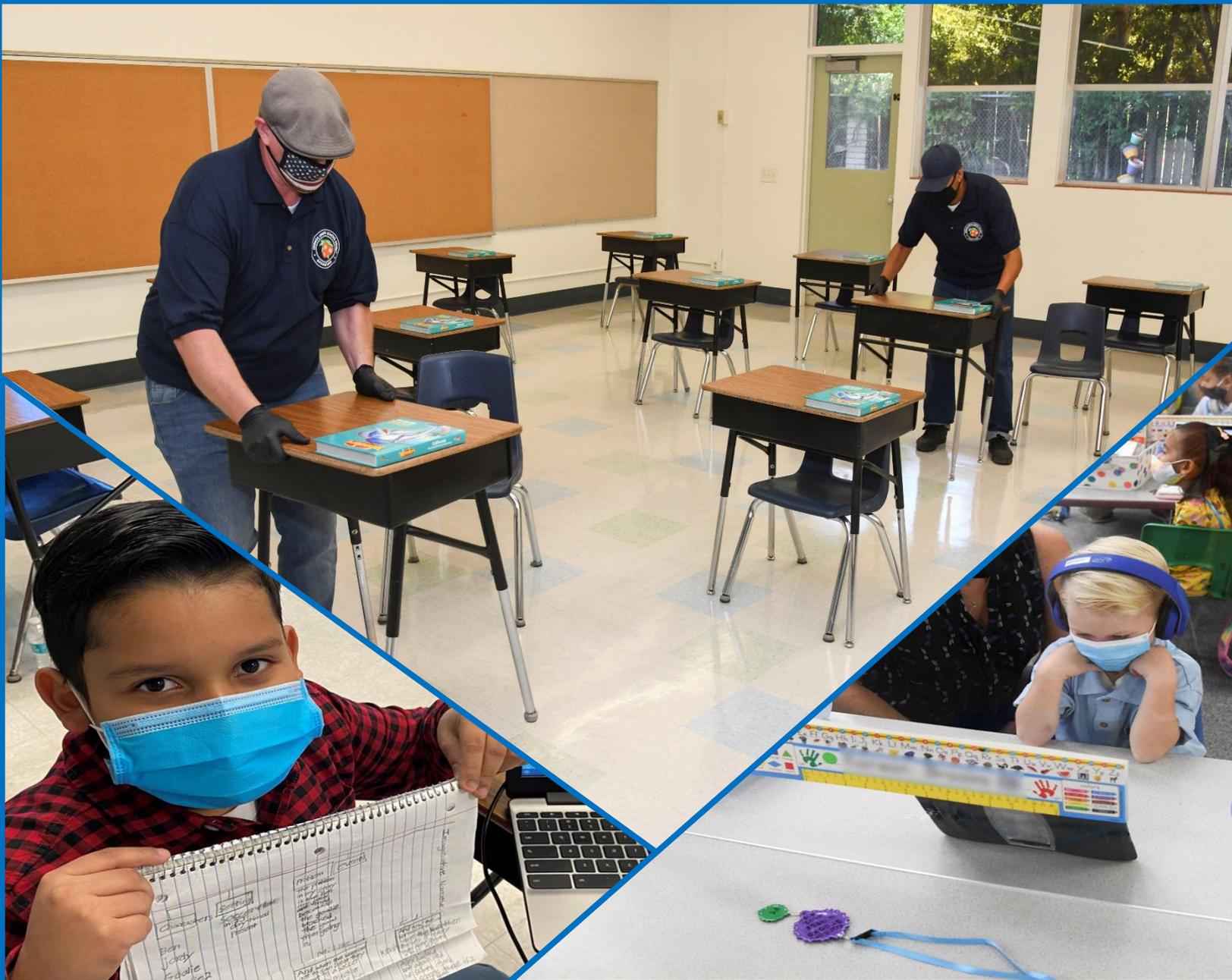




COVID-19 SAFETY PLAN (CSP) FOR IN-PERSON INSTRUCTION



August 1, 2022

Orange Unified School District
1401 North Handy Street
Orange, CA 92867

www.orangeusd.org

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Orange Unified School District

COVID-19 Prevention Plan (CPP)

CCR Title 8, § 3205



**1401 N. Handy Street
Orange, CA 92867
(714) 628-5390**

COVID-19 Prevention Program (CPP) for Orange Unified School District

This CPP is designed to control employees' exposures to the SARS-CoV-2 virus (COVID-19) that may occur in our workplace.

Date: August 1, 2022

Authority and Responsibility

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

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

Identification and Evaluation of COVID-19 Hazards

We implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- When applicable, document the vaccination status of our employees by using an internal confidential record.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- OUSD COVID-19 Safety Plan Case Response procedures are in place to 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.
- 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 hazards and prevention including:
 - Cal/OSHA-CDPH Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environment.
 - CDPH Face Covering Requirements.
 - CDPH Isolation and Quarantine Guidance.
 - Applicable CDPH Employees & Workplaces Guidance.
- Evaluate existing COVID-19 prevention controls in our workplace and the need for different or additional controls.
- Conduct periodic inspections using the **Appendix B: COVID-19 Inspections** form as needed to identify and evaluate unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Employee Participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by:

- Reaching Memorandum of Understandings with employee associations covering the reopening of school.
- Communicating directly with their site administrator regarding any potential safety hazards.
- The Reimagining Schools Task force was previously created to provide a forum for input regarding the Districts Safety and Health Driven Reopening Plan prior to the reopening. The Reimagining Schools Task force included representatives from all employee groups.

Employee Screening

Employees are required to self-screen daily (prior to leaving their home for work) for COVID-19 symptoms See **Appendix C: OUSD Employee Self-Health Daily Check**. In addition, District-wide COVID-19 testing is being conducted on a regular basis.

Correction of COVID-19 Hazards

Unsafe or unhealthy work conditions, practices, or procedures will be documented on the **Appendix B: COVID-19 Inspections** form and corrected in a timely manner.

Reports of threats to life, health and safety will be addressed based on the severity of the hazard in accordance with the provisions of the respective Collective Bargaining Agreements and applicable District Policies.

Timely corrections of the above will be mitigated/addressed by the appropriate staff and documented to ensure that proper mitigation measures were taken.

Control of COVID-19 Hazards

Face Coverings

We provide clean, undamaged 3-ply disposable protective face coverings and visually ensure they are properly worn by employees when required by orders from the California Department of Public Health (CDPH) or local health department. Communication regarding face covering requirements will be generated by the District via email, website, posters, and signage.

Employees required to wear face coverings in our workplace may remove them under the following conditions:

- When an employee is alone in a room or a vehicle.
- While eating or drinking at the workplace, provided employees are at least six feet apart and outside air supply to the area, if indoors, has been maximized to the extent feasible.
- Employees are required to wear respirators in accordance with our respirator program that meets section 5144 requirements.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability, or who are hearing-impaired or communicating with a hearing-impaired person. Such employees will wear an effective, non-restrictive alternative, such as a face shield with a drape on the bottom, if their condition permits it. If their condition does not permit it, then the employee will be at least six feet apart from all other persons and either fully vaccinated or tested at least weekly for COVID-19.
- Specific tasks that cannot feasibly be performed with a face covering. This exception is limited to the time in which such tasks are being performed.

Any employee not wearing a required face covering will be at least six feet apart from all other

persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19.

We will not prevent any employee from wearing a face covering when it is not required unless it would create a safety hazard, such as interfering with the safe operation of equipment.

Face coverings will also be provided to any employee that requests one, regardless of their vaccination status.

Engineering Controls

Along with multiple layers of safety, ventilation has been improved to the extent feasible possible pursuant to identified measures that include increasing the introduction of fresh air (safety and weather permitting), ensuring filtration efficiency for equipment and filters to the highest level compatible with the existing ventilation system as recommended by the California Department of Health Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments as well as Centers for Disease Control and Prevention.

Specifically, OUSD uses Tri Dem filters treated with antimicrobial, which are custom fit to all units to eliminate any unfiltered air passing through our HVAC units. The HVAC units are inspected/serviced when the filters are changed as well. They have a six-month life; however, they are changed more frequently. We follow all the American Society of Heating and Air-Conditioning Engineers standards for air flow. The District continues to assess into additional systems that would reduce the risk of transmission.

Hand Sanitizing

To implement effective hand sanitizing procedures, we:

- Issued additional portable hand washing stations for all elementary schools and secondary schools based on total population of the site;
- Encourage and allow time for employee handwashing;
- Provide employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e., methyl alcohol). Hand sanitizing stations have been added in strategic areas at all sites;
- Provide informative material, verbal encouragement, and visual cues to emphasize employees washing their hands for at least 20 seconds each time.

Personal Protective Equipment (PPE) used to control employees' exposure to COVID-19

We evaluate the need for PPE (such as gloves, goggles, and face shields) as required by section 3380, and provide and ensure use of such PPE as needed.

When it comes to respiratory protection, we evaluate the need in accordance with CCR Title 8 section 5144 when the physical distancing requirements are not feasible or maintained. Please reference the [OUSD Respiratory Protection Program](#) for applicable details.

We provide and ensure use of eye protection and respiratory protection in accordance with section 5144 when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids. Please reference the Draft [OUSD Aerosol Transmissible Diseases Program](#) for applicable details.

Testing of Employees

We make COVID-19 testing available at no cost, during paid time, to all employees:

- Who had close contact in the workplace; or
- Who have COVID-19 symptoms, and
- During outbreaks and major outbreaks (see below for further details).

Investigating and Responding to COVID-19 Cases

We have developed effective procedure to investigate COVID-19 cases that include seeking information from our employees regarding COVID-19 cases, close contacts, test results, and onset of symptoms. This is accomplished by collecting information similar to that identified in **Appendix D: Investigating COVID-19 Cases** form.

We also ensure the following is implemented:

- Employees that had a close contact while at work are offered COVID-19 testing at no cost during their working hours, except for returned cases as defined in 3205(b)(11).
- The information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to employees.
- Written notice within 1 business day of knowledge of a COVID-19 case that people at the worksite may have been exposed to COVID-19. This notice will be provided to all employees (and their authorized representatives), independent contractors and other employers at the worksite during the high-risk exposure period. These notifications will meet the requirements of T8CCR section 3205(c)(3)(B) and Labor Code section 6409.6(a)(4); (a)(2); and (c).
- We consider a “close contact” that meets the definition as described in section 3205(b)(1) definition; “high-risk exposure period” meets the section 3205(b)(10) definition; and “worksite” meets the section 3205(b)(12) definition.

System for Communicating

Our goal is to ensure that we have effective two-way communication with our employees, in a form they can readily understand, and that it includes the following information:

- Employees should report COVID-19 symptoms, possible close contacts, and hazards to their immediate supervisor. Administrators and supervisors will assess the information. Once determination is made that additional guidance or assistance is required; the administrator/supervisor will contact Human Resources or Risk Management for assistance.
- Employees may report symptoms, possible close contacts, and hazards without fear of reprisal.
- Employees with medical or other conditions that put them at increased risk of severe COVID-19 illness may request reasonable accommodations to the Human Resources Department.
- Where testing is not required, employees can access COVID-19 testing through District employee COVID-19 testing events and community testing sites hosted through the Orange County Health Care Agency.
- In the event testing is required due to a workplace exposure or outbreak, we will communicate the plan for providing testing and inform affected employees of the reason for the testing and the possible consequences of a positive test.
- Information about COVID-19 hazards employees (including other employers and individuals in contact with our workplace) may be exposed to, what is being done to control those hazards, and our COVID-19 policies and procedures.

Training and Instruction

We provide effective employee training, instruction, and information that includes:

- Our 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.
- 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.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- 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.
- The right of employees that are not fully vaccinated 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.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. 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.
 - The conditions where face coverings must be worn at the workplace.
 - That face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.
 - Employees can request face coverings and can wear them at work regardless of vaccination status and without fear of retaliation.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information on our COVID-19 policies and how to access COVID-19 testing and vaccination, and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.
- Training is provided to staff on an online platform, requiring staff to log-in with an individualized identifier. The system provides a series of videos followed by a quiz section. If the employee does not meet the minimum passing grade of 80%, they are required to retake the training. Most videos are available in other languages such as Spanish. The system documents employee trainings and provides weekly reminders of new or missing assignments.
- OUSD is using the Informed K12 platform to provide additional information to staff on COVID-19 guidance such as the use of face coverings, physical distancing, social and emotional wellbeing, and Cal/OSHA regulations.
- See **Appendix E: Required COVID-19 Training and Instructions**

Exclusion of COVID-19 Cases and Employees who had a Close Contact

Where we have a COVID-19 case or close contact in our workplace, we limit transmission by:

- Ensuring that COVID-19 cases are excluded from the workplace until the return-to-work requirements in section 3205(c)(10) are met.
- Reviewing current CDPH guidance for persons who had close contacts, including any guidance regarding quarantine or other measures to reduce transmission.
- Developing, implementing, and maintaining effective policies to prevent transmission of COVID-19 by persons who had close contacts.
- For employees excluded from work, continuing, and maintaining employees' earnings, wages, seniority, and all other employees' rights and benefits. This will be accomplished by providing access to all statutory benefits and leaves in which a person may be eligible.
- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases and outbreaks at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use information similar to that identified in the **Appendix D: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases.
- The District has created an online COVID-19 Dashboard that identifies confirmed COVID-19 cases on school campuses and at OUSD facilities.

Return-to-Work Criteria

We will meet the following return to work criteria for COVID-19 cases and employees excluded from work:

- **COVID-19 cases, regardless of vaccination status or previous infection and who do not develop symptoms or symptoms are resolving**, cannot return to work until we can demonstrate that all of the following criteria have been met:
 - At least five days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive COVID-19 test;
 - At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever reducing medications; and
 - A negative COVID-19 test from a specimen collected on the fifth day or later is obtained; or, if unable to test or the employer chooses not to require a test, 10 days have passed from the date that COVID-19 symptoms began or, if the person does not develop COVID-19 symptoms, from the date of first positive COVID-19 test.
- **COVID-19 cases, regardless of vaccination status or previous infection, whose**

COVID19 symptoms are not resolving, may not return to work until:

- At least 24 hours have passed since a fever of 100.4 degrees Fahrenheit or higher has resolved without the use of fever-reducing medication; and
- 10 days have passed from when the symptoms began.
- COVID-19 tests may be self-administered and self-read only if the test results are submitted as an image along with date/time the image was taken.
- Regardless of vaccination status, previous infection, or lack of COVID-19 symptoms, a COVID-19 case shall wear a face covering in the workplace until 10 days have passed since the date that COVID-19 symptoms began or, if the person did not have COVID-19 symptoms, from the date of their first positive COVID-19 test.
- The return to work requirements for COVID-19 cases who do or do not develop symptoms apply regardless of whether an employee has previously been excluded or other precautions were taken in response to an employee's close contact or membership in an exposed group.
- If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted.

Gunn Marie Hansen, Ph.D., Superintendent of Schools

Appendix B: COVID-19 Inspections

Date: [enter date]

Name of person conducting the inspection: [enter names]

Work location evaluated: [enter information]

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Ventilation* (amount of fresh air and filtration maximized)			
Additional room air filtration*			
[Add any additional controls your workplace is using]			
Administrative			
Surface cleaning and disinfection (frequently enough and adequate supplies)			
Hand washing facilities (adequate numbers and supplies)			
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions			
[Add any additional controls your workplace is using]			

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
[Add any additional controls your workplace is using]			
PPE (not shared, available and being worn)			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			
[Add any additional controls your workplace is using]			
<p>*Identify and evaluate how to maximize ventilation with outdoor air; the highest level of filtration efficiency compatible with the existing ventilation system; and whether the use of portable or mounted HEPA filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission. Review applicable orders and guidance from the State of California and local health departments related to COVID-19 hazards and prevention have been reviewed, including the CDPH Interim Guidance for Ventilation, Filtrations, and Air Quality in Indoor Environments and information specific to your industry, location, and operations. We maximize the quantity of outside air provided to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.</p>			

Appendix C: OUSD Employee Self-Health Daily Check

OUSD Employee Self-Health Daily Check

Prior to leaving your home for work, conduct a daily self-health check by screening for a fever and other COVID-19 symptoms.

If you have had close contact with a person who has been diagnosed with COVID-19 (within 6 feet of an infected person for a cumulative total of 15 minutes or more, over a 24-hour period, during their infectious period), are feeling unwell, or are exhibiting any of the symptoms listed below, **do not report to work**. Report your absence to a supervisor. It is advised that you also contact your healthcare provider.

*Fever or chills *Shortness of breath *Nausea, vomiting, diarrhea *New loss of taste/smell *Sore throat
*New onset cough *Difficulty breathing *Fatigue, muscle/body aches *Congestion/runny nose *Headache

 *If you test positive for COVID-19 report your absence and test result to Human Resources at 714-628-5515 and follow current isolation guidelines. Employee medical information is considered confidential.*

Appendix D: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or persons with COVID-19 symptoms, and any employee required medical records will be kept confidential unless disclosure is required or permitted by law. Un-redacted information on COVID-19 cases will be provided to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH) immediately upon request, and when required by law.

Date: [enter date COVID-19 case – suspected/confirmed - became known to the employer]

Name of person conducting the investigation: [enter name]

Name of COVID-19 case (employee or non-employee*) and contact information: [enter information]

Occupation (if non-employee*, why they were in the workplace): [enter information]

*If we are made aware of a non-employee COVID-19 case in our workplace

Names of employees/representatives involved in the investigation: [enter information]

Date investigation was initiated: [enter information]

Locations where the COVID-19 case was present in the workplace during the high-risk exposure period, and activities being performed: [enter information]

Date and time the COVID-19 case was last present and excluded from the workplace: [enter information]

Date of the positive or negative test and/or diagnosis: [enter information]

Date the case first had one or more COVID-19 symptoms, if any: [enter information]

Information received regarding COVID-19 test results and onset of symptoms (attach documentation): [enter information]

Summary determination of who may have had a close contact with the COVID-19 case during the high-risk exposure period. Attach additional information, including:

- The names of those found to be in close contact.
- Their vaccination status.
- When testing was offered, including the results and the names of those that were exempt from testing because.
 - They were fully vaccinated before the close contact and do not have symptoms.
 - They returned to work per our return-to-work criteria and have remained symptom free for 90 days or, for those that never developed symptoms, for 90 days after the initial positive test.
- The names of those that were excluded per our Exclusion of COVID-19 Cases and Employees who had a Close Contact requirements.
- The names of those exempt from exclusion requirements because:
 - They were fully vaccinated before the close contact and did not develop COVID-19 symptoms.
 - They returned to work per our return-to-work criteria and have remained symptom free for 90 days or, for those that never developed symptoms, for 90 days after the initial positive test.

[enter information]

Notice given (within one business day, in a way that does not reveal any personal identifying information of the COVID-19 case) of the potential COVID-19 exposure to:

1. All employees who were in close contact
2. Their authorized representatives (If applicable, the notice required by Labor Code section 6409.6(a) (2) and (c))

Names of employees that were notified:	Names of their authorized representatives:	Date

Independent contractors and other employers present at the workplace during the high-risk exposure period.

Names of individuals that were notified:	Date

What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?
[enter information]

What could be done to reduce exposure to COVID-19?
[enter information]

Was local health department notified? Date?
[enter information]

Appendix E: Required COVID-19 Training and Instruction

Cal/OSHA COVID-19 Protection Plan Training

The COVID-19 pandemic has had a massive impact on public health – globally, locally and personally. In California, it's changed nearly every aspect of daily life and work. In late 2020, California approved emergency temporary Cal/OSHA standards on COVID-19 infection prevention. These new temporary standards apply to most workers in California not covered by Cal/OSHA's Aerosol Transmissible Diseases standard. This course provides employees in California with an overview of COVID-19 as well as several methods for prevention required by California law. Topics include: symptoms of COVID-19, methods of physical distancing, requirements for face coverings, methods of hand washing, and procedures for cleaning and disinfecting. Employees need to also refer to their district's specific plan.

Cal/OSHA COVID 19 Protection Plan Training Supplement

This module contains the Cal/OSHA COVID 19 Protection Plan Training Supplement. The course must be completed in addition to the Cal/OSHA COVID 19 Protection Plan Training course.



2022-2023 SAFETY & HEALTH-DRIVEN PLAN

Guided by EDGE Focus Area 3.0: Genuine Wellness & Safety



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Draft Created July 20, 2022

This is a dynamic document that is subject to change based upon public health guidelines.

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MESSAGE FROM THE SUPERINTENDENT

August 2022

Dear Orange Unified Community,

Welcome to the 2022-23 school year at Orange Unified School District!

Orange Unified schools provide a balanced instructional experience with continual innovation to *Inspire our learners of today to be purposeful leaders of tomorrow*. We are pleased to continue to offer in-person instruction and honored to have been recognized by the State of California for the Pivotal Practices we implemented to address changing needs of students over the last school year.

Measure S Phase 1 allowed us to construct a new science center at each of our comprehensive high schools, resulting in over 200,000 square feet of new, state-of-the-art teaching and learning spaces. This school year, we will see our Phase 2 projects begin, providing additional campus upgrades, enhancements, and classroom modernization at our high schools. In addition, campus improvements are underway at our elementary and middle schools to ensure our students and staff have access to clean, modern, functional, and efficient facilities.

Through technology-integrated, hands-on learning, our students graduate prepared for successful college, career, and Science, Technology, Engineering, Art, and Math (STEAM) experiences. We look forward to continuing to support student success through the implementation of expanded learning opportunities and intervention programs to improve student outcomes and engage students in meaningful levels of collaboration, critical thinking, and creativity.

Award-winning schools and academic success are a direct result of the hard work and dedication of Orange Unified staff in partnership with our parents and the OUSD community. In 2021-22, our collaborative efforts resulted in numerous accolades received by our school sites: Canyon, El Modena, and Villa Park High Schools were recognized for the third consecutive year as U.S. News & World Report's Best High Schools in the Nation; Anaheim Hills Elementary was named a National Blue Ribbon School; Richland was once again designated as a Model Continuation High School; and Jordan Academy of Computer Science and Language Immersion was honored with California School Board Association's prestigious Golden Bell for Integrated Innovative Content: Biliteracy & Computer Science – the District's sixth Golden Bell award in five years. OUSD is also proud to be the home to Orange County's only two Verizon Innovative Learning Schools (Portola and Yorba) and 2021 Project Lead the Way Distinguished Schools (McPherson Magnet and Villa Park High School).

To keep up-to-date with the OUSD's latest news and updates regarding Measure S construction, the progress of our innovative educational programs, and other important District communication, please visit www.orangeusd.org and follow OUSD on social media.

Warmest Regards,
Gunn Marie Hansen, Ph.D.
Superintendent of Schools

WHAT FAMILIES CAN EXPECT

The health and safety of our students, staff, and families continue to be of the utmost importance. This plan is based on current guidance from public health officials and state agencies and will be updated as the situation evolves.

It is important to note that District plans must focus sharply on academic instruction to enhance student performance and address learning loss. At the same time, OUSD is committed to maintaining the extracurricular programs, clubs, and athletics that are paramount to our students' physical, mental, and social well-being.

Once again, schools were completely cleaned and disinfected over summer break in preparation for the return of our students in the fall. OUSD will continue to monitor and follow the health guidance issued by the CDPH for cleaning, disinfecting, and ventilating school campuses. Common touch surfaces will continue to be cleaned regularly (e.g., countertops, door handles, restrooms, student desks, student chairs, etc.).

In addition:

- We will continue to provide community notifications of confirmed positive COVID-19 cases and track this information on our COVID-19 Dashboard.
- Staff and students are encouraged to wash/sanitize their hands regularly.
- Every classroom and workstation has been provided with hand sanitizer to use.
- On-campus signage promotes healthy hygiene practices and reminds individuals to stay home when ill.
- Students are encouraged to bring refillable water bottles or to use water fountains (as updated in the CDPH guidance from June 30, 2022).
- Staff will be provided COVID-19 online training.



ON CAMPUS & IN THE CLASSROOM

COVID-19 TESTING

PCR Testing will continue to be offered through the Orange Unified School District through our partner Living Fit Nation. Free PCR testing will be located at Canyon High, El Modena High, Orange High, and Villa Park High, as well as the Orange Unified School District Office, Mondays through Thursdays, to start the school year (please check with school sites on updated testing flyers throughout the 22/23 school year).

Antigen Test Kits are available for those students that have symptoms or have been exposed. An antigen test kit can be secured from your school's office (as supplies last).

FACE COVERINGS

Per the opening guidance from the California Department of Public Health from June 30, 2022, masking remains highly recommended, not a mandate. Each family can make the choice for indoor masking for their student.

No student will be prevented from wearing a mask as a condition of participation in any activity or entry into school (unless there is an obvious safety concern, for example, aquatics).

CONSIDERATIONS FOR STAFF WORKING WITH STUDENTS WITH DISABILITIES

- Staff will be provided appropriate personal protective equipment (PPE) for addressing their specific students' needs and to maximize students' access to their IEP services when requested.
- Staff who work with students who require modeling of oral tasks to complete work will be issued face shields with drapes so students are able to view their instructor when requested.



STEPS TO PROTECT STUDENTS & STAFF

WELLNESS CHECKPOINTS

As performed throughout the previous school year, OUSD staff will continue to perform visual wellness checks.

Visitors must complete the district testing/vaccination attestation form when coming onto any district campus. Volunteers must continue to go through the OUSD volunteer process coordinated through their site administration.

Please keep students home when sick. If your student is confirmed positive for COVID-19, contact the school office.

Screening at Home:

It is recommended that families take temperatures daily before going to school. Anyone feeling feverish or with a fever of 100.4°F or higher should not go to a school site. Personal illness and COVID-19 illness or symptom-related absences will be excused.

Students and adults should self-screen for COVID-19 symptoms prior to coming to school each day. Students and adults experiencing those symptoms should not attend school.

Staff members are required to self-screen for COVID-19 symptoms prior to coming to work. If staff members are experiencing symptoms or feel unwell, they will be directed to stay home and contact their supervisor.

Arriving at School:

School sites have designated routes for entry and exit in order to limit direct contact with others.

School sites have signage throughout their campuses to remind students and staff about handwashing and how to prevent the spread of germs.

The District has procured additional safety equipment, including mobile handwashing stations, no-touch hand sanitizer, and disinfecting wipes.



STEPS TO PROTECT STUDENTS & STAFF

TRANSPORTATION and START TIMES

Parent and Student Pick Up and Drop Off

- Students are to be dropped off in designated areas.
- City/County resources continue to be requested/utilized to help manage traffic issues.

Student Transportation-Buses

- It is recommended that students mask on buses; however, it is not required. No social distancing is currently implemented on buses due to the opening guidance for the 22/23 school year.
- Windows are left open to allow ventilation during all bus routes/trips (weather permitting).
- Buses are disinfected between routes.

Proposed Transportation Times

7:15 AM Drop Off	7:30 AM Drop Off	8:05 AM Drop Off	8:20 AM Drop Off	9:15 AM Drop Off	10:35 AM Drop Off
Portola MS	Cambridge ES	Anaheim Hills ES	Behavior Ops	Adult Transition	Orange Pre-K PM
Yorba MS	Esplanade ES	California ES	Canyon HS	Canyon HS (SpEd)	
	Fairhaven ES	Canyon Rim ES	Canyon Hills-8:30	El Modena HS (SpEd)	
	Imperial ES	Chapman Hills ES	El Modena HS	Villa Park HS (SpEd)	
	Lampson ES	Crescent ES	Orange HS		
	Palmyra ES	Fletcher ES	Richland		
	Running Springs ES	Handy ES	Villa Park HS		
	Villa Park ES	Jordan Academy			
	Orange Pre-K AM	La Veta ES			
	Portola MS (SPED)	Linda Vista ES			
	Yorba MS (SPED)	McPherson Magnet			
		Nohl Canyon ES			
		Olive ES			
		Panorama ES			
		Prospect ES			
		Serrano ES			
		Sycamore ES			
		Taft ES			
		West Orange ES			
		Cerro Villa MS			

STEPS TO PROTECT STUDENTS & STAFF

TRANSPORTATION and START TIMES

High School and Middle School Start Times: SB 328

- Senate Bill 328 goes into effect in the 22/23 school year and requires high schools to have a start time of 8:30 AM (or after) and middle schools to have a start time of 8:00 AM (or after).
- Instructional Minute Explanation:
 - Each high school student **MUST** be scheduled for 240 minutes on their daily schedule.
 - Each high school must have a daily minimum of 240 instructional minutes in the schedule **AFTER** 8:30 AM.
 - Additionally, each high school must also meet annual instructional minutes of 64,800 minutes (these minutes must be accumulated **AFTER** 8:30). There are 180 days within a school year, so that is about 360 minutes daily in the high school schedule **AFTER** 8:30 AM (these minutes must also take into account minimum days, early released and/or late starts).

High School Start Times for the 22/23 school year:

Period	Canyon HS	El Modena HS	Orange HS	Villa Park HS
Zero (0)	8:30 AM	8:30 AM	7:33 AM	8:30 AM
1 st /2 nd	9:25 AM daily	9:26 AM T-F	-	9:22 AM T-F
1 st	-	9:11 AM Mondays	8:30 AM daily	9:25 AM Mondays



STEPS TO PROTECT STUDENTS & STAFF

HANDWASHING & RESPIRATORY ETIQUETTE

According to the CDC, regular handwashing is one of the best ways to remove germs, avoid getting sick, and prevent the spread of germs to others. Outdoor handwashing stations have been added to school campuses to supplement the existing restroom sinks. Hand sanitizer (with a minimum of 60 percent alcohol) is also available in all classrooms, meal areas, and supervised at or near all workstations and on buses.

Covering coughs and sneezes can also help prevent the spread of illnesses such as the flu and COVID-19.

Signage has been placed throughout campuses to ensure all individuals have regular reminders to wash hands and cover coughs and sneezes.

CLEAN VENTILATION

OUSD has improved ventilation pursuant to the identified measures, including the introduction of fresh air (weather permitting), replacing filters more often, and upgrading filters to MERV 8 Tri-Dim filters. The MERV 8 Tri-Dim filter material is specialized for fine particulate filtering and treated with an antimicrobial solution to provide additional protection against bacteria and viral infections.

OUSD has provided Breathe Smart HEPA Air Purifiers in every classroom and shared space throughout the District. Each purifier cleans 1,100 square feet every 30 minutes.

CLEANING PROCEDURES

The Maintenance & Operations Department developed a staffing and cleaning plan to accommodate the CDPH guidelines for the safe operation of schools. Our custodial teams will continue to follow all applicable guidelines for cleaning and sanitizing classrooms during the previous school year.

All areas occupied by staff and students will be disinfected daily with EPA-registered disinfectants.

Restrooms are thoroughly and completely disinfected each evening. Custodians replenish restroom products, disinfect touchpoints, check for vandalism and ensure there are no slip hazards.



STEPS TO PROTECT STUDENTS & STAFF

HEALTHY OPERATIONS

Families are encouraged to report illnesses related to COVID-19 in an effort to ensure appropriate tracking of possible exposures and to meet notification requirements.

Communication systems allow staff and students to receive notification of exposures, exclusions, and closings while maintaining confidentiality, as required by law.

Testing and vaccination information will continue to be made available for the 2022-2023 school year.

Please visit the CDPH website for the most up-to-date information on isolation and quarantine guidance (the OUSD district website will also be updated regularly with this information).

NUTRITION & FOOD SAFETY

California Universal Free Meals:

- Breakfast and lunch will be served at NO COST for ALL students for the duration of the 2022-2023 school year in accordance with California Assembly Bill 130.
- Schools not eligible for the Community Eligibility Provision will request families to complete Meal Applications. Parents will be notified if their school requires the completion of meal applications.

Meal Service Practices:

- Students will pick up meals from the meal service line and eat in designated outside areas.
- Breakfast times at elementary schools will vary by location. Some schools will serve breakfast before school, while others will serve breakfast during recess. Check your school's bell schedule for more information.
- Students will be encouraged to sanitize their hands before making food selections and entering their identification numbers onto PIN pads. PIN pads are cleaned and disinfected frequently throughout meal service.
- Surfaces frequently touched by students during meal service, including tables, chairs, benches, PIN pads, and carts, will be thoroughly cleaned and disinfected after use.

Food Safety:

- Food safety is the number one priority of Nutrition Services. All Nutrition Services employees will continue to wear gloves while preparing and serving meals in accordance with applicable guidelines.



2022-2023 INSTRUCTIONAL MODELS

S L I C E

Student Centered

Live Instruction

Innovative Learning

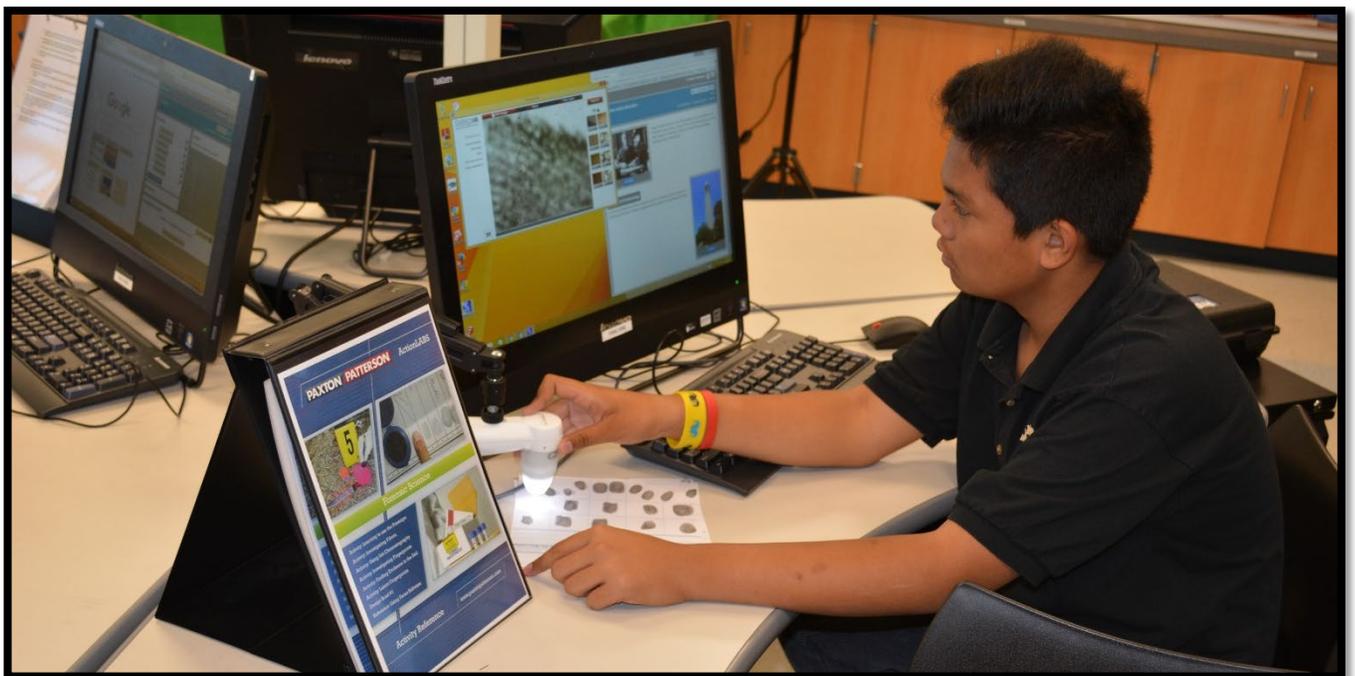
Culturally Inclusive

Equitable Choices

The Orange Unified School District continues to focus on high-quality instruction and a commitment to equity for all students. We know the needs of our students and families vary, which is why we are providing three instructional options for the 2022-2023 school year. During the school year, should parents need to switch between models, the Orange Unified School District will do everything possible to accommodate those needs. Parents have the choice of a 100% virtual option.

Option 1: 100% In-Seat Traditional Model

- All of our school sites will be running full-day instructional programs with students physically present in the classroom.
- Classes will return to their pre-pandemic timeframes and numbers:
 - TK/Kindergarten: 180 minimum minutes daily and 36,000 minimum minutes per 180-day school year
 - 1st through 3rd grades: 230 minimum minutes daily and 50,400 minimum minutes per 180-day school year
 - 4th through 8th grade: 240 minimum minutes daily and 54,000 minimum minutes per 180-day school year
 - High School: 240 minimum minutes daily and 64,800 minimum minutes per 180-day school year



2022-2023 INSTRUCTIONAL MODELS

Option 2: 100% Virtual Option through the EDGE Virtual Academy (TK-12)

- Available to TK-12th grade students with ADA collected through the Independent Study Model
- Master Agreement signed at the beginning of the school year outlining requirements and regular collection of work samples
- Instructional minutes completed through synchronous live instruction for TK-6th grade and a blending of live instruction, live interaction, and asynchronous assignments for 6th-12th grade.
- If your student has an IEP and is interested in this model, please contact your current school site so that an IEP meeting can be set up.
- Families wishing to return to in-person instruction from option 2 will be honored no later than five instructional days from the date of the request.

Requirements for AB 130 Independent Study Model*

*EDGE Virtual Academy falls under this regulation

Grade Level	Minimum Live Interaction	Minimum Synchronous Instruction
K-3	N/A	Daily
4-8	Daily	Weekly
9-12	N/A	Weekly

Orange Unified
EDGE
VIRTUAL ACADEMY

- Personalized, flexible learning in a virtual environment
- Innovative opportunities to foster communication, collaboration, critical thinking, and creative learning
- Rigorous course offerings - Advanced Placement, Honors, and Lab Science Courses (A-G approved)
- Credentialed mentor teachers provide academic and social-emotional support

- ✓ ONLINE CURRICULUM
- ✓ WEEKLY CHECK-INS
- ✓ 24/7 PROGRAM ACCESS

Now Enrolling Grades TK-12 • orangeusd.org/EDGEacademy

2022-2023 INSTRUCTIONAL MODELS

Example Proposed Live Synchronous Schedule: TK and Kindergarten

Scheduled Content	Possible Times	Documented Instructional Minutes
Schedule review/Warm Up Activities (Example: Students review the schedule posted for the day; calendar activities)	8:00–8:10 AM	10 minutes
ELA using Wonders and Three Cheers curriculum (Teacher opens a live session to instruct on ELA concepts and then alternates between live instruction and student activities)	8:10–9:10 AM	60 minutes
Break	9:10–9:25 AM	15 minutes
Math using EnVision and Three Cheers curriculum (Teacher opens a live session to instruct on math concepts and then alternates between live instruction and student activities)	9:25–10:10 AM	45 minutes
Break	10:10–10:25 AM	15 minutes
Science, STEM, Social Science, PE, VAPA (these would be a mixture of live instruction and assigned activities using Amplify, California Social Studies Alive! and Three Cheers curricula)	10:25–11:00 AM	35 minutes
Lunch	11:00–11:40 AM	40 minutes
Collaborative and Asynchronous Learning (Teacher plans small group time with students on a rotating basis. This time would also be used for students to work on web-based programs to complete other activities such as i-Ready and Brainpop)	11:40–12:30 PM	50 minutes
Structured Office Hours/Teacher Planning/Professional Development	12:30–2:00 PM	
TOTAL INSTRUCTIONAL MINUTES		200 minutes

Example Proposed Live Synchronous Schedule: Grades 1 through 6

Scheduled Content	Possible Times	Documented Instructional Minutes
Schedule review/Warm Up Activities (Example: Students review the schedule posted for the day; calendar activities).	8:00–8:10 AM	10 minutes
ELA using Wonders curriculum (Teacher opens a live session to instruct on ELA concepts and then alternates between live instruction and student activities)	8:10–9:10 AM	60 minutes
Break	9:10–9:20 AM	10 minutes
Math using EnVision curriculum (Teacher opens a live session to instruct on math concepts and then alternates between live instruction and student activities)	9:20–10:20 AM	60 minutes
Break	10:20–10:30	10 minutes
Science, STEM, Social Science, PE, VAPA (these would be a mixture of live instruction and assigned activities using Amplify and California Social Studies Alive! curricula)	10:30–11:30 AM	60 minutes
Lunch	11:30–12:10 PM	40 minutes
Collaborative and Asynchronous Learning (Teacher plans small group time with students on a rotating basis. This time would also be used for students to work on web-based programs to complete other activities such as i-Ready and Brainpop)	12:10–1:00 PM	50 minutes
Structured Office Hours/Teacher Planning/Professional Development	1:00–2:10 PM	
TOTAL INSTRUCTIONAL MINUTES		240 minutes

2022-2023 INSTRUCTIONAL MODELS

Option 3: Home School (TK-8) and Independent Study (9-12)

- Requirements for AB 130 Independent Study Model (both Home School and Independent Study fall under this regulation)
- Families who request to return to in-person instruction from option 3 will be honored no later than five instructional days from the time of the request.
- If your student has an IEP and is interested in this model, please contact your current school site so that an IEP meeting can be set up.

Grade Level	Minimum Live Interaction	Minimum Synchronous Instruction
K-3	N/A	Daily
4-8	Daily	Weekly
9-12	N/A	Weekly



STUDENT RE-ENGAGEMENT PLAN

Educational Services works collaboratively with each school site to track and monitor student engagement and attendance for all students. School sites will be the first point of contact to determine what barriers exist for a student that could affect their attendance and engagement in learning. School attendance clerks and other staff are instrumental in verifying why a student has not attended their classroom setting (in-person or virtual). Once a student misses 60% of weekly attendance, they will be targeted for interventions and additional support. Early intervention is critical for these students as consistent attendance is a key indicator of student success.

OUSD-Recommended Absence Protocols

Students marked absent for a single day or a single period of learning	<ul style="list-style-type: none"> ○ Parents/Guardians will receive an electronic message informing parents/guardians of their student's absence.
Students missing a single day or single period in 3 consecutive days	<ul style="list-style-type: none"> ○ Classroom teachers and/or school staff will contact parents/guardians regarding absences by phone or electronically.
Students missing 5 days of learning	<ul style="list-style-type: none"> ○ Site administrator and/or site staff will contact parents/guardians and schedule a Student Attendance Review Team (SART) meeting regarding attendance issues. Attendance interventions are to be determined and implemented. ○ Site Administrator will contact <i>Student and Community Services</i> for intervention collaboration. ○ School site will send an automated 1st truancy letter with California State attendance laws.
Students missing 7 days of learning	<ul style="list-style-type: none"> ○ <i>Student and Community Services</i> will send out an automated 2nd truancy letter and will loop back to the school site for ongoing attendance intervention supports.
Students missing 10 days of learning	<ul style="list-style-type: none"> ○ <i>Student and Community Services</i>, in coordination with the school site, will schedule a Student Attendance Review Board (SARB) meeting for students and parents/guardians.

After the interventions listed above have been exhausted and there is no improvement in attendance, Student and Community Services may call for a meeting with the family and the Deputy District Attorney. The District may file a truancy case with the Deputy District Attorney's Office.

RESOURCES FOR STUDENT ENGAGEMENT

Orange Unified School District COVID Relief Funding

Academic Supports

- Paper Education with 24/7 support
- i-Ready Math and Reading K-8
- Additional Academic Counseling
- In-Person Tutoring Opportunities
- Technology Support (laptop/iPAD)
- Professional Development for teachers, staff and administrators
- Expanded co-teaching opportunities at secondary sites in AVID and intervention
- Additional academic counselors at secondary sites
- Summer intervention and enrichment opportunities



Behavioral/Safety Supports

- Additional behavioral support assistances at elementary sites
- Extra supervision hours
- Water bottle filling stations
- Extra food service equipment
- Additional lunch tables for physical distancing

Social-Emotional Supports

- Additional TK-12 counseling support
- Sports for Learning at elementary schools
- Nearpod social emotional lessons
- Care Solace contract extension

Please provide further input on how you would like to see Local Control Accountability Funding and COVID Relief Funding support student learning



OUSD Website Links

Resources are posted on the Orange Unified School District website in English and Spanish to address the academic, behavioral, and social/emotional needs of both students and parents/family:

<https://www.orangeusd.org/departments/educational-services/k-12-curriculum-gate/remoted-educational-resources-parents>



Self-Care for Parents



Parenting During COVID-19



Immigrant Family Support



Nutrition, Health and Essential Needs



Technology/Internet



Family Activities/Virtual Trips



Parent Guided Social/Emotional Tools



Academic Resources

Suicide & Crisis Lifeline

988 is a universal entry point so that no matter where you live in the U.S., you can easily access 24/7 emotional support.



RESOURCES FOR STUDENT ENGAGEMENT

High-quality instruction and a commitment to equity for all students continue to be areas that are a focus of the Orange Unified School District. The needs of our students and families vary, which is why multiple academic resources and supports are offered to our community.

- Xello is a college and career exploration platform for all of our middle and high schools which addresses the academic, career, and social-emotional development of our students.
- Paper Education allows students in grades 4-12 to receive free, personalized live tutoring in any subject 24 hours a day and 7 days a week through their OUSD Dashboard.
- In-person tutoring is available at school sites.
- Access to Advanced Placement (“AP”) parent, student, and teacher resources are available for all AP students.
- The Advancement Via Individual Determination (AVID) Program is facilitated at all OUSD schools in order to provide all students with the academic, behavioral, and social-emotional skills needed to be successful in their College & Career endeavors.
- Dual enrollment opportunities for college credit are available for all OUSD secondary students.
- i-Ready Assessment and Instructional Suite for reading and mathematics are available to TK-8th grade through the OUSD Dashboard.

Social-Emotional Supports

OUSD facilitates a comprehensive Mental Health Action Plan that is guided by the needs of our students and families. This multi-tiered system of support model is designed to give our students what they need, when they need it. The following is a list of some of our services/resources described in the plan.

- Care Solace – 24/7 confidential and comprehensive mental health support
- Power of Positivity - social-emotional learning site developed for elementary students, parents, and caregivers
- OUSD Elementary School Counselors’ Website - Online scheduling options and resources for students and families
- Nearpod lessons allow all TK-12 students to engage in activities with their teachers both in-person and online.
- Elevo (formerly Sports for Learning) Program for all of our TK-6th grade students provides Social-Emotional Learning integrated with physical education for 50 minutes per week.

Parent Resources

- OUSD provides ongoing parent workshops for all parents in both English and Spanish. A collaborative partnership meeting between 2110C, local motel owners, shelters, group homes, and agencies such as Family Care Center/Mercy House, OC Healthcare Agency, Western Youth Services, Mariposa, and other local community agencies are held regularly to address any academic and social-emotional needs of homeless students.
- Expanded Learning Programs offer an enriched academic and social environment:
 - ASES (After School Education and Safety) programs at 13 Title I sites.
 - CARES (After school childcare) at 18 elementary school sites.

RESOURCES & REFERENCES

California Department of Public Health (CDPH): CDPH Recommends Masking for Public Indoor Settings to Slow the Spread of COVID-19: <https://www.cdph.ca.gov/Programs/OPA/Pages/NR21-234.aspx>

CDPH Guidance on Isolations and Quarantines, June 8, 2022: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-on-Isolation-and-Quarantine-for-COVID-19-Contact-Tracing.aspx>

CDPH Guidance for School Opening 2022/2023: June 30, 2022: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2022-23-School-Year.aspx>

California Occupational Safety and Health Services Department COVID-19 Resources: <https://www.dir.ca.gov/dosh/coronavirus/Health-Care-General-Industry.html>

Care Solace: <https://www.caresolace.org/>

Centers for Disease Control and Prevention- COVID-19: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Messages from Dr. Hansen: <https://www.orangeusd.org/departments/superintendent>

Orange County Health Department COVID-19 Resources: <https://ocovid19.ochealthinfo.com/>

OSD Counseling & School Support: <https://www.orangeusd.org/departments/educational-services/student-community-services/counseling>

OSD Elementary School Counselors' Site - Power of Positivity: <https://sites.google.com/orangeusd.org/popcounselors/home>

OSD Advanced Placement Courses - Additional Resources for Advanced Placement Test Preparation: <https://www.smores.com/tb5d7>

OSD Advancement Via Individual Determination (AVID) Program: <https://www.orangeusd.org/departments/educational-services/k-12-curriculum-gate/curriculum-services/avid>

OSD After School Education & Safety S.T.A.R. Program (ASES): <https://www.orangeusd.org/departments/educational-services/special-programs-accountability/programs/ases>

OSD CARES Child Care Program: <https://www.orangeusd.org/child-development-services/cares>

OSD COVID-19 SAFETY PLAN (CSP) FOR IN-PERSON INSTRUCTION:
<https://resources.finalseite.net/images/v1612226070/orangeusdorg/zooscbxuv6t1wgjytkmo/OSDCOVID-19SafetyPlan-CSPREV1.pdf>

OSD Parent Education and Workshops: <https://www.orangeusd.org/departments/educational-services/student-community-services/counseling/workshops>

Tri-Dek 15/40 3-Ply Panel and Link Filter Information:
<https://resources.finalseite.net/images/v1617723744/orangeusdorg/zsprdf5ibdfhz67xkkbp/TRIDIMfiltersbrochure.pdf>

Xello Information:
https://resources.finalseite.net/images/v1614815746/orangeusdorg/bykv2ijgpmh6nuex48cv/XelloWalkthrough_Dashboard_and_Orientation.pdf

Stop the spread of germs that can make you and others sick!



Wash your
hands often



Cover your coughs
and sneezes



Wear a mask



Get a COVID
vaccine



Keep **6 feet** of space
when possible





Did You Know...

When you complete the
Income Survey on Parent Portal,
your family may qualify for
FREE programs and perks!

Orange Unified School District receives additional funding to improve and increase programs and services based on our students' reported household income levels. By participating in the Income Survey for Alternate Funding, you may qualify for:

School Meals
Healthy breakfast
and lunch every
school day.



School Funding
Our schools receive
more funds to help
improve services
for students.



**College Application
Fees Waived**
No-cost applications at
participating colleges and
universities, including
CSU and UC schools.



**Discounted Internet
and Utility Bills**

Get discounts for home internet and
free device hotspots. AT&T, SoCal Edison (SCE),
and other discounted utility services.

**Free/Reduced AP, SAT, PSAT
and ACT Testing Fees**
Test fees waived or reduced
and FREE UNLIMITED sending
of SAT scores to colleges.

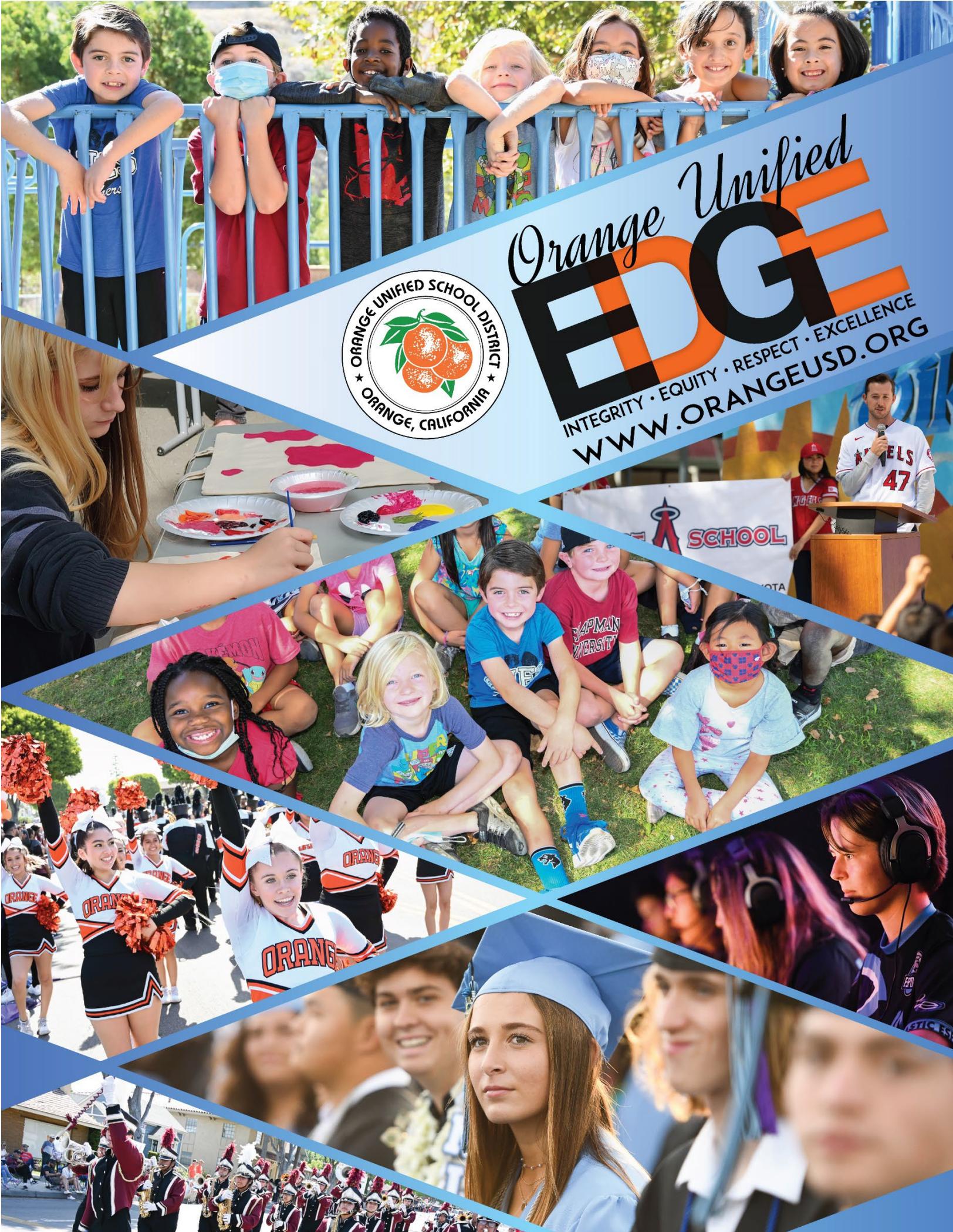


Help Orange Unified maximize educational funding!

**It's important for our families to answer the Income Survey
questions for Alternate Funding during registration.**



**Complete the Income Survey on Parent Portal at aeries.orangeusd.org/parent
For more information about the Income Survey, please contact your school site.**



Orange Unified

EDGE

INTEGRITY • EQUITY • RESPECT • EXCELLENCE
WWW.ORANGEUSD.ORG