

Plan for Containment and Contact Tracing

Randolph Central School District

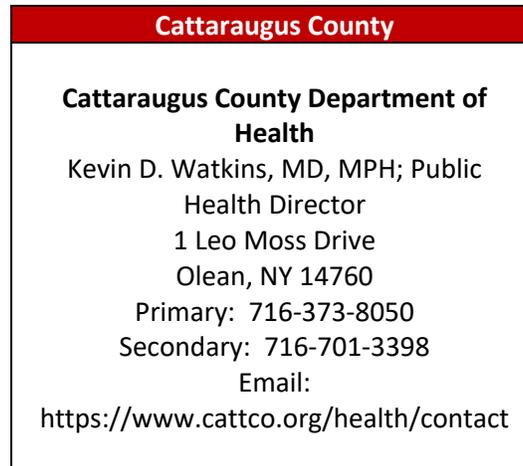
18 Main Street
Randolph, NY 14772

Updated 08/12/20

Randolph Central School District Re-Opening Plan

Students and staff with symptoms of illness must be sent to the health office within Randolph Central School District facilities.

Within Randolph Central School District facilities, the school nurse and the school Medical Director will assess individuals as chronic conditions such as asthma and allergies or chronic gastrointestinal conditions may present the same symptoms as COVID-19 but are neither contagious nor pose a public health threat. The school nurse and the school Medical Director will immediately consult with county health officials if COVID-19 is suspected.



If the school nurse is not available, schools will isolate and dismiss any student or staff member who has a fever or other symptoms of COVID-19, that are not explained by a chronic health condition, for follow up with a health care provider. Administrators will work collaboratively with school nurses to determine if additional staff is needed to assist with non-nursing tasks such as student supervision, telephone calls, text, or emails to parent/guardians, and assistance with completing any required paperwork other than nursing documentation.

PROCESS

Isolation

RCS will follow Education Law § 906:

Whenever a student in the public schools shows symptoms of any communicable or infectious disease reportable under the public health law that imposes a significant risk of infection of others in the school, he or she shall be excluded from the school and sent home immediately, in a safe and proper conveyance. The director of school health services shall immediately notify a local public health agency of any disease reportable under the public health law. The director of school health services, or other health professionals acting upon direction or referral of such director, may make such evaluations of teachers and any other

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school employees, school buildings and premises as, in their discretion, they may deem necessary to protect the health of the students and staff.

School staff must immediately report any illness of students or staff to the school nurse or administration or the COVID-19 Safety Coordinator. Such reports should be made in compliance with FERPA, and Education Law 2-d. If nurses choose to go to classrooms to make assessments of students, this also should be done in a manner that protects the student's confidentiality.

If there are several students waiting to see the school nurse, arrangements should be made to have students wait at least 6 feet apart.

Where possible Randolph Central School District will have two rooms for school health personnel, one room for healthy students who have injuries or need their medications or nursing treatments, and a quarantine room for assessing and caring for ill students and staff. Both rooms require a supervising adult to be present and should have easy access to a bathroom and sink with hand hygiene supplies.

School nurses and other school health professionals assessing or providing care to ill students and staff will follow transmission-based precautions which includes the use of appropriate PPE.

Students suspected of having COVID-19 awaiting transportation home by the parent or guardian must be isolated in a room or area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may be in this isolation room if they can be separated by at least 6 feet.

Collection

The Randolph Central School District COVID-19, Director Level Staff, and building administrators will coordinate efforts, in conjunction with county health officials, to communicate directly with student guardians and request they be seen by a health care provider. Collection locations will vary depending on location and will be determined to maintain confidentiality and minimize potential exposure to others.

Parents or guardians will be instructed to call the school upon arrival for student pick-up and will be instructed not to enter school facilities.

Teaching faculty and staff in host districts will follow the guidelines and protocols of those implemented by the host district where instruction is delivered and will immediately notify their supervisor.

Infected Individuals

The school nurse and the school Medical Director will immediately consult with county health officials and the COVID-19 Safety Coordinator if COVID-19 is suspected. Collaboratively, they will work together to limit viral spread and determine timely virus testing of the most appropriate measure and implement contact tracing in the event of a positive case.

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Randolph Central School District will follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19.

If a person IS diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:

- It has been at least ten days since the individual first had symptoms
- It has been at least three days since the individual has had a fever without using fever reducing medicine
- It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

All discharges from isolation and return to school or work will be conducted by the COVID-19 Safety Coordinator and the local health departments.

Exposed Individuals

The school nurse and the school Medical Director will immediately consult with county health officials and the COVID-19 Safety Coordinator if exposure to a COVID-19 infected individual is suspected through contact tracing. Collaboratively, they will work together to limit viral spread and determine timely virus testing of the most appropriate measure and implement any additional contract tracing in the event of a positive case.

Randolph Central School District will follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19.

If a person is not diagnosed by a healthcare provider such as a physician, nurse practitioner, or physician assistant with COVID-19 they can return to school

- If there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours
- If they have been diagnosed with another condition and have a healthcare provider written note stating they are clear to return to school.

Contact Tracing and Disinfecting of Contaminated Areas

Public Health Officials assume the task of contact tracing, once notified.

To ensure the school district and its employees comply with contact tracing and disinfecting requirements, the Randolph Central School District will do the following:

- Have a plan for cleaning, disinfecting, and notifying the Public Health Officials in the event of a positive case.
 - In the case of an employee testing positive for COVID-19, CDC guidelines will be followed regarding cleaning and disinfecting buildings or facilities:
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

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- Close off areas that were used by the infected person, but do not necessarily need to close operations, if they can close off affected areas.
- Open outside doors and windows to increase air circulation in the area.
- Wait 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment, such as tablets, touch screens, keyboards, remote controls, and copier machines.
- Vacuum the space, if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
- Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
- Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
- Once area has been appropriately disinfected, it can be opened for use.
- Workers without close contact with the person who is sick can return to work immediately after the disinfecting process is complete.
- If more than 7 days has passed since the person who is sick has visited or used the facility, additional cleaning and disinfecting is not necessary but normal cleaning and disinfecting should continue.
- Continue routine cleaning and disinfecting, which includes everyday practices that businesses and communities normally use to maintain a healthy environment.
- The district will continue to use cleaners and disinfectants that are on the New York State Registered Disinfectants Based on EPA List. Additionally, the district ensures all cleaners and disinfectants meet EPA criteria for use against SARS-CoV-2, the virus that causes COVID-19. The district maintains several months' supply of cleaning and disinfecting solutions and works with multiple vendors in order to ensure adequate supply chain.
- In the event an employee tests positive for COVID-19, the District Contact Tracing Team will trace close contacts in the workplace using our district wide surveillance system, staff sign-in and out log, and work order software.
- The District Contact Tracing Team will inform close contacts that they may have been exposed to COVID-19 via phone call or in person.
- Employees may have been exposed if they are within approximately 6 feet of a person with COVID-19 for a prolonged period of time:
 - Potentially exposed employees who have symptoms of COVID-19 should self-isolate and follow CDC recommended steps.
 - Potentially exposed employees who do not have symptoms should remain at home or in a comparable setting and practice social distancing for 14 days.
 - All other employees should self-monitor for any symptoms listed above. If they develop symptoms they should notify their supervisor and stay home.

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Communication

The **Randolph Central School District Plan for Containment** will be posted on the organizational website.

Containment communications will be coordinated by the COVID-19 Safety Coordinator and the Randolph Central School District Administration.

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