



SILVER CREEK CENTRAL SCHOOL DISTRICT

P. O. Box 270 ~ Silver Creek, NY 14136
Area Code 716-934-2603 ~ Fax 716-934-7983
website: www.silvercreekschools.org

Screening and Testing (See attached Staff Roles flow chart and Screening flow chart as provided by the Chautauqua County Department of Health)

Health Screening and Temperature Checks

Visitors/Guests/Contractors/Vendors

- Visitors will be limited and only provided access into the building on a case by case basis depending on their purpose and necessity to the overall school operations.
- They will be required to wear a face covering upon entry and while in the building.
- A COVID-19 Employee/Visitor Daily Health-Screening Questionnaire must be completed.
- Temperatures of all visitors will be taken and must be under 100.0 degrees to enter the building.

Staff Arrival

- Employees must be wearing a face covering upon arrival at school.
- All doors continue to be locked and all badges have been turned off with the exception of designated employees'. You must use either the main district entrance in the HS lobby and/or the main elementary entrance for ALL buildings.
- Every day, immediately upon entrance, all employees must complete a wellness questionnaire. If you answer "yes" to any of the questions, you must contact your healthcare provider, immediate supervisor, and the COVID designee (Todd Crandall).
- Employees must take their temperature prior to entering the building (Temperatures of 100.0 or below are permissible.) If you have a temperature 100.0 or higher, you must immediately go to the nurse for further screening. In the absence of the nurse, the secretary will secure the employee in a designated area and contact the COVID designee (Todd Crandall).
- Building secretaries will monitor sign-in and make sure that all people given access to the building take their temperature. The temperature does not get recorded. Employees must sign-in on the Google Doc every day. The sign-in

information includes: Name, Date, Time, Phone Number which allows for rapid contact tracing and the ability to clean areas accessed.

- In addition to signing in upon entering, employees must sign-in on the door to each room prior to entering for the purpose of a double check for the cleaning staff.

Students Being Transported by Personal Vehicles

- Before school, students will be dropped off at the band entrance (MS/HS students) and/or elementary entrance for elementary students. During the school day, MS/HS students will use the main district entrance and elementary students will enter through the main elementary lobby.
- Parents will periodically be required to complete a Student Wellness Questionnaire.
- Parents will take their child's temperature daily before sending them to school (Temperatures of 100.0 or below are permissible.)
- Each student will have his/her temperature screened prior to entering the school.

Students Being Transported by District Transportation*

- Parents will periodically be required to complete a Student Wellness Questionnaire.
- Parents will take their child's temperature daily before sending them to school on the bus. (Temperatures of 100.0 or below are permissible.)
- Each student will have his/her temperature screened prior to entering the school.

*Parents unable to take their child's temperature at home must notify the school nurse to ensure students have a temperature screening upon arrival at school.

Positive Screen Protocols

Student

- Do not send your child to school and immediately contact your healthcare provider if you:
 - Answer "yes" to any of the questions on the daily screen questionnaire;
 - Take your child's temperature and he/she has a fever greater than 100.0;
 - Observe your child to have any flu-like symptoms such as fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body

aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.

- Your child is not permitted to come to school if they have had a temperature of 100.0 at any time in the past 14 days, even if a fever-reducing medication was administered and he/she no longer has a fever.
- Please refer to the CDC guidance on "Symptoms of Coronavirus" for the most up to date information on symptoms associated with COVID-19.

Employee

- If you have a temperature 100.0 or higher, you must immediately go home. In the absence of the nurse, the secretary will secure the employee in a designated area and contact the COVID designee (Todd Crandall). Any employee who screens positive for COVID-19 exposure or symptoms will be immediately sent home with instructions to contact their health care provider for assessment and testing.
- If the School District learns of a positive COVID-19 test following a screening, we will immediately notify the local Department of Health.
- The district/school will provide accommodations to all students and staff who are at high risk or live with a person at high risk. These arrangements will be made on a case by case basis depending on the needs/limitations in each circumstance. Parents and employees will be directed to the COVID designee; Todd Crandall to make arrangements.

School Health Offices

Students and Employees Sick at School

- Employees and students who are sick should not come to work/school and will be sent home.
- Employees and students with flu-like symptoms (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea) at school will be immediately separated. Individuals who are sick will be sent home or to a healthcare facility depending on the severity of symptoms.
- If the school nurse determines that a student or employee is showing symptoms of a 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. 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 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 building principal in the absence of the nurse.
- All employees will be educated to observe students or other employees for signs of any type of illness such as:
 - Flushed cheeks;
 - Rapid or difficulty breathing (without recent physical activity);
 - Fatigue, and/or irritability; and
 - Frequent use of the bathroom
- The nurse's office suite will have an isolation room in addition to their office space. Spaces will be designated for first aid and for flu-like symptoms. Symptomatic students who are waiting to be picked up will remain under the visual supervision of the nurse or designated employee who is socially distanced.

Return to School After an Illness

- A student/employee who is not diagnosed with COVID-19 by a healthcare provider can return to school:
 - Once 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.
- A student/employee who 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, should not be at school and should stay at home until:
 - Has a negative Covid test from a health care professional
 - 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); and
 - It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

Safety of School Nurses and Others

- School nurses and other healthcare providers will use Standard and Transmission-Based Precautions when caring for sick people. What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection will be reviewed with nursing staff.

- If there is moderate to substantial community transmission, eye protection (i.e., goggles or face shield) will be added. When caring for a suspect or confirmed individual with COVID-19, gloves, a gown, and a fit-tested N-95 respirator will be used, if available (or surgical face mask and face shield, if not available), as well as eye protection.
- Asthma-related acute respiratory treatment-School nurses will consult with students' healthcare providers for alternate asthma medication delivery systems. (Nebulizer treatments and suctioning are identified by the CDC as aerosol-generating procedures requiring an N-95 mask fitted to the healthcare worker). When nebulizer treatments and suctioning must be done, the following must be adhered to:
- PPE must be used. This includes: gloves, N95 or surgical face masks; eye protection, a gown (if necessary).
- PPE must be used when suctioning or administering nebulizer treatments; or using peak flow meters with students who have respiratory conditions.
- Nebulizer treatments and suctioning must occur in a room separate from others with nursing personnel wearing the appropriate PPE as listed above. This room must be disinfected after use.
- The District will consult with the school maintenance and facilities department for environmental controls.

Cleaning of Nurse's Office

Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case

<https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html>

- The District will provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces.
- The District will follow CDC guidelines on "Cleaning and Disinfecting Your Facility," if someone is suspected or confirmed to have COVID-19. Areas used by a sick person will be closed off and not used until they have been cleaned and disinfected.
- Outside doors and windows will be opened to increase air circulation in the area. Custodial staff will wait 24 hours before cleaning and disinfecting, unless waiting 24 hours is not feasible, in which case, they will wait as long as possible.
- All areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas will be cleaned. Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
- Individuals without *close or proximate contact with the person suspected or confirmed to have COVID-19 can then return to the area and resume school activities immediately after cleaning and disinfection. (*Interim Guidance for

Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure" for information on "close and proximate" contacts.)

- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.
- Health cots will be cleaned and disinfected regularly (after each student use). Treatment table will be covered and pillow protectors will be used and discarded or laundered after each use.

Potential Symptoms for COVID-19

- Cough
- Shortness of breath/trouble breathing
- New loss of taste or smell
- Temp 100.0° F/37.8° C or greater
- Chills
- Fatigue
- Sore throat
- Nausea, vomiting, or diarrhea
- Muscle pain or body aches
- Headache
- Nasal congestion/runny nose

COVID-19 SCREENING FLOW CHART

Proceed
to school

NO FLAGS



Cannot go to school

Follow public health quarantine order.*

Child remains home for 14 days since date of return.

HIGH RISK
TRAVEL



TEST FOR COVID-19? If no symptoms, testing is not required because it will not change the child's need to quarantine for 14 days. If you would like to pursue a test, contact your Primary Care Provider (PCP). Testing would not be recommended until 4 to 5 days after potential exposure.

WHY 14 DAYS? Most people show symptoms within 11 days, but there is a 4-5 day period ("pre-symptomatic phase") before symptoms start, so the 14 day quarantine allows time to be certain a person is not infected.

EXPOSURE



Cannot
go to school
Follow public health
quarantine order.*
Child remains home
for 14 days since
exposure.

DIAGNOSIS



Cannot
go to school

Follow public
health isolation
order.*

Child remains
home for 10
days since first positive COVID-19 test.

CHILD: 10 day quarantine because he/she has already passed through the pre-symptomatic phase. Repeat COVID testing is NOT needed in order to return to school.

HOUSEHOLD CONTACTS: 14 day quarantine.

SYMPTOMS



Cannot go to school

- If determined by PCP to have a diagnosis other than COVID-19 → follow normal school policies to return to school.
- If a COVID test is negative and child has had no fever for at least 72 hours (without use of fever reducing medicine) and feels better → follow normal school policies to return to school.
- If no COVID test is done, child needs to stay home for 10 days since first symptom, no fever for 72 hours (without use of fever reducing medicine), and feels better → follow normal school policies to return to school.

TEST FOR COVID-19?: Consult PCP. If testing is indicated, the child must isolate at home pending results which may take up to 7 days.

* The Health Department will issue Isolation and Quarantine Orders, monitor positive cases and close contacts, and officially release individuals from Isolation and Quarantine.

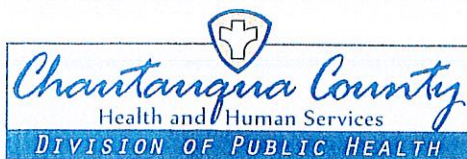
**Schools are to keep track of all excluded students/staff with symptoms with the goal that they will be evaluated by a medical provider and tested for COVID-19 within 48 hours of symptom onset.

This tracking will enable public health and school officials to act accordingly based on a case by case basis.

DO PARENTS OR THOSE IN THE HOUSEHOLD NEED COVID-19 TESTING?

- Parents of children sent home from school and ordered into quarantine by the Public Health Director as a close contact to a known COVID-19 case do not need to be tested.
- If you or your child develop symptoms of COVID-19, consult with your public health nurse and PCP.
- Children in Isolation or Quarantine are monitored by public health staff and parents will be advised accordingly on an individual basis.
- New York State has issued guidance on Public/Private Employees Returning to Work following COVID-19 Infection or Exposure and can be found at: <https://coronavirus.health.ny.gov/protecting-public-health-all-new-yorkers#employees>. This guidance does not apply to healthcare or nursing home professionals.

Don't have a Primary Care Provider(PCP)? Call (716) 338-0010 or visit <http://www.cchn.net/find-a-doctor-application>



Guidance for P-12 Schools when a student or staff member has COVID-19 symptoms or a positive COVID-19 test

What to do when a student or staff member develops COVID-19 symptoms

If the student/staff is at school when symptoms begin, the student/staff should immediately be sent home. The student/staff should be placed in isolation at home.

One of the following three criteria must be met before the student/staff can return to school:

1. A note from the student/staff's medical care provider with an alternative diagnosis is provided
OR
2. The result of a negative diagnostic COVID-19 test is provided
OR
3. There have been at least ten days since the onset of COVID-19 symptoms.

Symptomatic individuals that attend or work at a school, along with their household members, will be offered a free point-of-care diagnostic COVID-19 test through the Chautauqua County Health Department as long as supplies are available from New York State.

What to do when a student tests positive for COVID-19

The student/staff should remain in isolation per public health order. All of the following three criteria must be met before the student/staff can return to school:

1. At least ten days after COVID-19 symptom onset or ten days from their first positive test if asymptomatic
AND
2. Fever-free for at least 72 consecutive hours without the use of fever-reducing medication
AND
3. Symptoms are improving.

What to do with classmates or staff members in contact with a confirmed COVID-19 case

It is important to understand that protective measures such as maintaining 6 feet of physical distance and masking while in the classroom are practices aimed at **reducing the risk of infection**. However, having these practices in place **does not necessarily** mean that a classroom will be exempt from quarantine in the event of a positive COVID-19 case. Factors such as duration of exposure and ventilation also impact risk. Even with protective practices, the following quarantine rules generally apply but are subject to change based on the case by case analysis by the Chautauqua County Health Department who will provide guidance:

- Close contacts are required to quarantine for 14 days. A close contact is defined by NYSDOH as an individual who has been within 6 feet of a positive COVID-19 case for 10 consecutive minutes or more during a time the case was infectious.
- Any student or staff member exposed to a COVID-19 case in a standard classroom setting or in other enclosed common school settings, such as a breakroom or office, for **60 minutes or more** will be instructed to quarantine for 14 days from the last day of exposure to the COVID-19 case.
- If the exposure time was **less than 60 minutes**, no quarantine instruction will be given, **as long as** 6 feet of physical distancing was in place. However, those in the class should monitor for symptoms.
- Persons under quarantine who develop symptoms should be tested for COVID-19. If the test result is positive, the student or staff member will be placed in isolation per public health order. If test result is negative, the student or staff member will continue in quarantine for the full 14 days.

**Questions regarding this guidance can be directed to the Chautauqua County Health Department Nursing Division (716-753-4491) during normal business hours.*

STAFF ROLES FLOW CHART

