

Saugus Union School District (SUSD) COVID-19 Containment, Response, and Control Plan

Saugus Union School District (SUSD) continues to follow the protocols outlined by the California Department of Public Health (CDPH), the Los Angeles County Department of Public Health (LADPH) and Cal/OSHA. The information below may assist families and employees in understanding the measures that SUSD will continue to take to ensure the health and safety of its students and staff, as well as its community members. To access more information, please visit the [CDPH website](#), the [Cal/OSHA website](#) or review the [LACDPH reopening protocols document \(T1\)](#).

COVID-19 Compliance Task Force

Each site has a designated COVID-19 Compliance Task Force. The team is composed of the Site Administrator(s), the Office Manager, the Health Care Assistant, the Head Custodian, the District Nurse, the Superintendent, the Assistant Superintendent of Student Services, the Assistant Superintendent of Human Resources, and the Assistant Director of Human Resources and Risk Management. The team shall:

- Collaborate with LACDPH regarding mitigation or containment procedures as directed.
- Communicate with staff and families.
- Provide support to the student and family regarding concerns arising from COVID-19 diagnosis or exposure.
- Assure confidentiality of all medical information of students and staff members.
- Notify close contacts, as required, while maintaining confidentiality.
- Manage school closure, if necessary, and notification of the school community in conjunction with district personnel.
- Ensure all areas are clean and well ventilated.
- Stay up-to-date as to new COVID-19 protocols and inform and educate staff as necessary.

School Posting Requirements

Saugus Union School District schools shall post and/or make available the following in the school office:

- This Plan
- [Reopening Protocols for K-12 Schools \(T1\)](#)
- [COVID-19 Exposure Management Plan Guidance in TK-12 Schools \(T2\)](#)

Practices and Protocols

- **Masking and/or Face Covering**

- It is highly recommended that K–12 students and staff wear face masks when indoors with others.
- Saugus Union School District continues to provide surgical-grade masks to students and staff who choose to continue to wear a mask.
- Employees who have tested positive with COVID-19 must wear a highly-protective mask for 10 days.
- Students who meet the criteria to leave isolation after day 5 should continue to wear a well-fitting mask indoors around others, unless eating or drinking, through day 10, unless they have two sequential negative COVID-19 tests taken at least 24 hours apart following day 5.
- Well-fitting respirator masks are available to staff (KN95 and N95).
- No person, student or staff member, shall be prevented from wearing a mask as a condition of participating in any activity or entry into the school site unless wearing a mask would pose a safety hazard.
- To learn which masks offer the best protection, see ph.lacounty.gov/masks.

- **Social Distancing**

- **Regular Hand Washing**

Students and staff are encouraged to engage in routine handwashing and/or sanitizing throughout the day.

- **Remain Home if Ill or Showing Symptoms of Illness**

Students and staff should remain at home if they feel ill or if they are having symptoms of COVID-19 or other illnesses.

Investigating and Responding to COVID-19 Cases

Please see The [Screening and Exposure Decision Pathways for Symptomatic Persons and Contacts of a Potentially Infected Persons at Educational Institutions](#) from the Los Angeles County Department of Public Health.

The COVID Compliance Task Force shall respond to COVID-19 cases in accordance with state and county protocols. The [Los Angeles County Department of Public Health TK–12 Exposure Management Plan \(T-2\)](#) is followed.

In all instances, should the notification of a positive COVID-19 test occur while the individual is on site, that individual shall immediately be isolated and sent home. Information about isolation requirements shall be provided to either the parents/guardians of the student or to the employee.

Confirmed Cases:

- **Students:** Students who have tested positive for COVID-19 must stay away from others for at least 5 days, even if they do not have symptoms. Isolation may end after day 5 if the student has not had a fever for 24 hours without the use of fever-reducing medication AND they don't have any other symptoms or their symptoms are mild and improving. If the

student meets the criteria to leave isolation after day 5, he or she should continue to wear a well-fitting mask indoors around others, except when eating or drinking, through day 10, unless they have two sequential negative COVID-19 tests taken at least 24 hours apart following day 5. LACDPH strongly recommends that students get a negative test for COVID-19 before ending isolation between days 6 and 10. It is best to use an antigen test (including a self test) to lower the risk of false positives.

- **Staff Members:** Staff members who have tested positive for COVID-19 must stay away from others for at least 5 days, even if they do not have symptoms. Isolation may end after day 5 if the staff member has not had a fever for 24 hours without the use of fever-reducing medication AND they don't have any other symptoms or their symptoms are mild and improving. If the staff member meets the criteria to leave isolation after day 5, he or she must continue to wear a well-fitting mask indoors around others, except when eating or drinking, through day 10. LACDPH strongly recommends that employees get a negative test for COVID-19 before ending isolation between days 6 and 10. It is best to use an antigen test (including a self test) to lower the risk of false positives. Tests are available from the school office or the Human Resources Department.

Contact Information for Symptomatic Individuals or Individuals that May Have Been Exposed to COVID-19

Symptomatic Individuals:

- **Students:** LACDPH recommends that symptomatic students stay home away from others and test for COVID-19. For more information, refer to [LACDPH's COVID-19: Learn About Symptoms & What To Do If You Are Sick](#). Please remember that students who have a fever or have had a fever of 100 degrees must stay home until they are fever-free (without the use of medication) for 24 hours. It is critical that students not attend school if they are ill in any way. If a parent/guardian feels that their child is showing symptoms of COVID-19 or has been exposed to COVID-19, they should contact their pediatrician for direction and appropriate medical attention.
- **Staff Members:** Employees who are symptomatic are to observe the signage posted at each site directing them to stay home if they are sick. Tests for symptomatic employees are available from the school office or the Human Resources Department for employees. If an employee is showing symptoms of COVID-19 or has been exposed to COVID-19, they should contact their physician for direction and appropriate medical attention.

Close Contacts (defined as sharing the same indoor airspace with someone with COVID-19 for a total of 15 minutes or more over a 24-hour period while they were infectious):

- **Students:** Students who have been deemed a close contact should wear a well-fitting mask around others for 10 days, get tested 3 - 5 days after the last exposure and have their health monitored for 10 days. For more information, refer to [LADPH's COVID-19: Instructions for Close Contacts](#).

- **Staff Members:** Staff members who have been deemed a close contact should wear a well-fitting mask around others for 10 days, get tested 3 - 5 days after the last exposure and monitor their health for 10 days. Tests are available from the school office or the Human Resources Department. For more information, refer to [LADPH's COVID-19: Instructions for Close Contacts](#). Staff members shall be notified of all exposures to confirmed cases which may result in them being deemed a close contact.

Containment of Infection Confirmed COVID-19 Cases

- **Student:** When a school is notified that a student who was physically on campus during the infectious period is confirmed to have COVID-19, a member of the COVID Compliance Task Force shall be notified. Employees in close contact with the student will be notified of the exposure and shall be provided with the current LACDPH protocols related to exposure. It is strongly recommended that students identified as close contacts be notified of the exposure.
- **Staff:** When a site is notified that a staff member is confirmed to have COVID-19 and was on site during the infectious period, the COVID Compliance Task Force shall be notified. Employees in close contact with the staff member will be notified of the exposure and shall be provided with the current LACDPH protocols related to exposure. It is strongly recommended that students identified as close contacts be notified of the exposure.
- **Three Cases Within 14 Days:** In addition to implementing the above measures, a member of the COVID Compliance Task Force will report the potential cluster (three cases within 14 days that are epidemiologically linked) to the LACDPH. The Compliance Task Force will investigate and determine possible workplace-related factors that contributed to the COVID-19 outbreak. The Task Force will also review COVID-19 policies, procedures, and controls, and implement changes as needed to prevent further spread. Cal/OSHA shall be notified of all major outbreaks as required by law.

Exposure Management Plan

The COVID-19 Compliance Task Force has put in place protocols to initiate an exposure management plan consistent with LACDPH guidance that outlines procedures for:

- Isolation of cases.
- Identification of persons exposed to cases at school and notification of such as required by CDPH and LACDPH.
- Assurance of access to testing for employees.
- Notification of District personnel of all confirmed cases of employees.
- A plan to immediately report a cluster of cases (three or more cases within 14 days) to the Department of Public Health and major outbreaks to Cal/OSHA.
- Notification of Cal/OSHA about any employee deaths, serious injuries, and serious occupational illnesses, consistent with existing regulations.
- SUSD shall review CDPH and Cal/OSHA guidance regarding ventilation, including [CDPH and Cal/OSHA Interim Guidance for Ventilation, Filtration, and Air Quality in Indoor Environments](#).

- Plan for Transition Between Instructional Models: In the event that there is a report of possible COVID-19 spread within a school and the LACDPH recommends long-term or short-term suspension of in-person instruction, the decision shall be made by the Board of Trustees. The district will use ParentSquare to communicate with families and staff regarding any school closure.
- The masking of employees for 10 days who have tested positive with COVID-19. Employees must wear a highly-protective mask.

Testing of School Workers

The District complies with SB 1479 and the Cal/OSHA COVID-19 Prevention – Non-Emergency Regulation which requires employers to offer testing at no cost to employees during paid time. Please contact your site’s school office staff or health office staff or the Human Resources Department to get a COVID-19 antigen test.

- [Cal/OSHA COVID-19 Prevention Non-Emergency Regulations](#)
- [California Department of Public Health - Updated Testing Guidance](#)
- [LACDPH COVID-19 Testing](#)
- [COVID-19 Testing Sites](#)

Requirements Under the Cal/OSHA COVID-19 Non-Emergency Regulation

The District complies with the [Cal/OSHA COVID-19 Prevention – Non-Emergency Regulation](#) by:

- Providing effective COVID-19 hazard prevention training to employees.
- Providing face coverings when required by CDPH and providing respirators on request.
- Identifying COVID-19 health hazards and developing methods to prevent transmission in the workplace.
- Investigating and responding to COVID-19 cases and certain employees after close contact.
- Making testing available at no cost to employees in the exposed group during an outbreak or a major outbreak.
- Notifying affected employees of COVID-19 cases in the workplace.
- Maintaining records of COVID-19 cases and immediately reporting serious illnesses to Cal/OSKA and to the local health department when required.
- Addressing COVID-19 as a workplace hazard.

Options for COVID-19 Testing and Treatment in the Santa Clarita Valley

If you are having symptoms of COVID-19 or feel you have been exposed to the virus, you should contact your regular medical professional about testing and treatment. Please visit the [City of Santa Clarita Emergency Updates](#) for SCV area testing.

Operations Written Report

We invite you to take a moment and read through our COVID-19 operations written report for June 2020. Please feel free to contact us if you have any questions. Thank you!

- [COVID 19 Operations Written Report - June 2020](#)
- [COVID-19 Informe Escrito de Operaciones](#)

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