



COVID-19 Prevention Program (CPP)

The French American School of Silicon Valley
1522 Lewiston Drive, Sunnyvale, CA 94087

With some exceptions, all employers and places of employment are required to establish and implement an effective 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\(c\)](#). French American School of Silicon Valley with the assistance of Cal/OSHA has developed this program.



March 2022

**COVID-19 Prevention Program (CPP) for
The French American School of Silicon Valley
1522 Lewiston Drive, Sunnyvale, CA 94087**

This CPP is designed to control employees' exposures to the SARS-CoV-2 virus (severe acute respiratory syndrome coronavirus 2) that causes COVID-19 (Coronavirus Disease 2019) that may occur in our workplace.

Date: March 31, 2022

Authority and Responsibility

Martine Trusz, Head of School has overall authority and responsibility for implementing the provisions of this CPP in our workplace. In addition, all managers and supervisors are responsible for implementing and maintaining the CPP in their assigned work areas and for ensuring employees receive answers to questions about the program in a language they understand.

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

Identification and Evaluation of COVID-19 Hazards

We implement the following in our workplace:

- Conduct workplace-specific evaluations using the **Appendix A: Identification of COVID-19 Hazards** form.
- Document the vaccination status of our employees by using **Appendix E: Documentation of Employee COVID-19 Vaccination Status**, which is maintained as a confidential medical record.
- Evaluate employees' potential workplace exposures to all persons at, or who may enter, our workplace.
- Develop COVID-19 policies and procedures to respond effectively and immediately to individuals at the workplace who are a COVID-19 case to prevent or reduce the risk of transmission in the workplace **Staff and Students are tested on-site weekly through Kyla. Staff and Parents are notified, typically within 24 hours of testing status. Staff and students have been emailed Santa Clara County's Decision tree which details isolation and quarantine protocols. Each time there is an update to the tree or to other Covid-19 protocols, parents and staff are notified. The school has also enrolled in CDPH's Testing Program. All campus cases are reported in SPOT. Contact tracing is also performed, and parents are then notified if their child has been a close contact.**
- 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 and evaluate unhealthy conditions, work practices, and work procedures related to COVID-19 and to ensure compliance with our COVID-19 policies and procedures.

Employee participation

Employees and their authorized employees' representatives are encouraged to participate in the identification and evaluation of COVID-19 hazards by: **Reporting an issue to an employee's supervisor, Martine Trusz, Head of School, or Laurel Maguire, Director of Finance and Operations**

Employee screening

We screen our employees and respond to those with COVID-19 symptoms by: **Use of the Kyla App, with daily COVID-19 symptom monitoring and guidance; daily temperature screenings using touchless temperature scanning device combined with face recognition feature; weekly COVID-19 testing for all employees (and staff).**

Correction of COVID-19 Hazards

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

- **The severity of the hazard will be assessed, and correction time frames assigned, accordingly.**
- **Individuals are identified as being responsible for timely correction.**
- **Follow-up measures are taken to ensure timely correction.]**

Control of COVID-19 Hazards

Face Coverings

We provide clean, undamaged N95, KN95 face coverings and ensure they are properly worn by employees when they are indoors or in vehicles, and where required by orders from the California Department of Public Health (CDPH). **Five masks are distributed to employees each week. Employees have received training on how to properly wear masks. Employees are required to use a new mask each day.**

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

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

Any employee not wearing a required face covering will be at least six feet apart from all other persons unless the unmasked employee is either fully vaccinated or tested at least weekly for COVID-19.

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

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

Engineering controls

For indoor locations, using Appendix B, we identify and evaluate how to maximize, to the extent feasible, ventilation with outdoor air using the highest filtration efficiency compatible with our existing ventilation system, and whether the use of portable or mounted High Efficiency Particulate Air (HEPA) filtration units, or other air cleaning systems, would reduce the risk of transmission by:

FASSV classrooms are equipped with Merv 13 air filtration through wall mounted air conditioners as well as two portable HEPA filtration units. The second portable unit was installed in each classroom to accommodate smoke and heat filled days where the doors and windows cannot remain opened. Units are inspected and filters are replaced every three months by Cupertino Union School District. FASSV's janitor maintains the portable units. Doors and windows remain open with the exception of an EPA Air Quality Index greater than 100.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces and objects, such as doorknobs, elevator buttons, equipment, tools, handrails, handles, controls, phones, headsets, bathroom surfaces, and steering wheels:

- **Provide training to teachers, staff, and janitors in all COVID-19 cleaning and maintenance protocols.**
- **Janitorial and Front Office Staff clean and disinfect common areas throughout the day, where appropriate.**
- **Teachers and Staff clean and disinfect their classroom's frequently touched areas throughout the day, where appropriate.**
- **Janitorial staff thoroughly cleans and disinfects the campus nightly, using in addition UV light surface sanitizers and electrostatic sprayer.**

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

as described in the School's Covid Safety Plan posted on the school's website: www.fassv.org.

Hand sanitizing

To implement effective hand sanitizing procedures, we:

- **Installed touchless faucets, touchless soap and paper towel dispensers in all classrooms and bathrooms**
- **Installed extra touchless handwashing stations on campus.**
- **Require employees and students to wash their hands when coming on to campus, before and after recess and lunches, and after bathroom breaks.**
- **Provide employees and students with effective hand sanitizer, and prohibit hand sanitizers that contain methanol (i.e., methyl alcohol).**
- **Encourage employees and students 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 section 3380, and provide and ensure use of such PPE as needed.

We provide N95 and KN95 masks to employees; and upon request, provide respirators for voluntary use to all employees who are working indoors or in vehicles with more than one person.

We'll provide and ensure use of respirators in compliance with section 5144 when deemed necessary by Cal/OSHA.

We'll also provide and ensure use of eye and respiratory protection when employees are exposed to procedures that may aerosolize potentially infectious material such as saliva or respiratory tract fluids.

Testing of symptomatic employees

We make COVID-19 testing available at no cost to all employees who had close contact in the workplace and have COVID-19 symptoms, during employees' paid time.

Investigating and Responding to COVID-19 Cases

We have developed effective procedures to investigate COVID-19 cases that include seeking information from our employees regarding COVID-19 cases, close contacts, test results, and onset of symptoms. This is accomplished by using the **Appendix C: Investigating COVID-19 Cases** form.

We also ensure the following is implemented:

- Employees that had a close contact are offered COVID-19 testing at no cost during their working hours, except for COVID-19 cases who were allowed to return to work per our return-to-work criteria and have remained free of symptoms for 90 days after the initial onset of symptoms, or for cases who never developed symptoms, for 90 days after the first positive test.
- The information on benefits described in Training and Instruction, and Exclusion of COVID-19 Cases, below, will be provided to these employees.
- Written notice within one business day of our knowledge of a COVID-19 case that people at the worksite may have been exposed to COVID-19. This notice will be provided to all employees (and their authorized representative), independent contractors and other employers on the premises at the same worksite as the COVID-19 case during the high-risk exposure period. These notifications will meet the requirements of T8CCR section 3205(c)(3)(B) and Labor Code section 6409.6(a)(4); (a)(2); and (c).
- We consider a "close contact" that meets the definition as described in section 3205(b)(1) definition; "high-risk exposure period" meets the section 3205(b)(10) definition; and "worksite" meets the section 3205(b)(12) definition]
- Cases will be reported through the California Department of Public Health's School Portal for Outbreak Tracking "SPOT"; and to Community Care Licensing through direct reporting, following up with Unusual Incident reporting.

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:

- Who employees should report COVID-19 symptoms, possible close contacts and hazards to, and how.
- Employees have been instructed to report COVID-19 symptoms to their immediate supervisor immediately, and to report possible hazards to Martine Trusz, Head of School or Laurel Maguire, Director of Finance and Operations.
- That employees can report symptoms, possible close contacts and hazards without fear of reprisal.
- Employees have been told that the health and safety of the staff and students is the school's number one priority. The administration, therefore, welcomes communication from employees regarding reporting their own symptoms or hazards as they relate to COVID-19, or any other safety risk.
- How employees with medical or other conditions that put them at increased risk of severe COVID-19 illness can request accommodations.

Details on policies are available in the school's Employee Handbook.

Access to COVID-19 testing when testing is required.

Employees can access testing through scheduling a test through their Kyla App, through CDPH's testing program through Primary Health, or through their Primary Care Physician. Testing is also available onsite twice weekly through Kyla. In the event of a workplace exposure, testing will be available through making an appointment through CDPH's testing program or the employee's Kyla app, and then being able to go into one of their clinics for testing. In an event of a workplace outbreak, Kyla will be scheduled to come onsite to test employees.

The 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.

- **Employees have been notified and trained on hazards in the workplace as they pertain to COVID-19. All employees have received a copy of our school's Covid Safety (CSP) and CalOsha COVID-19 Prevention (CPP) Plans. Reminders are sent periodically to remind employees of social distancing and PPE protocols.**

Training and Instruction

- We provide effective employee training and instruction that includes:
- Our COVID-19 policies and procedures to protect employees from COVID-19 hazards, and how to participate in the identification and evaluation of COVID-19 hazards.
- Information regarding COVID-19-related benefits (including mandated sick and vaccination leave) to which the employee may be entitled under applicable federal, state, or local laws.
- The fact that:
 - COVID-19 is an infectious disease that can be spread through the air.
 - COVID-19 may be transmitted when a person touches a contaminated object and then touches their eyes, nose, or mouth.
 - An infectious person may have no symptoms.
- The fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19 and are most effective when used in combination.
- The right of employees that are not fully vaccinated to request a respirator for voluntary use, without fear of retaliation, and our policies for providing the respirators. Employees voluntarily using respirators will be trained according to section 5144(c)(2) requirements:
 - How to properly wear them.
 - How to perform a seal check according to the manufacturer's instructions each time a respirator is worn, and the fact that facial hair can interfere with a seal.
- The importance of frequent hand washing with soap and water for at least 20 seconds and using hand sanitizer when employees do not have immediate access to a sink or hand washing facility, and that hand sanitizer does not work if the hands are soiled.
- Proper use of face coverings and the fact that face coverings are not respiratory protective equipment. Since COVID-19 is an airborne disease, N95s and more protective respirators protect the users from airborne disease, while face coverings primarily protect people around the user.
 - The conditions where face coverings must be worn at the workplace.
 - That face coverings are additionally recommended outdoors for people who are not fully vaccinated if six feet of distance cannot be maintained.
 - Employees can request face coverings and can wear them at work regardless of vaccination status and without fear of retaliation.
- COVID-19 symptoms, and the importance of obtaining a COVID-19 test and not coming to work if the employee has COVID-19 symptoms.
- Information on our COVID-19 policies and how to access COVID-19 testing and vaccination, and the fact that vaccination is effective at preventing COVID-19, protecting against both transmission and serious illness or death.

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

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

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

- Ensuring that COVID-19 cases are excluded from the workplace until our return-to-work requirements are met.
- Excluding employees that had a close contact from the workplace until our return-to-work criteria have been met, with the following exceptions:
 - Employees who were fully vaccinated before the close contact and who do not develop COVID-19 symptoms, provided they wear a face covering and maintain six feet of physical distance from others in the workplace for 10 days following the last date of close contact.
 - COVID-19 cases who returned to work per our return-to-work criteria and have remained free of COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the initial onset of COVID-19 symptoms, provided they wear a face covering and maintain six feet of distance from others in the workplace for 14 days following the last date of close contact.
 - COVID-19 cases who returned to work per our return-to-work criteria who never developed COVID-19 symptoms do not need to be excluded from the workplace for 90 days after the first positive test, provided they wear a face covering and maintain six feet of distance from others in the workplace for 10 days following the last date of close contact.
- If we do not exclude an employee who had a close contact as permitted by the above three exceptions, we will provide the employee with information about any applicable precautions recommended by CDPH for individuals with close contact.
- For employees excluded from work, continuing, and maintaining employees' earnings, wages, seniority, and all other employees' rights and benefits. This will be accomplished by **employer-provided employee sick leave benefits, payments from public sources or other means of maintaining earnings, rights, and benefits, where permitted by law and when not covered by workers' compensation.**
- Providing employees at the time of exclusion with information on available benefits.

Reporting, Recordkeeping, and Access

It is our policy to:

- Report information about COVID-19 cases and outbreaks at our workplace to the local health department whenever required by law, and provide any related information requested by the local health department.
- Maintain records of the steps taken to implement our written COVID-19 Prevention Program in accordance with section 3203(b).
- Make our written COVID-19 Prevention Program available at the workplace to employees, authorized employee representatives, and to representatives of Cal/OSHA immediately upon request.
- Use the **Appendix C: Investigating COVID-19 Cases** form to keep a record of and track all COVID-19 cases.

Return-to-Work Criteria

- **COVID-19 cases with symptoms** will not return to work until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 °F. or higher has resolved without the use of fever-reducing medications, and
 - COVID-19 symptoms have improved, and
 - At least 10 days have passed since COVID-19 symptoms first appeared.
- **COVID-19 cases who tested positive but never developed symptoms** will 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 will not be required for an employee to return to work once the requirements for "cases with symptoms" or "cases who tested positive but never developed symptoms" (above) have been met.

- Persons who had a close contact may return to work as follows:
 - Close contact but never developed symptoms: after 10 days have passed since the last known close contact unless either of the following exceptions apply:
 - Ten days have passed since the last known close contact and the person wears a face covering and maintains six feet of physical distance from others while at the workplace for 10 days following the last date of close contact.
 - Six days have passed since the last known close contact; the person tested negative for COVID-19 using a COVID-19 test with the specimen taken at least five days after the last known close contact; and the person wears a face covering and maintains six feet of physical distance from others while at the workplace for 10 days following the last date of close contact.
 - Close contact with symptoms: when the “COVID-19 cases with symptoms” criteria (above) have been met.
- If an order to isolate, quarantine, or exclude an employee is issued by a local or state health official, the employee will not return to work until the period of isolation or quarantine is completed or the order is lifted.

Laurel L Maguire,

Director of Finance and Operations

Appendix A: Identification of COVID-19 Hazards

All persons, regardless of symptoms or negative COVID-19 test results, will be considered potentially infectious. Particular attention will be paid to areas where people may congregate or come in contact with one another, regardless of whether employees are performing an assigned work task or not. For example: meetings, trainings, entrances, bathrooms, hallways, aisles, walkways, elevators, break or eating areas, cool-down areas, and waiting areas.

Evaluation of potential workplace exposure will be to all persons at the workplace or who may enter the workplace, including coworkers, employees of other entities, members of the public, customers or clients, and independent contractors. We will consider how employees and other persons enter, leave, and travel through the workplace, in addition to addressing stationary work.

Person conducting the evaluation: **Laurel Maguire**

Date: August 2021 / March 2022 (ongoing)

Name(s) of employee and authorized employee representative that participated: Martine Trusz, Tiffany Hartdegen, Laurel Maguire, Jazmin Chandler, Souheila Blacknall

Interaction, area, activity, work task, process, equipment and material that potentially exposes employees to COVID-19 hazards	Places and times	Potential for COVID-19 exposures and employees affected, including members of the public and employees of other employers	Existing and/or additional COVID-19 prevention controls
Hallway, daily check in of symptoms and temperature	Hallway, daily morning check-in	Teachers and Staff, Visitors	Touchless temperature scanners, 6- foot markings on floor, signs to keep distanced, Kyla App for daily symptom monitoring
Interaction with Front Office Staff	Front Office - ongoing	Teachers, Staff, Students, Family Members, or the Public	Face coverings required at all times, outside visitors limited
Staff Room and shared appliances / utensils.	Staff Room - Ongoing	Teachers and Staff	Limited shared items such as coffee pots, utensils. Employees instructed to disinfect surfaces after use. Front office staff disinfects every two hours.
Teachers Desks	Throughout School Day	When students come up to teacher's desk, they may not be able to keep six-foot distancing.	Plexiglass Dividers provided
Air Ventilation	Classrooms, Offices, Breakrooms	Potential of virus to spread through the air	Installed MERV 13 filters, air purifiers, instructing staff to leave doors and window open where possible
Bathrooms and Handwashing	Throughout School Day	Potential for spread, not being able to keep student cohorts separated	Installed touchless faucets, soap, and paper towel dispensers. Rented additional hand wash stations
High Touch common use areas	Throughout School Day	Potential for spread	Cleaning and disinfecting throughout day, staff given own supplies, where practical

Appendix B: COVID-19 Inspections

Information available at www.dir.ca.gov/dosh/coronavirus/

Date: Revised 03/25/22

Name of person conducting the inspection: Laurel Maguire

Work location evaluated: 1522 Lewiston Drive Sunnyvale, CA 94087

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Engineering			
Ventilation* (amount of fresh air and filtration maximized)	Good Condition, filters changed every 3 months	Laurel Maguire / Janitorial / CUSD Maintenance	August 2020 / November 2020 August 2021/November 2021 / February 2022
Additional room air filtration*	Good Condition, filters changed every 6 months	Laurel Maguire / Janitorial	Installed November / December 2020/August 2021/ March 2022
Administrative			
Surface cleaning and disinfection (Frequently enough and adequate supplies)	Being followed. Janitorial and Front Office Staff throughout day, Janitorial nightly with UV lights,	Laurel Maguire / Janitorial	Added additional staff November 2020
Hand washing facilities (adequate numbers and supplies)	Ample. Maintenance done Every Saturday	Martine Trusz / Laurel Maguire	Installed October 2020 / August 2021
Disinfecting and hand sanitizing solutions being used according to manufacturer instructions	Being followed	Souheila Blacknall / Laurel Maguire	Ongoing
Staff Room protocols being followed, keeping distanced, no eating	Being monitored and followed. When not, employees are contacted, and reminder emails get sent.	Souheila Blacknall / Laurel Maguire	Latest communication to employees: 3-12-21; March 2022

Exposure Controls	Status	Person Assigned to Correct	Date Corrected
Cleaning of bathrooms and other shared spaces throughout the day	Being followed	Laurel Maguire / Janitorial	Ongoing
PPE (not shared, available and being worn)	Ample, being followed	Souheila Blacknall / Laurel Maguire	Automatic Ordering, ongoing
Face coverings (cleaned sufficiently often)	New masks handed out weekly	Souheila Blacknall / Laurel Maguire	
Gloves	New gloved ordered and received weekly	Souheila Blacknall / Laurel Maguire	
Face shields/goggles	N/A	Souheila Blacknall / Laurel Maguire, if ever became necessary	
Respiratory protection	N/A	Souheila Blacknall / Laurel Maguire, if ever became necessary	

*Identify and evaluate how to maximize ventilation with outdoor air; the highest level of filtration efficiency compatible with the existing ventilation system; and whether the use of portable or mounted HEPA filtration units, or other air cleaning systems, would reduce the risk of COVID-19 transmission. Review applicable orders and guidance from the State of California and local health departments related to COVID-19 hazards and prevention have been reviewed, including the CDPH Interim Guidance for Ventilation, Filtrations, and Air Quality in Indoor Environments and information specific to your industry, location, and operations. We maximize the quantity of outside air provided to the extent feasible, except when the United States Environmental Protection Agency (EPA) Air Quality Index is greater than 100 for any pollutant or if opening windows or maximizing outdoor air by other means would cause a hazard to employees, for instance from excessive heat or cold.

Appendix C: Investigating COVID-19 Cases

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

Date:

Name of person conducting the investigation: Laurel Maguire and Martine Trusz

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

Full details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

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

Names of employees/representatives involved in the investigation: Laurel Maguire, Martine Trusz

Date investigation was initiated: Ongoing

Locations where the COVID-19 case was present in the workplace during the high-risk exposure period, and activities being performed: Full details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

Date and time the COVID-19 case was last present and excluded from the workplace: Full details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

Date of the positive or negative test and/or diagnosis: Full details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

Date the case first had one or more COVID-19 symptoms, if any: Full details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

Information received regarding COVID-19 test results and onset of symptoms (attach documentation): Kyla Dashboard and Primary Health Dashboard. Further details are recorded within CALOSHA COVID-19 Prevention Program Business Office copy, and “Quarantine” Excel spreadsheet located in Student Affairs.

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

Students and staff are masked, students remain in cohorts during the school day. Classrooms are cleaned and sanitized each evening. Per county guidelines, social distancing has been relaxed so that may have been a contributing factor. To date there have been 3 cases where possible transmission to others on campus occurred.

What could be done to reduce exposure to COVID-19?

Longer quarantine or isolation periods, if allowed per county guidelines. Social distancing among students.

Was local health department notified? Date?

CDPH was notified through SPOT of isolated positive cases where others on campus may have been exposed). There has not been a cluster of three or more positive cases in staff members. Reporting to CALOSHA not yet been required. To date we have had isolated staff cases except two positives (on the same day) in the Business Office, two 3rd grade students showing positive 2-3 days apart. ; and three Pre-K students showing positives each one day apart.

Appendix D: COVID-19 Training Roster

Date: March 2022

Person that conducted the training: American Red Cross Online Training

Employee Name	Signature
Please see Staff Roster in Business Office for Details	

Appendix E: Documentation of Employee COVID-19 Vaccination Status - **CONFIDENTIAL**

Employee Name	Fully or Partially Vaccinated ¹	Method of Documentation ²
Please see Staff Roster in Business Office for Details		

¹ Update, accordingly and maintain as confidential medical record. T8CCR section 3205(b)(9) definition of "fully vaccinated" will be applied.

² Acceptable options include:

- Employees provide proof of vaccination (vaccine card, image of vaccine card or health care documents showing vaccination status) and employer maintains a copy.
- Employees provide proof of vaccination. The employer maintains a record of the employees who presented proof, but not the vaccine record itself.
- Employees self-attest to vaccination status and employer maintains a record of who self-attests.

Additional Consideration #1

Multiple COVID-19 Infections and COVID-19 Outbreaks

This addendum will be added to FASSV's CPP if three or more employee COVID-19 cases within an exposed group visited the workplace during their high-risk exposure period at any time during a 14-day period.

To date there has been one possible high risk exposure period (in Pre-K). All three cases were students and were identified (3-26, 3-27 and 3-28).

This addendum will stay in effect until there are no new COVID-19 cases detected in the exposed group for a 14-day period.

COVID-19 testing

We provide COVID-19 testing at no cost to all employees, during paid time, in our exposed group except for:

- Employees who were not present during the relevant 14-day period.
- COVID-19 cases who did not develop symptoms after returning to work pursuant to our return-to-work criteria, no testing is required for 90 days after the initial onset of symptoms or, for COVID-19 cases who never developed symptoms, 90 days after the first positive test.

COVID-19 testing consists of the following:

- All employees in our exposed group are immediately tested and then again one week later. Negative COVID-19 test results of employees with COVID-19 exposure will not impact the duration of any quarantine, isolation, or exclusion period required by, or orders issued by, the local health department.
- After the first two COVID-19 tests, we continue to provide COVID-19 testing once a week of employees in the exposed group who remain at the workplace, or more frequently if recommended by the local health department, until there are no new COVID-19 cases detected in our workplace for a 14-day period.
- We provide additional testing when deemed necessary by Cal/OSHA.

We continue to comply with the applicable elements of our CPP, as well as the following:

1. Employees in the exposed group wear face coverings when indoors, or when outdoors and less than six feet apart (unless one of the face-covering exceptions indicated in our CPP apply).
2. We give notice to employees in the exposed group of their right to request a respirator for voluntary use if they are not fully vaccinated.
3. We evaluate whether to implement physical distancing of at least six feet between persons, or where six feet of physical distancing is not feasible, the need for use of cleanable solid partitions of sufficient size to reduce COVID-19 transmission.

COVID-19 investigation, review, and hazard correction

We 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 is documented and includes:

- 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 testing 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 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 feasible.
 - Requiring respiratory protection in compliance with section 5144.

Buildings or structures with mechanical ventilation

We will filter recirculated air with Minimum Efficiency Reporting Value (MERV) 13 or higher efficiency filters, if compatible with the ventilation system. If MERV-13 or higher filters are not compatible, we will use filters with the highest compatible filtering efficiency. We will also evaluate whether portable or mounted High Efficiency Particulate Air (HEPA) filtration units or other air cleaning systems would reduce the risk of transmission and, if so, implement their use to the degree feasible.

Additional Consideration #2

Major COVID-19 Outbreaks

This addendum will be added to FASSV's CPP should 20 or more employee COVID-19 cases in an exposed group visit our workplace during the high-risk exposure period within a 30-day period.

None as of March 31, 2022

This addendum will stay in effect until there are fewer than three COVID-19 cases detected in our exposed group for a 14-day period.

We continue to comply with the Multiple COVID-19 Infections and COVID-19 Outbreaks addendum, except that the COVID-19 testing, regardless of vaccination status, is made available to all employees in the exposed group twice a week, or more frequently if recommended by the local health department.

In addition to complying with our CPP and Multiple COVID-19 Infections and COVID-19 Outbreaks addendum, we also:

- Provide employees in the exposed group with respirators for voluntary use in compliance with section 5144(c)(2) and determine the need for a respiratory protection program or changes to an existing respiratory protection program under section 5144 to address COVID-19 hazards.
- Separate by six feet (except where we can demonstrate that six feet of separation is not feasible and there is momentary exposure while persons are in movement) any employees in the exposed group who are not wearing respirators required by us and used in compliance with section 5144. When it is not feasible to maintain a distance of at least six feet, individuals are as far apart as feasible. **Other physical distancing methods, such as telework or other remote work arrangements may be made, where feasible. Other methods include reducing the number of persons in an area at one time, including visitors; visual cues such as signs and floor markings to indicate where employees and students should be located or their direction and path of travel; staggered arrival, departure, work, and break times; and other adjusted work processes or procedures.**
- Install cleanable solid partitions that effectively reduce transmission between the employee and other persons at workstations where an employee in the exposed group is assigned to work for an extended period, such as cash registers, desks, and production line stations, and where the physical distancing requirement (described above) is not always maintained.
- Evaluate whether to halt some or all operations at the workplace until COVID-19 hazards have been corrected.
- Implement any other control measures deemed necessary by Cal/OSHA.

Additional Consideration #3

COVID-19 Prevention in Employer-Provided Housing

No Employer-Provided Housing - Not Applicable

Additional Consideration #4

COVID-19 Prevention in Employer-Provided Transportation

No Employer-Provided Transportation – Not Applicable