Sources of Guidance

The information in this presentation is based upon the guidance of the following entities and is subject to change as new information becomes available:

- The Centers for Disease and Prevention
- Occupational Safety and Health Administration (OSHA)
- The California Department of Education
- The Orange County Department of Education
- The Orange County Health Care Agency
- The Diocese of Orange
- NFHS
- CIF-SS
In Brief

• Per OSHA, SMCHS has conducted a site wide risk assessment

• The SMCHS campus has been professionally disinfected and sanitized by an independent, third-party

• Protocols and procedures have been updated
  • Health screenings are mandatory prior to gaining campus access
  • Facial coverings are mandatory
  • Social distancing of 6 feet, to the best of ones ability
  • Increased frequency of cleaning high traffics areas and objects to take place
  • Additional hand sanitizers have been placed throughout the campus
  • Education and training materials on PPE are being provided
  • Points of contact for questions/concerns is Pat Mollica, Director of HR
Big Picture

• If you are sick or have any signs of illness, stay home and contact your health care provider, school nurses and HR

• Wash your hands often

• Practice and encourage social distancing

• Sanitize equipment

• Wear a facial covering in public settings around campus
  • Avoid touching your face or outer layer of your mask
  • Put on and remove properly
  • Cloth face coverings should be washed everyday

• If you have questions or concerns, contact SMCHS Human Resources Director, Pat Mollica, or the school nurses - Lisa Volpo, RN, BSN or Rebecca Wood RN, BSN
COVID-19
What is it?
Coronavirus: What is it?

Coronavirus (COVID-19) is a contagious respiratory virus that is easily spread from person to person and contact with infected objects. It is currently considered a droplet based route of infection.

The reason it is very contagious is because respiratory droplets can reach 6 feet when coughing or sneezing, spraying the virus into the air.

Coronavirus: How do we contain it?

Whenever possible, prevent transmission by:

- Physical distancing
- Placing barriers between sick and well persons
- Performing hand hygiene frequently
- Wearing personal protective equipment (PPE) for asymptomatic and symptomatic persons

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

- Cough
- Fever
- Chills
- Muscle pain
- Shortness of breath or difficulty breathing*
- Sore throat
- New loss of taste or smell

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

*Seek medical care immediately if someone has emergency warning signs of COVID-19.

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.
Who is considered “high risk”
MITIGATION

Hygiene, facial coverings, environment, operations & protocols
Why do we need to be careful...

Stay healthy.
Wash your hands.

www.cdc.gov/handwashing
Hand Washing – Why?

Washing hands prevents illnesses and the spread of infections to others. Hand-washing with soap removes germs from hands. This helps prevent infections because:

- People frequently touch their eyes, nose and mouth without even realizing it.
- Germs can get into the body through the eyes, nose and mouth and make us sick.
- Germs from unwashed hands can get into foods and drinks while people prepare or consume them.
- Germs from unwashed hands can be transferred to other objects, such as handrails, table tops or toys, and then transferred to another person’s hands.

https://www.cdc.gov/handwashing/why-handwashing.html
Hand Washing

Students and staff should wash their hands before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.

Lather your hands by rubbing them together with the soap. Be sure to lather the backs of your hands, between your fingers, and under your nails.

Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.

Rinse your hands well under clean, running water.

Dry your hands using a clean towel or air dry them.

If soap and water are not readily available, hand sanitizer that is at least 60% ethyl alcohol-based can be used.

https://www.cdc.gov/handwashing/show-me-the-science-handwashing.html
Face Coverings - General

General considerations for the use of cloth face coverings

When using a cloth face covering, make sure:

- The mouth and nose are fully covered
- The covering fits snugly against the sides of the face so there are no gaps
- You do not have any difficulty breathing while wearing the cloth face covering
- The cloth face covering can be tied or otherwise secured to prevent slipping

Wash your cloth face covering after each use in the washing machine or by hand using a bleach solution. Allow it to completely dry.

Face Coverings – How to put on

How to wear a face mask

1. Clean your hands with soap and water or hand sanitizer.
2. Hold the mask by the ear loops and place a loop around each ear.
3. Mold or pinch the stiff edge to the shape of your nose.
4. Pull the bottom of the mask over your mouth and chin.
5. Avoid touching the front of the mask when wearing.

https://www.codyenterprise.com/news/local/article_45620fac-7db5-11ea-b00a-035ef6bdab1a.html
Face Coverings – Proper way to wear

WEAR YOUR FACE COVERING CORRECTLY

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2
Face Coverings – Proper way to wear

FACEMASK DO’S AND DON’TS

DO secure the ties at the middle of your head and the base of your head.

Don’t wear your facemask under your nose or mouth.

Face Coverings - Removal

TAKE OFF YOUR CLOTH FACE COVERING CAREFULLY, WHEN YOU’RE HOME

• Untie the strings behind your head or stretch the ear loops
• Handle only by the ear loops or ties
• Fold outside corners together
• Place covering in the washing machine
• Wash your hands with soap and water

MAINTAINING HEALTHY ENVIRONMENTS

Cleaning and disinfecting
Cleaning and Disinfecting

To the extent feasible:

• SMCHS will clean and disinfect frequently touched surfaces (e.g., door handles, sink handles, water flow stations, light switches, bathroom surfaces, tables, student desks, chairs) within the school and on school buses at least daily or between use as much as possible.

• SMCHS has develop a schedule for increased, routine cleaning and disinfection.

• Students should bring their own water bottles to avoid using shared drinking fountains and water filling stations.

• Bus drivers will practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings) and clean and disinfect school buses or other transport vehicles.

• Ensure the safe and correct use and storage of cleaning and disinfection products.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-environments
Shared Objects

To the extent feasible:

• Ensure belongings are taken home each day to be cleaned.

• Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the extent feasible or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses.

• Limit use of shared equipment in favor of physical activities that require less contact with surfaces.

• Limit sharing of objects and equipment, such as electronic devices, clothing, books, games, art supplies, or learning aids to the extent feasible. But where allowed, clean and disinfect between uses.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-environments
OPERATIONS

Maintaining healthy operations
Classroom Space

To the extent feasible:

• Maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks. Consider ways to establish separation of students through other means if feasible, such as, six feet between desks, partitions between desks, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact.

• Consider redesigning activities for smaller groups and rearranging furniture and activity spaces to maintain separation.

• Staff should develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.

• Implement procedures for turning in assignments to minimize contact.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-operations
Non-Classroom Space

To the extent feasible:

- Limit communal activities as feasible. Alternatively, stagger use, properly space occupants and disinfect in between uses.
- Consider use of non-classroom space for instruction, including regular use of outdoor space, weather permitting. For example, consider part day instruction outside.
- Minimize congregate movement through hallways as much as feasible.
- Consider holding breaks, lunch and other activities in separated areas by specific designations such as buildings.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-operations
Food Service

To the extent feasible:

• Food offered at SMCHS, as part of the school meal program, will be served individually boxed or bagged.

• Meals to be eaten while maintaining social distancing

• Students who bring food from home need to bring it in disposable bags or disposable containers.

• Students should not share food or drinks.
Arrival and Pick up

To the extent feasible:

• Minimize contact at school between students, staff, families and the community at the beginning and end of the school day.

• Potentially stagger arrival and drop off-times and locations as feasible.

• Designate routes for entry and exit, using as many entrances as feasible.

• Put in place other protocols to limit direct contact with others.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-operations
Gatherings, Visitors and Field Trips

To the extent feasible:

• Limit group size to the extent possible.

• Utilize virtual technologies for meetings when social distancing is not feasible.

• Pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings and spirit nights, as possible.

• Pursue options to convene sporting events and participation in sports activities in ways that minimizes the risk of transmission of COVID-19 to players, families, coaches and communities.

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-operations
Coping and Resilience

To the extent feasible:

- Encourage employees and students to eat healthy, exercise, get adequate sleep and find time to unwind.

- Encourage employees and students to talk with people they trust about their concerns and how they are feeling.

- Encourage employees and students to take breaks from watching, reading or listening to news stories about COVID-19 — including references on social media — if they are feeling overwhelmed or distressed.

- Consider enrolling in Yale University’s free online course, The Science of Well Being
Designated COVID-19 Points of Contact

• Pat Mollica, Director of Human Resources is available to address any questions/concerns pertaining to COVID-19.
  
  • mollicap@smhs.org

• In addition, the school nurses, Lisa Volpo, RN, BSN and Rebecca Wood, RN, BSN are available to address COVID-19 questions/concerns.
  
  • volpol@smhs.org
  
  • woodr@smshs.org

https://ocde.instructure.com/courses/669/pages/maintaining-healthy-operations
SAFETY PROTOCOLS

Everybody has a role
Supervisors

• Set the example

• Encourage your direct reports to wear facial coverings, follow social distancing and sanitization practices.

• Consider your area’s workspace and workflow

• Conduct meetings via team when social distancing is not able to be maintained.

• Wipe down personnel work spaces
Continuous reminders: Facial coverings and social distancing

Please wear a cloth face covering.

Maintain a distance of 6 feet whenever possible.

cdc.gov/coronavirus
As a T.E.A.M.

All students, parents, faculty, staff, vendors, renters and visitors to the SMCHS campus are to take everyday preventive actions prior to and while on the SMCHS campus.

An off-campus location shall be considered an extension of the SMCHS campus when/should an SMCHS program hold an official function (i.e. training, meeting, etc.) away from campus at that location.
Campus Access Information - General

- A health check is mandatory to gain access to the SMCHS campus
- Facial coverings are mandatory and **must** be worn at all times
- Distance to best of abilities
- The number of participants for a given activity is based upon state/county guidelines & social distance ability
- Equipment will be sprayed/wiped– after use
Daily Health Screenings and Access Control

If you are sick, stay home. Remain at home until fever has been gone for at least 24 hours without the use of fever-reducing medicines. Seek immediate medical care if symptoms become more severe, e.g., high fever or difficulty breathing.

Temperature checks and health screening questions must be submitted prior to being permitted on to the SMCHS campus. Temperature screening will be available at the front and back gates for all visitors and employees. Students coming to campus will be directed to one of four check-in tents pre-positioned at strategic parts around campus. Students will be checked in by staff with Nurses, Trainers and Administration available. Vehicle and pedestrian traffic on and around campus will be routed for same-flow entrance and exit to minimize cross-path contamination. Signage will be clearly posted.
SMCHS COVID-19 Symptom Checklist

• Have you been exposed to someone who has COVID-19 symptoms?
• Have you had a recent fever?
• Do you have a cough?
• Do you have a sore throat?
• Are you experiencing shortness of breath or having difficulty breathing?
• If you feel healthy but:
  • Recently had close contact (defined as less than 6 feet for 15 minutes or longer) with a person with COVID-19 symptoms
    • Notify the School Nurses Office and Human Resources
    • You may be directed to consult your health care provider
  • If possible, stay away from people who are considered higher-risk for getting very sick from COVID-19.
  • If unsure or have questions, please consult the SMCHS school nurses or your health care provider.

https://ocde.instructure.com/courses/669/pages/preparing-for-when-someone-gets-sick
Responses to Symptom Checklist

• If you have cough, fever, or shortness of breath, or other symptoms of COVID-19
  • Notify your health care provider immediately and follow the directives provided by their health care provider.
  • Notify the School Nurses Office and Human Resources
  • Isolate Yourself from Others
If tested positive for COVID-19

- If an employee has tested positive for COVID-19, SMCHS will notify faculty/staff of their possible exposure but maintain confidentiality whenever possible about the employee as required by the Americans with Disabilities Act.

- SMCHS will inform faculty/staff if a facility will be shut down. If closed, the facility will resume normal business operations once the facility has been cleaned and sanitized. It is important to remember that because someone is diagnosed with COVID-19 it does not mean exposure has occurred.

- An infected employee should consult with their health care provider immediately and follow the directives provided to them by their health care provider.

- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and may be told to stay home using their sick time.
If tested positive for COVID-19 – Con’t

- Employees with an underlying medical condition, and who are concerned, should consult their health care provider.

- Employees should follow directives given to them by their health care provider. If their health care provider relieves them from work, they need to provide Human Resources with documentation by the health care provider to support their absence.

- Any medical condition will be managed through our sick time and leave policies as noted in the employee handbook “In Service to the Body of Christ.”

- Unless released by a health care provider, employees are expected to report to work.

- If an employee decides not to report to work after all the precautions noted without a release from their health care provider, they will not be paid and it could constitute job abandonment.
Who to notify

• The SMCHS Health Services/Nurse’s Office in collaboration with SMCHS Director of Human Resources, Pat Mollica, are the designate points of contact regarding COVID-19.
  • Lisa Volpo RN, BSN  (volpol@smhs.org)
  • Rebecca Wood RN, BSN  (woodr@smhs.org)
  • Pat Mollica, Director HR (mollicap@smhs.org)

• SMCHS school nurses will be setting up Google Voice and will provide one cell phone number that both nurses can be reached.
Considerations for Partial or Total Closures

SMCHS will monitor California and local orders and health department notices daily about transmission in the area or closures and adjust operations accordingly.

Final decision as to the appropriate action will be made in collaboration with Diocese of Orange

Communications will be distributed to faculty, staff, students and parents if a partial or total school closer is decided as well as information pertaining to the continuation of educational efforts.
The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People reportedly can be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life threatening illness and even death.

SMCHS cannot prevent you from becoming exposed to, contracting, or spreading COVID-19 while utilizing SMCHS' facilities. It is not possible to prevent against the presence of the disease. Therefore, if you choose to utilize SMCHS' facilities you may be exposing yourself to and/or increasing your risk of contracting or spreading COVID-19.
APPENDIX

Resources and References
External Resources

- World Health Organization
- Centers for Disease Control
- Occupational Safety and Health Administration
- California Office of the Governor
- California Department of Public Health
- California Department of Education
- Orange County Health Care Agency
- Roman Catholic Diocese of Orange