members of their own household.
- Persons who are working in an office or in a room alone.
- Persons who are actively eating or drinking provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.
- Persons who are outdoors and maintaining at least 6 feet of social distancing from others not in their household. Such persons must have a face covering with them at all times and must put it on if they are within 6 feet of others who are not in their household.
- Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.
- Workers who are required to wear respiratory protection.
- Persons who are specifically exempted from wearing face coverings by other CDPH guidance.

**The following individuals are exempt from wearing face coverings at all times:**

- Persons younger than two years old.
- Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. Such conditions are rare.
- Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.
- Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.
The follow steps will be utilized to facilitate the wearing of face coverings:

- Students and staff will teach and reinforce use of face coverings, or in limited instances, face shields and drapes.
- Students and staff will be frequently reminded not to touch the face covering and to wash their hands frequently.
- Information will be provided to all staff and families in the school community on proper use, removal, and washing of cloth face coverings.
- Training will also include policies on how people who are exempted from wearing a face covering will be addressed.
- Students in all grade levels are required to wear face coverings at all times, while at school, unless exempted. A cloth face covering or face shield should be removed for meals, snacks, naptime, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean, safe area, clearly marked with the student’s name and date, until it needs to be put on again.
- Participants in youth and adult sports should wear face coverings when participating in the activity, even with heavy exertion as tolerated, both indoors and outdoors.
- The face covering guidance recognizes that there are some people who cannot wear a face covering for a number of different reasons. People are exempted from the requirement if they are under age 2, have a medical or mental health condition or disability that would impede them from properly wearing or handling a face covering, those with a communication disability, or when it would inhibit communication with a person who is hearing impaired. Those with communication disabilities or caregivers of those with communication disabilities can consider wearing a clear mask or cloth mask with a clear panel when appropriate.
- Persons exempted from wearing a face covering due to a medical condition, as confirmed by school district health team and therapists, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- Schools will provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
• Schools will offer alternative educational opportunities through asynchronous work for students who are excluded from campus because they will not wear a face covering.
• Schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school.
• The District will provide and ensure staff use face coverings and all other required personal protective equipment in accordance with CDPH guidelines.
• Staff guidelines for face coverings are listed in the Districts CPP beginning on page 17.

Stable Groups by Grade Levels

Stable groups provide a key mitigation layer in schools. A stable group is a group with fixed membership that stays together without mixing with any other groups for any activities. Guidance from other agencies, including the federal Centers for Disease Control and Prevention (CDC), sometimes refers to them as “cohorts” or “pods.”

Implementing stable groups of students and staff reduces the numbers of exposed individuals if COVID-19 is introduced into the group, decreases opportunities for exposure to or transmission of the virus; facilitates more efficient contact tracing in the event of a positive case; and allows for targeted testing and quarantine of a small group instead of potential schoolwide closures in the event of a positive case or cluster of cases.

Schools are responsible for identifying their stable groups. Schools design their stable cohorts based on available facilities and staff. In order to maintain the integrity of stable groups, pull out programs such as instrumental music, or other specialized services, will generally occur virtually. Stable groups shall be at least an individual classroom containing no more than fourteen students and one adult. The maximum stable group shall be no more than a grade level.
Implementing Distancing Inside and Outside the Classroom

Site specific procedures for implementing distancing protocols are contained within this document under the Site Specific Plan Addendums section. General protocols applicable to all schools are identified below.

Arrival and Departure

Students who have transportation included in their IEP as a special education service will continue to receive transportation and transported according to state and county health guidelines as follows:

- Buses are equipped with extra unused face coverings for students who may have inadvertently failed to bring one.
- Maximize space between students and between students and the driver on school buses and open windows to the greatest extent practicable. Two windows on a bus should be opened fully at a minimum.
- Students will follow all face covering guidelines
- Students will be screened prior to bus entry in accordance with BCSD screening protocols
- Students will be seated one student per seat on window side
- Students will be loaded from back to front and unloaded from front to back
- Staff will be present to support students with riding, if needed, with required to wear appropriate PPE
- Students may only be loaded and unloaded by designated staff
- Transportation employees will continue to follow the following procedures in the morning:
  - Staff will check in at table and maintain physical distance
  - Staff will be prepared with your daily health check form
  - Staff member will screen staff with a touchless thermometer and will confirm staff check in time
  - Staff will provide drivers with keys and route cards
  - Drivers will conduct pre-trip bus review and drive route
  - Students shall be seated from the back to the front, 1 student per seat to the window side and may not change seats
○ Students released to assigned school employees, releasing from front to back
○ Driver returns bus to yard and takes fifteen minute break
○ Staff clean and disinfect bus by wiping seats and then using Victory sprayers
○ Driver returns keys to table. Keys will be hung on board and sanitized
○ Driver leaves for midday break

● Transportation employees will continue to follow the following procedures in the afternoon:
○ Driver returns to work
○ Drivers check in with staff member who will confirm clock in time and screen
○ Staff will provide driver with keys and route cards
○ Drivers start route
○ Students shall be seated from the back to front in order of home drop off
○ Drivers release students to parent or approved adult, releasing from front to back
○ Driver returns bus to yard and takes 15 minute break
○ Staff clean and disinfect bus by wiping seats and then using Victory sprayers
○ Driver returns keys and route cards to table and leave for the day

For all students, once at school, contact will be minimized between students, staff, families and the community at the beginning and end of the school day. Minimizing contact between adults will be prioritized at all times.

Arrival and drop off zones, along with designated routes for entry and exit, using as many entrances as feasible, are identified in the school Site Specific Plan Addendums section
Classroom Space

Classroom setups have been modified to facilitate six foot physical distancing, to the extent practicable. Student desks/tables shall be situated with at least six feet between them. Any furniture which may impede the ability to maintain six feet of physical distancing for student desks/tables should be removed from the classroom. Teacher and other staff desks are at least six feet away from student and other staff desks. All classroom desks have been outfitted with plexiglass barriers to further protect students and staff.

Short-term exposures of less than 6 feet between students and staff are permitted (e.g., a teacher assisting a student one-on-one), but the duration should be minimized and masks must be worn. Activities should be allow for the maintenance of separation. Staff may develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate. Staff may prioritize the use and maximization of outdoor space for activities where possible.

Activities where there is increased likelihood for transmission from contaminated exhaled aerosols such as band and choir practice and performances are permitted outdoors only, provided that precautions such as physical distancing and use of face coverings are implemented to the maximum extent (see below in Non-classroom spaces).

Non-Classroom Space

Communal activities are not to occur. Non-classroom spaces with have staggered use and be cleaned between use as appropriate. Congregate movement through hallways should be minimized as much as practicable. Schools sites shall establish defined pathways for movement within the school. School sites shall define recess and outdoor areas and times to maintain stable groups.

Outdoor singing and band practice are permitted, provided that precautions such as physical distancing and mask wearing are implemented to the maximum extent possible. Playing of wind instruments (any instrument played by the mouth, such as a trumpet or clarinet) is prohibited.
Physical Distancing and Occupancy Signage

All individuals are expected to adhere to six feet physical distancing guidelines. The following steps have been used to support physical distancing:

- Signage has been placed at all District sites reminding individuals of the safety protocols in place (e.g. mask wearing, physical distancing)
- All rooms have been provided exterior occupancy signage indicating the number of individuals that may be present within the room while maintaining six feet physical distancing requirements.
- Floor stickers have been placed at high traffic areas and supervision areas to ensure physical distancing of individuals who may need to wait or queue for services
- Where necessary, one-way directional signs shall be posted to designate entry and exit flow paths on walkways, entrances, and stairwells

Visitors

Visitors on campus shall be limited to only persons deemed to have essential and necessary business at District sites in order to ensure adherence to physical distancing and safety protocols. Any authorized visitation must be scheduled in advance.

Visitors shall be limited in number, as determined by occupancy signage. No presence of a visitor may displace a staff member from their workplace. If the presence of a visitor impedes upon the ability for staff and/or students to physically distance in accordance with recommended guidelines, the visitor will be asked to leave or wait outside the work site until such a time as physical distancing can be maintained.

All visitors shall be expected to observe all District protocols related to COVID-19, as well as current health and safety orders in effect.

All visitors shall check-in at the receptionist desk or front office, have a no-contact temperature check, and wear a face covering. Any visitor who refuses to comply with this guidance will not be granted access to any District site. Any visitor failing to comply with this guidance while already admitted to a District site will be asked to leave immediately.
All visitors will be monitored for symptoms related to COVID-19 and are required to comply with District procedures for individuals who exhibit symptoms while they are on a District site.

**Ventilation**

BCSD maximizes, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- Ensuring that proper preventative maintenance is being performed on all heating and air condition units.
- HVAC systems shall be monitored following American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) guidelines
- HVAC filter changes will be increased from three to four times per year
- All HVAC units will receive installation of Needle-Point Bi-Polar Ionization devices as:
  - Ionization of occupied spaces in conjunction with current level of filtration exceeds capability of Minimum Efficiency Reporting Value (MERV) 13, the highest rated, HVAC filters.
  - Ionization process also kills other viruses, bacterium, and germs.
  - Occupied rooms utilizing swamp coolers will receive portable air filtration devices

A minimum of two windows will be fully open on each school bus.

**Healthy Hand Hygiene Practices**

Schools will teach and reinforce washing hands, avoiding contact with one’s eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

- Students will be taught and staff reminded to use tissue to wipe their nose and to cough/sneeze into a tissue or their elbow.
- Students and staff should wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.
Students and staff will wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as “antimicrobial” are not necessary or recommended.

Staff will model and practice handwashing. For example, use bathroom time in lower grade levels as an opportunity to reinforce healthy habits and monitor proper handwashing.

Students and staff will use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry.

Ethyl alcohol-based hand sanitizers are preferred and will be used when there is the potential of unsupervised use by children.

Hand sanitizer that may contain methanol shall not be used.

Routines enabling students and staff to regularly wash their hands at staggered intervals shall be used.

Adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer are provided.

Cleaning and Disinfection

Specific procedures and protocols for cleaning and disinfection are contained within the District’s Cal/OSHA CPP beginning on page 19 within this document.

Health Screenings for Students and Staff

Specific procedures and protocols for health screenings for students and staff are contained within the District’s Cal/OSHA CPP beginning on page 10 within this document.

Staff-to-Staff Interactions

The following protocols shall be utilized with respect to staff-to-staff interactions:

- Staff are to maintain physical distancing of six feet from each other.
- Staff shall use face coverings in accordance with guidance in this document.
- Phone, email, and Zoom should be used to facilitate communications and work.
BCSD SCHOOL REOPENING PROTOCOLS

- In order to reduce the number of employees present in worksites, telework or other remote arrangements are scheduled if the job duties and function can be accomplished through such means.
- Staff will follow all guidelines for physical distancing outlined in the District’s Cal/OSHA CPP contained within this document.

Sharing of Materials

In order to limit the sharing of materials the following protocols are to be followed:
- Traditional drinking fountains shall be disabled or removed to prevent use.
- Classroom faucets shall be retrofitted to also serve as bottle filling stations.
- Installation of filtered exterior bottle filling stations will continue as scheduled throughout all schools.
- To prevent sharing and cross contamination, staff will provide dedicated materials to each student (i.e. supplies, electronic devices) marking them with each student’s name. Staff will assist in keeping these items separate and organized when not in use by students throughout the day.
- Staff will follow the District’s Cal/OSHA CPP

Staff Training and Family Education

All staff will be trained and families will be provided educational materials on the following safety actions:
- Proper use, removal, and washing of face coverings.
- Physical distancing guidelines and their importance.
- Symptoms screening practices.
- COVID-19 specific symptom identification.
- How COVID-19 is spread.
- Enhanced sanitation practices.
- The importance of staff and students not coming to work if they have symptoms, or if they or someone they live with or they have had close contact with has been diagnosed with COVID-19.
- For staff, COVID-19 specific symptom identification and when to seek medical attention.
- The employer’s plan and procedures to follow when staff or students become sick at school.
The employer’s plan and procedures to protect staff from COVID-19 illness.
Training and education will occur virtually, or, if in-person, outdoors, and ensure a minimum of six-foot distancing is maintained.

Plan for Confirmed or Suspected Case of COVID-19 in a School

The COVID-19 Action, Response, and Enforcement (CARE) Team focuses solely on COVID-19 related business for all BCSD students by Service Delivery Model Areas. Parents of students who are experiencing COVID-19 symptoms, have tested positive for COVID-19, or have recently been exposed to someone who has tested positive for COVID-19 submit a digital intake form on the CARE Team website, or call the CARE Team at 631-3234. Upon notification, the intake nurse contacts the parent to obtain additional information and follows the procedure chart below.

<table>
<thead>
<tr>
<th>Student With:</th>
<th>Action:</th>
</tr>
</thead>
<tbody>
<tr>
<td>COVID-19 Symptoms</td>
<td>CARE Team Intake Nurse</td>
</tr>
<tr>
<td></td>
<td>- Conducts an initial intake and determines the anticipated return to school date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the parent and the school</td>
</tr>
<tr>
<td></td>
<td>- Obtains information in the event of an investigation if the case is positive, including student name, date of birth, school, teacher, parent, phone number, if district transportation is utilized, last day at school, test date, test location, copy of test results, symptoms, date symptoms first appeared, known exposure information, and identification of close contacts at school</td>
</tr>
<tr>
<td></td>
<td>- Recommends that the student is tested and provides testing location information, if needed</td>
</tr>
<tr>
<td></td>
<td>- If the student tests positive, refer to “Confirmed COVID-19 Case” below.</td>
</tr>
<tr>
<td></td>
<td>- If the student tests negative and has no known exposure to a confirmed COVID-19 case or if the student has documentation from a healthcare provider indicating that the symptoms currently present are typical of their underlying condition, the student may return to school after 24 hours have passed without fever and symptoms have started improving</td>
</tr>
<tr>
<td></td>
<td>- Follows up with the parent to ensure that the student meets the CDC criteria to discontinue home isolation prior to the anticipated return to school date</td>
</tr>
<tr>
<td></td>
<td>- Provides clearance to return to school to the parent and notifies the school</td>
</tr>
</tbody>
</table>
### Student With: Close Contact with a Confirmed COVID-19 Case

- (within six feet of a case for more than 15 minutes cumulative within a 24 hour period, regardless of face coverings)

<table>
<thead>
<tr>
<th>Action: CARE Team Intake Nurse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conducts an initial intake and determines the anticipated return to school date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the parent and the school</td>
</tr>
<tr>
<td>Recommends that the student is tested 5-7 days after the last exposure or immediately if symptoms develop during the quarantine</td>
</tr>
<tr>
<td>Ensures that parents are aware of the district protocol of a 14 day quarantine period in accordance with the CDC’s endorsement. A negative test result or the absence of symptoms will not shorten the 14 day quarantine period, even with a healthcare provider note to return</td>
</tr>
<tr>
<td>Provides testing location information, if needed</td>
</tr>
<tr>
<td>If the student tests positive, refer to “Confirmed COVID-19” below</td>
</tr>
<tr>
<td>Follows up with the parent to ensure that the student meets the CDC criteria to discontinue home isolation prior to the anticipated return to school date</td>
</tr>
<tr>
<td>Provides clearance to return to school to the parent and notifies the school</td>
</tr>
</tbody>
</table>

### Student With: Confirmed COVID-19 Case

<table>
<thead>
<tr>
<th>Action: CARE Team Intake Nurse</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conducts an initial intake and determines the anticipated return to school date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the parent and the school</td>
</tr>
<tr>
<td>Obtains information to initiate investigation, including student name, date of birth, school, teacher, parent, phone number, if district transportation is utilized, last day at school, test date, test location, copy of test results, symptoms, date symptoms first appeared, known exposure information, and identification of close contacts at school</td>
</tr>
<tr>
<td>Conducts an initial intake for identified close contacts at school and determines the anticipated return to school date based upon the CDC symptoms based criteria to discontinue home isolation and provides the anticipated return to work date to the parent and school</td>
</tr>
<tr>
<td>Notifies Lead Intake Nurse of positive case</td>
</tr>
<tr>
<td>Follows up with the parent to ensure that the student meets the CDC criteria to discontinue home isolation prior to the anticipated return to school date</td>
</tr>
<tr>
<td>Provides clearance to return to school to the parent and notifies the school</td>
</tr>
<tr>
<td>Student With: Confirmed COVID-19 Case (continued)</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td><strong>CARE Team Lead Intake Nurse</strong></td>
</tr>
<tr>
<td>● Reviews intake form and initiates investigation</td>
</tr>
<tr>
<td>● Notifies school/site administrator of identified close contacts that need to be sent home immediately, if any</td>
</tr>
<tr>
<td>● Instructs Maintenance and Operations Department to clean and disinfect the primary spaces where the case spent significant time</td>
</tr>
<tr>
<td>● Notifies Human Resources Department of any positive case so that individuals with potential exposure can be notified</td>
</tr>
<tr>
<td>● Notifies Kern County Public Health Department - School Guidance Team of the positive case and identified close contacts</td>
</tr>
<tr>
<td>● Communicates positive cases to the Superintendent or designee and provides updates as new information becomes available</td>
</tr>
<tr>
<td>● Monitors the total number of positive cases in schools district-wide to determine if there is a school outbreak, which is defined as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically linked in the school, are from different households and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting)</td>
</tr>
<tr>
<td>● In the event of a school outbreak, notifies the Kern County Public Health Department</td>
</tr>
<tr>
<td>● Monitors the total number of positive cases in schools district-wide to determine if a school possibly meets the criteria for closing (within a 14 day period, an outbreak has occurred in 25% or more stable groups in a school or within a 14 day period, at least three outbreaks have occurred in the school and more than 5% of the school population is infected)</td>
</tr>
<tr>
<td>● If it is suspected that a school meets the criteria for school closure, consults with the Kern County Public Health Department</td>
</tr>
<tr>
<td>● If 25% or more of schools in a district have closed due to COVID-19 within a 14 day period, consults with the Kern County Public Health Department</td>
</tr>
</tbody>
</table>
COVID-19 Testing

All district employees, including extended learning program staff, are required to participate in response testing and asymptomatic testing for COVID-19 following the testing cadences outlined in the table below. Students are encouraged to also participate, however, it is not required.

| Table 3. Testing Cadences with Support from the State of California for K-12 schools |
|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|
| Yellow CR <1.0* TP<2%          | Orange CR 1-3.9* TP 2-4.9%      | Red CR 4-7* TP 5-8%             | Purple CR >7-13.9* TP >8%      | CR >14*                         |
| Staff                           | Staff                           | Staff                           | Staff                           | Staff                           |
| Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing + weekly asymptomatic (PCR or twice weekly antigen testing)** |
| Students K-12                   | Students K-12                   | Students K-12                   | Students K-12                   | Students K-12                   |
| Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing | Symptomatic and response testing + weekly asymptomatic (PCR or twice weekly antigen testing)** |

**Symptomatic testing**: Used for individuals with symptoms of COVID-19.

**Response testing**: Used to identify positive individuals once a case has been identified in a given stable group.

**Asymptomatic testing**: Used for surveillance or screening testing. Students or staff who have tested positive for active infection with SARS-CoV-2 virus within the last 90 days are exempt from asymptomatic testing.

TP = test positivity

* The case rates above are adjusted case rates.

** Weekly asymptomatic testing assumes the use of a PCR test. If antigen testing is used, testing should be at a twice weekly cadence.
COVID-19 Testing Options

It is recommended that individuals with symptoms of COVID-19 be tested. A COVID-19 Testing Site Locator is available on the BCSD CARE Team website at www.go.bcisd.com/gjw.

For response and asymptomatic testing, Bakersfield City School District is partnering with the California Department of Public Health’s (CHDP) Valencia Branch Laboratory (VBL) to offer on-site self-administered COVID-19 testing. The swabs included in the test kits are to collect anterior nares (nasal) samples. The individuals collecting their own sample must be supervised by trained district personnel.

The CDPH Valencia Branch Laboratory will be responsible for processing all samples within 48 hours of receipt. When results are available, individuals will be notified through text message and/or email using the mobile phone number and/or email provided through the registration process. Individuals can use their date of birth and the barcode number associated with their sample (which is provided on a take-away card at the time of the sample collection) to access their results through a HIPAA compliant website. Test results are made available to the CARE Team and Human Resources, as well as reported by VBL to the California COVID-19 Reporting System.

Links to Previous Protocols and Plans Remaining in Effect

The following protocols remain in effect and included within the BCSD Return to School Version 2.0: Providing Targeted Supports to High Needs Students Guide

- In-Person Home Visit Health and Safety Protocol
- Assessment Protocols for Special Education
- Assessment Protocols for ELPAC

Virtual learning guides and family resources can still be accessed at BCSD.com.
Reopening Phases

**Phase 1** - All self-contained special education classes resume in-person instruction.  
Staff: Return April 6, 2021  
Students: Return April 8, 2021

**Phase 2** - Hybrid in-person instruction for students in grades Transitional. Kindergarten thru 2  
Staff: Return April 6, 2021  
Students: Return April 8, 2021

**Phase 3** - Hybrid in-person instruction for students in grades 3 thru 5 and grade 6 at elementary sites only.  
Staff: Return April 8, 2021  
Students: Return April 12, 2021

**Phase 4** - All middle schools and junior highs (grades 6-8) will remain in full virtual instruction until the county moves into the "Red" Tier - Start date dependent on local conditions.

Hybrid and Virtual instructional schedules are show on the next page.
GENERAL EDUCATION: PHASE IN AND SCHEDULES

2020-2021
TRANSITIONAL KINDER + KINDER
HYBRID INSTRUCTION
Students receive daily instruction a portion of the day in person and portion of the day from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td>8:15-10:30</td>
<td>8:15-10:30</td>
<td>8:15-10:30</td>
<td>8:15-10:30</td>
<td>8:15-10:30</td>
</tr>
<tr>
<td>PM</td>
<td>60 Synchronous Minutes</td>
<td>60 Synchronous Minutes</td>
<td>60 Synchronous Minutes</td>
<td>60 Synchronous Minutes</td>
<td>60 Synchronous Minutes</td>
</tr>
</tbody>
</table>

Students Pick Up Lunch and the next day’s Breakfast and are Released to Go Home.

2020-2021
FIRST - SECOND - THIRD
HYBRID INSTRUCTION
Students receive daily instruction a portion of the day in person and portion of the day from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td>8:15-11:00</td>
<td>8:15-11:00</td>
<td>8:15-10:30</td>
<td>8:15-11:00</td>
<td>8:15-11:00</td>
</tr>
<tr>
<td>PM</td>
<td>80 Synchronous Minutes</td>
<td>80 Synchronous Minutes</td>
<td>80 Synchronous Minutes</td>
<td>80 Synchronous Minutes</td>
<td>80 Synchronous Minutes</td>
</tr>
</tbody>
</table>

Students Pick Up Lunch and the next day’s Breakfast and are Released to Go Home.

2020-2021
FOURTH - FIFTH - SIXTH
HYBRID INSTRUCTION
Students receive daily instruction a portion of the day in person and portion of the day from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td>8:15-11:00</td>
<td>8:15-11:00</td>
<td>8:15-10:30</td>
<td>8:15-11:00</td>
<td>8:15-11:00</td>
</tr>
<tr>
<td>PM</td>
<td>90 Synchronous Minutes</td>
<td>90 Synchronous Minutes</td>
<td>120 Synchronous Minutes</td>
<td>90 Synchronous Minutes</td>
<td>90 Synchronous Minutes</td>
</tr>
</tbody>
</table>

Students Pick Up Lunch and the next day’s Breakfast and are Released to Go Home.

2020-2021
TRANSITIONAL KINDER + KINDER
ALL VIRTUAL INSTRUCTION
Students receive daily instruction from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td></td>
<td>45 Synchronous Minutes</td>
<td>45 Synchronous Minutes</td>
<td>8:15-10:30</td>
<td>45 Synchronous Minutes</td>
</tr>
<tr>
<td>PM</td>
<td></td>
<td>12:00 - 2:30</td>
<td>12:00 - 2:30</td>
<td>12:00 - 2:30</td>
<td>12:00 - 2:30</td>
</tr>
</tbody>
</table>

Students May Come to School and Pick Up Lunch and the next day’s Breakfast.

2020-2021
FIRST - SECOND - THIRD
ALL VIRTUAL INSTRUCTION
Students receive daily instruction from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td></td>
<td>65 Synchronous Minutes</td>
<td>65 Synchronous Minutes</td>
<td>8:15-10:30</td>
<td>65 Synchronous Minutes</td>
</tr>
<tr>
<td>PM</td>
<td></td>
<td>12:00 - 3:00</td>
<td>12:00 - 3:00</td>
<td>12:00 - 3:00</td>
<td>12:00 - 3:00</td>
</tr>
</tbody>
</table>

Students May Come to School and Pick Up Lunch and the next day’s Breakfast.

2020-2021
FOURTH - FIFTH - SIXTH
ALL VIRTUAL INSTRUCTION
Students receive daily instruction from home.

<table>
<thead>
<tr>
<th></th>
<th>MONDAY</th>
<th>TUESDAY</th>
<th>WEDNESDAY</th>
<th>THURSDAY</th>
<th>FRIDAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AM</td>
<td></td>
<td>75 Synchronous Minutes</td>
<td>75 Synchronous Minutes</td>
<td>8:15-10:30</td>
<td>75 Synchronous Minutes</td>
</tr>
<tr>
<td>PM</td>
<td></td>
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<td>12:00 - 3:00</td>
<td>12:00 - 3:00</td>
<td>12:00 - 3:00</td>
</tr>
</tbody>
</table>

Students May Come to School and Pick Up Lunch and the next day’s Breakfast.
The Bakersfield City School District (BCSD) is committed to equal opportunity for all individuals in education and in employment. BCSD prohibits discrimination, harassment, intimidation, and bullying in any employment practice, education program, or educational activity on the basis and/or association with a person or group with one or more of these actual or perceived characteristics of age, ethnicity or race, which is inclusive of traits historically associated with race, including but not limited to, hair texture and protective hairstyles, such as braids, locks, and twists, color, ancestry, nationality, national origin, immigration status, ethnic group identifications, religion, pregnancy, marital status, parental status, physical disability, mental disability, sex (including sexual harassment), sexual orientation, gender, gender identity, gender expression, medical information, genetic information, homelessness, foster status, military veteran status, political affiliation or any other basis prohibited by California state and federal nondiscrimination laws consistent with Education Code 200, 220 and 234.1, Penal Code 422.55, Government Code 11135, and Title IX. Not all bases of discrimination will apply to both education services and employment. If you believe you, or your student, have been subjected to discrimination, harassment, intimidation, or bullying you should contact your school site principal and/or the District's Chief Compliance and Title IX Officer, Erin Johnston, by phone at (661) 631-4663, by email at johnstone@bcsd.com, or in person at 1300 Baker Street, Bakersfield, CA 93305. Copies of BCSD's Uniform Complaint policy, Sexual Harassment policy, and Nondiscrimination policies are available upon request.

El Distrito Escolar de la Ciudad de Bakersfield (BCSD, sigla en inglés) está comprometido con la igualdad de oportunidades para todas las personas en la educación y en el empleo. El BCSD prohíbe la discriminación, el acoso, la intimidación y el acoso en cualquier práctica laboral, programa educativo o actividad educativa sobre la base y/o asociación con una persona o grupo con una o más de estas características reales o percibidas de edad, origen étnico o raza que incluye rasgos históricamente asociados con la raza, incluidos, entre otros, la textura del cabello y los peinados protectores, como trenzas, mechas y giros, color, ascendencia, nacionalidad, origen nacional, estado de inmigración, identificaciones de grupos étnicos, religión, embarazo, estado civil, estado parental, discapacidad física, discapacidad mental, sexo (incluido el acoso sexual), orientación sexual, género, identidad de género, expresión de género, información médica, información genética, indigencia, estado de crianza, estado de veterano militar, afiliación política o cualquier otra base prohibida por las leyes de no discriminación estatales y federales de California de conformidad con el Código de Educación 200, 220 y 234.1, Código penal 422.55, Código de gobierno 11135 y Título IX. No todas las bases de discriminación se aplicarán tanto a los servicios educativos como al empleo. Si cree que usted o su estudiante han sido objeto de discriminación, acoso, intimidación o acoso escolar, debe comunicarse con el director de su escuela y/o con la Directora de Cumplimiento y Título IX del Distrito, Erin Johnston, por teléfono al (661) 631 -4663, por correo electrónico a johnstone@bcsd.com, o en persona en 1300 Baker Street, Bakersfield, CA 93305. Copias de la política de Quejas Uniformes del BCSD, la política de Acoso Sexual y las políticas de No Discriminación están disponibles a pedido.
THANKS!