



# **COVID SAFETY PLAN**

## **2021 – 2022**

AUGUST 2021

# COVID-19 Prevention Program (CPP) for California School for the Deaf, Riverside

This CPP is designed to control exposures to the SARS-CoV-2 virus that may occur in our workplace, California School for the Deaf, Riverside (CSDR).

**Date:** Monday, August 2, 2021

## Authority and Responsibility

The Superintendent, the Human Resources Director, and the Business Manager have 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 may implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our 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.
- 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 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:

- Reopening School Task Force Work groups

## Employee screening

We screen our employees by:

- Encouraging self-monitoring of temperatures daily at home and/or using our free-standing thermometers; if an employee has a fever of 100 degrees Fahrenheit or greater, the employee is to contact their supervisor and stay home.
- Requiring self-screening for symptoms per the CDPH guidelines; if an employee has a cough, fever, shortness of breath, or has been directly exposed to anyone with a positive diagnosis, they are to contact their supervisor and stay home.
- If an employee is not feeling well and is exhibiting symptoms that may be attributed to COVID-19, such as acute respiratory symptoms or a fever, the company should do the following:
  - Human Resources Department may provide resources including how to seek medical care information.
  - CSDR may send an employee home that is exhibiting any symptoms and the HR Dept should provide the employee information on how long the employee would refrain from coming to any district locations and any leave benefits the employee may be entitled to.
- If informed that an employee tests positive for COVID-19, CSDR may provide notice to health officials in the county/city in which they are working to thus provide the company with further guidance. Information may include but is not limited to:
  - The employee's work location, work hours, general and specific work duties, if the employee has traveled to multiple worksites recently with timing, and the last day the employee was at work.
  - Identify who has been in contact with the employee. The employee's name should not be disclosed unless asked to by the health officials.

## **Student Screening**

- Passive Screening. Parents are instructed to screen students before leaving for school (check temperature to ensure temperature is below 100.4 degrees Fahrenheit, observe for symptoms outlined by public health officials) and to keep students at home if they have symptoms consistent with COVID-19 or if they have had close contact with a person diagnosed with COVID-19.
- All students should wash or sanitize hands as they enter campuses and vans.
- Supervision should be provided at points of access to avoid larger gatherings.
- If a student is symptomatic while entering campus or during the school day:
  - a. Students who develop symptoms of illness while at school should be separated from others right away, and isolated in an area through which others do not enter or pass. If more than one student is in an isolation area, physical distancing should be maintained.
  - b. Any students or staff exhibiting symptoms should be directed to immediately wear a face covering and wait in an isolation area until they can be transported home or to a health care facility.

- c. Students should remain in isolation with continued supervision and care until picked up by an authorized adult.
- d. Parents of sick students should be advised that students are not to return until they have met CDC criteria to discontinue home isolation.
- e. Support should be provided for students who are at higher risk for severe illness (medical conditions that the CDC says may have increased risks) or who cannot safely distance from household contacts at higher risk by providing options such as virtual learning or independent study.

### **Surveillance Testing**

“Surveillance” testing refers to regular testing for individuals who are not experiencing any COVID-19 symptoms. Surveillance testing is provided for free to students, faculty and, and is an added safeguard to minimizing the spread of COVID-19 within our community. The CSDR plan for surveillance testing should consist of staggered testing of staff and students twice per week, or a schedule that is recommended by California Department of Public Health

### **Correction of COVID-19 Hazards**

Unsafe or unhealthy work conditions, practices or procedures should be documented on the **Appendix B: COVID-19 Inspections** form, and corrected in a timely manner based on the severity of the hazards, as follows:

- Hazards observed or discovered by any means (site inspections, accident investigations, or casual observation) shall be reported to the site administrator.
- The site administrator shall input a work order request to Maintenance and Operations for correction of hazardous conditions, identifying the work order as “safety priority.”
- Maintenance shall conduct the requested hazard abatement and notify the site administrator when completed, and records of these corrections are kept in the work order system.
- With respect to hazardous practices or procedures, the site administrator shall communicate with the parties involved to bring about a resolution (elimination or alteration of the unsafe practice).
- If the best method for correcting the hazardous condition or practice is not apparent or obvious, the site administrator should contact CSDR Business Manager and Chief of Plant Operations for an appraisal and recommendation.
- When an imminent hazard exists, which cannot be immediately abated without endangering employee(s) and/or property, we should remove all exposed workers from the area except those necessary to correct the existing condition. Workers who are required to correct the hazardous condition shall be provided with the necessary protection.

### **Control of COVID-19 Hazards**

#### **Physical Distancing**

Where possible, we ensure at least three feet of physical distancing at all times in our workplace by:

- Eliminating the need for workers to be in the workplace – e.g., telework or other remote work arrangements.
- Reducing the number of persons in an area at one time, including contractors.
- Visual cues such as signs and floor markings to indicate where employees and others should be located or their direction and path of travel.
- Staggered arrival, departure, work, and break times.
- Adjusted work processes or procedures, such as reducing production speed, to allow greater distance between employees.
- Added partitions in high traffic areas such as the Front Desk and other main building offices.

Individuals should be kept as far apart as possible when there are situations where six feet of physical distancing cannot be achieved.

### **Face Coverings**

We provide clean, undamaged face coverings and ensure they are properly worn by employees over the nose and mouth. Masks are to be worn by all individuals on campus when indoors, and outdoors when less than six feet away from another person is not possible. CSDR should follow all orders from the California Department of Public Health (CDPH) or local health department.

Employees and contractors are provided disposable face coverings if they do not have one. Supervisors, site administrators, and contract monitors are responsible for ensuring employees and contractors are following face covering practices.

The following are exceptions to the use of face coverings in our workplace:

- When individuals are outside.
- When an employee is alone in a room.
- While eating and drinking at the workplace, provided employees are at least three feet apart and outside air supply to the area, if indoors, has been maximized to the extent possible.
- Employees wearing respiratory protection in accordance with CCR Title 8 section 5144 or other safety orders.
- Employees who cannot wear face coverings due to a medical or mental health condition or disability. Alternatives may be considered on a case-by-case basis.

### **Engineering controls**

We implement the following measures for situations where we cannot maintain at least three feet between individuals:

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- HVAC filters shall be changed quarterly, unless there is an identified positive. If there is an identified positive, HVAC filters should be changed at the time of sanitization.
- HVAC and Outside Air: Maximize the amount of fresh air brought in by the HVAC systems (minimum of 3 air exchanges per hour) and ensure ventilation is running at least 30 minutes prior to building occupancy.
- Systems Maintenance: Regular preventive maintenance is performed that includes cleaning of both condensing and evaporator coils, as well as checking and replacing air filters and filtration systems to ensure optimal air quality quarterly.

## **Cleaning and disinfecting**

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- CSDR has established routine schedules to clean and disinfect common surfaces and objects in the workplace. This includes but is not limited to:
  - Classroom technology devices, containers, counters, tables, desks, chairs, benches, door handles, knobs, doorbells, refrigerators, and bathroom surfaces, automobiles and buses – inside and out, and trash cans.
- The process of disinfecting includes providing disinfecting products, any PPE required for their safe use along with review of manufacturer instructions for proper use.

Should we have a COVID-19 case in our workplace, we should implement the following procedures:

When Maintenance and Operations is notified of a confirmed case and a work area requires cleaning and disinfections, the following three step decontamination process should be used.

1. Clean/wipe all high touchpoint areas & any soiled surfaces with E23 Neutral Cleaner/Disinfectant accompanied by a microfiber towel. High touchpoint areas include but are not limited to: Doorknobs/handles, push bars, Light switches, Countertops, Faucet handles, Soap and towel dispensers, Keyboards, telephones, copiers, Desks, chairs, Handrails, Sneeze shields.
2. Clean and Extract carpeted surfaces with truck mount carpet extractor. Carpets are pretreated with “Clean” solution and then rinsed with plain water and extracted thoroughly.
3. Spray and treat all affected areas with the Clorox Total 360 Electrostatic Disinfectant Sprayer or Victory Backpack Electrostatic Sprayer.
4. Replacement of HVAC filters.

Once the process has been completed, it is the responsibility of the Custodial Supervisor to create a COVID Response Report that documents the situation and explains the decontamination process at the described location. Report is then sent to the Business Manager, Chief of Plant Operations. and school administrators.

## **Shared tools, equipment and personal protective equipment (PPE)**

PPE should not be shared, e.g., gloves, goggles and face shields.

Items that employees come in regular physical contact with, such as phones, headsets, desks, keyboards, writing materials, instruments and tools should also not be shared, to the extent feasible.

Where there may be sharing, the items should be disinfected between uses by wiping them with disinfecting wipes.

Sharing of vehicles should be minimized to the extent feasible, and high-touch points (for example, steering wheel, door handles, seatbelt buckles, armrests, shifter, etc.) should be disinfected between users.

## **Hand sanitizing**

In order to implement effective hand sanitizing procedures, we:

- Evaluated handwashing facilities.
- Encourage and allowing time for employee handwashing.
- Provide employees with an effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e. methyl alcohol).
- Encourage employees to wash 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 CCR Title 8, section 3380, and provide 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.

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.

## **Investigating and Responding to COVID-19 Cases**

This should be accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

Employees who had potential COVID-19 exposure in our workplace should be:

- Informed of the possible exposure in writing and they should be advised to get themselves tested, **Appendix E: Sample Possible Exposure Letter.**

## **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 and possible hazards to their immediate supervisor. CDE has policies protecting employees from discrimination, harassment, and retaliation ([COVID-19 Updates for State Workers](#) / [Civil Rights](#) / [Equal Opportunity](#)). These employees can report symptoms and hazards without fear of reprisal. These policies continue to apply during the COVID19 pandemic. Under federal and state laws, employees are prohibited from discriminating and/or retaliating in any way against employees who have been potentially exposed to or diagnosed with COVID-19.

- Our procedures or policies for accommodating employees with medical or other conditions that put them at increased risk of severe COVID-19 illness.
- Testing is required for all non-vaccinated employees. Take home test kits will be provided by the Human Resources Department.
- In the event we are required to provide testing because of a workplace exposure or outbreak, we should 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 should provide effective training and instruction that includes:

- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards.
- Information regarding COVID-19-related benefits 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.
- Methods of physical distancing of at least six feet and the importance of combining physical distancing with the wearing of face coverings.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing may be combined with other controls, including face coverings and hand hygiene, to be effective.
- 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 - face coverings are intended to primarily protect other individuals from the wearer of the face covering.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.

**Appendix D: COVID-19 Training Roster** should be used to document this training.



## Exclusion of COVID-19 Cases

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

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Employees with COVID-19 exposure will continue to follow the current Riverside Public Health Guideline recommendations.
- Continuing and maintaining an employee's earnings, seniority, and all other employee rights and benefits whenever we've demonstrated that the COVID-19 exposure is work related. This should be accomplished by California Department of Education policies and employee contract provisions regarding COVID-19 related benefits to which employees may be entitled to, including, but not limited to, Family Medical Leave Act/California Family Rights Act Leave, workers' compensation, and personal leave rights. CAL-HR policies may be found here: <https://hrmanual.calhr.ca.gov/Home/ManualItem/1/2127>
- 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 at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Report immediately to Cal/OSHA any COVID-19-related serious illnesses or death, as defined under CCR Title 8 section 330(h), of an employee occurring in our place of employment or in connection with any employment.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with CCR Title 8 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 the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID19 cases. The information should be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed.

## Return-to-Work Criteria

- COVID-19 cases with COVID-19 symptoms should not return to work until all the following have occurred:
  - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - COVID-19 symptoms have improved.
  - At least 10 days have passed since COVID-19 symptoms first appeared.

- COVID-19 cases who tested positive but never developed COVID-19 symptoms should not return to work until a minimum of 10 days have passed since the date of specimen collection of their first positive COVID-19 test.
- A negative COVID-19 test should not be required for an employee to return to work.
- If an order to isolate or quarantine an employee is issued by a local or state health official, the employee should not return to work until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, then the period should be 10 days from the time the order to isolate was effective, or 10 days from the time the order to quarantine was effective. This does not apply to fully vaccinated employees.

Cheryl Cotton

Deputy Superintendent

State Special Schools and Services Division

Human Resources and Labor Relations Branch

California Department of Education



## Appendix B: COVID-19 Inspections

[This form is only intended to get you started. Review the information available at [www.dir.ca.gov/dosh/coronavirus/](http://www.dir.ca.gov/dosh/coronavirus/) for additional guidance on what to regularly inspect for, including issues that may be more pertinent to your particular type of workplace. You should need to modify form accordingly.] 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
<b>Engineering</b>			
Barriers/partitions			
Ventilation (amount of fresh air and filtration maximized)			
Additional room air filtration			
<b>[add any additional controls your workplace is using]</b>			
<b>Administrative</b>			
Physical distancing			
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			
<b>[add any additional controls your workplace is using]</b>			
<b>PPE (not shared, available and being worn)</b>			
Face coverings (cleaned sufficiently often)			
Gloves			
Face shields/goggles			
Respiratory protection			
<b>[add any additional controls your workplace is using]</b>			

## Appendix C: Investigating COVID-19 Cases

All personal identifying information of COVID-19 cases or symptoms should be kept confidential. All COVID-19 testing or related medical services provided by us should be provided in a manner that ensures the confidentiality of employees, with the exception of unredacted information on COVID-19 cases that should be provided immediately upon request to the local health department, CDPH, Cal/OSHA, the National Institute for Occupational Safety and Health (NIOSH), or as otherwise required by law.

All employees' medical records should also be kept confidential and not disclosed or reported without the employee's express written consent to any person within or outside the workplace, with the following exceptions: (1) Unredacted medical records provided to the local health department, CDPH, Cal/OSHA, NIOSH, or as otherwise required by law immediately upon request; and (2) Records that do not contain individually identifiable medical information or from which individually identifiable medical information has been removed.

**Date:** [enter date]

**Name of person conducting the investigation:** [enter name(s)]

<b>Employee (or nonemployee*) name:</b>		<b>Occupation (if nonemployee, why they were in the workplace):</b>	
<b>Location where employee worked (or non-employee was present in the workplace):</b>		<b>Date investigation was initiated:</b>	
<b>Was COVID-19 test offered?</b>		<b>Name(s) of staff involved in the investigation:</b>	
<b>Date and time the COVID-19 case was last present in the workplace:</b>		<b>Date of the positive or negative test and/or diagnosis:</b>	
<b>Date the case first had one or more COVID-19 symptoms:</b>		<b>Information received regarding COVID-19 test results and onset of symptoms (attach documentation):</b>	

**Results of the evaluation of the COVID-19 case and all locations at the workplace that may have been visited by the COVID-19 case during the high-risk exposure period, and who may have been exposed (attach additional 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:			
All employees who may have had COVID19 exposure and their authorized representatives.	Date:		
	Names of employees that were notified:		
Independent contractors and other employers present at the workplace during the high-risk exposure period.	Date:		
	Names of individuals that were notified:		
What were the workplace conditions that could have contributed to the risk of COVID-19 exposure?		What could be done to reduce exposure to COVID-19?	
Was local health department notified?		Date:	

\*Should an employer be made aware of a non-employee infection source COVID-19 status.

## Appendix D: COVID-19 Training Roster

Date: **[enter date]**

Person that conducted the training: **[enter name(s)]**

Employee Name	Signature



## Appendix E: Sample Possible Exposure Letter

Dear California School for the Deaf, Riverside (CSDR) Employees:

This memorandum is to provide information on actions we are taking in response to the novel Coronavirus (COVID-19). The CSDR cares about, and is committed to the health and safety of our valuable employees. We are taking the necessary steps to provide you with a safe working environment.

The CSDR learned that an employee who entered the office has tested positive for the COVID-19 virus. The employee was tested for the virus, and received positive results of this test on [DATE]. Because you have potentially been exposed to COVID-19 you should contact your local public health department for guidance and any possible actions to take based on individual circumstances. You should also inform members that reside in your household and any other close contacts.

If you feel sick with fever, cough, or are having difficulty breathing, before you go to a doctor's office or emergency room, call ahead and tell them about your potential exposure and your symptoms. If you are subject to quarantine or self-monitoring from a local public health department, you may be provided with Emergency Paid Sick Leave Act (EPSLA) benefit or telework may be considered, consistent with department policy. All requests for EPSLA must be approved by the Personnel Office.

The following steps have been taken at this time:

- The California Department of Public Health (CDPH) has been notified by CDE Headquarters and the CSDR is following the provided recommendations.
- The CSDR should be professionally sanitized in response to the positive test results.
- Guidance remains the same, employees should continue practicing physical distancing, wash hands with soap and hot water often, and stay home if you feel sick or have symptoms.

We understand some employees may be in a high-risk group or are parents of students facing school closures; please discuss telework or other options with your supervisor. Supervisors should work closely with staff to manage impacts to employees and business operations, in consideration of essential services that need to be protected.

The CSDR should continue to work closely with the CDE Headquarters and should share additional information as it becomes available.

Stay informed by visiting the Centers for Disease Control and Prevention website and the California Department of Public Health website. Both websites are updated daily with the latest information and advice for the public.

While we understand employees may have questions about the health of coworkers and friends in the office, it is necessary that we protect the health-related information of our employees. We cannot confirm the health status of employees or communicate about coworkers' health.

Thank you again for your hard work, flexibility, and patience during this challenging time.

Sincerely,

Nancy Hlibok Amann

## Additional Consideration #1

### COVID-19 Testing, Infections, and Outbreaks

#### COVID-19 testing

- COVID-19 testing will be available to all students and employees at no cost. Non-vaccinated employees are required to be tested twice weekly.
- Employees are required to provide proof of vaccination to Human Resources. If no proof is provided, staff will be considered non-vaccinated for testing purposes.
- Student testing is voluntary, but strongly encouraged. Student Health Center Staff will document students that are participating and ensure they receive twice weekly testing. Residential students will be tested on site and Day students will receive home testing kits.
- COVID-19 testing consists of the following:
  - All non-vaccinated employees will be tested twice weekly prior to reporting to the work site. Take homes tests will be provided and staff will upload results. Negative COVID-19 results approve staff to report to the work site. Positive COVID-19 results must be reported to Human Resources and notification shall be sent to the supervisor that the staff will not be reporting to work.
  - Training will be provided for testing information and documentation; the video will also be available on our website.

#### Exclusion of COVID-19 cases

Employees or students who test positive for COVID-19 or had possible exposure must follow **Return to Work Criteria** requirements, and local health officer orders if applicable.

#### Investigation of workplace COVID-19 illness

We should immediately investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.

#### COVID-19 investigation, review and hazard correction

In addition to our CPP **Identification and Evaluation of COVID-19 Hazards** and **Correction of COVID-19 Hazards**, we should immediately perform a review of potentially relevant COVID-19 policies, procedures, and controls and implement changes as needed to prevent further spread of COVID-19.

The investigation and review should be documented and include:

- Investigation of new or unabated COVID-19 hazards including:
  - Our leave policies and practices and whether employees are discouraged from remaining home when sick.
  - Our COVID-19 policies.
  - Insufficient outdoor air.
  - Insufficient air filtration.
  - Lack of physical distancing.
- Updating the review:
  - Every thirty days that the outbreak continues.
  - In response to new information or to new or previously unrecognized COVID-19 hazards. ○ When otherwise necessary.
- Implementing changes to reduce the transmission of COVID-19 based on the investigation and review. We should consider:
  - Moving indoor tasks outdoors or having them performed remotely.
  - Increasing outdoor air supply when work is done indoors.
  - Improving air filtration.

- Increasing physical distancing as much as possible. ○ Respiratory protection.

### **Notifications to the local health department**

- Immediately, but no longer than 48 hours after learning of three or more COVID-19 cases in our workplace, we should contact the local health department for guidance on preventing the further spread of COVID-19 within the workplace.
- We should provide to the local health department the total number of COVID-19 cases and for each COVID-19 case, the name, contact information, occupation, workplace location, business address, the hospitalization and/or fatality status, and North American Industry Classification System code of the workplace of the COVID-19 case, and any other information requested by the local health department. We should continue to give notice to the local health department of any subsequent COVID-19 cases at our workplace.

## **Additional Consideration #2**

### **COVID-19 Prevention in Housing for Residential Students**

#### **Assignment of housing units**

We will ensure that shared housing unit assignments are limited to:

- Up to one residential student per bedroom.

#### **Physical distancing**

We will ensure:

- The premises are of sufficient size and layout to permit at least three feet of physical distancing between residents in housing units, common areas, and other areas of the premises.
- Maximization of the quantity and supply of outdoor air and increase filtration efficiency to the highest level compatible with the existing ventilation system in housing units.

#### **Face coverings**

We will provide face coverings to all residents and provide information to residents on when they should be used in accordance with state or local health officer orders or guidance.

#### **Cleaning and disinfection**

We will ensure that:

- Housing units, kitchens, bathrooms, and common areas are effectively cleaned and disinfected at least once a day to prevent the spread of COVID-19. Cleaning and disinfecting shall be done in a manner that protects the privacy of residents.
- Unwashed dishes, drinking glasses, cups, eating utensils, and similar items are not shared.

#### **Screening**

We will encourage residents to report COVID-19 symptoms to Residential Life Supervisors

#### **COVID-19 testing**

We have established, implemented, and will maintain effective policies and procedures for COVID-19 testing. Student Health Center will provide twice weekly testing for residential students per CDPH recommendation.

#### **Isolation of COVID-19 cases and persons with COVID-19 exposure**

We will:

- Effectively isolate COVID-19 exposed residents from all other occupants. Effective isolation will include providing COVID-19 exposed residents with a private bathroom, sleeping area, and cooking and eating facility until the resident is picked up by her/his family members.
- Effectively isolate COVID-19 cases from all occupants who are not COVID-19 cases. Effective isolation will include housing COVID-19 cases only with other COVID-19 cases and providing COVID-19 case occupants with a sleeping area, bathroom, and cooking and eating facility that is not shared by non-COVID-19-case occupants.
- Keep confidential any personal identifying information regarding COVID-19 cases and persons with COVID-19 symptoms, in accordance with our CPP **Investigating and Responding to COVID-19 Cases**.