

Harrison County Safety Protocol Plan for the Re-Entry of School - Fall 2020

Updated 1/6/2021 Updates in Red

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Overview

The Lanesville, North Harrison and South Harrison Community Schools have met on several occasions to ensure all school corporations are following a similar format for re-entry. Guidance from [IN-CLASS](#) (Indiana's Consideration for Learning and Safe Schools), professional organizations, legal counsel, survey data collected from parents in all school communities has been reviewed and recommendations from the Harrison County Health Department have been considered to develop the following plan with the intent to ensure a safe start to the school year. This document is a roadmap to return and will be adapted to meet the individual needs of each school and district.

These are a few of the highlights:

- Normal start dates for each corporation.
- Training will be provided for students and staff and available via common methods of reporting such as websites to parents on healthy practices and symptoms regarding COVID-19.
- While we cannot provide social distancing on buses or in buildings, every attempt is being made to provide more space in common areas and classrooms.
- Educational choices for parents: Traditional education model or an online option for those with fragile health and/or concerns regarding COVID-19
- The Governor has issued a mask mandate for the state of Indiana. The Indiana Department of Health and the Harrison County Health Department have indicated that masks will help lower the spread of COVID-19. Therefore, we ask that masks be worn by students and staff in situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.
- Families, classrooms, schools and districts must be prepared to go to virtual instruction on a daily basis.
- The return of students to our schools is a regional partnership between all of our families, schools, and communities. We are all in this together. There are practical and physical limitations to being able to socially distance in a school. Students will be in classroom or cohort groupings whenever possible. Every attempt will be made to create separation and maximize safety.
- Contact tracing will be very important for our local health department to make decisions about closing and quarantining should there be a positive COVID-19 test OR clinical diagnosis of a student or staff. Thus, assigned seating on buses, classrooms and cafeterias will be a necessity.

A contact is defined as being within 6 feet of another person for 15 minutes or more. Contact tracing will be conducted by the Harrison County Health board as needed.

- Students and staff will be expected to complete a wellness check each day before coming to school or participating in any school related activities.
- Given the fluidity of current information, this document is subject to change.

Details are provided in this document by topic and will be updated as guidance from the state and local health department are provided.

Transportation

- Safe operation of the bus is the first priority.
- Transportation by school bus is planned to be provided on a normal and regular basis.
- Electrostatic sprayers will be used multiple times a week to clean and disinfect all buses, using a hospital-grade disinfectant.
- The Governor has issued a mask mandate for the state of Indiana. The Indiana Department of Health and the Harrison County Health Department have indicated that masks will help lower the spread of COVID-19. Therefore, we ask that masks be worn by students and staff in situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.
- Students should wear masks at the bus stop if they are not able to social distance.
- Conduct a thorough cleaning and disinfection of all buses and transportation vehicles prior to the start of school
- Drivers will assign a seat for each student, as well as having members of the same household sit together to assist the local health department with contact tracing.
- Ensure that staff has the appropriate personal protective equipment they choose for their own protection.
- Ensure that drivers are properly trained with correct information about COVID-19: how it spreads, the symptoms, and risk of exposure, etc.
- Ensure that drivers know who to contact if a student or the driver exhibits symptoms of COVID-19.
- Use appropriate methods, tools and products for cleaning buses, including opening doors and windows for effective circulation and to avoid extensive exposure to cleaning fumes.
- Special education buses will have a deeper clean conducted daily.

Facilities

- Adding sanitizing stations.

- Adding water fill stations as water fountains have to be shut down. Students are encouraged to bring a personal water bottle and take home to sanitize each night.
- Electrostatic sprayers have been purchased for deep cleaning in buildings and on buses using approved disinfectant.
- Maintenance and janitorial staff have been trained on the proper methods of cleaning using the new equipment and prevention of the spreading of communicable diseases.
- A special team has been formed and trained that will clean any areas of contact after a positive identification or clinical diagnosis of COVID-19 has been reported.

School Offices

- Sneeze guards will be installed where appropriate.
- Office protocol will be established: how teachers/parents/students enter, check mailboxes, meet and greet, use copiers, etc.
- Access to offices by the general public may be limited.

Food Services

- All kitchen staff will undergo good hygiene training. This training will cover hand washing, hairnets, gloves, and COVID-19 symptoms and protocols. All kitchen staff will be required to wear hairnets, gloves, and masks during their shift.
- Sneeze guards will be utilized on serving lines on the patron side.
- Partitions will be installed at the cashier stand to protect patrons and kitchen staff.
- All reusable products (tray, cups, silverware) will be handed to the student by kitchen staff. At the conclusion of the meal time, the student will discard their trash and place reusable products appropriately. Cleaning of reusable products will then be handled by kitchen staff with gloves. Cleaning will consist of rinsing, washing, sanitizing via heat or chemical treatment through a conveyor dish machine. These machines have been inspected by chemical representatives to ensure proper chemical concentration. Machines will be cleaned and sanitized daily.
- All disposable products will be provided to the student by the kitchen staff and then disposed of following use by the student.
- Additional lunch sessions may be added to lower occupancy.
- Tables will be sanitized between dining periods.
- Decisions on process and procedure will be made in each school based on building level considerations.

Breakfast

- Buildings may serve a “Grab and Go” breakfast that will include the choice of hot items and then go directly to their classroom to eat.
- Depending upon the building, this may be available as the student enters the building or the student may go to the cafeteria to get their “Grab and Go” breakfast and then go to the classroom.
- Some buildings may only be able to offer breakfast in the cafeteria.
- Students who enter the cafeteria will follow traffic flow directions and will stand 6 feet apart in line.

- Cafeteria staff will hand students utensils and requested meal items.
- Contact tracing will be very important for our local health department to make decisions about closing and quarantining should there be a positive COVID-19 test OR clinical diagnosis of a student or staff. Thus assigned seating on buses, classrooms and cafeterias will be a necessity.
- Decisions on process and procedure will be made in each school based on building level considerations.

Lunch

- Students may eat in the cafeteria and will be separated as space allows.
- Efforts are being made to add additional seating and/or additional lunch periods to reduce the number of students in the cafeteria at one time.
- Some classrooms may be served lunch in their room daily or on a rotating basis depending upon the school.
- Students will be allowed to socially interact with one another during lunch regardless of where they are eating lunch.
- Cafeteria staff will hand students utensils and requested lunch items. There will be no “self-serve” items such as a salad bar.
- Students who enter the cafeteria will follow traffic flow directions and will stand 6 feet apart in line.
- Contact tracing will be very important for our local health department to make decisions about closing and quarantining should there be a positive COVID-19 test OR clinical diagnosis of a student or staff. Thus assigned seating on buses, classrooms and cafeterias will be a necessity.
- Decisions on process and procedure will be made in each school based on building level considerations.

Classrooms

- Classroom doors may remain open when possible for improved circulation.
- Students will follow a highway model (walk on the right side of the hallway) when two-way passage is necessary.
- Sharing items (pencils, crayons, calculators, books, etc) will be highly discouraged.
- Where possible (self-contained classrooms), students will be kept in “cohort groups” for the purposes of “contact tracing” and reducing possible exposure.
 - Specials teachers will come to the classroom
 - While classes will not be properly social distanced during lunch, classes will be socially distanced from one another during lunch and recess
- Students will be spaced out and facing the same directions but social distancing will not be possible in all classrooms or at various times of a student’s day.
- Students will be encouraged to bring a water bottle.
- The Governor has issued a mask mandate for the state of Indiana. The Indiana Department of Health and the Harrison County Health Department have indicated that masks will help lower the spread of COVID-19. Therefore, we ask that masks be worn by students and staff in situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The

instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.

- Classrooms will be free of clutter and will have only easy to clean surfaces on items touched on a regular basis.
- Students and staff will share the responsibility of disinfecting classrooms where age appropriate.
- Decisions on process and procedure will be made in each school based on building level considerations.

Instruction

- A traditional or virtual classroom option will be available.
 - Traditional classrooms and/or buildings may become virtual at any time due to a positive COVID-19 test OR clinical diagnosis and the ability to “contact trace” all involved parties.
 - Parents/Guardians who choose the virtual option will sign a statement indicating that they are doing so due to COVID-19 and understand that once the pandemic is over, school will return to the traditional classroom option for their student(s) when most appropriate to do so educationally.
 - Families choosing the virtual option must have internet access - no packets will be provided.
 - Students attending virtual school must be able to join the virtual classroom at designated times and turn in work when due.
 - Students attending virtual school must come to school to take state and any benchmarks exams that cannot be taken virtually.
 - Student athletes choosing virtual school must attend traditional school a portion of each day per IHSAA directive. (Grades 5-12)
- Contact tracing will be very important for our local health department to make decisions about closing and quarantining should there be a positive COVID-19 test OR clinical diagnosis of a student or staff. Thus assigned seating on buses, classrooms and cafeterias will be a necessity.
- Students will continue to travel to Prosser, externships, and dual credit.
- **Families, classrooms, schools and districts must be prepared to go to virtual instruction on a daily basis.**

Recess/Physical Education

- Outside when possible and stay in cohort groups.
- Protocols for playground equipment will be established.
- Classrooms can have recess equipment but it will need to be wiped down after usage.

Library

- Students will be allowed to use the library but safety protocols will be in place such as:
 - Protocols for returned books will be established.
 - Students cannot reshelv books after viewing and determining what they do not want.
 - Students will be assigned seats while in the library to facilitate contact tracing.
 - Table tops must be disinfected in between classes.

Field Trips

- Field trips will not be taken in the first semester. The issue will be revisited after the start of school once more information is available.

Absences

- Attendance awards are discouraged for this academic year.
- PLEASE keep students at home with fever or symptoms of illness and report the nature of these symptoms to the school.

Special Education Considerations

Special Education Meetings, Evaluations and IEP Decisions

- All special education law compliance timelines for school districts will continue to be followed (evaluations, annual case reviews, etc.).
- Annual Case Reviews: Case Conference Committee (CCC) must use available information to determine the need to adjust the frequency and/or duration of services.
- Evaluations for special education services: No changes in pre-referral, referral, and evaluation protocols
- CCC meetings will continue to be provided remotely using Google Hangouts/Meet.

Enhanced Cleaning Considerations for Special Classrooms

Students with significant disabilities must be provided services in a more restrictive setting to address basic health needs, toileting, feeding, and mobility issues. In addition to building-wide cleaning/disinfecting protocols, self-contained classrooms, resource rooms and therapy rooms will receive enhanced attention, including:

- Cleaning of shared equipment and learning spaces, with approved disinfectant cleaners after each use by school staff (much the same way exercise equipment is cleaned after each use by an individual at a public gym);
- Removal of furniture/play items that may be difficult to disinfect (such as stuffed animals, bean bag chairs, etc.);
- Hand washing/sanitizing area for students to continue to learn/practice healthy hygiene skills; and,
- Deep cleaning use of electrostatic sprayers several times per week or upon staff request.

Transportation Considerations

- Special needs buses will be cleaned with hospital grade disinfectants two times per day (after students are brought home for the day and after they are dropped off at school each morning)
- Efforts will be made to practice social distancing of students and staff while loading, unloading buses and while in transit.
- The Governor has issued a mask mandate for the state of Indiana. The Indiana Department of Health and the Harrison County Health Department have indicated that masks will help lower the spread of COVID-19. Therefore, we ask that masks be worn by students and staff in situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.

Safely Providing Special Education and Related Services

- Social distancing among students and staff will be taught, encouraged, and expected, but cannot be guaranteed.
- Students are encouraged to wear protective face masks that are comfortable and familiar to them (getting them used to a mask over the summer would be a big help!).
- Staff and students will be expected to wash hands frequently and at scheduled times each day.
- Staff and therapists in self-contained classrooms will use gloves, face masks, and face shields when appropriate based upon individual student needs in order to safely assist our students with meeting learning goals and activities of daily living (feeding, toileting, mobility assistance, etc.).
- Many of our students with disabilities need individual therapies and specialized assistance to meet their Individual Education Plan (IEP) goals. This requires 1:1 interaction with our teachers, occupational and physical therapists, speech/language pathologists, school psychologists and counselors. Plexi-glass partitions will be used to safely facilitate these individualized IEP services.

Considerations for Students with Disabilities (SWD) Who are Deemed “Medically Fragile”

NOTE: If you are the parent or guardian of a student that has been recently ordered to stay home from school by his/her medical doctor due to COVID-19 concerns, please contact your school’s principal immediately.

- Students deemed medically fragile that may incur severe medical complications if exposed to COVID-19 may be unable to attend school.
- These students will require remote services that will be decided upon by the CCC and address their specific educational needs.

- Services may be delivered on-line or in a virtual format, via instructional phone calls or other curriculum-based instructional activities.
- CCC must consider technological competency and the need for assistive technology to support on-line and/or virtual learning.

Homebound Services Related to COVID-19

- Districts must provide special education and related services to a student with a disability who has been ordered by a physician to be absent from school for an extended period of time (10 or more consecutive school days).
- Scenarios:
 - Homebound not related to COVID-19 (usually medically fragile and considered at-risk prior to pandemic);
 - COVID-19 infection requiring mandatory absence from school; and,
 - COVID-19 homebound placement due to a family member's infection.
- All scenarios require a CCC meeting to establish change of placement and determine appropriate services. Placement, when applicable, will be reviewed every 60 school days.

If you have questions or concerns about special education and related services related to COVID-19 safety precautions and the opening of schools for the 2020-2021 school year, please contact Dr. Bruce Kulwicki, Executive Director, Harrison County Exceptional Learners Cooperative.

Phone: 812-738-2094, ext. 1328 Fax: 812-738-2099 Email: kulwickib@shcsc.k12.in.us

Athletics and Extracurricular

- Extracurricular activities such as band will follow athletic guidelines.
- Following IHSAA guidelines, sporting activities will begin July 6, 2020 with the following guidelines and restrictions:
 - Prior to the return to athletics on July 6, 2020 all coaches will attend a mandatory meeting where guidelines, strategies, and protocols will be explained. Additionally, coaches will be trained on all screening and cleaning procedures.
 - Social distancing will be recommended at all times when students are not engaged in essential drills or game play.
 - Students will not share common water dispensers or towels. Each student-athlete shall bring their own water bottle and towel, clearly marked with their name, for use. Bottles may be refilled at designated fountains on campus that will be cleaned daily.
 - Locker rooms will be off limits and only certain bathrooms on campus will be available for use until the beginning of school and then at 50% capacity. Student-athletes should come dressed in the necessary attire for their practice or workout, and take all clothing items and personal equipment home with them to be washed before returning. Team issued equipment (i.e. helmets and shoulder pads) will be checked in with the coaching staff for cleaning after each practice/workout and then checked out prior to the next practice/workout.
 - Extra efforts will be made to thoroughly clean shared equipment such as basketballs, volleyballs, padding, etc.

- All summer activity is completely VOLUNTARY. Any student-athlete, or parent of a student-athlete, who does not feel that it is in their best interest to participate is free to exclude themselves from any and all workouts, practices, etc. Voluntary participation will serve as assumption of risk and agreement that the school corporation will not be held responsible for any illnesses that may occur.
- Any coach or student-athlete experiencing any symptoms related to COVID-19, or Multi-System Inflammatory Syndrome (MIS) will not be allowed to participate and will be immediately sent home with recommendations of a visit to a healthcare facility. He/she will not be allowed to return to participation until he/she is completely symptom free for 24 hours without medication. ~~and can show proof of a negative COVID-19 test.~~ For any positive COVID-19 test OR clinical diagnosis and/or positive exposure contacts please refer to the school's policy on return to play. We are following all CDC guidelines and are aware that these are changing as this virus evolves and will continue to monitor and update as needed.
- Any student-athlete noticing a rash on any body surface needs to report it immediately to their coach and seek medical attention either from the athletic trainer and/or physician before returning to practice/play.
- To assist with contact tracing, attendance needs to be taken each day
- Bathroom usage will be restricted to identified locations and will be thoroughly cleaned each day that usage occurs.
- Student athletes choosing virtual school must attend traditional school a portion of each day. (Grades 5-12)
- For information specific to each sport, contact your school's AD or visit your school's website.

Masks

- The Governor has issued a mask mandate for the state of Indiana. The Indiana Department of Health and the Harrison County Health Department have indicated that masks will help lower the spread of COVID-19. Therefore, we ask that masks be worn by students and staff in situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.

Health Services

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situations where social distancing is not possible. On Friday, 7-31, Governor Holcomb amended the K-12 face covering rule to allow students who can maintain three (3) feet of social distance and face the same direction as peers in the room at all times, to remove face coverings. The instructor will continue to wear a face covering unless they can maintain six (6) feet of social distance at all times. Face masks will be requested to be used on buses as well as in certain classes where three (3) feet of social distance cannot be maintained. We ask that all students bring a mask to school to be used as necessary. An N95 mask is not necessary. Disposable masks, cloth masks, bandanas, and buffs are all sufficient. Face shields are an acceptable alternative.

- Masks will be required in the health clinics of each building.
- Students and staff will perform self screenings on a daily basis and self-report if symptoms are present
 - Information will be provided to both students/parents and staff on how to check for symptoms and the importance of doing so
- Buildings will have separate areas for sick and well patients.
 - Full PPE (masks, gown, gloves, face shields) will be required for anyone caring for individuals with suspected COVID-19 symptoms
 - Log sheets have been developed and will be used to track any individual caring for those in the sick area
- The state is developing training videos for parents/students and staff and training will be presented to staff on opening day; video will be shared via social media on schools and corporation facebook sites and websites
- Staff (opening day) and students (day 1 of class) will be trained on the following topics
 - Hand hygiene
 - Respiratory hygiene/etiquette
 - Avoidance of facial contact
 - Social distancing
- Visitors will be discouraged from entering the building.
- When a notification comes in of a positive COVID test OR clinical diagnosis-
 - Protocol in place for Health Services Coordinator to be notified
 - Health Services Coordinator will determine extent of exposure within school building and/or buses
 - All information gathered will be shared with local health department
- The extent and length of closure of a room, building or corporation will be a local health department decision, as will quarantining all who were in contact with a positive case OR clinical diagnosis up to 2 days prior to positive test results.
- Maintain Sick Room Log for purposes of contact tracing.

COVID-19 Definitions and Contact Tracing

- Social distancing is defined as being at least 6 feet away from another person.
- A **close contact** is defined as:
 - An individual who spends a total of 15 minutes or more within six (6) feet of a person who has COVID-19 during a single encounter or multiple encounters totaling 15 minutes within a single day OR

- Providing care at home to someone who is sick with COVID-19 OR
- Having direct physical contact (hugging or kissing) with someone sick with COVID-19 OR
- Sharing eating or drinking utensils with someone sick with COVID-19 OR
- Someone sick with COVID-19 sneezed, coughed, or got respiratory droplets on you
- When a positive case OR clinical diagnosis is identified, any and all potential contacts will be identified and this information will be shared with the Harrison County Health Department.
- Anyone student identified as a “contact” will be advised by the Health Department to self-quarantine. ~~for 14 calendar days~~ (See new Guidelines)
- Contact tracing will go back 2 days before the first day of symptoms presenting or 2 days before a positive test OR clinical diagnosis for someone who was asymptomatic

COVID-19 Response Protocol

The following protocol should occur when the school receives a call from a parent or staff member reporting a positive case OR clinical diagnosis of a student or school employee, while school is in session.

- Secretary/ School Nurse receives a call of a confirmed case of COVID-19
- Secretary/School Nurse will notify the Health Services Coordinator
- Health Services Coordinator will contact health department and begin contact tracing on school side by identifying class impact, bus/car rider/walker, after school activity participation and then notify appropriate personnel as applicable
- Health department will make decision on closure based on risk and extent of exposure
- Janitorial staff will be notified for cleaning protocol

Quarantine Guidelines for Close Contacts (12/3/20)

Student

1. Apply retroactively to all students who are currently quarantined due to contact tracing, regardless of home or school exposure.
2. If students are identified as close contacts of positive-tested persons, the student may return to school under one of the following options:
 - a. Ten-Day Option - Quarantine can end after day 10 if asymptomatic with no testing. Must continue to follow all recommended safety protocols through day 14. Continued diligence must be given to self-screening, temperature checking, wearing of facial coverings, socially distancing and disinfection of surfaces through the end of the quarantine period and beyond.
3. If student has tested positive:
 - a. If symptomatic, isolate until 10 days have passed since symptom onset and 24 hours fever free without fever-reducing medications and symptoms improved
 - b. If asymptomatic, isolate until 10 days after the collection date of the first positive test

4. If a student has previously tested positive there is a 90-day exemption period for close-contact identification.
5. Generally, when an athletic team has a team member test positive, then all members of the opposing team will not be quarantined if playing time is the only contact between players. Video can be reviewed for potential exposure time.
6. Note: The Indiana Department of Health has not approved the “Seven-Day Option” that was presented by the Centers for Disease Control due to the concern of testing shortages and potential overload to the testing facilities. SHCSC will continue to monitor all guidance concerning this option along with other changes to protocol and make changes as appropriate.

Staff

1. Apply retroactively to all staff on quarantine due to contact tracing, regardless of home or work exposure.
2. All staff members are Critical Infrastructure Workers ([Indiana Department of Health Slides](#))
 - a. Close contact - the staff member may continue to work under the following conditions:
 - i. If a staff member is asymptomatic, they must continue to: pre-screen for symptoms and temperature; regularly monitor for onset of symptoms; wear a mask or facial covering; socially distance; and clean and disinfection of work spaces. Note: if close contact is within the home, quarantine/isolate from the positive individual through the required period.
 - ii. If a staff member is symptomatic, the worker must complete the 14-day quarantine from date of exposure and be 24 hours fever free without fever-reducing medications and symptoms improved before returning to work.
 - b. If staff member has tested positive:
 - i. If symptomatic, isolate until 10 days have passed since symptom onset and 24 hours fever free without fever-reducing medications and symptoms improved
 - ii. If asymptomatic, isolate until 10 days after the collection date of the first positive test
3. Staff members may continue to work following a test if the test is administered for reasons other than being symptomatic, e.g. medical procedures, travel, nursing home visitations, etc.
4. If a staff member has previously tested positive there is a 90-day exemption period for close-contact identification.

~~○ Not tested for COVID-19-~~

- ~~■ The individual must quarantine for 14 days after the last contact with the COVID-19 positive person.~~
- ~~■ If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the positive person.~~
- ~~■ The individual must also remain home for at least 10 days since the first symptoms began **AND** be fever free without the use of fever-reducing medications for 24 hours **AND** with improvement of symptoms.~~
- ~~■ The criteria in both of the above bullets must be met before returning to school.~~
- ~~■ Siblings, household members, and other close contacts should also follow this to determine quarantine length.~~

~~○ Tested and negative for COVID-19-~~

- ~~The individual must quarantine for 14 days after contact with the COVID-19 positive person, even if the student has an alternate diagnosis for symptoms.~~
- ~~If still symptomatic after the 14 days, individual must wait to return to school until fever free for 24 hours without the use of fever-reducing medications and improvement of symptoms.~~
- ~~Tested and positive for COVID-19-~~
 - ~~The individual must isolate at home for at least 10 days since the first symptoms began **AND** be fever free without the use of fever-reducing medications for 24 hours **AND** with improvement in symptoms.~~
 - ~~Repeat testing is NOT recommended for making decisions about when people can return to work or school.~~
 - ~~Siblings, household members, and other close contacts should also follow the close contacts guidelines on quarantine length~~
 - ~~If the close contact tests positive, isolation starts on the day of symptom onset and isolation may end prior to the last day of quarantine or after the 14 days of quarantine.~~
- Close Contact (see definition of Contact on pages 11-12)- anyone students who are identified as a close contact **MUST** quarantine. ~~for 14 calendar days~~-(See new Guidelines)
- They **MUST** remain symptom free. ~~during these 14 days~~ and if they develop symptom(s), then refer to the symptomatic scenarios above.
- ~~All Household members of tested individuals should quarantine pending test results if member is symptomatic.. All students and staff MUST quarantine pending test results. Staff are considered Critical Infrastructure Workers and will follow the new (12-3-2020) quarantine guidelines for re-entry. (-See new Guidelines)~~

For example, Student A on Wednesday presents to the nurse's office and has a temperature of 101. Student A was at school on Monday and Tuesday without any symptoms. Student A left school Wednesday and went for COVID-19 testing Wednesday afternoon. On Thursday, positive test OR clinical diagnosis results were received. This student would need to remain home in isolation for at least 10 days from Wednesday and must be 24 hours fever free before returning to school and have improvement in symptoms that may develop. Refer to contact tracing guidelines on p. 11.

Treatment of Sick Student/Staff Member During a Pandemic

The following protocol should occur when a student or staff member becomes ill during the school day.

- Assess for symptoms of COVID-19 or MIS-C based on following symptoms of each and take temperature at entry of sick room
 - COVID-19 Symptoms (This list does not include all possible symptoms)
 - Fever (100.4°F or higher) or chills
 - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
 - Shortness of breath or difficulty breathing
 - New onset of severe headache, especially with a fever
 - New loss of taste or smell

- Sore throat
 - Diarrhea, nausea, vomiting, or abdominal pain
 - MIS-C Symptoms- these symptoms present in children 4-6 weeks post exposure to a positive OR clinically diagnosed case of COVID-19; they will test negative for COVID-19, but most likely test positive for COVID-19 antibodies
 - Fever (100.4°F or higher)
 - Abdominal pain
 - Rash
 - Bloodshot eyes
 - Cracked/swollen lips
 - Red/swollen tongue
 - Swelling hands/feet
- The following criteria will be used to determine if possible COVID or MIS-C
 - If student has a fever **or** any one of the above symptoms, then presuming possible COVID-19, individual will be given face mask, parent contacted for immediate pickup
 - Siblings and household members may be sent home and should follow the close contact protocol listed above if there is significant concern for COVID-19
 - If student does not have a fever or any of the above symptoms, then routine care guidelines will be followed while maintaining social distancing
 - With any possible COVID-19 or MIS-C presenting during the school day, parents will be advised of student's symptoms, parents will be educated on CDC guidelines and recommendations, parent will be requested to pick up immediately
- Janitorial staff will be notified for cleaning protocol

Protocols for Sick Student/Staff Member During a Pandemic

The following protocols will be followed for students and/or staff members who present with COVID-19 symptoms. If possible COVID exists from above, then the following parameters will be followed and will not be allowed to return to school unless the guidelines are met.

- **Individual is NOT known close contact to a COVID-19 case**
 - **Not tested for COVID-19-**
 - Individual must remain home for at least 10 days since the first symptoms began **AND** be fever free without the use of fever-reducing medications for 24 hours **AND** with improvement of symptoms
 - If diagnosed with another condition that explains the symptoms, such as ear or bladder infection, the individual does not need to isolate and close contacts do not need to quarantine, doctor's note required to return to school.
 - Consider quarantine for siblings and household members if there is significant concern for COVID-19
 - **Tested and NEGATIVE for COVID-19-**
 - The individual must be fever free for 24 hours without the use of fever-reducing medications and improvement of symptoms, unless otherwise advised by a healthcare provider
 - If diagnosed with another condition, the individual must complete the exclusion period for the diagnosed disease.

- Please provide proof of negative COVID-19 test (not antibody).
 - Tested and Positive for COVID-19-
 - The individual must isolate for at least 10 days since the first symptoms began AND be fever free without the use of fever-reducing medications for 24 hours AND with improvement in symptoms.
 - Repeat testing is NOT recommended for making decisions about when people can return to work or school.
 - Siblings, household members, and other close contacts should follow the close contact guidelines below.
- **Individual IS a known close contact to a COVID-19 Case**

COVID-19 Testing Sites

- Corydon Pool
 - May & Joe Rhoads Memorial Pool 2150 Poolside Drive, Corydon, IN 47112
 - Register at [Corydon Pool Registration](#)
 - Days and Hours are Tuesday thru Saturday, 9:00am to 1:00pm Additional late hours Tuesday and Thursday, 3:00pm to 6:00pm. Open the first 3 Saturdays each month.
- Optimum- 8350 Clover Valley Rd, Ramsey, IN
 - Call 1-888-634-1116 to schedule appointment
- Optimum- **Crandall Community Center, 6120 Main St NE, Crandall, IN 47114**
 - Call 1-888-634-1116 to schedule appointment
- Family Health Center- 306 Atwood Street, Corydon (812) 738-7576
 - 20 tests per day maximum for site; must call for appointment
 - Wednesday or Thursday 8:00 am- 4:30 pm
 - Friday 8:00 am - 3:00 pm
- Walgreens (Corydon)- 1716 Hwy 337 NW, Corydon, phone# (812) 738-1078
- Harrison County Hospital- Physician Order or Emergency Room Visit
- Baptist Health Urgent Care- Highlander Point- 800 Highlander Point Drive, #103, Floyd Knobs, IN, phone # (812) 923-6336
- Floyd County Health Department- 1917 Bono Road, New Albany, IN 47150, phone # (812) 948-4726

Staff Training for a Pandemic Outbreak

The following training protocols will be utilized before and/or on the first day of return to school during the time of a pandemic and presented by the Health Services Coordinator for the school corporation.

All Staff Training

- COVID-19/MIS-C
 - What is it?
 - How is it transmitted?
 - How can I minimize spread?
 - What do I do if I am symptomatic?

- Self-screenings
- Hand Hygiene
 - Proper hand washing
- Respiratory Hygiene/etiquette
 - Proper ways to cough and/or sneeze utilizing tissues or sleeve (elbow)
 - Minimizing contact with face
- Face Mask Training

Specialized Training for Select Staff Members

Staff members include nurses, HAZMAT team (Specialized team to deep clean and disinfect confirmed contaminated areas), secretaries, and principals

- Reporting of cases
- Proper use of PPE
 - Donning and doffing
- Recognizing symptoms

Students on Day 1 of Class

- COVID-19/MISC
 - Adjust and present information based on grade level understanding
- Hand hygiene
- Respiratory hygiene/etiquette
 - Proper ways to cough and/or sneeze utilizing tissues or sleeve (elbow)
 - Minimizing contact with face
- Face Mask Training

In-School Cleaning During a Pandemic Outbreak

The following protocol should be utilized and a shared responsibility between staff and students during the school day for high frequency contact. This cleaning should be performed on an as needed basis and/or at student or staff request.

- All commonly used surfaces identified (Desks, tables, chairs, class equipment, door handles, etc.)
- If surfaces are soiled or dirty, then they will be cleaned first with soap and water before disinfecting
- Disinfecting of surfaces will be conducted using EPA approved non-aerosolized products to wipe down high impact areas

After-School Cleaning During a Pandemic Outbreak

The following protocol should be utilized when cleaning school property during a pandemic. During cleaning, janitorial staff (HAZMAT team) should wear appropriate PPE at all times, including gloves and face masks. Gloves should be changed after leaving each confined area to minimize spread of germs to the next area. If the building has been unoccupied for 7 days or more, then normal routine cleaning is advised.

- Affected areas will be closed for 24 hours, if possible
- Outside doors and windows will be opened to increase air circulation
- If surfaces are soiled or dirty, then surfaces will be cleaned with soap and water before proceeding to disinfection
- All surfaces will be disinfected using EPA approved products, with a focus on highly touched areas