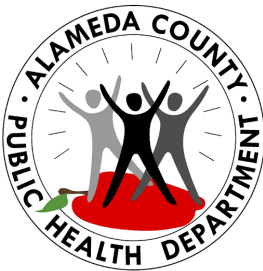




**2021 - 2022**

## **COVID-19 Safety Plan (CSP)**



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Dear Saint Leo the Great School Families and Staff,

The COVID-19 Safety Plan (CSP) for Saint Leo the Great School was developed in partnership with the Diocese of Oakland, our parish and school staff, parents, community members and medical professionals. Our CSP is aligned to guidance from the [California Department of Public Health \(CDPH\) COVID-19 Guidance for K-12 Schools](#), updated on July 12, 2021, Centers for Disease Control and Prevention (CDC), updated July 9, 2021, and [CAL/OSHA Guidance](#). These directives apply to all public and private schools operating in California to support school communities as we implement plans for safe, successful, and full in-person instruction. Our adherence to this guidance enables our schools to offer and provide full in-person instruction to all students safely, consistent with the current scientific evidence about COVID-19. Indicators, conditions, and science review will include vaccination coverage status, in consideration of whether vaccines are available for children under 12, community case and hospitalization rates, outbreaks, and ongoing vaccine effectiveness against circulating variants of SARS-CoV-2, the virus that causes COVID-19.

The CSP also includes resources with hyperlinks embedded within the text to various health organization websites. Through these resources, you can learn additional specifics of selected topics. The strategies we put in place do not guarantee that students and staff will not be exposed to the COVID-19 virus. It is a plan to mitigate, not eliminate, risk. Our staff will work diligently to implement all safety measures, and we trust parents to make the choices that are best for their student(s).

The surest path to safe and full in-person instruction at the outset of the school year, as well as minimizing missed school days in an ongoing basis, is a strong emphasis on the following:

- vaccination for all eligible individuals to get COVID-19 rates down throughout the community;
- universal masking in schools, which enables no minimum physical distancing, allowing all students access to full in-person learning, and more
- targeted quarantine practices, keeping students in school; and access to a robust COVID-19 testing program as an available additional safety layer. Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are fully implemented.

We can all appreciate that the circumstances surrounding the COVID-19 virus are constantly changing. As such, the CSP is a fluid working document that will be adjusted and updated as conditions/and or guidance change as a result of new public health orders or developments related to the COVID-19 virus. Through it all, we will remain steadfast in our mission to support and meet the spiritual, social, emotional and academic needs of all members of our faith community.

Sincerely,

***Sonya Simril***, Principal  
***Father Joseph Nguyen***, Pastor

## Letter from Diocese of Oakland

Dear Catholic School Families of the Diocese of Oakland,

Welcome back to school! Thank you for your commitment to Catholic education for your children. We know that these years are so important for our children and young people, as they grow not just intellectually and physically, but spiritually, in their appreciation for God's gift of faith and His call to them to live holy lives.

Contained in the school safety plan are California Health Department guidance, county-specific guidance, and local school adaptations of safety measures to ensure the safe return to school for each student, teacher, and staff member. As we begin the 2021/2022 academic year, I want to remind you of the important elements of community that last year carried us through, what we hope, was the worst of the pandemic:

- \* Reliance upon Our Lord Jesus Christ to strengthen us through loss, anguish, and suffering;
- \* Reliance upon each other to keep our community members healthy and safe by adhering to proven methods and guidance; and
- \* Creative efforts to provide excellent educational opportunities and religious formation for our children and students.

This school year, we face similar challenges with community spread, face covering mandates, and the possibility of further restrictions. No matter what may come, we will continue to rely upon our faith community to persevere.

Your children are undoubtedly eager to return to school, to experience all of the joys associated with their school activities, and to continue growing in their academics and faith formation. We look forward to welcoming them back and appreciate the trust you have in our school leaders and teachers to form and educate your children in cooperation with each of you - the primary educators of your children.

I commend our teachers, principals, pastors, and staff members, who work tirelessly to adapt their programs and offerings to best suit the needs of each student. This is no small task given the circumstances. I also wish to thank you, our parents and guardians, who see the great value of a Catholic education.

Please, continue supporting our Catholic schools through these challenging times. Together, we seek ways to help our schools fulfill their mission to inspire the lived Gospel in each student, achieve their highest creative and academic potential, and actively serve and enrich the community by learning how to live the corporal and spiritual works of mercy. You bear a great responsibility in caring for your children. I acknowledge the many challenges associated with parenting in the pandemic, but I must also ask you to continue striving for that which matters most for your child - a genuine encounter with Jesus Christ through the sacraments and through the Word. Your choice to send your children to Catholic school is a great beginning and we thank you for the sacrifices you make to ensure this is possible. I am confident this will be an inspiring school year for our students. Together we will not only make it through the pandemic, but we will thrive in the process.

At your service,



Andrew T. Currier  
Superintendent of Catholic Schools  
Diocese of Oakland



## SHOW UP FOR SCHOOL 2021-22

### TIPS FOR GETTING BACK TO CLASS

1

#### PREPARE



Pack extra masks, hand sanitizer and a water bottle.

2

#### REVIEW



Hand-washing techniques.

3

#### CHECK FOR SIGNS



Of illness. **Do not send kids to school with symptoms:**

- Fever over 100 F
- Sore throat
- Cough
- Body aches
- Headache
- Diarrhea or vomiting

4

#### MAKE SURE



Your child is up to date on vaccinations, including their flu vaccine.

5

#### LEARN



Your school's protocols for communicating with parents, physical distancing, PPE cohorts and other COVID-related policies.

6

#### TALK WITH YOUR CHILD



About how their school experience may be a little different from what they are used to. Be aware of signs of increased stress or anxiety.



ALAMEDA COUNTY  
OFFICE OF EDUCATION  
L. K. Monroe, Superintendent

[acoe.org/guidance](https://acoe.org/guidance)

To the extent feasible, Saint Leo the Great School will follow the best practices contained within this plan. In the development of this plan, the following documents were utilized:

- [CDPH COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year](#)
- [CDC Guidance for COVID-19 Prevention in K-12 Schools \(July 9, 2021\)](#)
- [Cal/OSHA Prevention Program \(CPP\)](#)
- [Cal/OSHA COVID-19 Emergency Temporary Standards FAQ](#)

### **Contact Information**

|                                       |                                     |
|---------------------------------------|-------------------------------------|
| Principal                             | Sonya Simril                        |
| Address                               | 4238 Howe Street, Oakland, CA 94611 |
| Phone Number                          | (510) 654-7828                      |
| Email Address                         | ssimril@csdo.org                    |
| Website                               | stleothegreat.org                   |
| School Liaison to County for COVID 19 | Debbie Hill<br>dhill@csdo.org       |

### **School Profile**

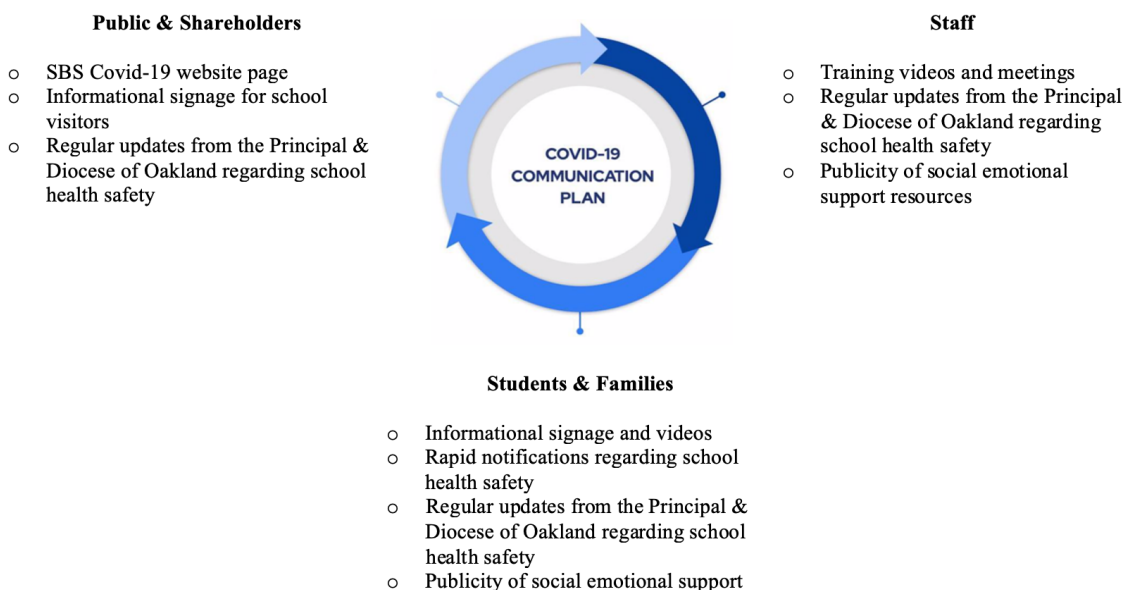
|                    |     |
|--------------------|-----|
| Enrollment         | 225 |
| Average Class Size | 25  |
| Teaching Staff     | 19  |
| Non-Teaching Staff | 7   |

### **COVID-19 Liaison**

Our school has designated a staff liaison who will be responsible for responding to COVID-19 concerns. Our liaison was trained to coordinate the documentation and tracking of any possible exposure and will notify local health officials, staff and families in a prompt and responsible manner. Saint Leo the Great School's Liaison is Debbie Hill (dhill@csdo.org). She will assist the principal with: organization of Covid-19 updates; contact tracing; shareholder communication; health screening; and vaccination & testing records.

## **Home/School Communication**

The CSP is posted on the school website so that everyone can easily access the safety measures in place for the 2021-22 school year. Saint Leo the Great School will leverage a variety of communication platforms to provide timely information to all shareholder groups throughout the school year. These include but are not limited to: Weekly School Bulletins, Weekly Classroom Newsletters, School Email Blasts, Meetings, and Webinars. These communication efforts will ensure everyone is aware of our ongoing management of the health environment.



We will inform local health officials of any known cases of COVID-19 within our student body or staff within the 10 days preceding a positive test for COVID-19. Our COVID-19 liaison will assist the local health department with contact tracing and investigations as needed. All communications will be consistent with privacy requirements such as [Family Educational Rights and Privacy Act \(FERPA\)](#) FERPA and [Health Insurance Portability and Accountability Act \(HIPAA\)](#).

## **Social Emotional Supports**

### **Focus on Our Catholic Faith and Community**

During the pandemic, our focus on our Catholic faith and community has been a source of strength and support. Each day begins with daily communal prayer and opportunities are provided for the class to pray together. Teachers incorporate Catholic values, morals, and teachings into instruction, interactions with students, and faith formation activities. As a faith community, students attend Mass on a regular basis and participate in events that help to nurture their relationships with one another, our staff, and other school families.

### **Social Emotional Learning (SEL) and Support**

We honor the dignity of each student and nurture their bodies, minds and spirits. In this pandemic, our school has been intentional in utilizing a variety of strategies to address the social emotional needs of the students, including, daily check-ins, mindfulness exercises, Wellness Wednesdays, class meetings, Zones of Regulation tools and techniques, and designated Social Emotional days with an outside trained facilitator.

### **Culture of Belonging**

Beyond these SEL strategies, our school also strives to nurture a culture of belonging where each student is honored and valued as an important member of the community. We provide ample opportunities to celebrate the various cultures represented at our school, encourage student voice and choice in the classroom, provide lessons and activities where students can be creative and expressive, affirm the gifts students bring to the community, invite diverse perspectives into the learning experience, and provide time for collaboration. Focusing on belonging has been an important way to address the social emotional needs of students during this time when stress and trauma are on the rise.

### **Health and Wellness**

We will encourage students, school families and staff to:

- pray on your own, with your family, and school community.
- eat healthy, exercise, and get adequate sleep.
- balance school/work responsibilities with quality family time.
- plan regular time to do something enjoyable to focus on self-care.
- talk openly with people you trust about your feelings and concerns.
- take breaks from watching, reading or listening to news stories about COVID-19 — including references on social media — if you are feeling overwhelmed or distressed.

### **Face Covering Requirement (Masks)**

According to CDPH, masks are one of the most effective and simplest safety mitigation layers to prevent in-school transmission of COVID-19 infections and to support full time in-person instruction in K - 12 schools. SARS-CoV-2 is transmitted primarily by aerosols, airborne transmission, and less frequently by droplets. Masks are one of the most effective measures for source control of both aerosols and droplets.

Per state and county requirements, all K -12 students are required to use face coverings while indoors, despite vaccination status, and face coverings are optional when outdoors. An inventory of Face Coverings will be kept on site for students, staff and visitors who inadvertently fail to bring one to school. CDPH will continue to assess health/safety conditions on an ongoing basis, and will determine no later than November 1, 2021, whether to update mask requirements or recommendations.

#### ***Masks Required:***

- PK-12 students are required to mask indoors, regardless of vaccination status, with exemptions per CDPH face mask guidance.

- Adults in K-12 school settings are required to mask when sharing indoor spaces with students.
- Bandanas, gaiters and similar face coverings are not acceptable
- Indoor athletic practices, games, and events - masks must be worn by student athletes, coaches, and all who are in attendance, regardless of vaccination status

### ***Masks Exemption***

- Students, staff and visitors exempted from wearing a face covering due to a medical condition must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.
- The exemption must be kept on file with the student's Health records.

### ***Masks Recommended***

- Adults dropping off or picking up children
- Optional for vaccinated staff when alone in a room or private office

### ***Outdoors***

- Masks are optional outdoors for all in K-12 school settings per current CDPH guidance. Saint Leo's requires outdoor mask usage at this time especially for outdoor athletics
- Based on CDPH recommendation, we are requiring masks be worn during formal outdoor school events/activities when 3 feet of distance cannot be maintained

### **Mask Requirement Enforcement Non-Compliance**

- We will follow the following procedures if a student is uncooperative in terms of wearing an approved face covering:
  - Offer a face covering provided by the school
  - If the student refuses to wear the mask, direct the student to the school's designated isolation zone
  - Notify parents/guardians that they must pick the student up from school
  - The principal and pastor request a meeting with the parents/guardians and determine whether the parents/guardians will support cooperation with the school's safety requirements
  - Advise the Catholic school's office of the situation and the outcomes

### **Daily Health Screening**

Staying home when ill is an essential safety layer to protect one another and prevent the spread of infections in schools. Students and staff who have symptoms of infectious illness, such as influenza (flu) or COVID-19, should stay home and be referred to their healthcare provider for testing and care. Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of our school and prevent spread to others. It also is essential for people who are not fully vaccinated to quarantine after a recent exposure to someone with COVID-19.

Students and staff who are showing symptoms consistent of COVID-19 are encouraged to get tested. People with COVID-19 have had a wide range of symptoms reported – ranging from mild

symptoms to severe illness. The symptoms below may appear 2-14 days after exposure to the virus:

- 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

All students, staff, and visitors are required to complete a daily self-screening process before reporting to campus, it can be done remotely or in person upon arrival. The survey includes questions related to COVID-19 symptoms and exposure. Students, staff and visitors will be directed to remain home or be approved to come to campus based on an individual's survey results. If the results direct an individual to remain home, he/she will be asked to complete a contact tracing survey to help identify close contacts.

If a student, staff or parent has symptoms of COVID-19 infection, they are not allowed to return to campus until they have met the CDPH criteria to return to school. Here is what is included in the Daily Health Screening process:

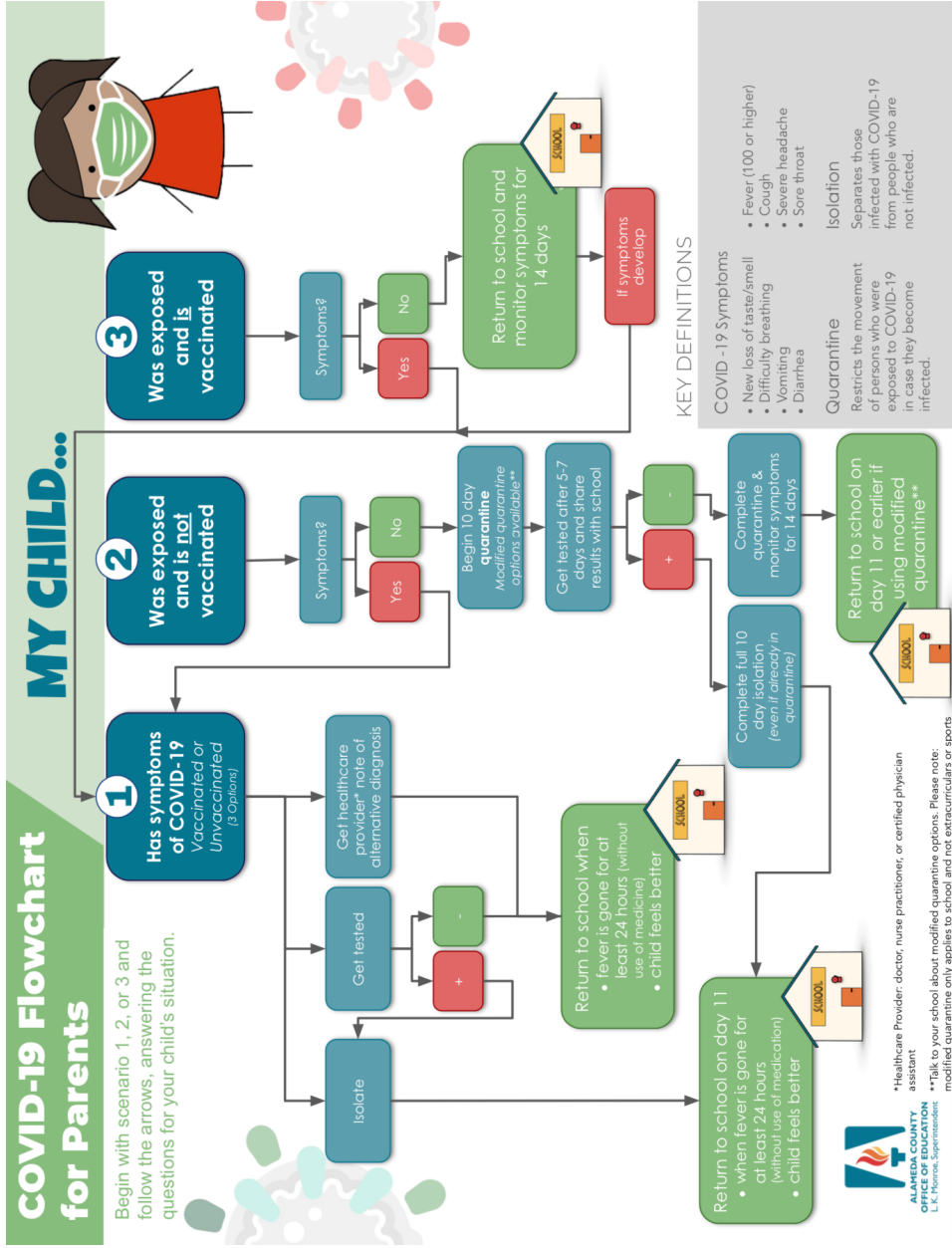
- Symptoms Self-Check
  - Do you have a fever of more than 100.4 degrees?
  - Do you have a sore throat?
  - Are you coughing or sneezing?
  - Experiencing body aches?
  - Experiencing shortness of breath?
  - Have you been caring for or been in contact with someone who has been diagnosed with or is showing symptoms of COVID-19?
- If yes is answered to any of the questions above, parents/guardians and/or staff must notify our school, stay home and contact their healthcare provider
- Parents/Guardians and/or staff must notify the school if their healthcare provider advises them to be tested for COVID-19
- Test results must be shared with the school office. If the test is positive, the COVID-19 Liaison will provide direction regarding quarantining protocols.
- If a student or staff member's test is negative, and they have been fully vaccinated, there is no need to quarantine if there are no symptoms of COVID-19 present.
- If a student or member of the staff develops any of the aforementioned symptoms while at school, they are to notify the school office. If they cannot go home immediately, they will be placed in isolation until they are able to go home.
- If a student begins to show symptoms of COVID-19 while at school, the following process will occur:

- Teacher or staff excuses student from the classroom
- The student is sent to an isolated room or area.
- The child's parent/guardian is called, and arrangements are made for the student to either go home or seek emergency medical attention
- The student's parent/guardian picks up the child from school and contacts their healthcare provider for evaluation and possible COVID-19 testing
- The areas that the ill student had occupied are cleaned and disinfected
- Students and staff who exhibit COVID-19 symptoms are not allowed to return to campus until they have met the CDPH criteria to return to school:
  - At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
  - Other symptoms have improved; and
  - They have a negative test for SARS-CoV-2, or a healthcare provider has provided documentation that
    - the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma); or
    - a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus); or
    - at least 10 days have passed since symptom onset.

#### Screening tool

The school will utilize the following tool/tools to complete daily health screenings:

- All students must be screened PRIOR to arriving at school. A student may not be permitted on campus if they are not properly screened prior to arrival. To access the health screening guidelines and questionnaire, please click here: [Daily Health Screening questionnaire](#)
- Teachers will take temperatures of each student daily.



# Diagrama de Flujo COVID-19 para Padres

## MI HIJO(A)...

Empiece con el escenario 1, 2 o 3 y siga las flechas respondiendo a las preguntas correspondientes a la situación de su hijo(a).

**1** Tiene síntomas de COVID-19 Vacunado o no vacunado (3 secciones)

**2** Fue expuesto y no está vacunado

**3** Fue expuesto y está vacunado

Hacerse la prueba

Obtener una nota del proveedor de atención médica\* sobre el diagnóstico alternativo

Aislar

Regresar a la escuela cuando

la fiebre ha desaparecido durante al menos 24 horas (sin medicamento)  
se sienta mejor

Regresar a la escuela el día 11

la fiebre ha desaparecido durante al menos 24 horas (sin medicamento)  
se sienta mejor

Regresar a la escuela y monitorear los síntomas durante 14 días

Si aparecen síntomas

Regresar a la escuela y monitorear los síntomas durante 14 días

Si aparecen síntomas

¿Síntomas?

Si No

Empaquetar la cuarentena de 10 días. Opciones disponibles de cuarentena modificada\*\*

Realizar la prueba después de 5-7 días y compartir los resultados con la escuela

Al aislamiento completo de 10 días (sin síntomas en cuarentena)

Regresar a la escuela el día 11 o antes si se emplea la cuarentena modificada\*\*

Completar la cuarentena y monitorear los síntomas durante 14 días

Si aparecen síntomas

### DEFINICIONES CLAVE

**Síntomas de COVID-19**

- Fiebre (100 o más)
- Tos
- Dolor de cabeza intenso
- Dolor de garganta
- Pérdida de sabor y olor
- Dificultad para respirar
- Vómitos
- Diarrea

**Cuarentena**

Limita el acceso a las personas que estuvieron expuestas al COVID-19 en caso de que se infecten.

**Aislamiento**

Separa a los infectados con COVID-19 de las personas que no están infectadas.



\*Proveedor de atención médica: médico, enfermera o asistente médico certificado.

\*\*Hable con su escuela sobre las opciones de cuarentena modificada. Nota: la cuarentena modificada sólo se aplica a la escuela y no a las actividades extracurriculares o deportivas.

## **Arrivals and Departures**

The morning drop off protocol will include the following:

- Parents will use a drive thru protocol with staggered drop-off times and multiple designated entrance points for students in grades first through eighth.
- Students in grades first through eighth will walk directly into the school building and onto the schoolyard for morning prayer.
- Students in Pre-Kindergarten and Kindergarten will report to their classrooms before joining the student body on the schoolyard.
- Students will be dismissed from morning prayer by class to enter the building using the doors closest to their classrooms.

The afternoon pick up protocol will include the following:

- Parents will use a drive thru protocol to pick up students;
- Kindergarten students will be picked up from the outside door of the classroom
- Students will line up by grade and will be released by their teacher to their car.

## **Visitors and Meetings**

Our school will continue to emphasize the importance of staying home when sick. Anyone, including visitors, who have symptoms of infectious illness, such as flu or COVID-19, are asked to stay home and seek testing and care. At this time, visitors and volunteers to our campus are limited to individuals providing essential direct services, particularly if there is an increase in COVID-19 case rates. All visitors, volunteers and external groups or organizations must use a face mask, sign in before entry, and screen for symptoms. Back-to-School Nights and parent meetings will be conducted virtually or outdoors as much as possible, depending on public health conditions.

## **Lunch/Recess**

Recess and Lunch periods will be structured so that students can safely eat without face coverings using distancing measures. Meals will be eaten outside as much as possible, as weather permits. If students must eat lunch inside the school building, students will be spaced in so far as possible. Frequently touched surfaces that come in contact with food will be washed, rinsed, and sanitized before and after meals.

Lunch/Yard-Duty staff will wear masks and practice all safety standards. [Per CDPH](#), given the very low risk of transmission from surfaces and shared objects, there is no need to limit food service to single use items and packaged meals.

## **Water**

Students and staff are encouraged to bring their own water bottles to refill at one of our touchless bottle filling stations.

## **Hand Hygiene**

We will continue to promote hand washing throughout the day, especially before and after eating, after using the toilet, and after handling garbage, or removing gloves. Adequate supplies are maintained to support healthy hygiene behaviors, including soap, tissues, disinfectant wipes, face coverings, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer. Staff will teach/reinforce the following safety guidelines to all students, staff and campus visitors:

- Wash hands frequently for 20 seconds with soap and water — especially before and after eating, after coughing or sneezing, after sharing items in class and before and after using the restroom.
- Avoid touching your face.
- Cover coughs and sneezes with a tissue or elbow.
- Use tissues to wipe your nose.

Visual media will also be used to promote and remind students and staff of healthy hygiene practices which may include:

- assemblies, which will be virtual until it is deemed safe to hold them in person by public health officials.
- weekly newsletter, with a section devoted to healthy hygiene practices.
- prominent bulletin board dedicated to preventative behaviors and managed by the student council.
- student/hohort recognition awards for following health and safety protocols. Recognition may be in the form of verbal and/or written recognition as well as a reward, e.g. free dress pass.

Hand washing stations and/or hand sanitizers are available at designated locations to allow for frequent hand washing. Here is an informational video on handwashing: [How to Wash Your Hands](#).

## **Cleaning and Disinfection**

Cleaning and sanitation procedures will continue with daily cleaning schedules established to avoid both under- and over-use of cleaning products. Routine disinfection to prevent COVID-19 is no longer recommended for schools, surfaces are not a significant route of transmission. Paper-based materials like books and magazines do not need cleaning between uses and outdoor playgrounds do not need cleaning and disinfection between groups.

- ***Cleaning***
  - In accordance with CDC's guidance for Cleaning and Disinfecting Facilities for COVID-19, classrooms and office spaces are cleaned once a day to reduce the risk of infection.
  - When cleaning, we will:
    - avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthmatic attacks;

- follow label directions for appropriate dilution rates and contact times; and
  - ensure safe and correct application of disinfectant and keep products away from students.
- ***Disinfection***
  - Disinfection is used to kill any remaining germs on surfaces after cleaning, which further reduces any risk of spreading infection. If there is a confirmed or suspected case of COVID-19 within a school facility within the previous 24 hours, all areas the student or staff member frequented will be both cleaned and disinfected for additional safety.
  - When disinfecting our team will
    - ensure proper ventilation during cleaning and disinfecting;
    - introduce fresh outdoor air as much as possible for example by opening windows where practicable; and
    - air out the space before students arrive disinfection should be done when students are not present.

All staff are provided training on the chemical hazards, manufacturer's directions, Cal/OSHA requirements for safe use, and as applicable and as required by the Healthy Schools Act. Custodial staff and any other workers who clean and disinfect the school site will be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.

## **Ventilation**

Good ventilation decreases the number of respiratory droplets in the air by replacing indoor air with fresh, uncontaminated air and/or filtering infectious droplets out of the air. It is another important measure to prevent COVID-19 transmission indoors. Fresh outdoor air will be introduced as much as possible into all indoor environments such as classrooms, offices and multi use facilities. Weather permitting, classroom windows and doors will be kept open throughout the day to increase air flow and ensure sufficient ventilation for the health and safety of students and staff.

When opening windows and/or doors poses a safety or health risk (e.g., by allowing pollen in or exacerbating asthma symptoms) to persons using the facility, alternatives such as portable fans and high-efficiency air cleaners will be utilized to increase the quantity of outside air and ventilation into classrooms, offices, and other spaces. Teachers will also integrate additional mitigation strategies such as utilizing outdoor space for instruction and activities, when feasible.

Proper ventilation during cleaning and disinfecting will be ensured by the janitorial staff. Students and staff will not be present in classrooms when thorough cleanings of the facility take place. Also, all indoor spaces will be aired out following thorough cleanings, in advance of when students and staff will utilize the space.

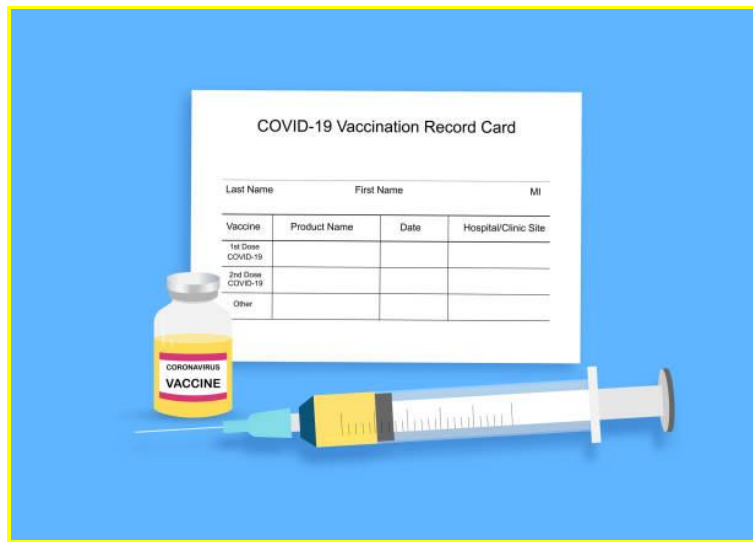
## **Field Trips**

All restrictions on field trips have been removed. We are able to go on field trips to outdoor or indoor destinations. We are allowed to use shared vehicles or public transportation following the guidance outlined in this document.

## **Sports and Extracurricular Activities**

Sports, dance, exercise, wind-instruments, singing, and chanting are allowed. These activities continue to be higher-risk for COVID-19 because people breathe more air and breathe more forcefully when doing these activities. Masks must be worn indoors for all activities. At this time, sports and extracurricular activities will follow the prevention strategies and policies for the school day.

## **Vaccination Verification**



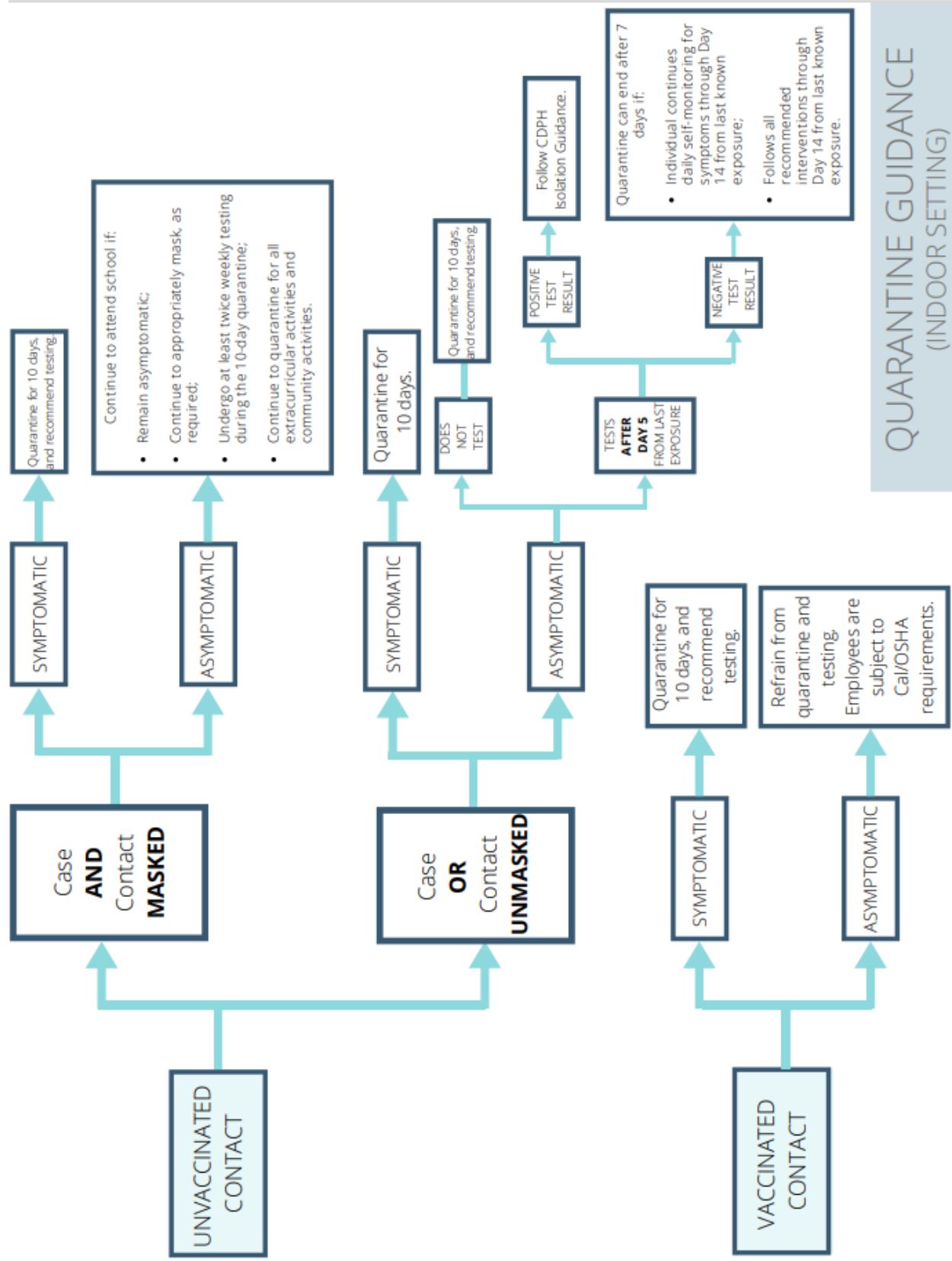
Staff and eligible students are encouraged to receive the COVID-19 vaccine. Staff and students are also encouraged to be immunized each autumn against influenza. The Diocese of Oakland requires proof of vaccination (COVID-19 and influenza) for employees to verify vaccination. Staff and parents of vaccine eligible students will be asked to verify vaccination status. We maintain a confidential record of staff, student and volunteer vaccinations, with access to this data limited to the principal and Covid-19 Liaison. Proof of vaccination means that a vaccination card is presented to the principal or Covid-19 Liaison. Any staff or student with an unverified status will be treated as unvaccinated for quarantine and testing purposes. Parents who wish to work in the classroom will be asked to verify vaccination status. Any parent with an unverified status will be treated as unvaccinated for quarantine and testing purposes.

## **Diagnostic Testing**

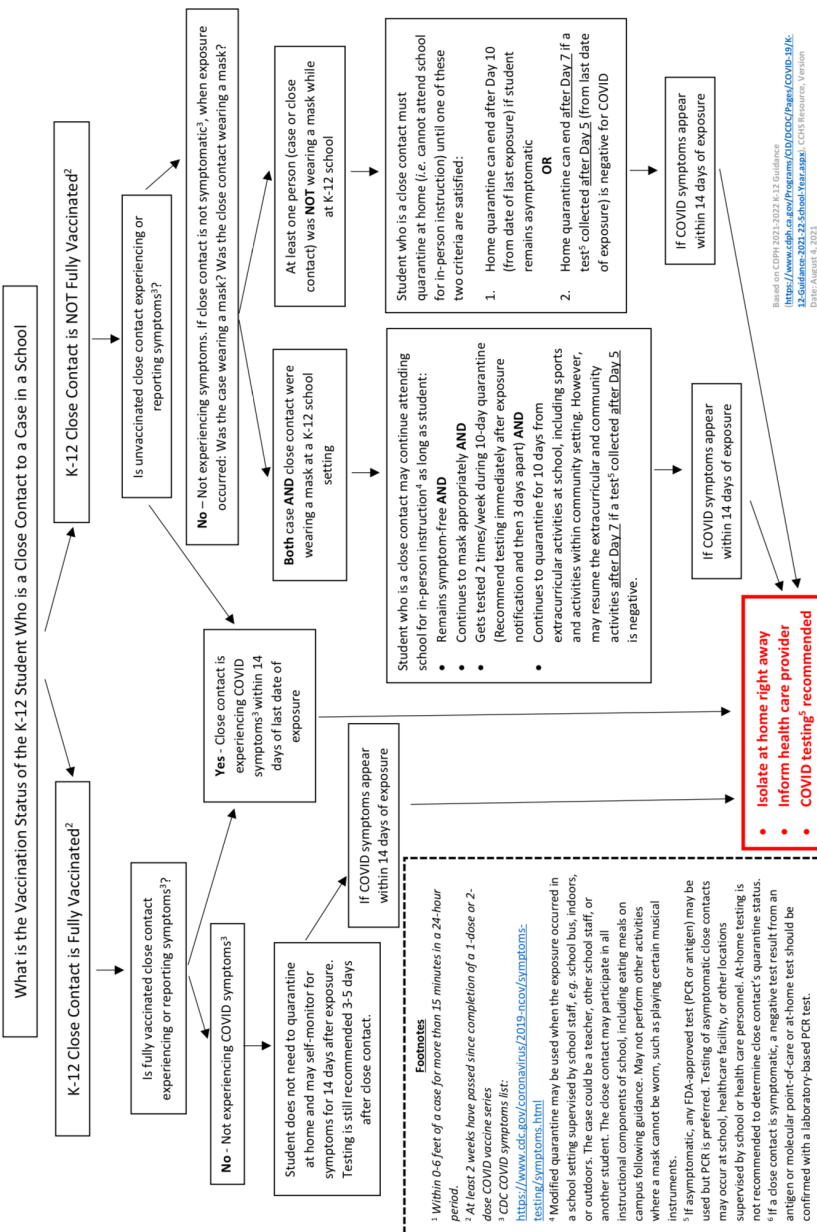
- **Employees:** Similar to when schools returned to in-person instruction last year, school employees will be tested at two months intervals and may be tested with greater frequency if necessary. One quarter of the school's employees will be tested every two weeks. Any employees who are diagnosed with COVID or who become symptomatic may be tested more frequently and must present a negative test to return to work.
  - \* Employees and students who have recovered from a laboratory confirmed COVID-19 in the past months (90 days) do not need to quarantine or get tested if they have no symptoms. This means the individual had a positive COVID-19 viral test (swab or saliva) test and completed isolation.
- **Students:** The Diocese of Oakland is not requiring student testing unless the student is found to have a close contact, exposure, or experiencing Covid-19 symptoms. Negative test results will have to be produced to return from quarantine. TK-8th grade students who appear to be symptomatic of Covid-19 may need to be tested off-site by their medical provider.
- **Onsite Testing:** Saint Leo the Great School will offer free onsite testing for students, faculty, and staff on a regular basis.
- The Diocese reserves the right to modify these testing practices, in order to comply with future federal, state or county guidelines, or as circumstances warrant.

## **Quarantine and Isolation**

We are following CDPH's recommended symptom-based strategy to determine the duration of isolation/quarantine for people with COVID-19 who are symptomatic, meaning they have symptoms, or asymptomatic, meaning they have no symptoms



## K-12 School COVID Student Close Contact<sup>1</sup> Follow-up Steps (Version: August 4, 2021)



Based on CDC 2021-2022 K-12 Guidance  
<https://www.cdc.gov/media/releases/2021/s0804-covid-k12.html>  
 Last updated: K-12 School Near Final - CSH Approved, Version  
 Date: August 4, 2021

### **Previously Tested Positive**

Students and staff who have recovered from a laboratory confirmed COVID-19 in the past months (90 days) do not need to quarantine or get tested if they have no symptoms. This means the individual had a positive COVID-19 viral test (swab or saliva) test and completed isolation.

### **Vaccinated Exposures**

Fully vaccinated asymptomatic students/staff do not need to quarantine if exposed to COVID-19. People are considered fully vaccinated for COVID-19 if it's been two weeks or more after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or two weeks or more after they have received a single-dose vaccine (Johnson and Johnson [J&J]/Janssen) in accordance with CDPH guidelines.

- *Fully vaccinated students/staff who begin to show COVID-19 symptoms will need to stay home to quarantine and will be encouraged to get tested for the virus.*

### **Unvaccinated Exposures**

If students were masked in an indoor classroom setting or unmasked in an outdoor setting at the time of exposure, unvaccinated students who are identified as a close contact may choose to undergo a modified 10-day quarantine as follows:

- *If asymptomatic:*
  - An unvaccinated student who has been exposed to COVID-19 may continue to attend in-person instruction for the duration of their 10-day quarantine if and only if:
    - The student is asymptomatic;
    - The student continues to wear a mask (as required);
    - The student undergoes at least twice weekly COVID-19 testing during their 10-day quarantine\*; and
    - The student continues to quarantine for all extracurricular activities at school, including sports and activities within the community setting

\*If a student is unable to acquire COVID-19 testing at least twice weekly as outlined, the student will be ineligible to attend in-person instruction and must complete their quarantine at home.

- *Whether masked or unmasked at time of exposure, quarantine can end for asymptomatic students when the following is true:*
  - A quarantine can end after Day 10 from the date of last exposure without testing, as long as the student continues to self-monitor for symptoms daily through Day 14 from last known exposure and follows all required mitigation measures in

place (wearing a mask, handwashing, avoiding crowds) through Day 14 from last known exposure

*or*

- A quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative, as long as the student continues to self-monitor for symptoms daily through Day 14 from last known exposure and follows all required mitigation measures in place (wearing a mask, handwashing, avoiding crowds) through Day 14 from last known exposure (not applicable to students who were exposed to COVID-19 in their household)
- Unvaccinated students who have been exposed to COVID-19 and do not meet the above criteria must remain home for the duration of their 10-day quarantine.
- *If asymptomatic, tests positive:*
  - Any student who is asymptomatic but tests positive for COVID-19 must self-isolate at home until the following is true:
    - At least 10 days have passed since the date of the first positive COVID-19 diagnostic test. If the student develops symptoms during this 10-day period, they should follow the isolation guidelines for symptomatic individuals listed in the [CDPH Guidance on Isolation and Quarantine for COVID-19](#).
- *If symptomatic:*
  - If an unvaccinated student who is an identified close contact of a confirmed COVID-19 case begins to develop symptoms at any point during their quarantine, they must self-isolate at home until they have met the requirements to return to school.

### **Contact Tracing and Case Reporting**

Identified close contacts (within 0-6 feet indoors for more than 15 minutes over a 24-hour period) of a confirmed case of COVID-19 will be notified by the school. Individual cases will be reported to (County Health Department only). Our school community will be notified if a COVID-19 outbreak should occur. An outbreak involves at least three probable or confirmed COVID-19 cases within a 14-day period in individuals from different households.

### **Continuity of Instruction**

Each teacher's online learning platform (Google Classroom, Freckle, Zoom, Mathletics, RazKids, Mystery Science, etc.) and gradebook (Powerschool & Google Classroom) will support home-school communication. These tools will be utilized to assign and collect student work both

in the classroom and at home, ensuring students and parents know what is expected, can complete assignments, and can monitor student progress. Teachers are expected to post assignments and grade assignments in a timely manner to provide optimal feedback.

In cases where a student will need to isolate or quarantine due to Covid-19 exposure or testing positive, the following steps are planned:

- The family of the student on quarantine or isolation procedures will be provided instructions for accessing the online learning platform for a modified classroom curriculum.
- Students who are sick or unable to attend school for reasons other than required quarantine will not be offered or required to complete this modified curriculum.
- At most, families should expect instructional resources from teachers by the second day of quarantine. Resources and assignments may be provided throughout the quarantine period, rather than provided all at once.

The three components of the quarantine curriculum are:

1. *Asynchronous Instruction* can be delivered in a variety of ways. Adaptive software such as Freckle, RazKids, and Mathletics includes instructional videos and activities. Teachers may also find or create instructional videos, readings, and other materials for students.
2. *Assignments for practice and formative assessment* should be varied and substantive. Adaptive software will include practice and assessments, but students should also have an opportunity to access the activities their classmates are completing in school. Google Classroom can be used to send and collect those assignments. Assignments should be sufficient to assess student progress and assign accurate grades.
3. *Teacher or class check-ins* ensure a continued connection to the classroom community. Teachers can check-in with students over the phone or video chat, have students Zoom into the classroom, or conference with a group of quarantining students. These live check-ins should be conducted *in addition to* remaining responsive to email or written communications with students and families.

### **Attendance**

Students required to quarantine will be considered “present,” as long as they remain responsive, complete assignments, and attend all check-in appointments.

### **Grading**

Quarantine is expected to last only a short portion of any given grading period. Students will be able to access the complete curriculum, are expected to complete assigned work, and will be graded as such. Failing grades may be given by teachers, even for students required to quarantine. Modified curriculum and grades can be applied to individual students as needed.

## **Modified Programming for Widespread Quarantine**

If a significant portion of the class is required to quarantine, hyflex instruction may become the most effective model for balancing the needs of students in class and at home. Hyflex instruction involves an in-person teacher teaching students in the classroom simultaneously with remote students (via Zoom), utilizing a variety of synchronous and asynchronous techniques.

## **Cal/OSHA Model COVID-19 Prevention Program (CPP)**

We have established and implemented a written COVID-19 Prevention Program (CPP) pursuant to the Emergency Temporary Standards in place for COVID-19 (California Code of Regulations (CCR), Title 8, section [3205\(c\)](#)). Cal/OSHA developed this model program to assist employers with creating their own unique CPP tailored to their workplace. Our CPP is designed to control employees' exposures to the SARS-CoV-2 virus (COVID-19) that may occur in our workplace. [Our CPP Plan can be found here](#)

## **Waiver and Release of Liability**

The COVID-19 pandemic has created serious, unexpected challenges for the entire world, including our schools. We are dedicated to the goal of continuing the mission of providing Catholic education in the classroom and taking reasonable mitigating measures. At the same time, there is no ability on the part of the school to guarantee a virus-free school environment.

- **Parents/Guardians Waiver**: By signing the Waiver and Release of Liability, parents/guardians expressly understand and assume the risk of contracting COVID-19. Further, the undersigned expressly waives and releases any and all claims or lawsuits against the Diocese of Oakland, its affiliated corporations, parishes or schools, including clergy, agents and employees, arising from or related to alleged negligence concerning any type of harm or injury caused by COVID-19. This waiver of liability and release shall be enforced to the full extent permitted by California law. Parents/guardians signing this waiver and release of liability are signing both on behalf of their children and themselves.
- **Employee Waiver**: By signing the Waiver and Release of Liability, employees expressly understand and assume the risk of contracting COVID-19. Further, the undersigned expressly waives and releases any and all claims or lawsuits against the Diocese of Oakland, its affiliated corporations, parishes or schools, including clergy, agents and employees, arising from or related to alleged negligence concerning any type of harm or injury caused by COVID-19. This waiver of liability and release shall be enforced to the full extent permitted by California law. However, this waiver and release shall *not* restrict or limit any employee's right to assert a worker's compensation claim arising from or related to contracting COVID-19 in the workplace, and the employer shall not retaliate in the event such a worker's compensation claim is asserted.

## **Resources**

- [Alameda County 2021 - 22 School Guidance](#)
- [Alameda County Flowchart for Parents](#)
- [Cal/OSHA COVID-19 Emergency Temporary Standards](#)
- [CDPH Guidance for the Use of Face Coverings](#)
- [CDPH COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year](#)
- [CDPH K-12 Schools Guidance 2021-2022 Questions & Answers](#)
- [CDPH K-12 School-based COVID-19 Testing Strategies](#)
- [Contra Costa County COVID-19 Information & Resources](#)
- [State of California Safe Schools For All Hub](#)