



Social Distancing Protocol

Effective April 15, 2020

Local health department requirements during the coronavirus pandemic call for “essential businesses,” including the ongoing essential functions of the Long Beach Unified School District, to adopt and implement a social distancing protocol and related measures to help prevent the spread of disease.

Preventive measures include many of the actions that LBUSD has taken in recent weeks, including allowing employees to work from home when possible, delivering services remotely, and being extra diligent about hygiene, including hand washing and frequent cleaning of restrooms and routine disinfection of common areas.

Some work situations, including those that require close contact with other employees and/or the public, require face coverings.

The attached “Long Beach Unified School District Social Distancing Protocol” complies with local health department notification requirements and provides additional detail on LBUSD’s continuing effort to ensure the health and safety of employees and the larger community.

LONG BEACH UNIFIED SCHOOL DISTRICT SOCIAL DISTANCING PROTOCOL

**TO HELP PREVENT THE SPREAD OF COVID-19 ALL SCHOOLS AND SUPPORT SITES MUST
IMPLEMENT ALL MEASURES LISTED BELOW**

SIGNAGE

- Signage shall be posted at each public entrance of the facility to inform all employees and customers that they should: (i) avoid entering the facility if they have a cough or fever; (ii) maintain a minimum six-foot distance from one another; (iii) sneeze and cough into a cloth or tissue or, if not available, into one's elbow; and (iv) not shake hands or engage in any unnecessary physical contact. Signage indicates that the social distancing protocol is posted at lbschools.net/distancing.

MEASURES TO PROTECT EMPLOYEE HEALTH

- All employees have been told not to come to work if sick.
- If applicable, symptom checks are being conducted before employees may enter the work space.
- All desks or individual work stations have been separated by at least six (6) feet.
- Physical space between employees and customers has been increased.
- Where possible, employees who can carry out their work duties from home have been directed to do so.
- Flexible meetings are being conducted (e.g. teleconferencing or video conferencing).
- Flexible travel options have been implemented (e.g. postpone non-essential meetings or events).
- Flexible work hours have been put into effect (e.g. staggered shifts).
- Services are being delivered remotely whenever possible (e.g. phone, video, or web).
- Break rooms, bathrooms, and other common areas are being disinfected daily and stocked with necessary hygiene supplies.
- Disinfectant effective against COVID-19 and related supplies are available to all employees through the plant supervisor.
- Hand sanitizer effective against COVID-19 is available to all employees at the entrances to the facilities.
- Employees are required and permitted adequate time to wash their hands at least every 30 minutes, or as needed if gloves are provided. Where hand washing is impracticable, hand sanitizer that contains at least 60% alcohol has been provided to the employee instead.
- Copies of this Protocol have been made available to all employees.
- Face coverings and gloves and/or frequent handwashing are required for interaction with customers, food preparation, and food transportation.
- Whenever possible, employees shall not ride together in the same vehicle.



MEASURES TO PROTECT EMPLOYEE HEALTH (CONTINUED)

- It is required that employees and contracted workers whose duties require close contact with other employees and/or the public wear Face Coverings.

NOTE: Face coverings should not be used as a substitute for other evidence-based measures to prevent the spread of COVID-19. Face coverings should be used in addition to, but not in place of, other evidence-based measures (e.g. social distancing; frequent hand washing practices; avoiding touching our eyes, nose and mouth with unwashed hands; avoiding being around sick people).

MEASURES TO PREVENT CROWDS FROM GATHERING

- Staff are deployed to reinforce social distancing among individuals participating in the District's food program.

MEASURES TO KEEP PEOPLE AT LEAST SIX (6) FEET APART

- Signs have been posted reminding people to be at least six (6) feet apart, including when in line.
- Tape or other markings have been placed at least six (6) feet apart in customer line areas and on sidewalks directing customers to use the markings to maintain distance.
- All employees have been instructed to maintain at least six (6) feet distance from customers and from each other, except employees may momentarily come closer when necessary to deliver goods or services, or as otherwise necessary.
- Nutrition Services is providing food to customers through curbside pickup or for walk-up grab-n-go.

MEASURES TO PREVENT UNNECESSARY CONTACT

- Public meal services have been set up for grab-n-go or curbside pickup only.
 - Meals are bagged and provided by staff at curbside locations.
 - Customers should grab their own total number of meals at grab-n-go locations.

MEASURES TO INCREASE SANITIZATION

- Hand sanitizer (with at least 60% alcohol), soap and water, or disinfectant effective against COVID-19 is available to employees where there is high-frequency employee interaction with members of the public.
- Employees have been assigned to disinfect all high-touch surfaces frequently.

You may contact the Office of the Chief Business & Financial Officer with any questions or comments about this protocol: (562) 997-8189