



SILVER CREEK CENTRAL SCHOOL DISTRICT

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Contact Tracing

Metrics

The [Early Warning Dashboard](#) from the forward.ny.gov website will be used for tracking regional and county COVID-19 cases. This data will serve as a warning sign that the level of COVID-19 transmission is increasing in the area. If the data reaches a concerning level, the Superintendent, in consultation with the Chautauqua County Department of Health, the School Nurses, and the Medical Director, will determine the best case of action for school attendance. This may include decreasing the school population by reducing attendance, moving to remote instruction or a combination of the above.

The District will collaborate with the Chautauqua County Department of Health to determine the parameters, conditions or metrics (e.g. increased absenteeism or increased illness in school community) that will also serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.

COVID-19 Cases

For the process when COVID-19 cases are discovered at school, including closing areas of classes where individuals were infected or more broadly the entire school in consultation with the local health department, please see the attached chart labeled Covid-19 School Student contact monitoring system.

Notification

The COVID-19 Safety Coordinator or designee will notify the BOCES District Superintendent, the New York State Department of Health, and the Chautauqua County Health Department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual in school facility or on school grounds, including students, faculty, staff, and visitors.

Tracing Support

In order to quickly identify those that may have been exposed and assist the DOH, the District will:

- Maintain a daily sign-in log for all employees and visitors that contains the following information:
 - Name
 - Date/time of entry/location
 - Phone Number
- Ensure student schedules are up to date;
- Maintain accurate student attendance records;
- Maintain accurate bus rosters; and
- Maintain accurate substitute rosters.

The District will ensure that confidentiality will be maintained as required by federal and state law and regulations and that it will cooperate with state and local health department contact tracing, isolation, and quarantine efforts.

The District will continue to coordinate with the Department of Health and if requested or required will function as a testing site.

Quarantine, Isolation, and Return to School

The District will follow the [DOH Interim Guidance for Private Employees Returning to Work after COVID-10 Infection or Exposure](#):

- If an employee tests positive for COVID-19, regardless of whether the employee is symptomatic or asymptomatic, the employee may return to work upon completing at least 10 days of isolation from the onset of symptoms or 10 days of isolation after the first positive test if they remain asymptomatic.
- If an employee has had close or proximate contact with a person with COVID-19 for a prolonged period of time AND is experiencing COVID-19 related symptoms, the employee may return to work upon completing at least 10 days of isolation from the onset of symptoms. (The New York State Department of Health considers a close contact to be someone who was within 6 feet of an infected person for at least 10 minutes starting from 48 hours before illness onset until the time the person was isolated. The local health department should be contacted if the extent of contact between an individual and a person suspected or confirmed to have COVID-19 is unclear)
- If an employee has had close or proximate contact with a person with COVID-19 for a prolonged period of time AND is not experiencing COVID-19 related symptoms, the employee may return to work upon completing 14 days of self-quarantine.
- However, if such an employee is deemed essential and critical for the operation or safety of the workplace, upon a documented determination by their supervisor and a human resources (HR) representative in consultation with appropriate state and local health authorities, the exposed, asymptomatic employee may return to work so long as the employee adheres to the following practices prior to and during their work shift, which should be monitored and documented by the employer and employee:
 - Regular monitoring: The employee must self-monitor for a temperature greater than or equal to 100.0 degrees Fahrenheit every 12 hours and symptoms consistent with COVID-19 under the supervision of their employer's occupational health program.
 - Wear a mask: The employee must wear a face mask at all times while in the workplace for 14 days after last exposure.
 - Social distance: The employee must continue social distancing practices, including maintaining, at least, six feet of distance from others.
 - Clean and disinfect workspaces: The employer must continue to regularly clean and disinfect all areas, such as offices, bathrooms, common areas, and shared electronic equipment.
 - Maintain quarantine: The employee must continue to self-quarantine and self-monitor for temperature and symptoms when not at the workplace for 14 days after last exposure.
 - If an employee is symptomatic upon arrival at work or becomes sick with COVID-19 symptoms while at the workplace, absent close or proximate contact with a person with COVID-19, the employee must be separated and sent home immediately and may return to work upon completing at least 10 days of isolation from the onset of symptoms OR upon receipt of a negative COVID-19 test results.

**See the Chautauqua County Department of Health Isolation and Quarantine Flow Chart as a reference

ISOLATION & QUARANTINE FLOW CHART

Has an employee or student at your school tested positive for COVID-19?

Yes

Your employee or student will be put under isolation orders by the Chautauqua County Public Health Director and advised when they can return to work and school.

Close contacts of your employee or student will be contacted by Public Health staff to advise them of the need to quarantine.

For employees deemed essential.

May continue to work on site if all of the following criteria are met:

1. It is not feasible for employee to work from home or if not working would adversely impact the operation of the school.
2. Employee remains asymptomatic.
3. Employee undergoes temperature and symptom monitoring upon arrival to work and at least every 12 hours while at work and self-monitors twice a day when home.
4. Employee wears a face covering while working until 14 days after exposure.
5. Employees must not leave their work location during the work day.
6. Maintain physical distancing of at least 6 feet from co-workers, students and visitors.

Employees are required to maintain quarantine when not at work until 14 days after their last exposure to the confirmed or suspected COVID-19 case. If symptoms (fever, cough, shortness of breath) develop while working, stop work immediately and isolate at home. If employee develops symptoms, their health care provider should be contacted to determine if a COVID-19 test is needed.

For students and employees deemed non-essential

Must remain under quarantine at home for a 14-day period after last known exposure; monitor for symptoms. If symptoms develop, health care provider shall be contacted to determine if a COVID-19 test is needed.

No

Continue safe social distancing and cleaning measures, and follow directives and guidance from New York State and Chautauqua County.

Who is a close contact of someone who has been diagnosed with COVID-19?

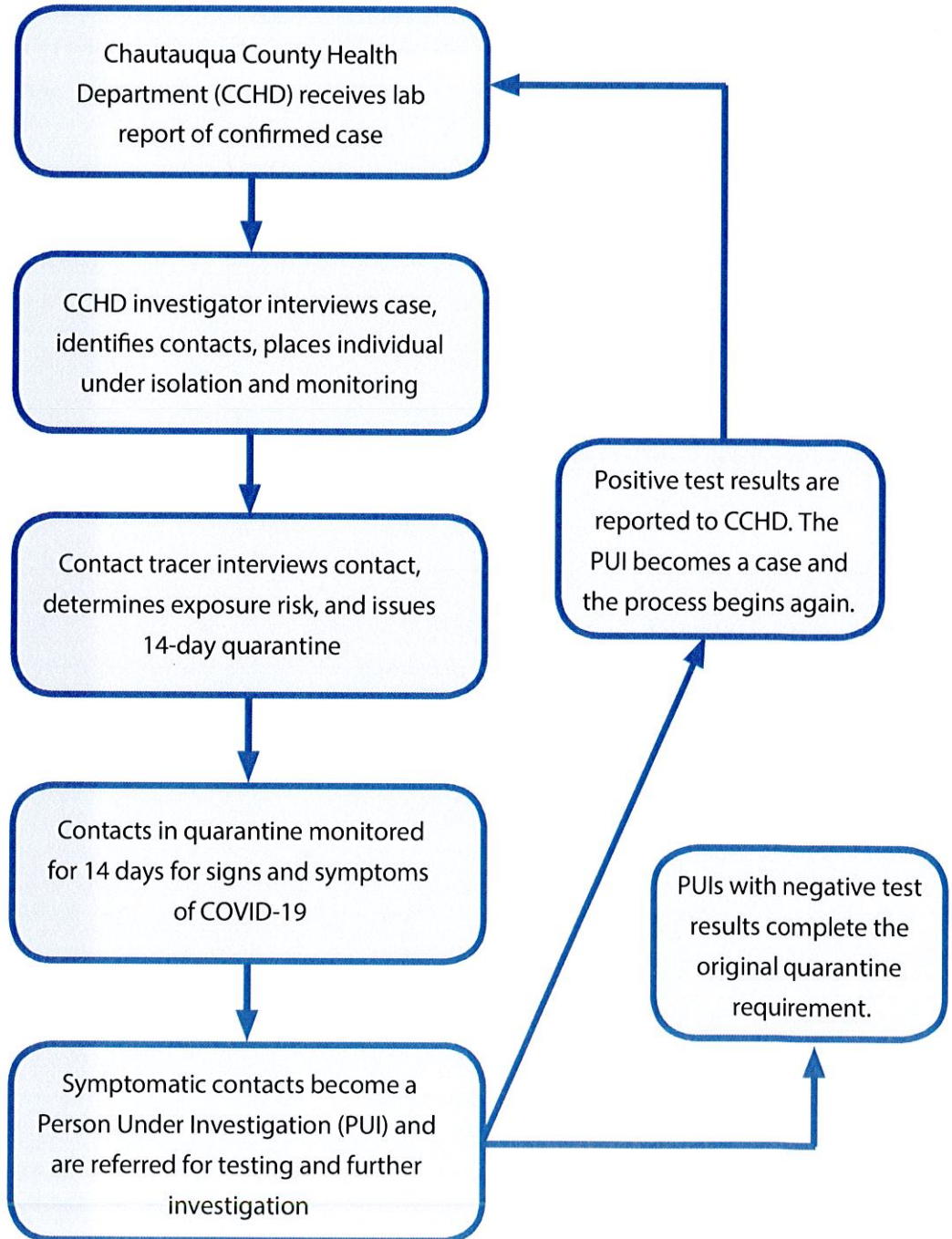
A close contact is defined as any individual who was within 6 feet of an infected person for at least 10 minutes or someone who shared food, drink, vaping device or cigarette starting from 48 hours before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection).

Return to Work or School: Once employees or students have completed their period of isolation or quarantine, they will receive a release from Chautauqua County Public Health Director. This release must be provided to the school in order to return.

Chautauqua County DHHS/Public Health recommends the CDC and NYSDOH time-based strategy for returning to work or school after a positive COVID-19 test, which would **not** require a negative test before returning.

A repeat positive COVID-19 diagnostic test more than 10 days after onset of illness or after the first test does **not** mean a person can infect others.

COVID-19 SCHOOL STUDENT CONTACT MONITORING PROCESS



School administration, school health staff, and student support services provide CCHD with information and assistance with investigations upon request.