

Educational Programs Inc. (EPI)
COVID-19 Policies and Procedures
(Updated 11.2021)

EPI is following guidelines and recommendations from the Centers for Disease Control and Prevention (CDC), Los Angeles County Department of Public Health, and Department of Social Services Community Care Licensing Division. Whenever the guidelines differ, we will follow the more rigorous requirements.

Prior to their return, families and staff will need to sign a COVID-19 Public Health Emergency acknowledgment and disclosure regarding the current pandemic guidelines.

All EPI staff will wear masks at all times while indoors, **even if they are fully vaccinated**. *** Masks will be worn outdoors, weather permitting, by staff and children. All children 2 years old and older will wear masks. Children *will be allowed* to remove their mask. Staff and children's masks should be washed daily. Unvaccinated staff wear 2 layer masks.

Any parents or visitors coming onto campus must wear a mask at all times. Parents need to have their children wash their hands before delivering their children to their class either on the playground or their classroom's door (varies depending on the school site and time of day).

Staff and children will wash their hands upon arrival, before and after meals, after outside play, after using the restroom, and after coughing, sneezing following proper handwashing techniques. Staff will be routinely sanitizing sinks, toilets, handles, tables, other used surfaces throughout the school.

Parents should do their own at-home screening daily before leaving their home to bring their child to school. If the parent or child has any COVID-19 symptoms (even mild symptoms) they need to stay home and notify the school immediately.

Daily pre-entry symptom checks will be performed and temperatures will be taken confirming temp is under 100 degrees. It is also very important to confirm that staff, children and families have not had any exposure (close contact is defined below) to another individual with suspected or confirmed COVID-19 cases.

While at school, staff and children will be monitored throughout the day for any signs of illness. If a staff member or child show signs of illness, they will be sent home. If a child show signs of illness, they will be isolated and a parent will be called to pick them up immediately.

EPI staff members and children's family members must inform the school's Director if they have had **"close contact"** (as described below) with an **infected person** (as described below).

If staff or children have been in **"close contact"** with anyone with COVID-19 symptoms, has tested positive for COVID-19 or diagnosed with COVID-19, they will follow the most up to date guidelines and recommendations from Los Angeles County Department of Public Health.

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Employees and children with an exposure to a case should test for COVID-19, whether or not they have symptoms, and inform the Center Director of test results.

What is considered Fully Vaccinated?

People are considered fully vaccinated 2 weeks after their second dose in a 2-dose series, like the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, like Johnson & Johnson's Janssen vaccine. If it has been less than 2 weeks since your shot, or if you still need to get your second dose, you are NOT fully protected. Keep taking ALL prevention steps.

What is Close Contact?

A “**close contact**” is any of the following people who were exposed to an “infected person” while they were infectious:

- An individual who was within 6 feet of the infected person for a total of 15 minutes or more over a 24-hour period, even if a non-medical mask was worn.
- An individual who had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed or suspected COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without wearing appropriate protective equipment).

What is an infected person?

- anyone with Covid-19
- anyone who is suspected to have Covid-19, and is considered to be infectious from **48 hours before their symptoms** first appeared until they are no longer required to be isolated (i.e., no fever for at least 72 hours, without the use of medicine that reduce fevers AND respiratory systems have improved AND at least 10 days have passed since symptoms first appeared).

A person with **positive Covid-19 test but no symptoms** is considered to be infectious from 48 hours before their test was taken until **10** days after their test.

The COVID-19 symptoms we are watching for are:

- Fever, chills, cough, difficulty breathing, fatigue, muscle or body pain, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting, diarrhea and/or other signs of illness, including mild symptoms, within the past 24 hours.

If a staff person is sick:

Staff must stay home when they are sick with symptoms of respiratory illness such as fever and cough.

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- Symptoms have improved (for example: cough or shortness of breath) AND
- Staff are free of fever for at least 24 hours without fever-reducing medication.
- Depending on guidelines a COVID-19 negative test result may be required to return to work.

If a child is sick:

- Until their symptoms have improved AND
- The child is fever free for at least 24 hours without fever-reducing medication.
- Depending on guidelines a COVID-19 negative test result may be required to return to school.

More information for parents on home isolation can be found at:

<http://publichealth.lacounty.gov/acd/docs/HomeisolationenCoV.pdf>

What is the difference between isolation and quarantine?

- **Isolation** separates sick people with a contagious disease from people who are not sick.
- **Quarantine** separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.

What steps will be taken if there has been exposure at the Center

If a person that had been in school tests positive for COVID-19, or shows symptoms, the site will immediately notify and coordinate with local health officials to determine an appropriate course of action needed to take to minimize risk for other children and staff.

Each EPI location will communicate any COVID-19 related exposure to families and staff immediately. Health officials would decide the appropriate steps which would include to clean, disinfect and trace contacts. The school will communicate with families and staff throughout the process.

School closure might be necessary if 3 or more cases occur at a site within a 14-day period among staff, children. Department of Public Health will determine if a school needs to close. They will guide the school on any additional steps that are needed to be done before the school can re-open.

Travel:

- The most up to date guidelines will be followed. Please ask your Center's Director for information or check Los Angeles County's Department of Public Health's website.

In addition to these company policies and procedures, EPI's individual locations may have site specific procedures.