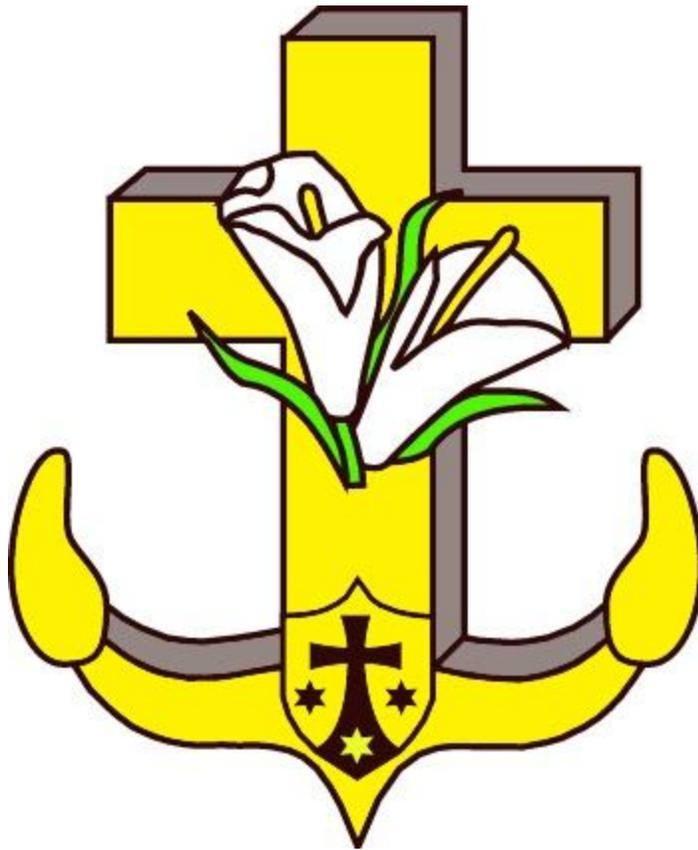


# St. Philomena School

*Starting the Year Smart  
Return-to-School Protocols*



Based on Guidance from the Archdiocese of Los Angeles (ADLA)  
Los Angeles County Public Health Department (LACPHD)  
and California Department of Public Health (CDPH)  
*Subject to updates as new information is received (7/14/2020)*

## **PURPOSE**

On June 15, 2020, based on state and county health orders, the Department of Catholic Schools announced that Catholic schools in the Archdiocese of Los Angeles would be returning to campus for in-person instruction in the fall. This was rescinded by the announcement on July 17, 2020 by Governor Newsom that all schools in the state of California are mandated to start the school year via distance learning. Since then, the California Department of Public Health has provided two updates to their “COVID 19 INDUSTRY GUIDANCE: Schools and School Based Programs”: one updated on July 17, 2020 and another updated on August 3, 2020 (clickable link). Consequently, this Revised (August 19, 2020) Starting the School Year Smart guidance is aligned with August 3, 2020 CDPH update, as well as information from Los Angeles, Ventura, and Santa Barbara County.

The purpose of this document is to provide guidance for starting the 2020-2021 school year with in-person instruction, when allowed, given the current state of public health. It provides the most salient information that you need to know about getting students safely on campus and keeping them safe. Planning to reopen campus will require diligent planning efforts and attention to detail on the part of our school leaders, faculties, and staff.

The Department of Catholic Schools actively engaged in discussion with public health in Santa Barbara, Ventura, and Los Angeles County. The content of this guidance document takes into consideration the current public health guidance from the State of California, modified health orders in the three counties we serve, practices from our peers in other dioceses throughout California, and elementary and high school leaders from our archdiocese.

**County public health orders will be modified as conditions change; we are not exempt from this. Schools must be prepared to adapt to new modifications as they are mandated by public health officials.**

The Department of Catholic Schools will continue to update you on future modifications to local county health orders as they pertain to PK-12 schools. However, it is imperative that schools regularly monitor county public health orders as well. The following is the link to the Los Angeles County Department of Public Health:

Los Angeles County Department of Public Health:

## **PLANNING FOR MULTIPLE SCENARIOS**

This document focuses on how to maximize an on-campus schedule for all students, to the extent possible. In addition, some students may not be able to attend on-campus instruction due to health concerns. For those students, a distance- learning option will remain in place.

When able to reopen for on-campus instruction, we also have plans to address the following scenarios:

- The potential of repeated closures of classes, groups, or entire facilities when persons associated with the facility or in the community become ill with COVID-19 or cases within the community significantly increase.
- Individuals who are at higher risk for severe illness or who cannot safely distance from household contacts at higher risk, by providing an option for distance learning.

### **Options for Instruction at St. Philomena School**

SPS will provide three options for families when school opens in August or a combination thereof.

#### Option A: One-Half Day In-Person Instruction, 4 Days a week.

Students participating in Option A will be grouped together in a cohort and placed in the same classroom with the same teacher to minimize exposure to lots of other students. The school day for Option A will be from 8:00 a.m. to 11:30 a.m., with drop-off from 7:00-8:15 a.m. and pick-up from 11:30-11:50 a.m. or 12:30 p.m. - 4 p.m. with drop-off from 12 noon - 12:30 p.m. and pick-up from 4 p.m. to 4:20 p.m. Administrator will assign students to AM or PM sessions keeping siblings together. Administrator will try to give parents first preference when possible. Extended Care will be offered for those families in need of it. Monday classes will be special areas via remote learning. Office Hours will be available to students at designated times.

Junior High Students will remain in their own classroom and subject-area teachers will move from classroom to classroom.

#### Option B: Full-time Distance Learning

Students participating in Option B will join their classes through Zoom and will participate virtually in lessons and classroom discussions. Students will be assigned to AM or PM classes (for times see Option A) and are expected to follow the schedule and assignments provided by the teacher(s).

#### Option C: Full-time Distance Learning for ALL Students

All Students will attend school Monday - Friday through Zoom and will participate virtually in lessons and classroom discussions. Students will attend academic classes in the morning, break

for lunch and have special areas in the afternoon. Office hours and homework support will be available in the afternoon as well.

## **HEALTH SCREENING**

### **Health Screening at Home**

Like usual, parents are strongly advised to monitor for symptoms at home and must be reminded to keep children who are sick at home until they are fever and vomit free (without medication) for 24 hours. Whenever possible, parents are to complete the Daily Health Check via Google Classroom before dropping their child(ren) off at school. Completed daily health checks will be reviewed by school staff and temperature checks will be done on-site. Students will be monitored for signs of illness throughout the day.

### **Health Screening On Campus**

All teachers, staff, students and volunteers will engage in a health check before entering school. If a teacher, staff, student and/or volunteer responds with an affirmative to any of the screening items, he/she must not enter the school. The health check will consist of the following:

- Temperature check via no-touch thermal scan thermometer (99.0 or higher the student will not be permitted on campus).
- Questions concerning cough, shortness of breath, fever and any other abnormal symptom. These questions could be laminated on a card for staff to use daily. To facilitate expeditious entry to campus in the morning, schools are advised to stagger the start day allowing for ample time to conduct screenings and temperature checks upon campus entry, including planning for multiple entrances to campus where possible. Parents will complete a Google Form prior to arriving on campus.

## **DROP OFF / PICK UP**

### **Drop-off**

Students can be dropped off as early as 6:30 a.m. or 12 noon (for PM session). Students will be required to sit 6 feet apart while waiting to enter the school building. All students will enter the building through the back doors. Beginning at 7:30 a.m. / 12 noon, students will be allowed to go to their classroom to reduce interaction with multiple students from various classes.

At this time, outdoor assemblies and large gatherings of any type are not allowed (including weekly student assemblies and our morning assembly).

### **Pick-up**

Students will be picked up in the back parking lot. Adults will not be allowed to pick-up students in the classroom to minimize the number of people in the school building. AM session

pick-up will be from 11:30 a.m.-11:50 a.m. and PM session pick-up will be from 4:00 p.m. - 4:20 p.m. Students will maintain social distancing while waiting. Students and staff will be asked to wear masks and face shields at this time. Staff will also wear gloves to open car doors for students who may need help. We will not have students do “safety” at this time.

## **COVID-19 CONTAINMENT, RESPONSE AND CONTROL PLAN**

### **Traveling**

Students and staff who travel to another state or country must remain at home for two weeks before coming to campus in order to protect members of the school community from possible exposure. Students who travel during instruction time must complete distance learning at home for the duration of two weeks.

### **Handling a Positive Case of COVID-19**

Faculty, staff, and students will be monitored throughout the day for signs of illness. Students, faculty, and staff with a fever of 99.0 degrees or higher, who show coughing, fatigue or shortness of breath, or who display other COVID-19 symptoms will be sent home.

Any students, faculty, or staff exhibiting symptoms will immediately be removed from the classroom and will wait in an isolation room until they can be transported home or to a healthcare facility, as soon as practicable. Our isolation room will be the Dominic Savio Room (Meeting Room A) next to the faculty room. There will be a visual and voice monitor in the room so as to properly care for the student and/or staff member. We do not want the student to be frightened by staying alone. We will ensure them that we can hear and see them at all times.

The following plan will be put into place immediately upon notification to the school that any member of the school community (faculty, staff, student, or visitor) tests positive for, or has symptoms consistent with COVID-19:

1. Immediate separation of the case from the school community to self-isolate at home if notification occurs while the case is on-site. The plan must allow for temporary, on-site isolation, with the wearing of a surgical mask, until they can be transported home or to a healthcare facility.
2. Fact-sheets or other informational materials that are to be given to the case (or appropriate family member/s if the case is a student) covering regulations governing self-isolation and links to sites with further information.
3. Initiate the School Exposure Management Plan
  - a. Identify person(s) exposed to case(s) at school
  - b. Immediate quarantine of exposed employees and/or students
  - c. Disinfect all areas the case(s) came in contact with as well as all common areas on campus, when necessary

If St. Philomena School has a confirmed positive case of COVID-19, we will follow all

additional county public health procedures and complete the ADLA COVID-19 Report Form and Instructions to report it to the Archdiocese. A cluster of cases (three or more cases within 14 days) must be reported to the Department of Public Health. Individual names of persons infected will remain confidential. We expect that all persons will be treated with kindness and respect. At that time it will be determined if a partial or complete close of school will be necessary.

### **School Closure**

In the instance that we experience multiple positive cases in a 14-day period, we may need to, in consultation with the Archdiocese and local health officials, consider a partial or full school closure. These options are based on guidelines from LACPHD and are subject to change at any given time. Our primary goal continues to be the safety of our entire school community.

With a partial closure, exposed cohorts will resume remote learning through Zoom and follow their daily remote learning schedule. If a full school closure is necessary, remote learning will resume immediately.

## **CLASSROOM / SOCIAL DISTANCING / SHARING OF ITEMS**

### **Classroom**

At this time, the classroom will be strictly used for the school children and not shared with religious education.

#### *Social Distancing*

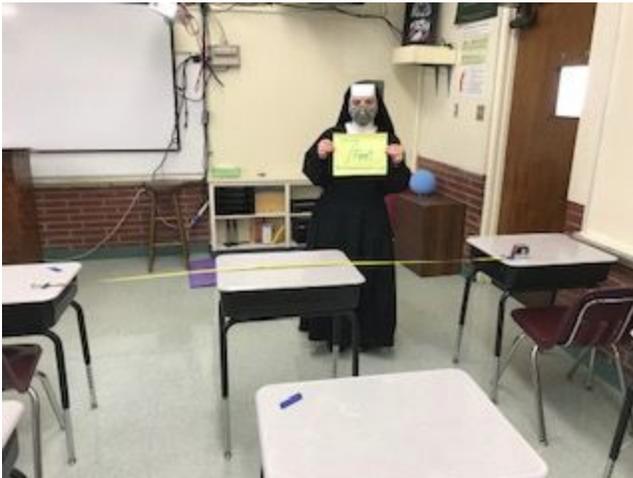
CDPH and LACPHD guidance on physical distancing states, “*Maximize space between seating and desks. Distance teacher and other staff desks at least six feet away from student desks. Consider ways to establish separation of students through other means if practicable, such as, six feet between desks, partitions between desks, markings on classroom floors to promote distancing or arranging desks in a way that minimizes face-to-face contact*” (p. 9).

**Distancing between the teacher desk and students must be at least six feet. Distancing between student desks should be six feet to the extent possible.** If six feet is not possible, then the minimum distance must be no less than four feet.

Additional adjustments to classroom environment:

- Floors and walls will be marked to promote distancing.
- Students will not share desks or table spaces, supply items, etc.
- Students will sit in a checkerboard fashion and face the same direction.
- Only ½ of the students will be in each classroom at a time, for example, if a class has a total of 34 students, 17 students will be in the classroom for each instructional session.

- Doors and windows will remain open as much as possible to increase ventilation. When ACs are used due to the heat, filters will be changed frequently.
- Door will also remain open as much as possible so that students do not need to touch the door knobs.
- Students will enter the classroom through one door and exit from another (using the shoulder push technique when appropriate).
- Upon entering the classroom, students will disinfect their hands and go directly to their seat.
- For the older grades, backpacks could stay next to the child for easy access of items.



7 feet apart checkerboard seating with desks



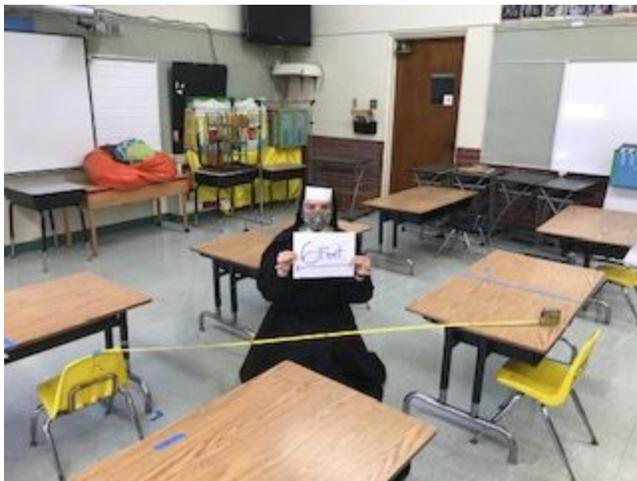
6 feet apart checkerboard seating desks



floor markings



6 feet checkerboard seating with tables



6 feet checkerboard seating with tables



Shoulder push technique

### *Instructional Guidelines*

During direct instruction, teachers can remove face masks and/or shields when they are 6 feet away from students in order for students to hear effectively, especially during phonic instruction. Working with a partner or in a small group continues to be very important for student learning because it allows them a means of processing and integrating their knowledge. Teachers will use online platforms, such as Google classroom, SeeSaw, etc., to provide students with this important opportunity while at the same time ensuring their physical safety. When working independently, teachers will circulate the classroom to assess student understanding. When doing this, teachers will wear a facemask and/or shield.

During direct instruction, students will be allowed to remove masks and/or shield in order to respond and participate in the instruction. During independent work time when the teacher is circulating around the room, students will be asked to wear a facemask and/or shield.

### *Limit Sharing of Supplies and Materials*

St. Philomena School will do the following to limit sharing:

- Keep each child's belongings separated and in individually labeled storage containers, cubbies or areas. Ensure belongings are taken home each day to be cleaned.
- Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the extent practicable or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
- Avoid sharing electronic devices, clothing, toys, books and other games or learning aids

as much as practicable.

- Whenever possible, St.PhilomenaSchool will try to be “paperless” and submit assignments and work digitally to reduce contact exposure.

### *Masks and Protective Barriers*

The August 3 update to the CDPH guidance includes a newly titled section 3, “Face Coverings” that should be read and reviewed carefully. It states that, “Schools should review the CDPH Guidance for the Use of Face Coverings ([clickable link](#)) and any applicable local health department guidance and incorporate face-covering use for students and workers into their COVID-19 prevention plan. Some flexibility may be needed for younger children consistent with child development recommendations.” Students While at one time state and public health guidance allowed for flexibility with regards to students wear face coverings, updated guidance is more specific and firm per the following chart: Age Face Covering Requirement Under 2 years old No 2 years old – 2nd grade Strongly Encouraged Face coverings are strongly encouraged if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly. For LA County – Yes, unless exempt All students over age 2 are required to wear cloth face coverings at all times while on school property except while eating, drinking or carrying out other activities that preclude use of face coverings. 3rd grade – High School Yes, unless exempt Note: Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who cannot use or tolerate cloth face coverings. Staff

Students are asked to wear masks. Cloth face coverings are recommended as a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing the cloth face covering coughs, sneezes, talks, or raises their voice. This is called source control. This recommendation is based on what we know about the role respiratory droplets play in the spread of the virus that causes COVID-19, paired with [emerging evidence](#) from clinical and laboratory studies that shows cloth face coverings reduce the spray of droplets when worn over the nose and mouth. COVID-19 spreads mainly among people who are in close contact with one another (within about 6 feet), so the use of cloth face coverings is particularly important in settings where people are close to each other or where social distancing is difficult to maintain.

The CDC recognizes that wearing cloth face coverings may not be possible in every situation or for some people. In some situations, wearing a cloth face covering may exacerbate a physical or mental health condition, lead to a medical emergency, or introduce significant safety concerns. Adaptations and alternatives should be considered whenever possible to increase the feasibility of wearing a cloth face covering or to reduce the risk of COVID-19 spreading if it is not possible to wear one.

For example,

- Younger children (e.g., preschool or early elementary-aged) may be unable to wear a cloth face covering properly, particularly for an extended period of time. Wearing of

cloth face coverings may be prioritized at times when it is difficult to maintain a distance of 6 feet from others (e.g., during carpool drop off or pick up, or when standing in line at school). Ensuring proper cloth face covering size and fit and providing children with frequent reminders and education on the importance and proper wear of cloth face coverings may help address these issues.

- People who are engaged in high-intensity activities, like running, may not be able to wear a cloth face covering if it causes difficulty breathing. If unable to wear a cloth face covering, consider conducting the activity in a location with greater ventilation and air exchange (for instance, outdoors versus indoors) and where it is possible to maintain physical distance from others.

Cloth face coverings are a critical preventive measure and are most essential in times when social distancing is difficult. If cloth face coverings cannot be used, make sure to take other measures to reduce the risk of COVID-19 spread, including social distancing, frequent hand washing, and cleaning and disinfecting frequently touched surfaces.

Age	Face Covering Requirements	
<b>Under 2 years old</b>	<b>No</b>	
<b>2 years old – 2nd grade</b>	<b>Strongly Encouraged</b> Face coverings are strongly encouraged if they can be worn properly. A face shield is an acceptable alternative for children in this cohort who cannot wear them properly.	<b>For LA County –</b> Yes, unless exempt All students over age 2 are required to wear cloth face coverings at all times while on school property except while eating, drinking or carrying out other activities that preclude use of face coverings.
<b>3rd grade – High School</b>	<b>Yes, unless exempt</b>	

*Note: Alternative protective strategies may be adopted to accommodate students who are on Individualized Education or 504 Plans and who cannot use or tolerate cloth face coverings.*

Face shields are optional. It is not known if face shields provide any benefit as source control to protect others from the spray of respiratory particles. The CDC does not recommend use of face shields for normal everyday activities or as a substitute for cloth face coverings. Some people may choose to use a face shield when sustained close contact with other people is expected. If face shields are used without a mask, they should wrap around the sides of the wearer’s face and extend to below the chin. Disposable face shields should only be worn for a single use. Reusable

face shields should be cleaned and disinfected after each use. Plastic face shields for newborns and infants are NOT recommended.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

Face shields will be provided for all teachers and staff. They will be made out of medical-grade polycarbonate. Teachers, staff, and students (who chose to wear them) will be responsible for disinfecting them daily. Face shields have some advantages to face masks. They provide a barrier for touching one's face. They also allow everyone to see facial expressions and lip movements, which are in communication and learning proper pronunciation.

For staff, the CDPH guidelines state that, "All staff must use face coverings in accordance with CDPH guidelines unless Cal/OSHA standards require respiratory protection" (p. 8). It also states that, "In limited situations where a face coverings cannot be used for pedagogical or developmental reasons, (i.e. communicating or assisting young children or those with special needs) a face shield can be used instead of a cloth face covering while in the classroom as long as the wearer maintains physical distance from others, to the extent practicable. Staff must return to wearing a face covering outside of the classroom" (p. 8). Thus, all staff are required to wear face coverings.

### *Cohorting of Students*

CDPH guidance states: "To reduce possibilities for infection, students must remain in the same space and in cohorts as small and consistent as practicable, including for recess and lunch. Keep the same students and teacher or staff with each group, to the greatest extent practicable" (p. 12). It also states to "[m]inimize movement of students and teachers or staff as much as practicable. For example, consider ways to keep teachers with one group of students for the whole day. In secondary schools or in situations where students have individualized schedules, plan for ways to reduce mixing among cohorts and to minimize contact" (p. 12). Schools must cohort students into smaller groups and keep them together to the extent possible. In addition to limiting the spread of the coronavirus, the point of cohorting students is to make contact tracing easier in case a student or teacher tests positive for COVID-19. By cohorting students, schools might be able to limit the impact on in-person instruction by only quarantining the cohort, rather than the entire school.

For elementary schools, self-contained grade levels make for natural cohort groupings. Elementary leaders may wish to consider whether an entire junior high makes up a cohort (typically grades 6, 7 and 8); however, keep in mind that should a positive case be identified and quarantine be mandated by public health officials, it would affect that larger group of students.

Specialty teachers may travel to and from classrooms to teach various cohorts or grade levels of students. In such cases, these educators should be particularly mindful of modeling and ensuring healthy hygiene practices.

**Recess / Lunch**

Students coming for ½ day instruction will eat their snack in the classroom. Instructional aides will be staggered for outside recess time duty. Students will engage in structured physical activities to avoid sharing play equipment and ensure social distancing.

Students will not eat lunch on campus at this time. For those students needing extended care, parents are to send lunches with them from home. Extended care staff will provide outside time once other students are gone for the day.

**HYGIENE, CLEANING AND DISINFECTING**

Prior to reopening campus, St. Philomena School will have been completely cleaned and disinfected. Upon reopening, St. Philomena School is required to maintain safety by continuously cleaning and disinfecting as per the chart below. These cleaning steps are to protect students and staff and reduce the risk of the spread of infection. All cleaning supplies will be in compliance with the approved disinfectants.

<b>Campus Maintenance Procedures, Administrator Reference Guide</b>		
<b>Category</b>	<b>Frequency</b>	<b>Person(s) Responsible</b>
Workspace ( <i>i.e., classrooms, office</i> )	At the end of each use and day	Custodian
Staff Appliances ( <i>i.e., refrigerators, microwaves</i> )	Daily	Staff & Custodian  <i>*Note: Staff will wipe down after each use</i>
Electronic Equipment ( <i>i.e., copy machines, shared computers/devices, printers, telephones</i> )	At the end of each use and day	Custodian & Individual User  <i>*Note: Staff will wipe down after each use</i>

General Used Objects ( <i>i.e., handles, light switches</i> )	At least 4 times a day	Classroom Teachers / Instructional Aide
Student and Teacher Restrooms	Twice a day	Custodian
Faucets	Twice a day	Janitor
Common Areas ( <i>i.e., Cafeteria, Library, Conference Rooms</i> )	At the end of each use and day	Custodian

Teachers, staff, students and volunteers will be reminded on a frequent basis on proper hygiene and cleaning techniques and physical distancing protocols. Signs will be posted as reminders.

Each teacher will follow a schedule to ensure that students wash their hands especially before and after eating, after using the restroom, and after outdoor play. They will frequently wipe down high-use items (door knobs, light switches, desks, faucets, etc.). Handwashing is the preferred method for maintaining proper hygiene. Approved hand sanitizers can be used as a substitute when handwashing is not possible. Please note that the FDA has published a List of Harmful Hand Sanitizers that should not be used, as they contain dangerous ingredients. The school will avoid using hand sanitizers that appear on this list.

Water fountains will be replaced with water bottle filling station. Students will be asked to bring their own water bottle each day to be used. At the end of the day, students will take home water bottles to be cleaned and disinfected at home.

Bathroom and recess times will be staggered. While waiting for the restroom, social distancing will be observed. Restrooms will be monitored so as to avoid several children using it at the same time.

The custodian will disinfect all areas using an electrostatic sprayer between AM and PM sessions and at the end of the day.

Face masks and shields should be washed each night with soap and water or another disinfectant.

### **ATHLETICS (AFTER SCHOOL SPORTS PROGRAMS)**

As of June 15, 2020, all ADLA schools, including CYO, may resume athletic physical training and conditioning on-campus immediately provided schools develop and implement plans that strictly adhere to the guidance from the California Interscholastic Federation (CIF). As of July 14, 2020, these physical training programs must be outside only. As such, activity will resume in CIF PHASE I ONLY at this time. Any deviation above and beyond PHASE I activity, or

non-compliance of required modifications will come with restrictions including and up to an immediate shutdown of activity. PHASE I activity in no way extends permission for competition play. The state has not released guidance on the resumption of competitive athletic programs as of this time.

### **EXTRA-CURRICULAR ACTIVITIES**

To the extent possible, extra-curricular activities are encouraged to take place remotely or in the same cluster of students that are established during the school day. St. Philomena School will permit the following extra-curricular activities/clubs: American Heritage Girls, Student Council, and Yearbook. In-person meetings must be limited to groups of ten students and must be a part of the same grade-level cohort. St. Philomena School choirs, service clubs, and altar serving are not permitted until further notice.

LACDPH guidelines stipulate that classrooms can not be shared with outside vendors and/or groups. Therefore, Arts Alive and Robotics will not be offered on campus until further notice.

### **EXTENDED CARE**

We realize that Option A (½ days) will make it necessary for some students to need this service. Therefore, extended Care will be offered for those families who need it Tuesday - Friday. The John Paul II room will be used exclusively for those students who need extended care. There will be no more than 18 students permitted in extended care at one time. Social distancing will be maintained. Face masks and shields will be worn as much as possible. Snacks and lunches must be brought from home at this time. Families will only be charged the following hours for extended care: 6:30 a.m. - 7 a.m.; 4 - 5 p.m.; 4 - 6 p.m.

When the entire school is participating in remote learning, administrator is checking to see if on-campus child care can be offered for those parents who need to work outside the home. More information to follow.

### **WEEKLY MASSES**

Participation in Mass and other forms of prayer are essential to our Catholic identity and faith formation. As of July 14, 2020, churches are closed for public use. Therefore, all Masses and/or prayer services will be streamed / Zoomed into classrooms when possible.

### **VISITORS ON CAMPUS**

The safety of our staff and students remains the school's primary concern. We encourage little to no visitation as often as possible in order to reduce the risk of spreading COVID-19. Any visitor who needs to conduct business in the school office must do so before 8:15 a.m. or by appointment. Visitors entering the office must follow the signs and markings for social distancing and wear a mask at all times. Visitors will also undergo a health screening and temperature check upon entering the school office. Visitors will not be permitted into classrooms or other parts of campus. Parents/Guardians who need to meet with a teacher are encouraged to

set up a meeting by phone or through Zoom.

### **HOME ASSISTANCE (VOLUNTEER) HOURS**

Volunteers will be needed to assist staff with daily health checks of the students. Since all public gatherings are suspended at this time, the mandatory volunteer hours may be reduced for the 2020-2021 school year.

### **IMMUNIZATIONS**

The State of California has not changed its requirements for childhood immunizations. As a result, all schools must continue to require vaccination records from parents or guardians. Please visit <https://www.shotsforschool.org> for more information. In addition, the CDPH strongly recommends faculty, staff, and students get their influenza immunizations in the autumn. This helps to decrease the occurrence of illnesses with symptoms similar to COVID-19.

### **COVID-19 Testing**

#### **[Carson - Free Testing](#)**

##### **Long Beach City College - Pacific Coast Campus**

1305 CA-1 (Pacific Coast Hwy)

Long Beach 90806

##### **Crenshaw Christian Center**

7901 S. Vermont Avenue

Los Angeles, CA 90044

# Exposure Management Plan

## School COVID-19 Compliance Task Force

Enforce all COVID-19 safety protocols and collaborate with Department of Public Health (DPH)

### Managing Exposure to 1 COVID-19 Case at School

1. School notified of 1 confirmed case at school

2. Case on Home Isolation

3. Advise case to get tested & DPH will contact

4. Identify close contacts at school

5. School consults with DPH

6. School notifies contacts of school exposure & DPH will contact case

7. School sends general notification to inform school

### Managing Exposure to 2 COVID-19 Cases at School

1. Follow steps 1-7 for 1 confirmed case

### Managing Exposure to 3+ COVID-19 Cases at School

1. If cluster of  $\geq 3$  cases within 14 days, school notifies DPH

2. Follow steps 2-7 for 1 confirmed case

3. DPH investigates if outbreak criteria met & works with school

### If symptoms of COVID-19 illness occur at school

4. School provides updates to DPH until outbreak resolved

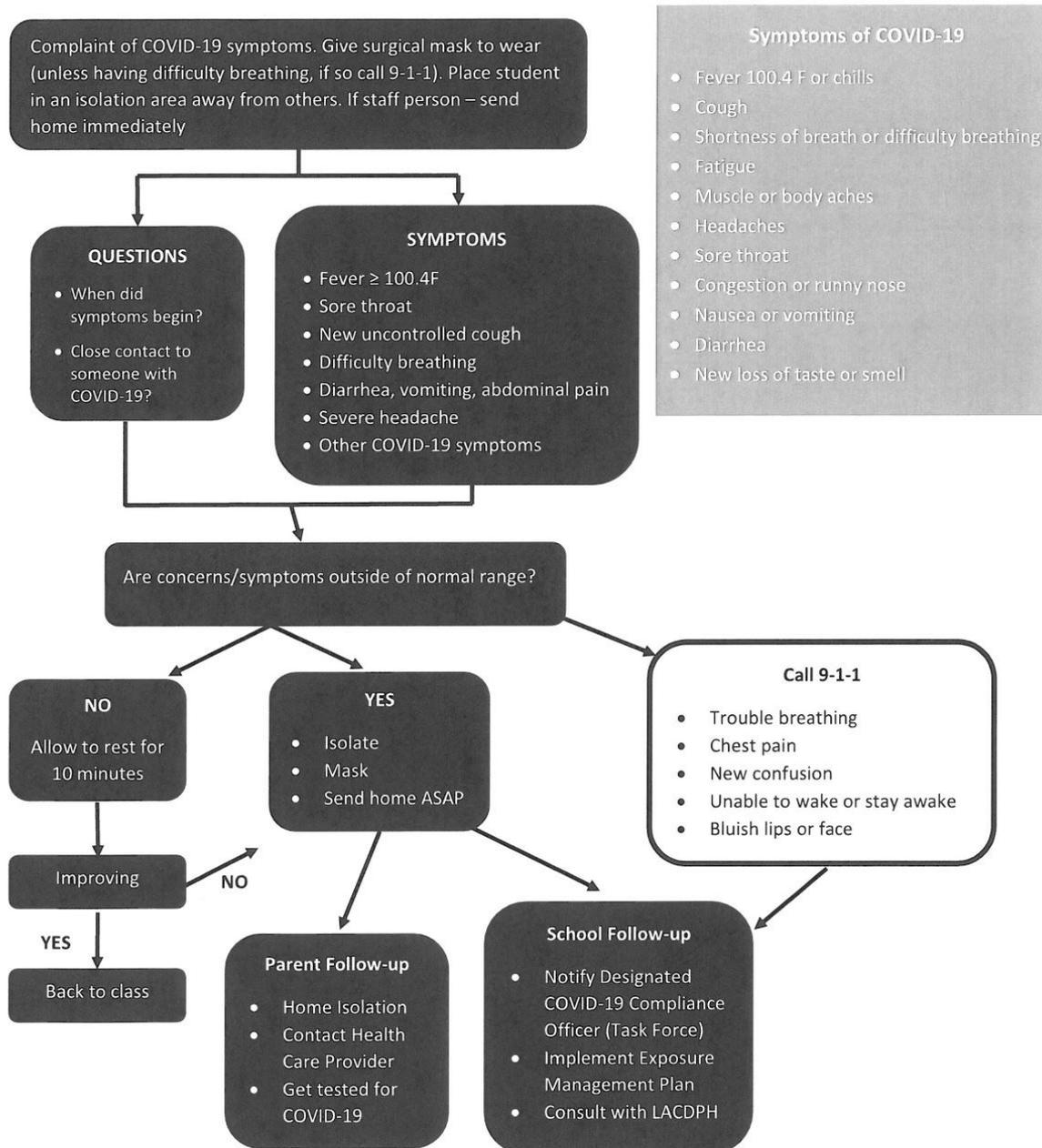
- Student will wait in isolation area with supervision
- Student given a surgical mask, if available, to wear (if tolerated)
- Arrangements made for parent to pick up student

- School advise parent to contact health care provider and get tested for COVID-19
- School provide information to parent on resources to get tested for COVID-19

### Symptoms of COVID-19

- Fever 100.4 F or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headaches
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

## COVID-19 Screening Flow Chart



## EXPOSED TO COVID-19 “Now What” Flow Chart

I just found out...

### Symptoms of COVID-19

- Fever 100.4 F or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headaches
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell

I'm COVID-19 positive

- Follow Home Isolation instruction
- Stay home, avoid infecting others

#### May return to school when:

- 24 hours with no fever (no use of fever-reducing medication)
- Other symptoms have improved
- At least 10 days have passed since symptoms first appeared.
- For persons who never developed symptoms, isolation can be discontinued 10 days after date of testing positive

I've been exposed/had close contact with someone who is COVID-19 positive

- Follow Home Quarantine instruction
- Contact health care provider
- Get tested for COVID-19
- Self-monitor for COVID-19 symptoms

If test positive for COVID-19  
Begin Home Isolation (see steps for COVID-19 positive)

#### May return to school when:

- Complete 14 days from
- Home Quarantine for 14 days from last date of exposure
- If test negative for COVID-19, must still complete all 14 days of quarantine

I have been exposed/had close contact with someone who was exposed to COVID-19

#### Practice steps to stay healthy:

- Physical distance 6 feet
- Wear a face covering
- Wash hands often with soap & water for 20 seconds or use hand sanitizer with 60% alcohol
- Avoid touching eyes, nose & mouth

May return to school immediately

No restrictions