



Introduction

It is the policy of Clarksville Charter School (“Charter School”) to take all reasonable measures necessary to prevent the spread of the novel coronavirus disease (“COVID-19”) among students and staff in school-sponsored activities.

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

This Policy recognizes that these safety measures are each designed to provide some protection against COVID-19. While there may be times when one measure may not be feasible, implementing alternative measures can provide backup layers of safety. This Policy includes recommended measures intended to guide decisions in light of practical limitations.

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

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

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

COVID-19 Compliance Officer

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

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

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

The COVID-19 Compliance Officer acts as a liaison between the local county public health department and the Charter School. The COVID-19 Compliance Officer shall be the point of

contact responsible for sharing information on positive cases and exposures to relevant state and local health departments. If you have any questions about this Policy, please use the contact information above.

Exposure to COVID-19 (Close Contacts)

Refer to CDPH for definition of Close Contacts.

Reporting COVID-19 Case to Charter School

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

Reporting COVID-19 Cases to Public Health Department

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

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

- Fever over 100 degrees or Chills
- Persistent cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

If a notification is required to the local public health department, it will include (as may be required by local public health department):

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

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

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

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

Physical Distancing

Please refer to the CDPH Website for the most recent definition of physical distancing with CDPH's accompanied guidance. To help minimize the transmission of COVID-19, staff, students, and accompanying family members who are participating in in-person activities should implement the following hygiene and cleaning practices:

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

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

Communications to the Charter School Community

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

Amendments to this Policy

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

charter petition. The Executive Director or designee will provide the Charter School's Governing Board with updates as to actions taken pursuant to this section.

Future Revisions:

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

APPENDIX A: Medical Letter for Alternative Diagnosis or Chronic Condition



Medical Letter for Alternative Diagnosis or Chronic Condition

Name of Child: _____

Date of Birth: _____

Section 1: Health Care Provider

To Whom It May Concern:

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

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

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

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

Medical Provider (Printed Name)

Signature

License#

Name & Address of Clinic/Medical Office

Phone

Date

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

Section 2: Authorization by Parent/Guardian

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

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

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

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

September 1, 2022