

DRAFT

Matrix of Educator Responses to Student Non-Compliance with COVID-19 Face Covering Precautions

Rule: Students in grades K-12 are required to wear a face covering while indoors at school by the California Department of Public Health (“CDPH”) and on school transportation the Centers for Disease Control and Prevention (“CDC”) to help minimize the spread of COVID-19. Schools are also required to develop protocols to address students who refuse to wear a face covering and are not exempt from doing so. Exempted students must wear a face shield with a drape so long as their condition permits them to do so.

Notification: Written notification will be made at the start of the school year to all parents/guardians that CDPH requires students to wear a face covering and to explain the offer of other alternative educational programs like independent study. The District may also want to explain the process for seeking an exemption and note that exempted persons are required to wear a face shield with a drape so long as their condition permits it.

Teachers should also emphasize the face covering rules regularly to their entire classes. This may include posting signs on the door and/or in the classroom, providing brief verbal reminders upon return to in-person instruction and at regular intervals throughout the school year.

Steps to take if a student is not wearing a face covering:

Initial considerations if a student is not wearing a face covering:	
Situation	Action to Take
<i>Student inadvertently forgot their face covering.</i>	Staff member will provide student with access to a face covering and remind them of the rule. Students should not be excluded if they simply forgot a face covering. The school should have ample disposable face coverings to provide to students for free.
<i>Student is exempt from face covering requirement.</i>	<p>Staff member will communicate with an administrator if a student asserts they are exempt and the staff member is unaware of the exemption. If the student has not previously asserted an exemption, the student must be referred to the District’s process to determine if they are eligible for an exemption.</p> <p>The District will analyze and review whether the student has an IEP, 504 plan, or some other process that needs to be considered to address a face covering exemption.</p> <p>Confidentiality and Privacy: If a student is exempt from a face covering requirement, staff members should not answer questions from other students or parents about why the student is not wearing a face covering. Rather, the staff member should explain that there are some valid reasons why students, generally, could be exempted from wearing a face covering and that they cannot comment on the details of a particular student’s situation. In addition, the staff member may add that the District does enforce the face covering requirements consistent with the law.</p>

Steps to take for intentional refusal to wear a face covering:	
Situation	Action to Take
Step 1. <i>Student intentionally refuses to wear a face covering.</i>	In this case, a student should be asked to wear a face covering and verbally reminded that it is required to participate in in-person instruction. If they refuse, proceed to Step 2.
Step 2a. <i>Student continues to refuse to wear a face covering.</i>	Student should be sent to the principal's office for a reminder about the face covering requirement.
Step 2b. <i>Student continues to refuse to wear a face covering.</i>	Student should be sent to the principal's office and parent contact should be made prior to excluding. Written notification should be made to parent/guardian that a student may be excluded if they continue to refuse. Student's parent/guardian should also be offered information about other alternative educational programs like independent study.
Step 3. <i>Student continues to refuse to wear a face covering and declines independent study.</i>	Administrator should exclude student from school that day. This would require the school site to contact the parents/guardians and have the student picked up. Student should be told they can return to school the next day if they comply with the face covering requirement. Free face coverings should be offered. Written and verbal notice should be given to parent/guardian that face coverings are required while indoors at school; that the school provides ample free face coverings; that the student may be excluded if they continue to refuse to wear a face covering; and parent should again be provided information about other alternative educational opportunities including independent study This is non-disciplinary and may be modified as necessary.
Step 4.	Repeat Step 3 until the school site administrator can determine that the student will not wear a face covering, participate in an alternative educational program, or obtain an exemption. At that point, administration will consider whether discipline, exclusion, or some other action is required.

Questions or concerns about this process may be directed to the District's administrative team.