

### Health Officer Directive No. 2020-14j (Exhibit B) Health and Safety Plan (issued 7/6/2021)

Every Program for Children and Youth must complete, post onsite, and follow this Health and Safety Plan.

Check off all items below that apply and list other required information.

*Business/Entity name:*

*Contact name:*

*Entity Address:*

*Contact telephone:*

*(You may contact the person listed above with any questions or comments about this plan.)*

- Business is familiar with and complies with all requirements set forth in Health Officer Directive No. 2020-14, available at <http://www.sfdph.org/directives>.
- Designate a COVID-19 staff liaison. *Liaison name:*
- Plan in place to screen Personnel for COVID-19 symptoms or exposure.
- Parents/guardians are instructed to keep children home when ill.
- Sick leave policies support personnel to stay home when ill.
- Non-essential visitors and volunteers who have not been fully vaccinated for COVID-19 are limited.

#### **Physical Distancing**

- Physical distancing between unvaccinated adults is maintained as much as feasible.
- When unmasked to eat or nap, children are physically distanced as much as feasible.
- Physical distancing between children is encouraged as appropriate depending on the nature and location of the activity.

#### **Face Coverings**

- All employees wear face coverings as required by Cal/OSHA.
- All other adults and children 2 years and older wear face coverings as required by the California Department of Public Health.
- Face coverings are not placed on children under 2 years old or children with documented medical or behavioral contraindications to face coverings.
- Face coverings are never worn during naps.

#### **Ventilation**

- Activities are done outdoors to the extent possible.
- Ventilation is maximized to the greatest extent possible through opening windows (when safe to do so), adjusting mechanical ventilation to maximize fresh (outdoor) air ventilation, and/or using portable air purifiers (HEPA filters), as appropriate.

#### **Other**

- Hand sanitizer is kept out of reach of young children.
- Protocols have been established in the event a child or staff member has symptoms of COVID-19, has close contact with a person with COVID-19, or is diagnosed with COVID-19.