



**Vacaville Unified School District's 2021-2022 Elementary and Secondary Schools
Emergency Relief & Safety Plan & Cal/OSHA COVID-19 Prevention &
Preparedness Program (CPP) - Revised 9/21/23**

***In accordance with TITLE 8, DIVISION 1, CHAPTER 4, Subchapter 7
General Industry Safety Orders Section 3205, COVID-19 Prevention***

This plan is a living document that will be amended as public health conditions, orders, and/or guidance change. Health and safety updates are regularly shared with students, staff and community members via the District website, Superintendent updates, and Parent Square communications. The Vacaville Unified School solicited input on the following plan throughout the 2020-2021 school year via multiple parents and staff surveys, and public comments for Governing Board meetings. Further input on the health and safety plan was gathered during the 2021-2022 and 2022-2023 school years via the covidinfo@vacavilleusd.org email and public comment during Governing Board meetings.

The Vacaville Unified School District coordinates with State and local health officials and continues to follow the latest developments related to COVID-19 while following guidance from the [California Department of Public Health](#) and the [Solano Public Health](#).

- The Vacaville Unified School District's COVID-19 Action Team participates in COVID-19 meetings as needed with Solano Public Health. Those meetings provide up-to-date information as it relates to COVID-19 and schools.
- The Solano County District Superintendents hold meetings as needed with the Solano County Office of Education and with the Solano County Health Officer and Deputy Director, Bela T. Matyas, MD. MPH.

The plan will be reviewed and updated regularly through September 30, 2023.

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I. POLICY & SCOPE

Vacaville Unified School District (“District”) is committed to the health and safety of our students, employees, and visitors. In accordance with this imperative, the district actively ensures that the workplace is free of any recognizable hazards, including the mitigation of the spread of the novel coronavirus or “COVID-19” (a respiratory disease caused by the SARS-CoV-2 virus). In accordance with the aforementioned charge of workplace safety, the District has developed the following COVID-19 Exposure, Prevention, Preparedness, and Response Program to be implemented throughout the District and at all our schools in order to maintain operations.

This program applies to all employees and all places of employment with the following exceptions:

- A) Places of employment with one employee who does not have contact with other persons.
- B) Employees working remotely.
- C) Employees when covered by section [5199, Aerosol Transmissible Diseases](#)

It is the intent of the District to comply with all laws. In order to ensure compliance, we must be aware of conditions in all work areas that can produce exposure to COVID-19.

Cooperation in detecting hazards and, in turn, controlling them, is a condition of employment. Employees are charged with the responsibility of informing their supervisor(s) immediately of any situation beyond their ability or authority to correct.

This Program is based on information from Cal/OSHA, the Centers for Disease Control, and the California Department of Public Health, available at the time of its development and is subject to change based on further information provided by these agencies and other State and local public health officials. The District may amend this Program at any time based on operational needs.

II. DEFINITIONS

The following definitions apply:

“COVID-19” means coronavirus disease, an infectious disease caused by the severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2).

“COVID-19 case” means a person who:

- (1) Has a positive “COVID-19 test” as defined in this section;
- (2) Is subject to COVID-19-related order to isolate issued by a local or state health official; or

(3) Has died due to COVID-19, in the determination of a local health department or per inclusion in the COVID-19 statistics of a county.

A person is no longer a “COVID-19 case” in this section when a licensed healthcare professional determines that the person does not have COVID-19, in accordance with recommendations made by the California Department of Public Health (CDPH) or the local health department pursuant to authority granted under the Health and Safety Code or title 17, California Code of Regulations to CDPH or the local health department.

“Close contact” means

1. an indoor spaces of 400,000 or fewer cubic feet per floor (such as homes, clinic waiting rooms, airplanes, etc.), close contact is defined as sharing the same indoor airspace for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes) during an infected person’s (confirmed by COVID-19 test or [clinical diagnosis](#)) infectious period.
2. In large indoor spaces greater than 400,000 cubic feet per floor (such as open-floor-plan offices, warehouses, large retail stores, manufacturing, or food processing facilities), close contact is defined as being within 6 feet of the infected person for a cumulative total of 15 minutes or more over a 24-hour period during the infected person’s infectious period.

Spaces that are separated by floor-to-ceiling walls (e.g., offices, suites, rooms, waiting areas, bathrooms, or break or eating areas that are separated by floor-to-ceiling walls) must be considered distinct indoor airspaces.

EXCEPTION: Employees have not had a close contact if they wore a respirator required by the employer and used in compliance with section 5144, whenever they were within six feet of the COVID-19 case during the high-risk exposure period.

“COVID-19 hazard” means potentially infectious material that may contain SARS-CoV-2, the virus that causes COVID-19. Potentially infectious materials include airborne droplets, small particle aerosols, and airborne droplet nuclei, which most commonly result from a person or persons exhaling, talking or vocalizing, coughing, or sneezing, or from procedures performed on persons which may aerosolize saliva or respiratory tract fluids. This also includes objects or surfaces that may be contaminated with SARS-CoV-2.

“COVID-19 symptoms” means a fever of 100.4 degrees Fahrenheit or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea, unless a licensed health care professional determines the person’s symptoms were caused by a known condition other than COVID-19.

“COVID-19 test” means a viral test for SARS-CoV-2 that is:

(A) Approved by the United States Food and Drug Administration (FDA) or has an Emergency Use Authorization from the FDA to diagnose current infection with the SARS-CoV-2 virus; and

(B) Administered in accordance with the FDA approval or the FDA Emergency Use Authorization as applicable.

(7) “Exposed group” means all employees at a work location, working area, or a common area at work, where an employee COVID-19 case was present at any time during the high-risk exposure period. A common area at work includes bathrooms, walkways, hallways, aisles, break or eating areas, and waiting areas. The following exceptions apply:

(A) For the purpose of determining the exposed group, a place where persons momentarily pass through while everyone is wearing face coverings, without congregating, is not a work location, working area, or a common area at work.

(B) If the COVID-19 case was part of a distinct group of employees who are not present at the workplace at the same time as other employees, for instance, a work crew or shift that does not overlap with another work crew or shift, only employees within that distinct group are part of the exposed group.

(C) If the COVID-19 case visited a work location, working area, or a common area at work for less than 15 minutes during the high-risk exposure period, and the COVID-19 case was wearing a face covering during the entire visit, other people at the work location, working area, or common area are not part of the exposed group.

NOTE: An exposed group may include the employees of more than one employer. See Labor Code sections 6303 and 6304.1.

“**Exposed Students**” describes students who spent more than a cumulative total of 15 minutes (within a 24-hour time period) in a **shared indoor airspace** (e.g., classroom) with someone with COVID-19 during their period of infectiousness.

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

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

(A) For COVID-19 cases who develop COVID-19 symptoms:, from two days before they first develop symptoms until all of the following are true: it has been 10 days

since symptoms first appeared; 24 hours have passed with no fever, without the use of fever-reducing medications;, and symptoms have improved.

(B) For COVID-19 cases who never develop COVID-19 symptoms:, from two days before until 10 days after the specimen for their first positive test for COVID-19 was collected.

“High-Risk Close Contact”: Someone who may experience severe illness if they become infected with COVID-19 or for whom the transmission potential is high (high intensity/duration of indoor exposure). Examples of high-risk contacts include: immunocompromised persons and household contacts of cases.

“Infectious Period”:

- For symptomatic infected persons, 2 days before the infected person had any symptoms (symptom onset date is Day 0) through Days 5- 10 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 asymptomatic infected persons, 2 days before the positive specimen collection date (collection date is Day 0) through Day 5 after positive specimen collection date for their first positive COVID-19 test.

For the purposes of identifying close contacts and exposures, symptomatic and asymptomatic infected persons who end isolation in accordance with this guidance and are no longer considered to be within their infectious period. Such persons should continue to follow CDPH isolation recommendations, including wearing a well-fitting face mask through Day 10.

“Respirator” means a respiratory protection device approved by the National Institute for Occupational Safety and Health (NIOSH) to protect the wearer from particulate matter, such as an N95 filtering facepiece respirator.

“Worksite,” for the limited purposes of COVID-19 prevention regulations only, means the building, store, facility, agricultural field, or other location where a COVID-19 case was present during the high-risk exposure period. It does not apply to buildings, floors, or other locations of the employer that a COVID-19 case did not enter.

(A) NOTE: The term worksite is used for the purpose of notice requirements in subsections (c)(3)(B)3. and 4. only.

III. DESIGNATION OF AUTHORITY & RESPONSIBILITY

This program will be administered at a District Level by David Roberston, Assistant Superintendent of Human Resources (davidr@vacavilleusd.org) who has the overall authority and responsibility for implementation. At the site and facilities level, the program will be managed by site administrators and facility directors.

All employees are responsible for using safe work practices, following directives, policies, and procedures, and assisting in maintaining a safe work environment.

IV. DIRECTORY OF SITE ADMINISTRATORS & FACILITY DIRECTORS

	Location & Contact	Site/Dept. Lead: Principal or Director	Secondary Lead: Role Varies
Alamo Elementary School	500 S. Orchard Ave. Vacaville, CA 95688 (707) 453-6200	Derek Wickliff Principal	N/A
Browns Valley Elementary School	333 Wrentham Dr. Vacaville, CA 95688 (707) 453-6205	Traci White Principal	Annaliese Vasquez Assistant Principal
Cooper Elementary School	750 Christine Dr. Vacaville, CA 95687 (707) 453-6210	Samantha Chizauskie Principal	Daniel Crombie Assistant Principal
Edwin Markham Elementary School	101 Markham Ave. Vacaville, CA 95688 (707) 453-6230	Luci Del Rio Principal	Teresa Barron Assistant Principal
Eugene Padan Elementary School	200 Padan School Rd. Vacaville, CA 95687 (707) 453-6235	Cicely Rodda Principal	Candace Bersola Assistant Principal
Fairmont Charter Elementary School	1355 Marshall Rd. Vacaville, CA 95687 (707) 453-6240	Shayla Bowman Principal	Chelsea Sweeney Assistant Principal
Hemlock/ACE Elementary School	400 Hemlock St. Vacaville, CA 95688 (707) 453-6245	Joanna Adams Principal	N/A
Jean Callison Elementary School	6261 Vanden Rd. Vacaville, CA 95687 (707) 453-6250	Kacey Ramos Principal	Laura Roberts Assistant Principal
Orchard Elementary School	805 N. Orchard Ave. Vacaville, CA 95688 (707) 453-6255	Anne Silva Principal	N/A
Sierra Vista K-8	301 Bel Air Dr. Vacaville, CA 95687 (707) 453-6260	Kara Dinwiddie Principal	Diana Moore Assistant Principal

Vaca Pena Middle School	200 Keith Way Vacaville, CA 95687 (707) 453-6270	Colleen Moe Principal	Jennifer Purdy Assistant Principal
Willis Jepson Middle School	580 Elder St. Vacaville, CA 95688 (707) 453-6280	Tom McHale Principal	Joe Cooney Assistant Principal
Buckingham Collegiate Charter Academy	100 McClellan St. Vacaville, CA 95688 (707) 453-7300	Samantha Working Principal	James Buescher Assistant Principal
Ernest Kimme Charter Academy for Independent Learning and Work Readiness Program	188 Bella Vista Rd. Vacaville, CA 95687 (707) 453-6215	Ami Blackstone Principal	N/A
Vacaville High School	100 Monte Vista Ave. Vacaville, CA 95688 (707) 453-6011	Adam Wight Principal	Melissa Mainini Assistant Principal
Will C. Wood High School	998 Marshall Rd. Vacaville, CA 95687 (707) 453-6900	Charleston Brown Principal	Jordan Kieshnick Assistant Principal
Muzetta Thrower Adult Education Center	188 Bella Vista Rd. Vacaville, CA 95687 (707) 453-6018	Tiffany Donahue Principal	N/A
Shelley Dally Early Learning Village	621 S. Orchard Ave. Vacaville, CA 95688	Lauren Hylton Principal	N/A
Educational Services Center (ESC)	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6101	Ed Santopadre Superintendent	N/A
Business & Administrative Services	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6121	Kelly Burks Assistant Superintendent	Karine Fickes Director of Fiscal Services
Educational Services	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6171	Sasha Begell Associate Superintendent	Ali Eeds Director of Secondary Education
Student Services & Supports	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-7211	Ramiro Barron Assistant Superintendent	Andrea Kamman Director of Student Attendance & Welfare

			Welfare
Human Resources	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6114	David Robertson Assistant Superintendent	Lynn Benevides Director of Human Resources
Facilities	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6138	Adam Rich Senior Director Facilities, Maintenance & Operations	N/A
Technology	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6196	Ken Johnson Director of Technology	Wyatt Gallick Assistant Director of Technology
Student Nutrition	401 Nut Tree Rd. Vacaville, CA 95687 (707) 453-6158	Juan Cordon Director of Student Nutrition	N/A
Transportation	343 Brown St. Vacaville, CA 95688 (707) 453-6179	Kristie Onisko Director of Transportation	N/A

V. MANAGEMENT & SUPERVISORS

All administrators, managers, and supervisors must be familiar with this Program and are responsible for communicating with their students, families, and employees about COVID-19 exposure and protections in a language that they understand. Administrators, managers, and supervisors must always set a good example by following this program at all times. Administrators, managers, and supervisors must ensure the program is being enforced and observed by all students, employees, and visitors to District facilities.

The District shall maintain records of the steps taken to implement the written COVID-19 Prevention Program. The District's written Program has been distributed to all employees and shall be made available at the workplace to employees, authorized representatives, and to Cal/OSHA Representatives immediately upon request. (CAL CODE REGS)

VI. IDENTIFICATION, EVALUATION, AND CORRECTION OF COVID-19 HAZARDS

A. OVERVIEW OF IDENTIFICATION & EVALUATION MEASURES

- Conduct workplace-specific evaluations using Appendix A: Identification of COVID-19 Hazards form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter our workplace.
- Develop COVID-19 policies and respond effectively and immediately to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission in the workplace. The Vacaville Unified School District identifies all interactions, areas, activities, processes, equipment, and materials in each workplace/school site that could potentially expose employees or students to COVID-19 hazards; including:
 - a. Identify all places and times when employees or students may congregate or come in contact with one another during the work/school day.
 - b. Evaluating employees and students' potential workplace exposures to any individuals who may enter the workplace.
 - c. Evaluating how individuals enter, leave, and travel, through the workplace and/or between fixed workstations and classrooms.
 - d. Evaluating how to maximize the quantity and quality of outdoor air and upgrading ventilation systems to increase filtration efficiency.
 - e. Review all applicable orders and guidance from the CDC, the CDPH, and the local health jurisdiction related to COVID-19 hazards and prevention, including information specific to the K-12 school setting, location, and operations.
- Review applicable orders and general and industry-specific guidance from the State of California, Cal/OSHA, and the local health department related to COVID-19 prevention controls in our workplace and the need for different or additional controls.
 - a. Guidance from the Centers for Disease Control & Prevention
 - b. Guidance from the State of California
 - c. Guidance from Cal/OSHA
 - d. Guidance from Solano Public Health
 - e. Guidance from North Bay Schools Authority
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using Appendix B: COVID-19 inspections form as needed to identify and evaluate unhealthy conditions, work practices, and work procedures related to COVID-19 policies and procedures.

B. EMPLOYEE/STUDENT PARTICIPATION IN IDENTIFICATION OF COVID-19 HAZARDS

The Vacaville Unified School district encourages parents, students, employees, and authorized employee representatives to participate in the identification and evaluation of COVID-19 hazards. VUSD has involved its stakeholders in the risk assessment process by creating the covidinfo@vacavilleusd.org and VUSD COVID-19 Response Team to which all COVID-19 issues may be addressed.

All COVID-19 hazards should be reported to covidinfo@vacavilleusd.org. Appropriate personnel will be assigned to investigate the hazard within 24 hours or the next business day.

C. CORRECTION OF IDENTIFIED COVID-19 HAZARDS

The Vacaville Unified School District has implemented policies and/or procedures for correcting unsafe or unhealthy working conditions, work practices, policies and procedures in a timely manner based on the severity of the hazard.

The Vacaville Unified School District will regularly evaluate the corrective measures that it has taken to address these hazards in order to determine whether these measures are effective. In the event the District determines that a corrective measure was not effective, the District will identify and implement additional corrective measures to correct the COVID-19 hazard.

In addition, the district will continue to perform COVID-19 risk assessments on a regular basis in order to identify any other COVID-19 hazards that might arise at each workplace. In the event the District identifies other COVID-19 hazards, this section of the Program will be modified to identify those hazards and the measures the District has taken to correct the hazard.

All COVID-19 hazards should be reported to covidinfo@vacavilleusd.org. Appropriate personnel will be assigned to investigate the hazard within 24 hours or the next business day.

All employees who had potential COVID-19 exposure in the workplace will be provided with information on any COVID-19 related benefits to which the employee may be entitled under applicable federal, State, or local laws (e.g. any benefits available under workers compensation compensation law, the federal Families First Coronavirus Response Act, statutory paid sick leave benefits, State and/or local COVID-19 supplemental paid sick leave benefits, the District's leave policies, and leave guaranteed by contract.) Employees are encouraged to contact Human Resources with specific questions.

VII. EMPLOYEE AND STUDENT RESPONSIBILITY & EXPECTATIONS

All employees are responsible for using safe workplace practices, following all directives, policies, and procedures, and assisting in the identification and evaluation of COVID-19 hazards. Further questions about the specifics of our COVID-19 prevention program should be directed to Assistant Superintendent David Robertson.

In addition to those set forth in this Program, students, employees, and visitors must adhere to the following expectations:

A. TRAINING & INSTRUCTION

The Vacaville Unified School District provides information and training for employees on important COVID-19 topics related to the workplace using interactive methods that are easy to understand including verbal, visual, audiovisual and picture-centered handouts and other resources.

VUSD employees were offered training on the following COVID-19 topics:

1. VUSD COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
2. Information regarding COVID-19 related benefits (including mandated sick and vaccination leave) to which the employee may be entitled under applicable federal, state, or local laws.
3. 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 surface and then touches their eyes, nose, or mouth.
 - An infectious person may not present with symptoms.
4. The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 and are most effective when used in combination.
5. The right of employees to request a respirator for voluntary use, without fear of retaliation, and our policies for providing the respirators. Employees voluntarily using respirators will be trained according to section 5144(c)(2) requirements:
 - How to properly wear them.
 - How to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair can interfere with a seal.
6. The importance of frequent handwashing 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.
7. Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Since COVID-19 is an airborne disease, N95s and more protective respirators protect the users from airborne disease, while face coverings primarily protect people around the user.
8. COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
9. Information on our COVID-19 policies and how to access COVID-19 testing and vaccination.

Previously Offered Optional Keenan SafeSchools COVID-19 Online Training

Coronavirus Awareness (10 minutes) - All Employees

Coronavirus: Managing Stress & Anxiety (12 minutes) - All Employees

Coronavirus: Cleaning & Disinfecting Your Workplace (10 minutes) - Custodial Staff

Coronavirus: CDC Guidelines for Making and Using Cloth Face Coverings (9 minutes) - All Employees

Coronavirus: Preparing Your Household (9 minutes) - All Employees

B. EMPLOYEE & STUDENT HEALTH SCREENING PROCESS

In the pursuit of keeping all students and staff members safe, VUSD aligns all procedures and protocols with the guidance of the California Department of Public Health and the local health jurisdiction. Employees and students are required to self-assess for COVID-19 symptoms and risk factors before reporting to work/school sites each day by assessing the following:

1. Does the employee or student currently have any of the following symptoms:

- **Fever or feeling feverish** (such as chills, sweating)
- Cough
- Mild or moderate difficulty breathing (breathing slightly faster than normal, feeling like you can't inhale or exhale, or wheezing, especially during exhaling or breathing out.)
- Sore throat
- Muscle aches or body aches
- Unusual fatigue
- Headache
- New loss of taste or smell
- Congestion or runny nose
- **Nausea or vomiting**
- **Diarrhea**
- Other symptoms

If an employee/student answers yes to two or more of any of the above symptoms or any one of the bolded symptoms they must not report to work or school and immediately contact their work/school site. By entering the workplace/school site the employee/student attests that they have self-assessed and passed a self-screening test.

If an employee or student becomes sick while at work or school and/or is experiencing any of the aforementioned symptoms of illness associated with the COVID-19 virus during the workday, the symptomatic individual is required to:

Symptomatic Employees

Symptomatic employees should:

- Wear a mask around others for a total of 10 days
- Self-isolate and test as soon as possible to determine infection status.
- If symptoms persist, after testing negative with an antigen test, consider continuing self-isolation and retesting with an antigen or PCR test in 1-2 days if testing negative with an antigen test, particularly if the negative test result was obtained during the first 1-2 days of symptoms. Consider repeat testing every 1-2 days for several days if symptoms continue. ensure that they are wearing a face covering.

Employees should immediately notify their supervisor that they are experiencing symptoms:

- NOTE: If an individual is experiencing severe symptoms and requires medical attention, notify administrator/supervisor so that 911 can be called.
- NOTE: AED training with reference to hands-only CPR is provided to staff

All individuals should avoid close contact with others when leaving campus. The supervisor should direct the employee to report positive test results to covidinfo@vacavilleusd.org.

All employees and students are encouraged to be tested for COVID-19.

Symptomatic Students

Symptomatic students may not return to school until 24 hours have passed without a fever (without the use of fever-reducing medications) and symptoms have improved.

It is highly recommended that symptomatic students test with an antigen test.

Positive Case Isolation Protocol - Students & Staff

Table #1: Persons Who Should Isolate

Persons Who Test Positive for COVID-19	Recommended Actions
Everyone, regardless of vaccination status, previous infection or lack of symptoms.	Stay home for at least 5 days after start of symptoms (Day 0) or after date of first positive test (Day 0) if no symptoms). <ul style="list-style-type: none"> ● Isolation can end after Day 5 if: <ul style="list-style-type: none"> ○ Symptoms are not present, or are mild and improving; AND ○ Fever has been resolved for 24 hours (without the use of fever-reducing medication). ● If fever is present, isolation should be continued until 24 hours after fever resolves.

	<ul style="list-style-type: none"> ● If symptoms, other than fever, are not improving, continue to isolate until symptoms are improving or until after Day 10. ● If the confirmed case has severe symptoms, or is at high risk of serious disease or has questions concerning care, they should contact their healthcare provider for available treatments. ● Wear a well-fitting mask around others for a total of 10 days, especially in indoor settings.* ● After ending isolation, if symptoms recur or worsen, test again and if positive, restart isolation at Day 0.
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After ending isolation (no fever without the use of fever-reducing medications and symptoms are improving), confirmed cases may remove their mask sooner than Day 10 if they have two sequential negative tests at least one day apart. If antigen test results are positive, the person may still be infectious and should continue wearing a mask and wait at least one day before taking another test.

The following are [general steps](#) for people suspected or confirmed to have COVID-19 who need to self-isolate. These steps should be conveyed via simple verbal and written instructions in the person's primary language:

- Stay at home except to get medical care.
- People who are self-quarantining should consider testing at least once during days 3-5 after last exposure to inform potential diagnosis and treatment.
- Separate yourself from other people in your home. Do not have any visitors.
- Wear a mask over your nose and mouth in indoor settings, including at home if other people are present, especially if you are immunocompromised, unvaccinated, booster-eligible but have not yet received your booster dose, or at risk for severe disease, or you are around those who are immunocompromised, unvaccinated, booster eligible but have not yet received their booster dose, or at risk for severe disease.
- Avoid sharing rooms/spaces with others; if not possible, open windows to outdoor air (if safe to do so) to improve ventilation or use portable air cleaners and exhaust fans.
- Avoid using the same bathroom as others; if not possible, clean and disinfect after use.
- Cover your coughs and sneezes.
- Wash your hands often with soap and water for at least 20 seconds, or if you can't wash your hands, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Clean or disinfect "high-touch" surfaces routinely (at least once daily).
- Monitor your symptoms.

- If you have symptoms or are sick, you should stay away from others even if they have some protection by having been previously infected in the past 3 months or by being vaccinated.

Group Exposure Quarantine Recommendations - Students & Staff

All close contacts whether quarantined or not should consider testing and follow all isolation recommendations above if tested positive.

Table #2: Close Contacts - General Public (No Quarantine)

Asymptomatic Persons Who are Exposed to Someone with COVID-19	Recommended Actions
<p>Everyone, regardless of vaccination status.</p> <p>Persons infected within the prior 30 days do not need to be tested, quarantined, or excluded from work unless symptoms develop.</p>	<ul style="list-style-type: none"> • Test within 3-5 days after last exposure. • Per CDPH masking guidance, close contacts should wear a well fitting mask around others for a total of 10 days, especially in indoor settings and when near those at higher risk for severe COVID-19 disease. • Strongly encouraged to get vaccinated or boosted. • If symptoms develop, test and stay home (see earlier section on symptomatic persons), AND • If result is positive, follow isolation recommendations.

[Self-Quarantine Instructions for Individuals Exposed to COVID-19 CDPH*](#)

C. CONTROL OF COVID-19 HAZARDS & PROCEDURES AND PROTOCOLS FOR EMPLOYEES/STUDENTS.

1. FACE COVERINGS

On February 28, 2022, the State of California announced that, based on a review of epidemiological indicators and modeling projections, the universal indoor mask mandate in K-12 settings would transition to a strong recommendation after March 11, 2022.

VUSD will not prevent any student or staff member from wearing a face covering when it is not required unless it would create a safety hazard, such as a choking hazard or potential interference with the safe operation of equipment.

The Vacaville Unified School District will continue to provide, free of charge, face coverings for all students, employees, volunteers, and visitors to use on campus. Students, employees, and visitors may elect to continue to use their own face covering so long as the face covering is clean and undamaged and meets the California Department of Public Health guidelines.

For more information on face coverings see:

[CDPH Get The Most Out Of Masking](#)

2. ENGINEERING CONTROLS

For indoor locations, using Appendix B, we identify and evaluate how to maximize, to the extent feasible, ventilation with outdoor air using the highest filtration efficiency compatible with our existing ventilation system, and whether the use of portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems would reduce the risk of transmission by:

Vacaville USD has determined ways to increase the delivery of clean air and to dilute potential contaminants in school buildings. VUSD will ensure sufficient ventilation in all school classrooms and shared workspaces per American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) guidance on ventilation.

VUSD will ensure sufficient ventilation in all school buildings and shared workspaces per the American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) guidance on ventilation.

The air filters in the air-conditioning units will use the highest ratings allowed for the units and will be changed at the recommended intervals. Additionally, all air conditioning units have been equipped with ionizers, a natural cleaning agent which reduces virus infectivity by 90%.

All classrooms and isolation rooms are equipped with portable high-efficiency HEPA air purifiers to further enhance clean air.

3. CLEANING AND DISINFECTING

We implement the following cleaning and disinfection measures for frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phones, headsets, bathroom surfaces, and steering wheels.

The difference between cleaning and disinfecting is that cleaning can be accomplished with water and soap or a detergent. Cleaning significantly decreases germs on surfaces and decreases infectious risks. "Disinfection" goes beyond cleaning to kill germs on surfaces using specific cleaning agents. Frequent disinfection, however, can pose a health risk to children and students due to the strong chemicals used and so is not recommended in the school setting unless a case has been identified.

VUSD uses cleaning products approved by the Environmental Protection Agency (EPA) to destroy the COVID19 virus when used according to the label instructions.

Maintenance and Operations staff who are responsible for cleaning and disinfecting school sites will be equipped with proper protective equipment including gloves, eye protection, respiratory protection, and other protective equipment as applicable.

Maintenance and Operations Staff has been trained on chemical hazards, product instructions, ventilation requirements, CAL/OSHA requirements, the CDPH asthma safer clean method, and as required by the Healthy Schools Act, as applicable. Ammonia compounds will only be used when deemed necessary. All products are kept out of the reach of children and stored in a space with restricted access.

Maintenance and Operations staff will develop a schedule to ensure that restrooms have adequate supplies and frequently touched surfaces are cleaned during the instructional day.

4. HANDWASHING & PERSONAL HYGIENE INSTRUCTION

All classrooms of students in grades TK-6 have a sink in the classroom for handwashing.

VUSD will teach and reinforce hand washing, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff, including:

Ethyl alcohol-based hand sanitizers will be available in classrooms and around the school campus. Students under age 9 should only use hand sanitizer under adult supervision. Call Poison Control if consumed: 1-800-222-1222.

VUSD will ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers.

Employees & students are strongly encouraged to follow the below protocols with respect to handwashing:

- Engage in thorough hand washing. Hands should be washed with soap & water for at least 20 seconds.

- If employees have limited access to hand-washing or hand-sanitizing, employees as a last resort - can use district-provided disposable gloves to limit hand contact with potentially contaminated surfaces; employees should wash or sanitize hands as soon as possible after removing gloves.
- If N95 respirators and/or other PPE are worn to protect against other hazards at work, hands should be washed before putting on PPE and after taking it off; reusable PPE should be cleaned and sanitized per manufacturer and CDC recommendations.

5. PHYSICAL DISTANCING

Recent evidence indicates that in person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (i.e. masking) are implemented. This is consistent with the CDC K-12 School Guidance.

VIII. SYSTEM FOR COMMUNICATION INFORMATION RELATED TO COVID-19

A. EMPLOYEE AND STUDENT REPORTING REQUIREMENTS

All employees must notify their respective school/worksites if any of the following occur (employees must also notify their supervisor).

- If they test positive for COVID-19
- If they witness any unsafe conditions or violations of the District's COVID-19 Safety Protocols in order to minimize the potential spread of illness to others.
- If they observe possible COVID-19 hazards at school or in the workplace.

The covidinfo@vacavilleusd.org email is monitored daily by the VUSD COVID-19 Response Team and the reporter will receive a response within 24 hours.

B. METHODS OF REPORTING

All guardians and employees shall report through the following methods:

- If an employee experiences symptoms during self-screening, or they become ill in the workplace, the employee must immediately remove themselves from the work environment, and inform their supervisor immediately.
- If the student becomes ill during the school day, they will be sent to the health isolation area on campus where they will be assessed by a school nurse or a trained employee.
- Employees must report positive COVID-19 tests to their respective school/worksites and their supervisor.

The Vacaville Unified School District will not discharge, threaten to discharge, demote, suspend, reduce other employee benefits, or in any manner discriminate or take adverse action against any employee who makes a report pursuant to this requirement.

C. EMPLOYEES WITH INCREASED RISK FOR COVID-19

Employees who are at an increased risk of contracting COVID-19 are implored to speak with Human Resources to discuss appropriate, reasonable accommodations that may be available. The Director of Human Resources shall meet with the employee in an interactive process to determine if the District can reasonably accommodate these individuals, so that they can perform the essential functions of their job unless doing so is an undue hardship or causes a direct threat to workplace safety.

A doctor's note may be required to provide certain accommodations. If there are more employees requiring a modified assignment that the District can accommodate, the District will grant accommodations based first on a Doctor's note for the employee; second, based on a Doctor's note regarding an individual(s) living in the member's household, and third based on seniority date.

IX. INVESTIGATION OF WORKPLACE/SCHOOL COVID-19 ILLNESS

Immediately following notice of a COVID-19 outbreak, the District shall investigate and determine possible workplace related factors that may have contributed to the COVID-19 outbreak.

At the time an employee is excluded from the workplace for reasons related to COVID-19, the District will provide the affected employee with information regarding any COVID-19 related benefits to which the employee may be entitled under applicable federal and state, or local laws.

Please Note: A negative COVID-19 test **shall not** be required for an employee to return from work or a student to return to school following a COVID-19 infection.

A. COVID-19 Case Investigation and Contact Tracing

As part of the outbreak management, the Vacaville Unified School District is subject to guidance provided from the California Department of Public Health and Solano Public Health. At this time contact tracing by the School District has not been advised.

B. COVID-19 Outbreak Response Protocols

Immediately following notice of multiple COVID-19 infections and/or a COVID-19 outbreak the District shall:

- Review potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

- Investigate whether any new or unabated COVID-19 hazards exist in the workplace including but not limited to:
 - The District’s leave policies and practices and whether employees are discouraged from remaining home when sick.
 - The District’s student absence policies and whether students are discouraged from remaining home when sick.
 - The District’s COVID-19 testing policies.
 - Insufficient access to outdoor air.
 - Insufficient air filtration
 - The District’s cleaning and disinfection practices.
 - Lack of adherence to masking indoors.

The review shall be updated every thirty days that the outbreak continues, in responses to new information, or to new or previously unrecognized COVID-19 hazards, or when otherwise necessary. Based on the findings of this investigation and review, the District shall implement changes to reduce the transmission of COVID-19. Among the changes that the district will consider are:

- Moving indoor tasks outdoors or having them performed remotely.
- Increasing outdoor air supply when work is done indoors.
- Improving air filtration.
- Increasing physical distance where possible.
- Respiratory protections.
- Other applicable controls.

Based upon the severity of the outbreak, per Solano Public Health Department Guidance, the District may take the following additional actions:

- Reassess the work/school site ventilation systems.
- Evaluate halting operations at the workplace/school until COVID-19 hazards can be rectified.
- Implement any other control measures deemed necessary by the local health jurisdiction.

The District shall continue to give notice to the local health department of any subsequent COVID-19 cases at the school or workplace as required by Labor Code section 6409.6.

X. FREE AND EXPEDIENT ACCESS TO COVID-19 TESTING

A. STAFF TESTING

Weekly testing for unvaccinated or not fully vaccinated workers in schools is no longer required per [CDPH’s State Public Health Officer Order of September 13, 2022.](#)

B. STUDENT TESTING

COVID tests are now widely available and VUSD encourages students who are symptomatic or in close contact with someone during their infectious period to test utilizing these OTC test kits.

XI. VACCINATION

The California Department of Public Health and Solano Public Health strongly recommend that all persons eligible to receive COVID19 vaccines receive them at the first opportunity.

In addition the California Department of Public Health and Solano Public Health strongly recommends that all students 12 years and up and staff be immunized against influenza unless contraindicated by personal medical conditions. In conjunction with Solano Public Health, the Vacaville Unified School District will take action steps to support COVID-19 vaccinations for staff, students, and families in our community.

A. ENSURING ACCESS TO AFFORDABLE & EXPEDIENT VACCINATION

The Vacaville Unified School District has partnered with the Solano County Office of Education and Solano Public Health to provide opportunities for all staff members to receive the COVID-19 vaccine.

B. PROVISION OF ACCURATE INFORMATION ABOUT THE VACCINE

“Vaccine confidence” is the trust that people have in recommended vaccines. Right now, families may be wading through a lot of information—and misinformation—to make decisions about COVID-19 vaccinations. VUSD Health staff is prepared to address questions and address misinformation about the COVID-19 vaccine with students and their families.

C. EXPLANATION OF CURRENT VACCINATION POLICIES & PROCEDURES

Vaccination Mandates

The COVID-19 vaccine is **not** a required vaccination for students or staff. However, the state of California requires all students to be up to date by age for certain immunizations.

See the [Guide to Child Care \(PreK\) Immunization Requirements](#) and the [Guide to K-12 Immunization Requirements](#) for currently required immunizations. Parents need to submit to their child’s school evidence that these immunization requirements have been met.

XII. CONTINUITY OF SERVICES

A. OVERVIEW OF SERVICES PROVIDED

The Vacaville Unified School District is committed to providing continuity of instruction to students during the school year, whether via an in-person, or via independent study. Ongoing Input from teachers, students, families, staff, and community partners relevance of the plan, thereby ensuring students, families, and staff have tools and resources in place to implement high-quality teaching and learning.

Staff contact families of English Learners and Foster and Homeless Youth on a regular basis to assist with needs and address concerns, and provide extra technology support. District coordinators and digital specialists collaborate with teachers on addressing instructional needs for English Language Development and in providing unique and individualized support to students with disabilities.

Students with a 504 or receiving services through an IEP, low-income students, Homeless and Foster Youth, and English Learners have staff assigned or available to them. School Psychologists, Counselors, and other resource staff members are available to hold lessons to provide services for students and individual families based on their needs or IEP.

IEP/504 meetings are held to accommodate family schedules as much as possible. Parents/Guardians may request an IEP meeting to discuss the particular changes to the student program provided through the alternate format of service delivery.

Mental Health Clinicians collaborate with teachers and other school staff to identify and provide support for students in need. Mental Health Clinicians have developed classroom lessons that classroom teachers use weekly.

B. SUPPORTING STAFF & STUDENT COPING & RESILIENCE

Employees and students are encouraged to eat healthy, exercise, get sleep, and find time to unwind.

Employees and students are encouraged to talk with people they trust about their concerns and how they are feeling.

If students or staff are feeling overwhelmed with emotions such as sadness, depression, anxiety, or feel like wanting to harm themselves or others, they should to call 911 or the National Suicide Prevention Lifeline at 1-800-273-TALK (1-800-273-8255), 1-888-628-9454 for Spanish, or [Lifeline Crisis Chat](#).

Employees may also access the District's Employee Assistance Program (EAP) for additional health and wellness resources by calling 1-800-227-1060 or visiting mhn.advantageengagement.com.

VUSD Mental Health Clinicians will work in conjunction with teachers, staff, and site administrators to ensure students' social-emotional needs are addressed. For more information review [resources](#) that are available.

Mental Health Services are available for those in need.

1. Individual therapy services are provided to students receiving Special Education who receive Mental Health Services through their Individualized Education Program.
2. Individual therapy services may be offered to qualifying students.
3. Group therapy services may be offered at specific sites depending on student need and availability.

This document is revised as new guidance is issued. Latest date of revision: **9/21/2023**