

October 1, 2021

Dear Faculty, Staff and Volunteers,

Thank you for your tremendous service as this school year as we return to in-person student instruction and faith formation. I am writing to share the COVID-19 “Vaccine Verification for Workers in Schools” State Public Health Officer Order of August 11, 2021 and the Archdiocese of Los Angeles’s implementation of this mandate. The order can be accessed here:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Vaccine-Verification-for-Workers-in-Schools.aspx>

The California Department of Public Health is mandating that all T-K through 12 schools, public and private, verify the COVID-19 vaccination status of all their workers. Asymptomatic unvaccinated workers or incompletely vaccinated workers (those who have only received one of a two dose vaccine) are required to undergo diagnostic screening testing at least once a week. Boosters are not a part of this order.

"Worker" refers to all paid and unpaid adults serving in school settings. Workers include, but are not limited to, all employees and volunteers who are on-site at a school campus supporting school functions.

The Order went into effect on August 12, 2021, and schools must be in full compliance by **October 15, 2021**. The Archdiocese of Los Angeles will fully comply with the State Public Health Officer Order to verify the COVID-19 vaccination status of school workers and require weekly COVID-19 test results for unvaccinated and incompletely vaccinated school workers.

Procedure for School Employees:

1. Each school employee must verify his or her vaccination status with the school’s principal by **Friday, October 8th**. Those who do not document their vaccination status will be considered unvaccinated. Documentation of vaccination will be kept confidential unless otherwise required by any State or local health department having jurisdiction over the school.
2. Unvaccinated or incompletely vaccinated school employees who are asymptomatic are required to undergo COVID-19 diagnostic screening testing at least once weekly (or every seven days) beginning the week of **October 17, 2021**.
3. Unvaccinated or incompletely vaccinated employees must also observe all other infection control requirements. They are not exempted from the testing requirement even if they have a medical contraindication to vaccination.
4. Any **PCR (molecular) or antigen test** used must either have Emergency Use Authorization by the U.S. Food and Drug Administration or be operating per the

Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.

5. If an employee tests positive, he or she will have to isolate for 10 days in accordance with California Department of Public Health (CDPH) guidelines and will be required to provide a return-to-work order from a health care practitioner or a negative COVID-19 test result before returning to the worksite. This guidance is subject to change at any time by the CDPH.
6. If testing is provided at the school site, the results may be automatically submitted to the principal. Employees who test on their own must provide their test results to their principal as soon as the results are received. All test results will be kept confidential unless otherwise requested by the State or local public health department.
7. Non-exempt employees who test on their own should record the time spent obtaining the test on his or her timesheet.

Procedure for Other School Workers (Volunteers):

1. The school principal will determine if a volunteer considered a “regular volunteer” or a “non-regular volunteer”.
 - a. “Regular volunteers” are those who volunteer on a daily or weekly basis, such as yard duty supervisor, hot lunch volunteer, library helper, classroom volunteer, coach, etc.
 - b. “Non-regular volunteers” are those who volunteer infrequently or for a special event, such as class field trip, school fundraiser, etc.
2. All school volunteers must verify their vaccination status with the school at least one week prior to the start of volunteering. Those who do not document their vaccination status will be considered unvaccinated. Documentation of vaccination will be kept confidential unless otherwise required by any State or local health department having jurisdiction over the school.
3. Unvaccinated or incompletely vaccinated regular volunteers who are asymptomatic are required to undergo diagnostic screening testing at least once weekly (or every seven days) beginning the week of **October 17, 2021**.
4. Unvaccinated or incompletely vaccinated volunteers must also observe all other infection control requirements and are not exempted from the testing requirement even if they have a medical contraindication to vaccination.
5. Unvaccinated or incompletely vaccinated non-regular volunteers who are asymptomatic must undergo diagnostic screening testing within 72 hours prior to volunteering and must provide those results to the school office before entering campus.
6. Any **PCR (molecular) or antigen test** used must either have Emergency Use Authorization by the U.S. Food and Drug Administration or be operating per the

Laboratory Developed Test requirements by the U.S. Centers for Medicare and Medicaid Services.

7. If a volunteer tests positive, he or she will have to isolate for 10 days and will not be able to volunteer on campus until the volunteer presents a negative COVID test or a note from a health care practitioner. This guidance is subject to change at any time by the CDPH.
8. Unless tested through the school, volunteers must provide their test results to the school office as soon as the tests are received. All test results will be kept confidential unless requested by the State or local public health department.

Testing Information:

To learn about your local testing options, please contact your school principal, visit your city or county's health department webpage, or visit <https://covid19.ca.gov/get-tested/> to locate a test site.

Currently, there are no out-of-pocket costs for COVID-19 testing at certain test sites. For more information about free COVID-19 testing, please see this additional resource from California's Department of Managed Health Care:

<https://www.dmhc.ca.gov/Portals/0/Docs/DO/COVID-TestingFactSheet.pdf>

Questions about these procedures should be directed to the principal who may contact other advisory resources at the Archdiocese, or local public health department, as appropriate.

Thank you for your cooperation with the State's vaccine-or-test requirement. It is through our collective actions and diligence that we continue to provide safe and healthy environments for all those in our Catholic schools. May God's divine Providence bless you and your family.

In Mission,



Paul M. Escala
Superintendent of Schools