

Encore Jr./Sr. High School for the Arts Emergency Operations Plan 2021 – 2022

Pandemic Addendum/COVID-19 Safety Plan



Purpose/Responsibility/Scope

The 21-22 Disaster Preparedness Pandemic Addendum is meant to aid students, families and school sites to return to full time in-person instruction for the entire 2021-2022 school year to the greatest extent possible in accordance with the [CDPH \(California Department of Public Health\) guidelines for schools](#). These guidelines will adapt to ever changing federal, state and local health department guidelines. This plan is not meant to supersede any federal, state and/or local health regulations and/or requirements.

Masks

- Masks are optional outdoors for all in 7-12 school settings.
- 7-12 students are required to mask indoors, with exemptions per CDPH face mask guidance, regardless of vaccination status.
- Adults in 7-12 school settings are required to mask, when sharing indoor spaces with students, regardless of vaccination status.
- Students and/or adults who are in need of a mask break may step outside to take a short break as needed.
- When participating in indoor physical fitness learning activities (e.g. PE classes in the Big Top) students and staff will be required to wear face coverings when participating in the activity, even with heavy exertion, as tolerated.
- It is recommended that fully vaccinated Encore staff members wear a mask when indoors even when not sharing spaces with students per CDPH, CDC and Cal OSHA guidance. Vaccination status may be established by a supervising administrator through self-attestation per CDPH guidelines.
- Persons exempted from wearing a face covering due to a medical condition or other exemption per the [CDPH Guidance for Use of Face Coverings](#), 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.
- Schools must develop and implement local protocols to provide a face covering to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
- Encore staff will take an educational approach to helping individuals not adhering to masks and/or other health and safety requirements, except in situations where malicious and purposeful intent to harm others is found to be present.
- Per CDPH requirement, schools will offer alternative educational opportunities, i.e. independent study, for students who are excluded from campus because they will not wear a face covering.
- In situations where a face covering cannot be used for pedagogical or developmental reasons a face shield with a drape (per CDPH guidelines) can be used instead of a face covering while in the classroom as long as the wearer maintains physical distance from others.

Encore protocols to enforce mask requirements

In accordance with CDPH guidance Encore will utilize the following local protocols to enforce the CDPH mask requirement. This protocol will be rooted in Encore's experience in keeping students and educators safe while ensuring schools fully open for in-person instruction.

- Students who forget to bring a mask, remove the mask while indoors and/or are improperly wearing the mask while indoors, will be asked to correct the issue and/or be provided a mask by the school site. If the student is willing to correct the issue they will not be disciplined or sent out of the classroom and no discipline entry will be made, except in situations where the school site administrator finds there to be malicious and purposeful intent to harm others.
- If a student refuses to properly wear a mask indoors the student will be sent to the office for school site administrator intervention. Every effort shall be made to work with the student and parents/guardians to ensure that the student may continue to attend full-time in-person instruction without violating CDPH

requirements. Administrators will follow the intervention protocols below when helping a student who refuses to wear a mask indoors.

School Site Administrator Mask Intervention Protocols:

Throughout this intervention process the school site administrator will make every effort to work with the student/family to ensure that the student will continue to attend full-time in-person instruction while also adhering to CDPH health and safety requirements. The following steps shall be taken:

1. The school site administrator will speak with the student in an attempt to mutually agree to follow the CDPH mask requirements. If successful, no other steps must be taken, the verbal agreement will be documented in Infinite Campus and the student will be sent back to class. If unsuccessful, the school site administrator will continue to the next intervention step.
2. The school site administrator will speak with a parent/guardian in an attempt to mutually agree to follow the CDPH mask requirements. If successful, no other steps must be taken, the verbal agreement will be documented in Infinite Campus and the student will be sent back to class. If unsuccessful, the school site administrator will continue to the next intervention step.
3. Due to the CDPH mask REQUIREMENT for schools, if steps 1 and 2 fail, the school site administrator must explore out of classroom learning opportunities with the student/family (e.g. outdoor learning, independent study etc.) until the CDPH guidelines change or the student/family are willing to follow the CDPH mask requirement.

Note: Due to the CDPH indoor mask requirement, students who refuse to properly wear a mask may not be allowed in the classroom. Encore will NOT issue disciplinary consequences to students for failure/refusal to wear a mask unless coupled with other inappropriate behavior and/or where the school site administrator finds there to be malicious and purposeful intent to harm others.

Social/Physical Distancing

- Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. This is consistent with CDPH guidance for schools and CDC 7-12 School Guidance.
- Social distancing in the school setting is recommended during food service, e.g. breakfast and/or lunch as defined below.

Food service recommendations

- Maximize physical distance as much as possible while eating.
- Outdoor eating areas should be shaded whenever possible.
- As safety is Encore's chief concern, students/staff should be allowed to eat indoors, even if it negatively impacts physical distancing measures, when inclement weather, including excessive heat, is present per Encore's Risk Management.
- Clean frequently touched surfaces. Surfaces that come in contact with food should be washed, rinsed, and sanitized before and after meals.
- Given very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.

Ventilation recommendations

- Teachers, classroom staff and/or bus drivers will make every effort to cycle fresh air in when feasible i.e. open windows etc. Do not open windows/doors if doing so poses a safety or health risk, i.e. risk of falling, triggering asthma symptoms, excessive heat, etc., to students or staff.

Vaccination

- Encore respects that medical decisions, like COVID-19 vaccination, are personal decisions best made by families. Our goal is to provide resources and information so that parents and guardians may make a well informed decision for themselves and their children. Students, families and/or staff wishing to learn more about vaccines or who would like to get vaccinated should go to myturn.ca.gov, www.vaccines.gov or call the San Bernardino County Public Health Department COVID-19 hotline at (909)387-3911 9am-5pm M-F. Vaccination is not required.

Staying home when sick

[Encore Staff Visual Screening and Encore Staff/Student/Family Self-Screening Protocols:](#)

The district requires all staff and students to be vigilant in daily self-assessing for possible symptoms of illness. The district also requires that all staff be vigilant in observing possible symptoms of illness in others at school. Visual and self-screening should be for the symptoms listed below:

- Fever (100.4 degrees Fahrenheit or higher) or chills
- New uncontrolled cough
- Shortness of breath
- Fatigue
- Muscle or body aches
- New onset of severe headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Diarrhea, vomiting, nausea

If individuals present with the above symptoms at home they must contact the school and go into isolation. If individuals present with the above symptoms while at school they must be referred to the isolation room and receive a secondary screening, as defined below, immediately.

[Encore Secondary Screening Protocols:](#)

If an individual is referred to secondary screening, trained staff should take the following steps to determine the proper course of action:

Secondary screening protocols:

1. Secondary screening staff must wear a mask, face shield, gown and gloves during screening. The individual receiving the secondary screening must also wear a mask.
2. Assess symptoms and close contact/potential exposure.
3. Determine plan of action based on screening and document in the HUSD secondary screening google form.

Section 1: Symptoms: Note any and all symptoms present

- Fever (100.4 degrees Fahrenheit or higher) or chills
- New uncontrolled cough
- Shortness of breath
- Fatigue

- Muscle or body aches
- New onset of severe headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Diarrhea, vomiting, nausea

Note: If a student or staff member has medically confirmed chronic allergic or asthmatic symptoms (e.g., cough or runny nose), then a change in their symptoms from baseline would be considered a positive symptom. For more information consult CDC guidance at <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#People-with-Seasonal-Allergies>

Section 2: Note any close contact/potential exposure

Discern if the student/staff member has had close indoor contact (within 6 feet of a laboratory-confirmed COVID-19 infected individual for at least 15 minutes, cumulative over a 24 hour period) from 2 days before the infected individual had any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until the infected individual meets criteria for discontinuing home isolation.

Close Contact exceptions per [CDPH guidance](#) and [CDC definition of a close contact](#):

- ★ Fully vaccinated individuals and/or an individual who can medically verify that they have been previously diagnosed with COVID-19 within the last three months.
- ★ In the 7–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed) where both students were engaged in consistent and correct use of well-fitting face masks; and other 7–12 school prevention strategies were in place. This exception does NOT apply to teachers, staff or other adults in the indoor classroom setting.

After completing the secondary screening the screening staff member will make the following decision in accordance with current state and local health and safety guidance:

Return to class: Call home to notify parents that a secondary screening was completed and the student was sent back to class.

OR

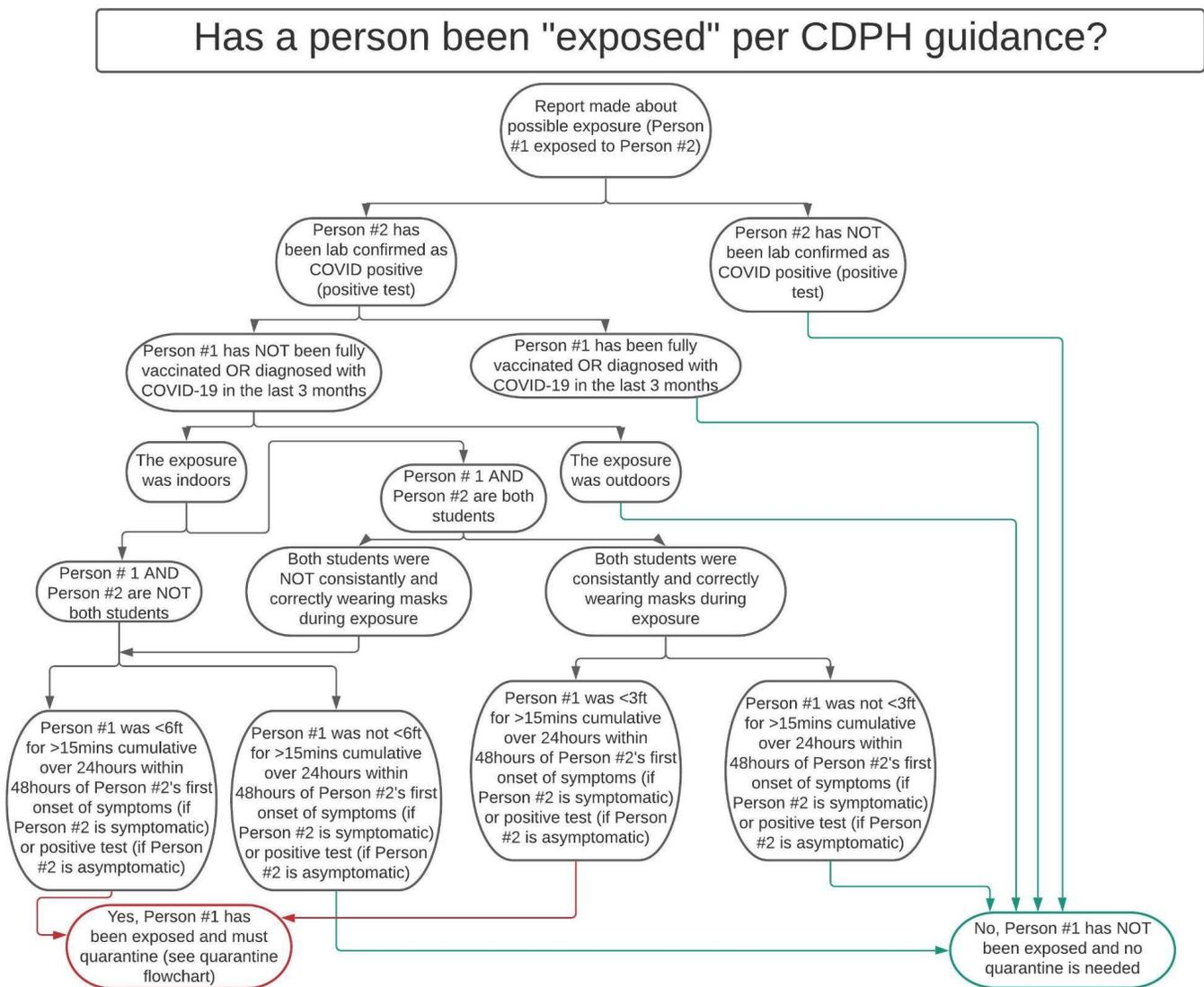
Isolate and send home: Keep the student or staff member in the isolation room, call home to notify parents that a secondary screening was completed and the student must be picked up as soon as possible. Staff should then follow the school quarantine/isolation protocols below. The student may NOT ride the bus home for any reason.

Quarantine Protocols

Students/staff are deemed to have been exposed to COVID-19 if they have had close indoor contact (within 6 feet of a laboratory-confirmed COVID-19 infected individual for at least 15 minutes, cumulative over a 24 hour period) from 2 days before the infected individual had any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until the infected individual meets criteria for discontinuing home isolation. Exposed individuals must immediately go into quarantine per CDPH guidelines.

Close Contact exceptions per [CDPH guidance](#) and [CDC definition of a close contact](#):

- ★ Fully vaccinated individuals and/or an individual who can medically verify that they have been previously diagnosed with COVID-19 within the last three months. Self attestation satisfies vaccination verification in accordance with [CDPH guidelines](#) and [CDC guidance](#). As stated above, and in accordance with CDPH guidelines, previous COVID-19 diagnosis verification requires medical verification (e.g doctor's note, positive test results, etc.).
- ★ In the 7–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed) where both students were engaged in consistent and correct use of well-fitting face masks; and other 7–12 school prevention strategies were in place. This exception does NOT apply to teachers, staff or other adults in the indoor classroom setting.



Quarantine Protocol #1 (Unvaccinated adults/students when both parties were not wearing masks):

Asymptomatic individuals may discontinue quarantine under the following conditions:

- 10-days from the date of last exposure without testing

OR

- 7-days from the last date of exposure if the individual tests negative 5-days after the date of last exposure and tests.

Note: Household/continuous exposure requires that the exposed individual's quarantine period may not begin until after all household contacts complete their isolation period.

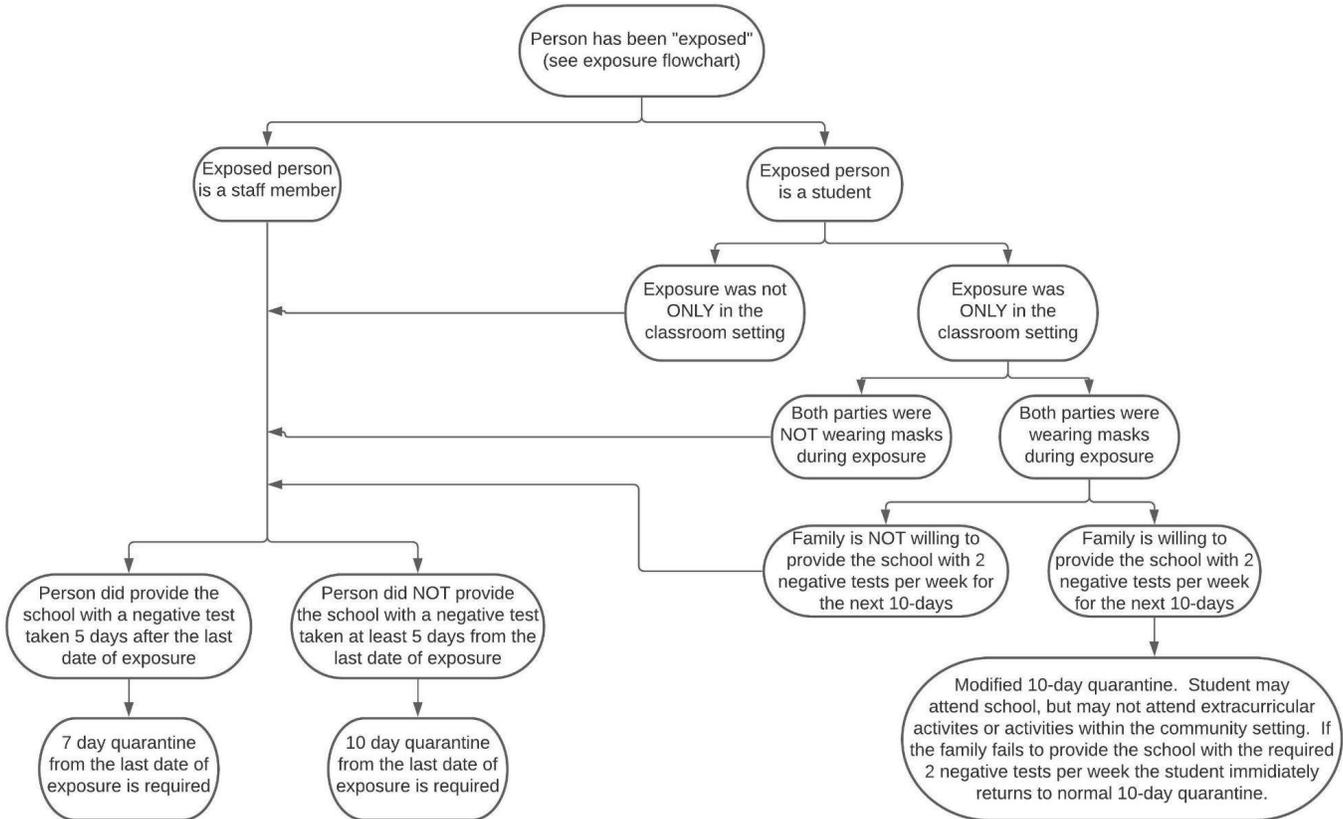
Quarantine Protocol #2 (Unvaccinated students when exposure was only in the classroom setting and both parties were wearing masks):

Exposed asymptomatic unvaccinated students, meeting the criteria above, may undergo a modified 10-day quarantine while continuing to attend school for in-person instruction if they:

- Are asymptomatic
- Continue to appropriately mask
- Undergo at least twice weekly testing during the 10-day quarantine and provide negative results to the school
- Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting

Note: Adults do NOT qualify for quarantine protocol #2.

How long does a person have to quarantine?



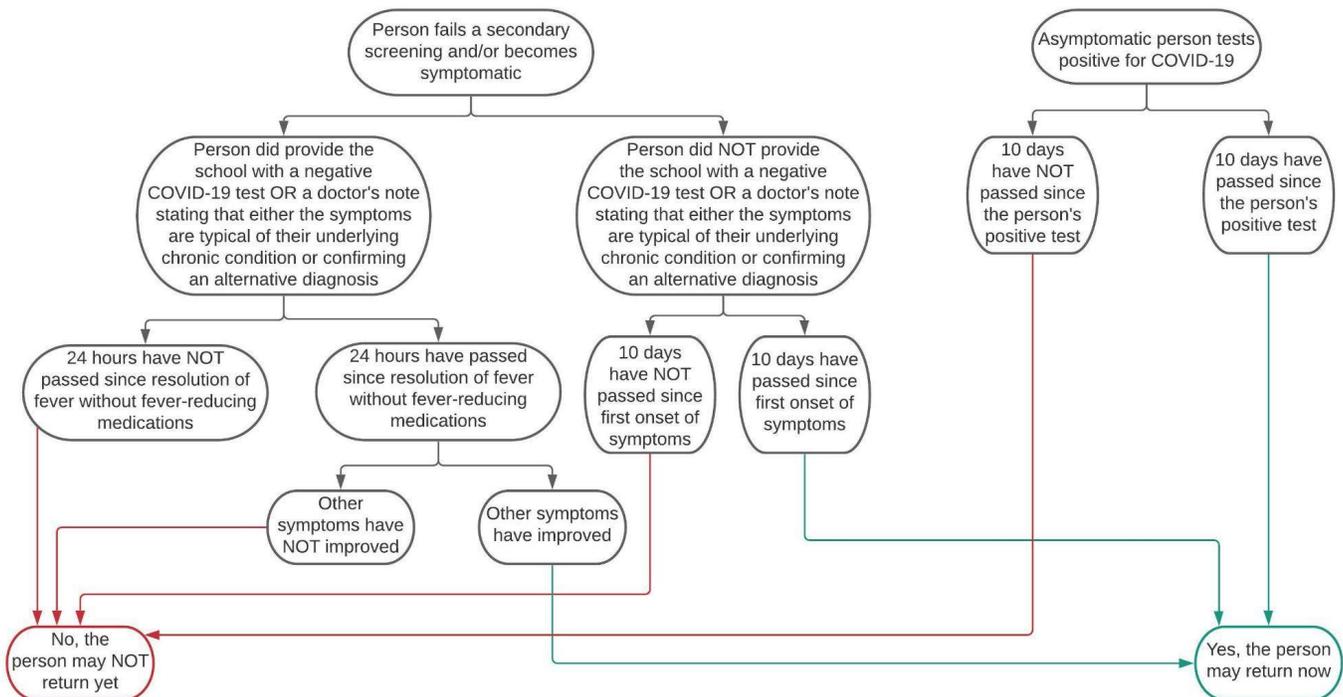
Notes: #1 For household exposure, the last date of exposure is the last day of the infected individual's isolation period.
 #2 If at any time a person in quarantine becomes symptomatic they must immediately begin isolation.

Isolation Protocols

Staff members and students with symptoms of COVID-19 infection must not return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:

- 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.

When may a person return to work/school from isolation?



Testing

Encore urges individuals wishing to be tested for COVID-19 to schedule an appointment with a San Bernardino County testing lab at sb.fulgentgenetics.com/appointment/screen/landing or by calling the San Bernardino County Public Health Department COVID hotline at (909)387-3911 9am-5pm M-F.

Case reporting, contract tracing and investigation

- Encore will report all confirmed COVID-19 cases to Encore's Risk Management.
- Per AB 86 (2021) and California Code Title 17, section 2500, Encore Risk management will report confirmed COVID-19 cases to the San Bernardino County Public Health Department.
- Encore Risk Management and school site administrators will act as COVID-19 liaisons to assist with contact tracing and investigation.

Hand Hygiene

- Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
- Promote hand washing throughout the day, especially before and after eating, after using the toilet, and after handling garbage, or removing gloves.
- Ensure adequate supplies to support healthy hygiene behaviors, including soap, tissues, no-touch trash cans, face coverings, and hand sanitizers with at least 60 percent ethyl alcohol for staff and children who can safely use hand sanitizer.

Campus/Classroom Cleaning

- **Any facility that has had a sick person with COVID-19 within the last 24-hours:** Sanitize and/or disinfect, all desks, tables, chairs, counters, doors, door handles, sinks, water fountains, light switches, and all other touch points as soon as possible.
- **7th-12th Grade Classrooms:** Sanitize and/or disinfect, all desks, tables, chairs, counters, doors, door handles, sinks, water fountains, light switches and all other touch points frequently and daily. Vacuum once a week. Mop, with disinfectant, 3 times per week.
- **School Offices/Staff Areas:** Sanitize and/or disinfect, all desks, tables, chairs, counters, doors, door handles, sinks, water fountains, light switches and all other touch points frequently and daily. Vacuum once a week. Mop, with disinfectant, 3 times per week.
- **Health Offices:** Sanitize and/or disinfect, all tables, chairs, benches, counters, doors, door handles, sinks, water fountains, light switches, beds and all other touch points frequently and daily. Mop, with disinfectant, every day.
- **School site isolation rooms:** Sanitize and/or disinfect, all tables, chairs, benches, counters, doors, door handles, sinks, light switches, beds and all other touch points immediately after a student or staff member has occupied the room and left to go home. Mop, with disinfectant, immediately after a student or staff member has occupied the room and left to go home.
- **Cafeteria:** Sanitize and/or disinfect, all tables, chairs, benches, counters, doors, door handles, sinks, water fountains, light switches and all other touch points frequently and daily. Vacuum once a week. Mop, with disinfectant, as frequently as possible and every day.
- **Big Top:** Sanitize and/or disinfect, all tables, doors, door handles, light switches and all other touch points every day. Mop, with disinfectant, every day.
- **Common Areas:** Sanitize and/or disinfect, all common touch points and playground equipment every day.
- **Restrooms:** Restrooms will be sanitized and/or disinfected, as many times as possible and every day. Disinfect and mop every day. Hand soap will remain readily available at all times in all restrooms.

New Custodial Practices/Equipment:

- During school hours staff will use food safe sanitizer to frequently clean.
- Campus Aide staff will provide all staff with hand sanitizer for use as needed.
- Marked increase in sanitizing and/or disinfectant frequency, protocols and procedures.
- Fogcraft cordless electrostatic lithium-ion battery-powered sprayers.
- UVC Sanitizer lights in all classrooms and offices.
- Increased hand sanitizing stations.

COVID-19 Safety Planning

- In order to build trust in the school community and support successful return to school, this addendum will be electronically posted Encore's website and social media pages.

School Events/Assemblies/Field Trips and Visitors

1. Events/assemblies/field trips/visitors deemed essential for student growth/learning may be approved by site administration on a case by case basis.
2. Schools should limit nonessential visitors, volunteers, and activities involving external groups or organizations with people who are not fully vaccinated, particularly if there is moderate-to-high COVID-19 community transmission at the time.
3. Schools should 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, should stay home and seek testing and care.
4. Any visitor who fails a visual screening will not be allowed onto campus.

Competition/Performance Guidance

Encore is committed to providing our students/families with full, in-person /competition/performance programs as they are essential to the learning of all students involved and also a key to lifelong success for many of our students. Encore is committed to following public health agency guidelines to minimize the risk of transmission of illness to students, families, coaches and the community. Encore approves the following activities with the following health and safety restrictions.

Guidelines:

1. All staff are required to train students on proper illness prevention/hygiene protocols.
2. Participants in indoor sports are required to wear face coverings when participating in the activity and in accordance with CDPH guidance for schools, even with heavy exertion, as tolerated.
3. Face coverings must be worn when indoors and face coverings can be tolerated (e.g., on the sidelines/bench of a sports practice, robotics practice, esports practice, fans etc.).
4. Staff will provide frequent visual screening for all who attend. Anyone who fails a visual screening will not be allowed to attend and/or participate.
5. Staff will be available for secondary screenings, as needed.
6. Hand washing or hand sanitizer will be readily available and encouraged.
7. No one with symptoms of COVID-19 or who is in isolation or quarantine for COVID-19 is permitted to attend practices or competitions.

8. Anyone with symptoms of COVID-19 should consult their physician for testing and notify their coach, and/or school administrator of their symptoms and test results. The coach and/or school administrator will communicate any positive tests to Encore Risk Management.
9. Youths recovering from COVID-19 will have different paths to return to performances based on the severity of their illness. See the American Academy of Pediatrics Interim Guidance on Return to Sports for additional guidance for more serious infections.
10. Encore staff should take an educational approach to helping individuals not adhering to health and safety guidelines.
11. Anyone who refuses to follow health and safety restrictions will be removed and may be banned from further events for the 21-22 school year.
12. Per CDPH guidance, unvaccinated individuals who are immune-compromised, who have pre-existing conditions, or are age 65 and older should not attend events. Individuals who are feeling sick or believe they might have been exposed to COVID-19 must stay home and may not attend events per CDPH guidelines.

Domestic Interstate or International Travel Guidelines

Encore will follow [CDPH travel guidelines](#). Fully vaccinated travelers are not required to test or quarantine when traveling. Unvaccinated travelers should follow the guidelines below:

- Delay travel until you're fully vaccinated.
- If you are NOT vaccinated, but choose to travel, get tested 1-3 days before and 3-5 days after your trip.
- Quarantine for 7 days after travel if your post-travel test, 3-5 days after your return, was negative.
- Quarantine for 10 days after travel if you choose to not get tested 3-5 days after travel.

Note: Anyone who develops symptoms or tests positive, regardless of vaccination status, must follow isolation protocols.

COVID 19 Testing Policy for all Unvaccinated School Staff and Students

- All unvaccinated staff must test on a weekly basis, by the Wednesday of each week.
- A copy of your test must be sent Encore Risk Management by the Friday of each week.