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## COVID-19 Prevention Plan

The Antelope Valley Union High School District is fully committed to providing safe employment and place of employment that is safe and healthful for our employees. This COVID-19 Addendum to the Injury and Illness Prevention Program is **focused-on safety matters that are applicable during the COVID-19 Pandemic**. Information changes frequently as more information is learned.

Protocols are provided and updated OFTEN by vetted health and regulatory organizations such as the Los Angeles County Department of Public health. Due to these changing conditions, information contained herein is subject to change.

**It is important to recognize that the optimal way to prevent disease transmission is to use a combination of interventions from across the hierarchy of controls.**

The following topics will be addressed in this document:

- What is Coronavirus Disease 2019 (COVID-19)
- COVID-19 Transmission
- COVID-19 Vaccination
- Infection Prevention Measures
- Cleaning and Disinfecting
- Responding to Cases: Isolation and Quarantine
- Employee Responsibilities
- Program and Workplace Evaluation
- Documentation and Record Keeping
- Informational Training
- Employee Concerns
- Personal Protective Equipment (PPE)
- Risk Assessment

## What is Coronavirus Disease 2019 (COVID-19)

On February 11, 2020 the World Health Organization announced an official name for the disease caused by the novel coronavirus SARS-CoV-2. The name of the new disease is coronavirus disease 2019, abbreviated as COVID-19.

There are many types of human coronaviruses including some that commonly cause mild upper-respiratory tract illnesses. COVID-19 is a new disease, caused by a novel (or new) coronavirus that has not previously been seen in humans.

COVID-19 affects different people in different ways. Infected people have had a wide range of symptoms reported – from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19: Symptoms may appear 2-14 days after exposure to the virus. People with the below symptoms could have COVID-19:

- Fever or 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
- Diarrhea

**It is important to note that laboratory testing is necessary to confirm an infection.**

## COVID-19 Transmission

The virus that causes COVID-19 is thought to spread mainly from person to person through respiratory droplets produced when an infected person coughs or sneezes. These droplets can enter the respiratory tract (mouth, nose, and lungs) of people who are nearby and cause infection. Spread is more likely when people are in close contact with one another (i.e., within six feet) while not wearing face coverings.

Although it is **not** considered to be the primary way the virus spreads, transmission may be possible by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes.

## COVID-19 VACCINATION

As of June 18, 2021 the Covid-19 vaccination is widely available FOR FREE to all individuals 12 years and over. The district will continue to share updates regarding local vaccination locations. The following websites offer information as well:

Los Angeles County Dept Public Health <http://publichealth.lacounty.gov/media/Coronavirus/vaccine/index.htm>  
City of Lancaster <https://www.cityoflanasterca.org/>  
City of Palmdale <https://www.cityofpalmdale.org/>

## Infection Prevention Measures – A Combination of Interventions!

All of the following Infection Control Measures are mandatory and must be followed by everyone to limit the spread of COVID-19.

- **Do not report to work/school if you are sick with COVID SYMPTOMS**, or if have been Exposed to someone who is COVID positive or assumed positive. Employees that become ill at work must go home and notify your supervisor via email or phone AND email [HRquestions@avhsd.org](mailto:HRquestions@avhsd.org). Students that become ill during school will be directed to a designated “Symptom Room” on campus until Parent/Guardian can pick them up.
- **All staff, students and any visitors must screen themselves BEFORE leaving home.** Take temperature at home *if feasible* AND check for symptoms. Symptoms of COVID-19 may include fever, cough, shortness of breath/difficulty breathing, fatigue, chills, congestion or runny nose, muscle or body aches, headache, sore throat, nausea or vomiting, diarrhea, and/or new loss of taste or smell. This list does not include all possible symptoms of COVID-19. See <http://publichealth.lacounty.gov/acd/ncorona2019/covidcare/>
- Per the latest June 17, 2021 CalOSHA guidelines, **ALL employees MUST maintain Physical Distancing of at least Six Feet from others including Students regardless of vaccination status.** Employees may momentarily come close *when necessary* to deliver goods, or as otherwise critically necessary.
- Additionally, regardless of vaccination status, L.A. Dept of Public Health continues to require **ALL persons at a School Campus MUST wear a cloth face covering at all times INDOORS or while riding in a vehicle with others.** The face covering must securely cover the nose and mouth. Two layers of tight-woven fabric (that you cannot see through) are best. Cloth face coverings with “valves” are NOT permitted as they permit the wearer to breathe-air OUT through the valve. “Gaiter” styles are not permitted. Wash and dry thoroughly prior to every use. NOTE: If you are BY YOURSELF in a private office with a door that closes, you need not wear the mask. “Bullpen style” offices with more than one worker are NOT private and the face covering must be worn at all times. Wearing the face covering does NOT replace the need for physical distancing.

Face Coverings are not required for Employees or Students OUTDOORS or while eating/drinking. It is recommended that Unvaccinated individuals still wear facemask outside where six feet physical distancing is not possible. IF you will be outdoors in large groups, then face coverings are required. ***Vaccinated staff may still continue wear their face covering throughout the day, indoors and outdoors; meaning there is NO mandate prohibiting the wearing face coverings.***

Exemption on cloth face coverings may be made **ONLY** for students that are deemed Medically Incapable of safely wearing a cloth face covering. A face shield will be provided to Staff that must interact with **un-masked** students. Staff will continue to wear their face covering as well WITH the face shield. A face shield may be provided to the student as well if medically permitted or recommended per his/her Individualized Education Plan (IEP).

- Practice personal hygiene and cleanliness. **Soap, water and paper towels are available at all schools/workplaces.** Handwashing with regular hand soap for at least twenty (20) seconds is best, but if you do not have immediate access to soap and water for handwashing, please use alcohol-based hand sanitizer containing at least 60 percent alcohol.
- **Do NOT touch your face, eyes, nose or mouth with dirty gloves or unwashed hands.** Clean your hands BEFORE putting-on and AFTER touching or re-positioning your face covering. Clean your hands thoroughly before AND after touching surfaces and any interaction others, especially with un-masked students.

- **Clean and disinfect daily** *ideally* when most staff and students have gone home for the day to allow the site/rooms to air out before returning. Employees shall notify their administrator or supervisor if any washing facilities do not have an adequate supply of suitable cleansing agents, water, single-use towels, or air hand dryers.
- Check your district work email daily for updates.
- While in any office or classroom, the ventilation system will remain ON to allow as much Air Exchange as possible which is an important Infection Control. If the room has windows, open them.
- When traveling to a job site, it is still best to go in separate vehicles. If you must ride in the same vehicle, all passengers **must** wear a face covering AND have the vehicle windows open to allow in fresh air.
- You are strongly discouraged from using other workers' phones, desks, offices, classrooms or other work tools and equipment wherever possible. Schedules will be made for access to shared-items such as extended use of a xerox machine. To the extent equipment must be shared, employees will use alcohol-based wipes or disinfectant to clean tools before and after use. When cleaning tools and equipment, workers should consult manufacturer recommendations for proper cleaning techniques and restrictions.

## CLEANING AND DISINFECTING

Staff will clean and disinfect high-touch surfaces *at least* once per day. High-touch surfaces include items such as: door handles, light switches, sink handles, bathroom surfaces and desks. The cleaning schedule will be updated to correspond to the needs of the instructional day. Cleaning is necessary to remove dirt or grease, while Disinfecting is necessary to kill pathogens. Disinfectants will not work fully when applied to a dirty surface.

No employee shall bring cleaning products and/or disinfectants *into the workplace* that have not been approved by the District Office. Items brought from home are allowed for Personal Use ONLY and MUST REMAIN away from any other person and kept in a secure locker or locking cabinet. Safety Data Sheets (formerly known as "Material Safety Data Sheet" or MSDS) are mandatory and kept on online file for all products containing any kind of chemical. Your personal items do not have SDS on official record with the district and therefore can only be in your sole secured possession.

Use Environmental Protection Agency-approved cleaning chemicals that have label claims against the coronavirus. Follow all labeling instructions for correct usage of the cleaner including Contact Time. Frequently-touched items (i.e., door pulls, counter tops) should be disinfected.

**Per the California Healthy Schools Act, ANY Employee using a disinfectant intended for surfaces must take the Integrated Pest Management (IPM) Basic Course.** You may [take the test via Google Forms](#) and must also [watch the IPM video](#) beforehand.

NOTE: Hand Sanitizers do not fall under the HSA IPM Training Requirement. If it is a disinfectant/sanitizer intended for use *only on people*, you *don't need* to do IPM Training. If it is a disinfectant/sanitizer intended for use *on surfaces*, it is covered by state HSA and IPM Training *is required*.

Wear Custodial Gloves to protect your hands. Ensure a safe and correct application of the disinfectant. Use Environmental Protection Agency-approved cleaning chemicals that have label

claims against the coronavirus. Follow all labeling instructions for correct usage of the cleaner including PROPER DILUTION and CONTACT TIME. Contact Time is the amount of minutes the chemical must remain wet on the surface for it to be fully effective, and varies by product.

Do NOT mix ANY cleaning products or ingredients together, including peroxyacetic (peracetic) acid, sodium hypochlorite (bleach), and/or quaternary ammonium compounds which can cause very hazardous vapors and injury. Use only one cleaning product at a time to avoid accidental mixing on the surface and ensure it dries fully.

Do NOT wipe a wet cleaning towel/rag over any electric outlet or allow the product to drip into any outlet, tool or appliance. You must UNPLUG any such item before cleaning it. Follow the manufacturer's instructions for proper cleaning of the item or you may damage the equipment, void any existing warranty and injure yourself.

You MUST WASH YOUR HANDS thoroughly with soap and water for at least 20 seconds when finished cleaning. **Do not touch your face, eyes, nose or mouth while wearing dirty gloves or with unwashed hands.**

ALL DISINFECTING PRODUCTS MUST BE KEPT OUT OF REACH OF CHILDREN. Students are NOT to use any disinfectant intended for surfaces, including any surface germicide/viricide. This includes surface wipes such as "Chlorox Wipes" and the alcohol wipes distributed district-wide. Store cleaning products in a safe manner and where students do NOT have access to them.

Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible by opening doors and/or windows. When cleaning, ensure enough time has elapsed for any vapors to disperse before children/employees re-enter the room again. Wherever feasible, use the setting on the HVAC system that brings in fresh air. Check air filters regularly to ensure optimal air quality. Use High Efficiency Filters where feasible on rooms that do not have access to open window, doors or fresh air via the HVAC system.

If any schools are closed for a prolonged period, take steps to ensure all water systems are safe to use to minimize the risk of Legionnaire's Disease and other diseases associated with water.

**Cleaning after is determined that a student/staff member was ill with COVID 19 symptoms on campus:** Close off areas used by any sick person and do not use before cleaning and disinfection. To reduce risk of exposure to custodial staff, WAIT 24 HOURS before cleaning/disinfecting. If it is not possible to wait 24 hours, wait as long as is practicable. Ensure a safe and correct application of disinfectants using Personal Protective Equipment and proper ventilation.

## **ISOLATION AND QUARANTINE**

All employees including supervisors and management have a collective responsibility to ensure the protection of all people in the workplace to comply with district policies **and the latest local public health guidelines to mitigate coronavirus disease (COVID-19)** to themselves and anyone visiting the worksite.

Employees who are **out ill** with fever, cough, shortness of breath, or other acute respiratory symptoms that affect normal breathing or other COVID-19 symptom(s) who have not been tested for the COVID-19 virus or who have tested negative for the COVID-19 virus, or have had a Close Contact or Exposure, must consult with the district Exposure Management Director via [hrquestions@avhsd.org](mailto:hrquestions@avhsd.org) BEFORE physically returning to work:

# QUARANTINE

## Travel Advisory regarding “Travel Quarantine”

You may view the full advisory from the Los Angeles County Department of Health here: <http://publichealth.lacounty.gov/media/Coronavirus/traveladvisory.htm>. It was recently updated as of June 15, 2021 as follows:

Updated June 15, 2021

California’s economy is now fully open. Help keep California and Los Angeles County open and our communities healthy by following CDC [travel guidelines](#).

When considering travel within or outside of California, both the California and Los Angeles County Departments of Public Health ask that you do the following:

- **Do NOT travel if you are sick, you have a recent positive COVID-19 viral test result, or you are waiting for results of a COVID-19 viral test after being exposed to the virus. You could spread the virus to others.**
  - If you have COVID-19 symptoms (see [ph.lacounty.gov/covidcare](http://ph.lacounty.gov/covidcare)), [get tested](#), wait for a negative test result and improvement in your symptoms before you start your trip.
  - *If you are not fully vaccinated against COVID-19, a negative test should not be interpreted as a safety clearance for traveling, for engaging in high-risk activities, or for being indoors without wearing a mask with others who may not be fully vaccinated.* These tests assess for virus in your body the moment you were tested; you may actually have COVID-19 that won’t show up on a test until later that day or in subsequent days, and a negative test might create a false sense of security.

For more details on when a person should not travel, see the CDC’s [When Not to Travel](#) guidance.

- **Delay travel until you’re fully vaccinated.**

If you are [eligible](#), get fully vaccinated against COVID-19. Wait at least two (2) weeks after getting your second dose of the Pfizer or Moderna COVID-19 vaccine or after getting the single dose of the Johnson & Johnson/Janssen COVID-19 vaccine to travel—it takes time for your body to build protection after any vaccination.

If you do not wait as described above, you are considered NOT fully vaccinated.

Note: You are also considered fully vaccinated two (2) weeks after you finished the series of COVID-19 [vaccine](#) that has been authorized for emergency use by the World Health Organization (for example, AstraZeneca/Oxford and Sinopharm).

- **If you’re fully vaccinated**, follow the CDC [domestic](#) and [international](#) travel guidance for fully vaccinated people.
- **If you’re not fully vaccinated, but choose to travel**, follow the CDC [domestic](#) and [international](#) travel guidance for unvaccinated people.

\*Note: testing is not recommended if you have recovered from laboratory confirmed COVID-19 in the past 90 days AND you are currently without symptoms. “Recovered from COVID-19” means you had a positive COVID-19 viral test (swab or saliva) result and you have completed your [isolation](#). See LACDPH’s [“When does my home isolation end”](#) webpage for more details.



- **Review and follow the CDC [Safer Travel Tips](#)**, which provides guidance on People You Come into Contact with During Travel, Transportation, Accommodations, Food, Camping, and Additional Resources.
- **If you are traveling with children who are not or cannot get vaccinated at this time**, follow recommendations for unvaccinated people and choose the [safer travel](#) options.
- **For people at high-risk of severe illness from COVID-19, especially if they are not fully vaccinated, be particularly careful about traveling.** People who are at high risk include:
  - o People who are older, smoke or are overweight
  - o Pregnant women
  - o People with certain medical conditions like diabetes, heart problems, COPD, cancer, weakened immune systems, and sickle cell disease.

Consider checking with your health care provider for more specific advice about travel based on your health and underlying medical conditions.

See CDC webpage on [People at Increased Risk](#) for more information on who is at high risk of severe COVID-19 and on [What You Can Do if You are at Higher Risk of Severe Illness from COVID-19](#).

- **No matter your vaccination status, wear a mask while on public transportation or in a transportation hub. It is a Federal requirement.**

For the latest information, see CDC guidance on [Travel During COVID-19](#):

- **Domestic**  
Travel: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>
- **International**  
Travel: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid-19.html>. Be sure to check the [COVID-19 situation in your destination](#).

Below are the CDC’s quick references for both domestic and international travel during COVID-19 for those not vaccinated and those who are fully vaccinated.

## Domestic Travel Requirements and Recommendations

### CORONAVIRUS DISEASE 2019 (COVID-19)

Domestic Travel RECOMMENDATIONS AND REQUIREMENTS	Not Vaccinated	Fully Vaccinated
	Get tested 1-3 days before travel	✓
Get tested 3-5 days after travel and self-quarantine for 7 days. Self-quarantine for 10 days if you don't get tested.	✓	
Self-monitor for symptoms	✓	✓
Wear a mask and take other precautions during travel	✓	✓



## CORONAVIRUS DISEASE 2019 (COVID-19)

International Travel RECOMMENDATIONS AND REQUIREMENTS	Not Vaccinated	Fully Vaccinated
Get tested 1-3 days before traveling out of the US	✓	
Mandatory test required before flying to US	✓	✓
Get tested 3-5 days after travel	✓	✓
Self-quarantine after travel for 7 days with a negative test or 10 days without test	✓	
Self-monitor for symptoms	✓	✓
Wear a mask and take other precautions during travel	✓	✓



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

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### Additional Recommendations for Travelers

If you travel, plan ahead:

- **Know how widespread COVID-19 is in the area you travel to.** For cases in the last 7 days by state, see [https://covid.cdc.gov/covid-data-tracker/#cases\\_casesper100klast7days](https://covid.cdc.gov/covid-data-tracker/#cases_casesper100klast7days). For the risk assessment level for COVID-19 by country, see <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>.
- **Find out where you can be tested if you develop symptoms of COVID-19 during your trip.** For a list of symptoms, see <http://publichealth.lacounty.gov/media/Coronavirus/about-covid.htm>

## QUARANTINE

Per the Los Angeles County Department of Public Health, [Quarantine](#) is used to keep someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease before a person knows they are sick or if they are infected with the virus without feeling symptoms.

You need to quarantine\* if you are a **close contact** to someone who has COVID-19. In Los Angeles County, if you have been in close contact with a person diagnosed with COVID-19 you are required to:

1. **Quarantine - stay home and separate yourself from others for 10 days**
2. **Monitor your health for 14 days**
3. **Follow the [Health Officer Quarantine Order](#) along with the steps below**



## Los Angeles County Department of Public Health **QUARANTINE Continued:**

It is recommended that you [get tested](#)\* for COVID-19.

\*You **do not** need to quarantine or get tested if you **have no symptoms** **AND** you either:

- **Are fully vaccinated for COVID-19.** This means 2 weeks have passed since your second dose in a 2-dose vaccine series or 2 weeks have passed since a single-dose vaccine. See [People who have been fully vaccinated](#) for more details.
- OR
- **Have recovered from laboratory confirmed COVID-19 in the past 3 months (90 days).** This means you had a positive COVID-19 viral test (swab or saliva) test and you completed isolation. See [When does my home isolation end](#) for more details.

Even if you do not need to quarantine, it is important that you monitor your health for symptoms of COVID-19 for 14 days from your last contact with the infected person.

### **What is a Close Contact?**

You are “close contact” if:

- a. You were within 6 feet of someone with COVID-19 for a total of 15 minutes or more over a 24-hour period.
- b. You had unprotected contact with body fluids and/or secretions from someone with COVID-19. For example, you were coughed or sneezed on, you shared a drinking cup or eating utensils, you kissed, or you provided care to them without wearing the right protective equipment.

\*A person with COVID-19 can infect others from 2 days before their symptoms first started until they are allowed to end their home isolation (as described in [Home Isolation Instructions](#) for People with COVID-19). A person with a positive COVID-19 test who does not have symptoms is considered to be infectious from 2 days before their test was taken until 10 days after their test.

### How long do I have to quarantine?

- If you have been in contact with someone with COVID-19\*, you must quarantine for 10 full days from your last contact with the infected person\*. You can end your quarantine after Day 10 if you never had any symptoms and you take the following precautions:
  - **From Day 11 through Day 14:**
    - [Be extra careful](#). Wear a mask when around other people (including those in your household), stay at least 6 feet away from others, wash your hands often, and [take other steps](#) to protect others (and yourself).
    - Keep checking for COVID-19 symptoms every day. If you do get symptoms, isolate at home and follow the "[If you develop symptoms](#)" instructions below.

It is best to keep away from people at high risk for getting very sick from COVID-19 for the full 14 days.

*\*If you don't know when you were exposed to the infected person and you received a Public Health Emergency Quarantine Order, you can end your quarantine 10 days after the date the order was issued (as long as you don't have symptoms).*

**If you have a test for COVID-19, and it is negative, you must still quarantine for at least 10 days.**

## Los Angeles County Department of Public Health QUARANTINE Continued:

### Restrictions during quarantine

To prevent you from spreading COVID-19, you must restrict activities and limit actions that may put you in contact with others.

- Stay home. Do not go to work, school, or public areas. You may only leave your place of quarantine to get needed medical care.
- Do not allow non-essential visitors.
- Separate yourself from others in your home (unless they are also in quarantine). If you need to be in the same room as other household members:
  - Wear a mask. If possible, [choose a mask](#) that has multiple layers and a snug fit and consider [double masking](#). See [Masks](#) for more information including [who should not wear a mask](#).
  - Keep 6 feet away. If you have to share a room, try setting up the room so that you can stay 6 feet apart, if possible. It is important to stay away from unvaccinated people who are at [higher risk of serious illness](#).
  - Open windows or use a fan or an air conditioner in shared spaces in the home.
  - Use a separate bathroom. If this is not possible, disinfect the bathroom after use.
- Do not make or serve food to others, if possible. If there is no one else to prepare and serve food, then be sure to wear a mask and wash your hands frequently. If you do not have someone to help you, you can arrange for food and other supplies to be left at your door. If you need help finding food or other supplies, call 2-1-1, or visit [211a.org](#), or the Public Health [resource webpage](#).

As a [close contact](#) to someone with COVID-19, it is recommended that you get tested.\* This is to check if you are already infected. If you test negative, you still need to quarantine for 10 days.

\*Testing is not recommended for people who had a positive viral COVID-19 test in the past 90 days and do not currently have symptoms of COVID-19.

- To get a test, call your doctor, visit [covid19.lacounty.gov/testing](#), or call 2-1-1. The Director of Human Resources can assist you with free testing resources locally.
  - When you go get tested, follow the testing center instructions and wear a mask so you don't infect other people. See "[Steps to take when getting medical care or COVID-19 testing](#)" above.
- If your test result is positive:
  - You have COVID-19.
  - You need to isolate. See the [Home Isolation Instructions for People with COVID-19](#) at [ph.lacounty.gov/covidisolation](#).
  - You need to tell all of your close contacts to quarantine and give them these [quarantine instructions](#) at [ph.lacounty.gov/covidquarantine](#).
- If your test result is negative:
  - You may still be infected, but it is too early to show on the test.
  - You need to stay in quarantine for 10 days after you last had close contact with the person with COVID-19.
  - Monitor your symptoms and follow the instructions below.

### MONITOR YOUR HEALTH

- It is important to monitor your health for [symptoms of COVID-19](#) for 14 days from your last contact with the infected person. Symptoms of COVID-19 may include any of the following: fever or chills, cough, shortness of breath or difficulty breathing, feeling tired, muscle or body aches, headache, sore throat, nausea or vomiting, diarrhea, congestion or runny nose, or new loss of taste or smell.

## Los Angeles County Department of Public Health **QUARANTINE Continued:**

- Call 911 or go to an emergency room if you are having serious symptoms. Serious symptoms include difficulty breathing, pain or pressure in your chest, have bluish lips or face or being confused or having difficulty waking up.

If you develop symptoms

- Isolate yourself at home (this means if you left quarantine and it is Day 11-14 you need to return home immediately and strictly stay away from others except for medical care).
- Contact your healthcare provider, clinician advice line, or telemedicine provider for a medical assessment and arrange a test for COVID-19. Tell them that you have been in contact with someone who has COVID-19. Call the Los Angeles County Information line at 2-1-1 if you do not have a doctor. This number is available 24/7.
  - If you test positive for COVID-19 or your provider thinks you have COVID-19, you must follow the Los Angeles County “[Public Health Emergency Isolation Order](#)” for COVID-19 and the “Home Isolation Instructions for People with COVID-19 Infection,” which are available in [English](#), [Spanish](#), and [other languages](#).
  - If you test negative for COVID-19 and/or your provider thinks that you do not have COVID-19, you must complete your quarantine period and stay home until at least 24 hours have passed since you have been fever-free without using fever reducing medications.
  - If you don't get tested you should isolate for at least 10 days from when your symptoms first started and at least 24 hours have passed since You have been fever-free without using fever reducing medications.

Please help slow the spread of COVID-19 by answering if you get a call from “LA PublicHealth” or **1-833-641-0305** (see [Contact Tracing](#)). If you tested positive but have not gotten a call yet, please call 1-833-540-0473 from 8 AM to 8:30 PM, 7 days a week.

## **ISOLATION:**

**Per the Los Angeles County Department of Public Health**, in Los Angeles County, **if you have COVID-19\*** you are required to:

- **Isolate yourself**, and
- **Tell your [close contacts](#) that they need to quarantine** if you have a positive diagnostic viral test, and
- **Follow the [Health Officer Isolation Order](#) along with the steps below**

\*You are considered to have COVID-19, if you have a positive diagnostic viral (swab or saliva) test for COVID-19 and/or a healthcare provider thinks that you have COVID-19.

Note: If you recently had COVID-19 (within the past 90 days) and you now have a new positive diagnostic test for COVID-19 but you don't have symptoms, talk with your doctor to see if you have COVID-19 again.

Please help slow the spread of COVID-19 by answering if you get a call from “LA PublicHealth” or **1-833-641-0305** (see [Contact Tracing](#)). If you tested positive but have not gotten a call yet, please call 1-833-540-0473 from 8 AM to 8:30 PM, 7 days a week.

### ***ISOLATE: Stay home***

You must stay home and separate yourself from others until your home isolation ends.

- [Stay away](#) from household members.
- Do not go to work, school, or public areas.

## Los Angeles County Department of Public Health ISOLATION Continued:

- If you must leave home to get essential medical care, drive yourself, if possible. If you cannot drive yourself, keep as much distance as possible between you and the driver and others (e.g. sit in the back seat), leave the windows down, and wear a mask.
- If someone from outside your household is shopping for you, ask them to leave the food and other supplies at your door, if possible. Pick them up after the person has left. If you need help finding free delivery services, social services, essential items like food and medicines call 2-1-1 or visit the Public Health resource webpage [ph.lacounty.gov/media/Coronavirus/resources.htm](https://ph.lacounty.gov/media/Coronavirus/resources.htm).

**If you are Covid-19 positive, DO NOT GO TO WORK, NO EXCEPTIONS! Contact the district's Exposure Management Director at [hrquestions@avhsd.org](mailto:hrquestions@avhsd.org). HR will reach out to you with next steps and notify your school site accordingly.**

### When Does My Home Isolation End?

If you had symptoms and tested positive for COVID-19 or if a healthcare provider thinks\* that you have COVID-19, you must stay home until:

- At least 10 days\*\* have passed since your symptoms first started **and**
- You have had no fever for at least 24 hours (without the use of medicine that reduces fevers) **and**
- Your symptoms have improved

If you tested positive for COVID-19 but never had any symptoms:

- You must stay home for 10 days after the test was taken, **but**
- If you develop symptoms, you need to follow the instructions above

\*If a healthcare provider initially thought your symptoms were due to COVID-19 but they reassessed your diagnosis and concluded that you are not infected, you can stop isolating once 24 hours have passed since you have been fever-free without using fever-reducing medications. However, if you are under quarantine orders (because you are a close contact to a person with COVID-19) you must stay in quarantine.

\*\*If you have a [condition](#) that severely weakens your immune system you might need to stay home for longer than 10 days. Talk to your healthcare provider for more information.

### What to do when home isolation ends

- When [your home isolation ends](#) (see box above) you can go back to your usual activities, including returning to in person work and/or school.
- Continue to practice physical distancing (stay 6 feet away from others) and to wear a mask when you are in public settings where other people are present.

### **TAKE CARE OF YOUR HEALTH**

For information on caring for children with symptoms of COVID-19, see [Guidance for the Care of Children with Symptoms of COVID-19](#).

## Los Angeles County Department of Public Health ISOLATION Continued:

### Home Care

Most people with COVID-19 have mild illness and can recover at home. Here are steps that you can take to help you get better:

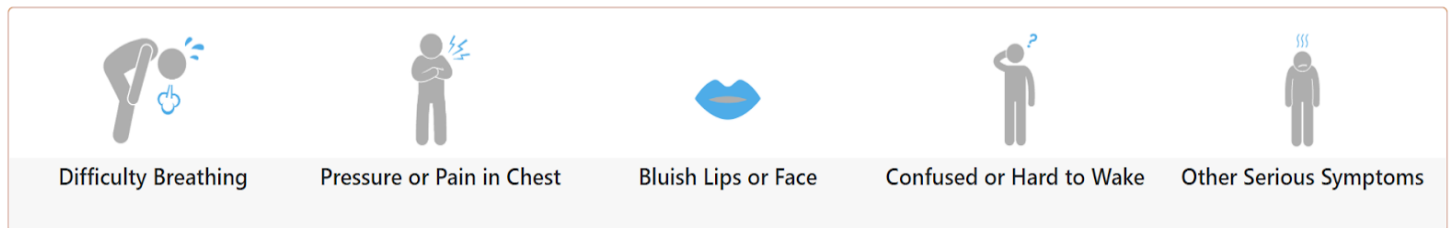
- Rest and drink plenty of fluids
- Take over-the-counter medicine such as acetaminophen (Tylenol®) to reduce fever and pain. Note that children younger than age 2 should not be given any over-the-counter cold medications without first speaking with a doctor.

### Seeking Medical Care

Stay in touch with your doctor and seek medical care if your symptoms get worse. If you are age 65 years or older or have an [underlying medical condition](#) it is especially important to call your doctor as you may be at a higher risk of serious illness.

Call 911 if there are emergency warning signs!

#### Call 911 if there are emergency warning signs



People with emergency warning signs should call 911. If it's not urgent, call your doctor before visiting. You may be able to get advice by phone.

### Dealing with Stress

COVID-19 and self-isolation is stressful for people. Visit the Los Angeles County Department of Mental Health's [COVID-19 webpage](#) and the 211LA webpage ([211la.org/resources/subcategory/mental-health](https://211la.org/resources/subcategory/mental-health)) for local resources to address mental health & wellbeing needs and concerns. In addition, guidance and resources, including information on crisis hotlines, are also available on the CDC webpage [Coping with Stress](#).

LA County residents have free access to [Headspace Plus](#). This is a collection of mindfulness and meditation resources in English and Spanish, as well as movement and sleep exercises to help manage stress, fear, and anxiety related to COVID-19. If you need to speak with someone about your mental health, contact your doctor or the Los Angeles County Department of Mental Health Access Center 24/7 Helpline at 1-800-854-7771. If you need help finding healthcare, call the Los Angeles County Information line at 2-1-1. This number is available 24/7.

### **PROTECT OTHERS**

Follow the steps below to help prevent the disease from spreading to others in your home and your community.

#### Separate yourself from others in your home

- If you need to be in the same room as other people, set it up so that you can stay 6 feet apart if possible. It is important to stay away from people who are at [higher risk of serious illness](#).
- Use a separate bathroom. If this is not possible, disinfect the bathroom after use (see cleaning information [below](#)).
- Open windows or use a fan or an air conditioner in shared spaces in the home.

## Los Angeles County Department of Public Health ISOLATION Continued:

- Do not allow non-essential visitors. Do not handle pets or other animals. **Anyone who continues to be in close contact with you will need to stay in quarantine for longer** (see [home quarantine instructions](#)).

### Wear a mask when you are around others

- Wear a mask when you must be around other people in your own home. If possible, [choose a mask](#) that has multiple layers and a snug fit and consider [double masking](#).
- If you are not able to wear a mask, then people who live with you should avoid being in the same room with you. If they must enter the room you are in, they should wear a mask to protect themselves. If possible, they should wear a mask with multiple layers and a snug fit and consider [double masking](#). After leaving the room, they should immediately clean their hands, then [remove](#) and throw out the mask (if it is disposable) and/or put it in a bag or bin for washing, and then clean their hands again.
- *Use masks with caution with children.* Infants and children under the age of 2 should not wear masks. Most children between the ages of 2 and 8 can safely wear a mask but must be supervised by an adult. A mask should not be placed on anyone who is unable to remove the mask without help. See [Who should not wear a mask](#) for more information.
- See [Masks](#) for more information.

### Cover your coughs and sneezes

- Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can after each use. Wash your hands or use hand sanitizer after you cough or sneeze.

### Avoid sharing food or personal household items

- Do not prepare or serve food to others, if possible.
- Do not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. Make sure to wash your dishes, drinking glasses, and eating utensils with soap and water after each use.

### Clean your hands often

- Wash your hands often, especially after blowing your nose, coughing, or sneezing; going to the bathroom; before eating or preparing food; and after touching your face mask or cover. Use soap and water for at least 20 seconds. If soap and water are not available, clean your hands with a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub hands together for 30 seconds until they feel dry. Use soap and water if your hands are visibly dirty.

### Clean and disinfect all “high-touch” surfaces every day

- Clean and disinfect high-touch surfaces e.g. counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Clean and disinfect any surfaces that may have body fluids on them. Use household cleaning and disinfectant sprays or wipes. Be sure to follow the product label instructions. If caregivers and household contacts clean or come into contact with your body fluids or secretions (such as sweat, saliva, sputum, nasal mucus, vomit, urine, or diarrhea) they should wear a disposable facemask and gloves. After cleaning, they should remove and dispose of their gloves first, clean their hands, then remove and dispose of their facemask, and clean their hands again.

See cleaning instructions in [Preventing the spread of respiratory illness in the home](#) and [FAQs for Caregivers](#).

REMINDER, ENSURE YOU CONTACT [HRQUESTIONS@AVHSD.ORG](mailto:HRQUESTIONS@AVHSD.ORG) TO REVIEW ALL INFORMATION **BEFORE** RETURNING TO WORK.

Employees who are cleared to return to work after an illness must promptly report any recurrence of symptoms to their immediate supervisor via phone or email, and not report to work, GO HOME AND email [hrquestions@avhsd.org](mailto:hrquestions@avhsd.org)



Employees shall notify their administrator or supervisor if any washing facilities do not have an adequate supply of suitable cleansing agents, water, single-use towels, or air hand dryers.

No employee shall bring cleaning products and/or disinfectants *into the workplace* that have not been approved by the District Office. Items brought from home are allowed for Personal Use ONLY and MUST REMAIN away from any other person and kept in a secure locker or locking cabinet. Safety Data Sheets (formerly known as “Material Safety Data Sheet” or MSDS) are mandatory and kept on online file for all products containing any kind of chemical. Your personal items do not have these on official record with the district and therefore can only be in your sole secured possession.

### **Program and Workplace Evaluation**

The Program Administrator will conduct periodic evaluations of the workplace to ensure that the provisions of this program are being implemented. The evaluations will include regular consultations with employees, supervisors, site inspections, and a review of records.

### **Documentation and Recordkeeping**

A written copy of this program including related regulatory standards shall be kept in the Program Administrator’s office. These are all available online at any time via the regulatory agency website.

### **Informational Training**

Training may be completed via the Target Solutions platform which has been shared out with all AVUHSD Employees (June 2020). Additional materials, email and handouts are shared regularly with all employees.

### **Employee Concerns**

Routine evaluation of the effectiveness of this program as with any safety measure requires employee input. Understandably, individuals will have concerns and fears surrounding the current COVID-19 Pandemic. **Remember, the best way to AVOID GETTING SICK, and to prevent disease transmission, according to CDC Experts is to get vaccinated against covid, and to actively use a combination of preventative actions and infection control measures every day!** While these measures may seem bothersome, they are critically necessary and **must be followed** by everyone to help protect the health and safety of all.

Please do not hesitate to direct any questions or concerns regarding this document to Chris Jarrett, Risk Manager, AVUHS District Office at [cjarrett@avhsd.org](mailto:cjarrett@avhsd.org).

### **Personal Protective Equipment**

PPE is available at all work locations throughout the Antelope Valley Union High School District along with hands-on training. Review of PPE usage will continue throughout the pandemic.

### **Program Evaluation and Duration**

This document will be reviewed and evaluated at least annually. Updates will be made to it as necessitated by Public Health during the current COVID-19 Pandemic.

## Risk Assessment- COVID-19

	<b>Route of Exposure</b>	<b>Controls to Prevent or Reduce Exposure</b>
Employees	Transmission occurs through inhalation of contaminated airborne respiratory droplets OR if the coronavirus enters the mucus membranes (eyes, nose, mouth) after touching contaminated surfaces with hands.	<ul style="list-style-type: none"> <li>● Stay home if sick or exhibiting COVID19 symptoms</li> <li>● Reconfigure workstations, workspaces, common areas, restrooms, breakrooms, and reception areas with physical barriers where feasible and/or enable separation of at least 6' from coworkers</li> <li>● As feasible, increase the ventilation rate to bring in Fresh Air</li> <li>● Mandated symptom self-screening before leaving home</li> <li>● Discontinued non-essential travel</li> <li>● Establishing alternating workdays, staggered shifts, and telecommuting where feasible</li> <li>● Train staff to recognize COVID19 symptoms and how to prevent the spread</li> <li>● Avoid touching others (no hugging, shaking hands, or other forms of personal touch)</li> <li>● Increase the number of hand sanitizer dispensers and handwashing stations, if necessary</li> <li>● Eliminate equipment sharing unless necessary and only after sanitization occurs (includes phones)</li> <li>● Increasing hygiene practices and training employees on proper handwashing and sanitizing, especially after touching commonly used items</li> <li>● Avoid touching your face, nose, mouth, and eyes</li> <li>● Cough or sneeze into a tissue and throw tissues away. Alternatively, cough into your arm or elbow. Wear your face covering at all times.</li> <li>● Increase the cleaning and disinfection of equipment and commonly touched items</li> <li>● Notify <a href="mailto:HRQUESTIONS@AVHSD.ORG">HRQUESTIONS@AVHSD.ORG</a> if ill or symptomatic of COVID-19 before coming to work. If become ill at work, notify supervisor, GO HOME and email <a href="mailto:HRQUESTIONS@AVHSD.ORG">HRQUESTIONS@AVHSD.ORG</a></li> <li>● Train employees of proper use of PPE including required or voluntary use of N95 respirators by Medical Personnel, with face shields, protective clothing, gloves; and cloth face-coverings for All to protect against COVID-19</li> </ul>
Visitors	Transmission occurs through inhalation of contaminated airborne respiratory droplets OR if the coronavirus enters the mucus membranes (eyes, nose, mouth) after touching contaminated surfaces with hands.	<ul style="list-style-type: none"> <li>● Post signage that visitors exhibiting COVID-19 symptoms are not allowed on premises</li> <li>● Post signage requiring visitors must wear face coverings unless medically exempted AND to adhere to physical distancing protocols</li> <li>● Post signage and floor markings to facilitate physical distancing. Control traffic flow</li> <li>● Post signage indicating that the public agency is not responsible for the transmission of COVID-19 and they are on-site at their own risk</li> </ul>
Vendors/Contractors	Transmission occurs through inhalation of contaminated airborne respiratory droplets OR if the coronavirus enters the mucus membranes (eyes, nose, mouth) after touching contaminated surfaces with hands.	<ul style="list-style-type: none"> <li>● Post signage that visitors exhibiting COVID-19 symptoms are not allowed on premises</li> <li>● Post signage requiring visitors must wear face coverings unless medically exempted and to adhere to physical distancing protocols</li> <li>● Post signage and floor markings to facilitate physical distancing and control traffic flow</li> <li>● Post signage indicating that the public agency is not responsible for the transmission of COVID-19 and they are on-site at their own risk</li> <li>● Require any vendor/contractor who contracts COVID-19 and has been on-site to notify the public agency immediately</li> </ul>