

COVID-19 Protocols for Parents and Students

The Duarte Unified School District and Maxwell Academy continue to follow the latest guidelines set forth by the CDC and Los Angeles Department of Public Health. The information outlined below is taken from [California Department of Public Health Guidance for K-12 Schools](#).

In order to ensure the safety and health of all of our Maxwell Academy staff and families, we must all individually do our part. This includes the following:

- Taking preventative measures, such as staying home when sick, wearing masks, frequent hand-washing, practicing “respiratory etiquette,” and social distancing where possible.
- Getting tested for COVID-19 when symptoms are consistent

Preventative Measures

Maxwell Academy follows the recommendations set forth by the L.A. County Department of Public Health to ensure the safety and health of our staff and students. These preventative measures include:

- Mask wearing while indoors
- Updated maintenance on heating and air conditioning units, including regular change of air filters
- Hand-washing stations with soap in every K-5 classroom
- Hand sanitizers in every room
- Daily health screening

Personal Protection Equipment (PPE)

California Department of Public Health’s (CDPH) Guidance states that “masks are one of the most effective and simplest safety mitigation layers to prevent in-school transmission of COVID-19 infections. Students and employees are required to wear face coverings while indoors, and recommended to wear when outdoors among large gatherings and crowds. Per CDPH

- Face coverings must cover the mouth and nose.
- Cloth face coverings or surgical masks are preferred and masks with exhaust valves are **NOT** permitted.





When to keep children home

Students, teachers, and staff who have symptoms of infectious illness, such as [influenza](#) (flu) or [COVID-19](#), should stay home and be referred to their healthcare provider for testing and care. Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of schools and prevent spread to others.

Getting tested for COVID-19 when [symptoms](#) are compatible with COVID-19 will help with rapid contact tracing and prevent possible spread at schools.

Students should stay home if they experience consistent COVID-19 symptoms until the following:

- 10 days after onset of symptoms;
- Doctor's note;
- Negative COVID-19 test

Students who tested positive for COVID-19 should contact the school office, and isolate for 10 days until

- Fever free for 24 hours without fever reducing medication; and
- Symptoms have improved

Positive COVID-19 case on campus

The student will be placed in an area that is used to isolate a sick child, and their symptoms accessed by the health clerk. The student shall be supervised by staff while the parent is contacted. School will follow [protocol](#) set by CDPH:

- Procedures on positive cases are always guided by the LA County Department of Public Health K-12 Reopening and Emergency Management Plan protocols.
- If a positive case is reported with someone at the school, that person will be CALLED by the health team and instructed to isolate.
- Contact tracing will occur immediately to identify close contacts
- Close contacts will be CALLED directly by a member of the health team with instructions about home quarantine.
- Written information will be sent to close contacts AND the wider community about notification of a positive case.
- Cleaning/Sanitizing procedures will be implemented immediately.

- All Positive cases are reported to the LA County Department of Public Health.

You may view full protocol [here](#).

In following the local and state guidelines, the site COVID response team will work closely with the district office. Staff and student privacy will be upheld in all communication made with school and families.

These protocols are subject to change based on latest updates from LADPH

Updated COVID-19 Protocols for Staff

The information outlined below is in alignment with the latest recommendations published by CDC on July 9, 2021.

California Department of Public Health's (CDPH) Guidance states that "masks are one of the most effective and simplest safety mitigation layers to prevent in-school transmission of COVID-19 infections."

Staff are required to wear masks when on campus, and complete daily health screening.

Staff are encouraged to maintain social distancing whenever possible, frequently wash hands, and sanitize whenever possible.

Staff will be provided with hand-sanitizers and disinfectant wipes; however, they are not expected to clean classrooms, surfaces, or ask students to use any disinfectant materials.

In case of a positive COVID-19 Exposure:

Fully Vaccinated:

- If experiencing consistent symptoms,
 - Get tested
 - Quarantine
 - Notify school administrator
- Not required to quarantine if asymptomatic

Not Fully Vaccinated:

- Get tested
- Notify school administrator
- Quarantine
 - Quarantine can end after day 10 from the date of last exposure without testing; OR
 - Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 7 from the date of last exposure and tests negative

In case you experience symptoms consistent with COVID-19:

Fully Vaccinated:

- Get tested
- Notify school administrator
- Can return with negative test result
- If positive, follow isolation protocol

Not Fully Vaccinated:

- Get tested
- Quarantine can end after day 10 from the date of last exposure without testing; OR
- Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative

In case of a positive COVID-19 test result:

- Notify school administrator
- Follow CDPH's isolation guidelines
 - Return to work after 10 calendar days from date of last exposure; and
 - Fever free for 24 hours without fever reducing medication; and
 - Symptoms have improved

If a child becomes sick on campus:

The student will be placed in an area that is used to isolate a sick child, and their symptoms accessed by the health clerk. Room 9 is the isolation room. The student shall be supervised by staff while the parent is contacted. If symptoms are consistent with COVID-19 infections, school will follow [protocol](#) set by CDPH:

- Procedures on positive cases are always guided by the LA County Department of Public Health K-12 Reopening and Emergency Management Plan protocols.
- If a positive case is reported with someone at the school, that person will be CALLED by the health team and instructed to isolate.
- Contact tracing will occur immediately to identify close contacts
- Close contacts will be CALLED directly by a member of the health team with instructions about home quarantine.

Modified "close contact" protocol allows students to may remain in school when both parties have met the following requirements:

- Asymptomatic
- Continue to wear mask
- Undergo twice weekly testing during the 10 day quarantine period
- Quarantine from extracurricular activities
- Written information will be sent to close contacts AND the wider community about notification of a positive case.
- Cleaning/Sanitizing procedures will be implemented immediately.
- All Positive cases are reported to the LA County Department of Public Health.

You may view full protocol [here](#).

In following the local and state guidelines, the site COVID response team will work closely with the district office. Staff and student privacy will be upheld in all communication made with school and families.

These protocols are subject to change based on the latest updates from LADPH.