

North Boone School District Protocol **for Minimizing the Spread of COVID-19**

In order to minimize the spread of COVID-19 among the students, families, staff, and community North Boone Staff will be following and maintaining the guidelines and recommendations according to the Boone County Health Department (BCHD), the Illinois Department of Public Health (IDPH), the Centers for Disease Control and Prevention (CDC), the Illinois State Board of Education (ISBE) and the Illinois High School Association (IHSA). The guidelines and recommendations change frequently and North Boone Community Unit School District staff has continual communication with the BCHD and frequently monitors updates from all of these entities. Please be aware that revisions and changes to protocols and/or practices will be made to stay current and in compliance. This protocol is a general guideline for North Boone Staff to follow to help keep the school community safe and healthy. Students, staff and families will be notified as the situation evolves.

Screening

Students and Staff:

Students and staff will be self-certifying prior to entering the building. The screening will include a temperature check, a symptom check and travel check. The [CDC Symptom Infographic](#) will be available for use during the screening. Anyone with a temperature of 100.0 or higher will be excluded. A person might also be excluded based on the responses to the screening questions. They will be asked the following questions:

1. Have you had a fever of 100.0 or higher?
2. Have you received a confirmed diagnosis for coronavirus (COVID-19) by a coronavirus (COVID-19) test or from a diagnosis by a healthcare professional in the past 14 days?
3. Have you had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days?
4. Have you had any of the following symptoms within the last 14 days that are not associated with another condition: • Fever or Chills • Temperature 100.0 or greater • Cough • Congestion • Headache • Shortness of Breath • Difficulty Breathing • Fatigue • Muscle/Body Aches • Sore Throat • Loss of Taste or Smell • Nausea • Vomiting • Diarrhea • Abdominal Cramps?
5. Have you traveled outside of your home state within the last 14 days for activity that is other than routine or essential travel?

Visitors:

Visitors will be limited and encouraged to meet with staff remotely. If a need arises for a visitor to come to the school they will need to use the door security system to alert staff of their arrival. If they are just dropping off or picking up materials they will be instructed on how to proceed. Staff will screen the visitor at the door before allowing them in the building.

Symptomatic Students, Faculty or Support Staff at School:

If a staff member identifies a student as potentially exhibiting signs or symptoms of illness, the following steps will be taken per the [COVID-19 Interim Exclusion Guidance](#):

- Each staff member will be trained to properly Don and Doff PPE.
- We will be following the current [COVID-19 Interim Exclusion Guidance](#).
- Any student, faculty, or staff that is symptomatic should be immediately masked, if not already so, and sent to the designated isolation room within the school building. Each school building has an area that has been chosen as an isolation area that, as closely as it can, meets the requirements for ventilation, isolation from well students and staff and space for proper distancing, that will be utilized only for ill students.
- All students, faculty, or staff will be instructed upon returning to in-person learning to notify their teacher or closest staff member immediately when they are feeling ill.
- Once a student notifies the staff member of a change in their health status the teacher or staff member will notify the school nurse or other designated staff member to bring the student to the isolation room.
- Staff located in the classroom or area where the student was located will sanitize the area that the student inhabited.
- The student will be assessed by the School Nurse for signs and symptoms.
- If the Nurse or other staff member is screening a symptomatic student, it will be safest for them to be wearing the proper PPE including a fit-tested N95 mask, eye protection with face shield or goggles, gown and gloves.
- The parents/guardians will be contacted and the student will be picked up as soon as possible and will contact their primary care physician for further assessment and testing.
- Symptomatic staff will be advised to go home and contact his or her healthcare provider and seek testing for COVID-19 and other respiratory viruses, where indicated. A handout of local area testing sites will be provided.
- BCHD will be notified immediately of anyone referred for testing and North Boone Staff will follow their direction for how to proceed.
- Any students or staff potentially exposed will be sent home.
- Additional disinfection of common areas and surfaces will take place as appropriate per [CDC guidelines for disinfection](#).
- If COVID-negative, the student or staff should remain out of school until they have been afebrile (fever-free) for 24 hours without fever-reducing medication, and symptoms improved.
- The student or staff cannot return to school until they have a doctor's authorization and have been symptom free of all communicable illnesses for 24 hours in accordance with CDC guidelines. The doctor's authorization can be in the form of a negative COVID-19 test, a positive test for a disease other than COVID (i.e. the student is suffering from a sinus infection) or another medical explanation ruling out COVID-19.
- If they test COVID-positive, refer to the section, "Procedures for Students, Faculty and Support Staff who Test Positive."

- If testing is not performed due to the clinical judgment of the healthcare provider, a medical note is needed to return to school documenting that there is no clinical suspicion for COVID-19 infection and indicate an alternative diagnosis with exclusion consistent with this diagnosis, e.g., 24 hours afebrile.
- If testing is not performed for other reasons, the student or staff should remain out of school for 10 calendar days after symptom onset and 24 hours afebrile (fever-free) without fever-reducing medication and symptoms improved.
- All areas used by the sick individual should be cleaned and disinfected thoroughly according to CDC guidelines and as described below.

Symptomatic Students, Faculty or Support Staff at Home:

If a parent/guardian calls school to report an absence due to COVID-19 symptoms, the following steps will be taken per the [COVID-19 Interim Exclusion Guidance](#):

- The parent/guardian will be advised to contact their healthcare provider and seek testing for COVID-19. A handout of local area testing sites will be provided. Ill students must be isolated to protect the health of the rest of the family.
- Siblings and other household family members will be asked to stay home.
- BCHD will be notified immediately and North Boone staff will follow the direction of BCHD to minimize the spread.
- The student or staff cannot return to school until they have a doctor's authorization and have been symptom free of all communicable illnesses for 24 hours in accordance with CDC guidelines. The doctor's authorization can be in the form of a negative COVID-19 test, a positive test for a disease other than COVID (i.e. the student is suffering from a sinus infection) or another medical explanation ruling out COVID-19.

If a staff member calls school to report an absence due to COVID-19 symptoms, the following steps will be taken:

- The staff member will be advised to contact their healthcare provider & seek testing for COVID-19. A handout of local area testing sites will be provided.
- Family members and other household contacts within the school district will be asked to stay home.
- BCHD will be notified immediately and North Boone staff will follow the direction of BCHD to minimize the spread.
- The student or staff cannot return to school until they have a doctor's authorization and have been symptom free of all communicable illnesses for 24 hours in accordance with CDC guidelines. The doctor's authorization can be in the form of a negative COVID-19 test, a positive test for a disease other than COVID (i.e. the student is suffering from a sinus infection) or another medical explanation ruling out COVID-19.

Positive COVID-19 Test Result Reported to North Boone Staff:

If a parent/guardian, staff or other person, such as a healthcare provider, reports positive COVID-19 test results to school staff, North Boone staff will immediately report this information to the School Nurse who will in turn, contact the BCHD.

- The School Nurse will work closely with and follow the direction of BCHD to minimize spread of COVID-19.
- Information will be disseminated to all potentially exposed families and staff via letter, school messenger and/or a joint press release with BCHD and North Boone Community Unit School District 200.
- North Boone Staff will provide any assistance to the BCHD so that contact tracing can be conducted.
- Students and staff exposed will be quarantined for the recommended time period per the guidance of BCHD, IDPH and the CDC. They will be advised to self-monitor symptoms and to contact their healthcare provider and seek testing if they develop symptoms.
- Other, non-involved students, staff and parents/guardians will be notified of a possible or confirmed exposure, as deemed appropriate.
- Students/staff being tested for COVID-19 will be excluded from school until test results are available.
- A positive case within the schools does not necessarily constitute complete school closure. Each situation will be clinically evaluated and addressed by North Boone School District, in consultation with the BCHD.

Procedures for Students, Faculty and Support Staff who Test Positive:

- An immediate notification should be sent to the school from the parent, faculty, or support staff and this reporting requirement should be communicated to all in advance.
- The school will immediately notify the BCHD and begin discussions on the next steps; the school will share with the BCHD, all available information about the case's movements and potential exposures within the facility. This includes, but not limited to:
 - Total number of students at the school
 - Total number of classrooms
 - Total number of staff at the school
 - Total number of classrooms impacted
 - Total number of students and staff potentially exposed
 - The COVID-positive individual's reported/observed onset date of symptoms
 - The COVID-positive individual's last day at the school
- The BCHD will contact the COVID-positive staff person, or the parents/guardians of the COVID-positive child to begin the investigation and conduct contact tracing to identify close contacts to the case (persons within 6 feet, for at least 15 minutes cumulatively while the individual was infectious).
- If the COVID-positive child/staff person was in the school during their infectious period, i.e., from 48 hours prior to symptom onset (for a symptomatic person) or 48 hours before specimen collection (for an asymptomatic person) through the date of last attendance, areas used by the individual should be cleaned and disinfected thoroughly according to [CDC guidance](#).

- The school will notify families, teachers and support staff while maintaining confidentiality as required by the Americans with Disabilities Act (ACA) and the Family Educational Rights and Privacy Act. The notification should be sent as soon as possible and include information on symptom monitoring, what to do if symptoms develop, COVID-19 prevention strategies, and information on what the school/day care is doing in response to the positive case.
- Before isolation precautions are discontinued and clearance is granted for entry or return to school/day care, CDC's [Discontinuation of Isolation](#) requirements must be met.

Procedures for Students, Faculty and Support Staff who are Close Contacts to a Confirmed COVID-19 Case:

- Schools will provide the BCHD with attendance records, classroom schedules, seating charts, transportation schedules and staff assignments to identify close school contacts (within 6 feet for 15 minutes) to the COVID-positive child/staff person.
- Close household and social contacts to a COVID-19 case will be identified by the BCHD through contact tracing interviews with the COVID-positive staff person or the parents/guardians of the COVID-positive child.
- The school should determine if other staff members not normally assigned to classrooms were exposed by reviewing records and interviewing staff.
- Close contacts to a case of COVID-19 should be quarantined at home for 14 days, as long as they remain asymptomatic. Siblings, parents/guardians, and other household members of the case who are deemed to be close contacts will also be quarantined. After completing 14 calendar days in quarantine, asymptomatic contacts may return to school.
- If the contact becomes symptomatic during quarantine, they will be managed as a probable case (if not tested) or a confirmed case (if they test positive).
- Probable and confirmed cases should complete 10 days of isolation from the date of first symptom onset, demonstrate improvement of symptoms and be fever-free for 24 hours without use of fever-reducing medications before they are allowed to return to school.

Procedures for Contact Tracing and Quarantining Persons Exposed to a Confirmed COVID-19 Case:

- Parents/guardians of a COVID-positive child or a COVID-positive staff person will be interviewed by personnel from the BCHD. The purpose for the interview is to identify everyone with whom the COVID-positive individual had close contact (within 6 feet for a cumulative 15 minutes or more while the individual was infectious).
- The infectious period begins 2 days before the onset of symptoms (for a symptomatic person) or 2 days before the positive sample was obtained (for an asymptomatic person) and ends when the COVID-positive individual was placed in isolation.
- Factors to consider when defining close contact include proximity, the duration of exposure (e.g., longer exposure time likely increases exposure risk) and whether the exposure was to a person with symptoms (e.g., coughing likely increases exposure risk). Brief interactions are less likely to result in transmission; however, symptoms and the type of interaction (e.g., did the infected person cough directly into the face of the exposed individual) remain important.

- Parents/guardians and staff must cooperate with the BCHD for purposes of conducting contact tracing or any outbreak pursuant to the Control of Communicable Disease Code, 77 Illinois Administrative Code 690.
- The School Nurse will inform the BCHD about possible exposures within the school, including transportation, classroom, common areas and extracurricular activities.
- All close contacts to a confirmed case of COVID-19 will be placed in quarantine for 14 days and monitored daily by the BCHD for the onset of any signs and symptoms of COVID19.
- Testing of close contacts is also recommended and where possible, should be facilitated by the school/BCHD. CDC does not recommend universal testing of all students and staff.
- See [CDC's interim considerations for testing in schools](#).

Procedures for Temporary Closure and Environmental Cleaning and Disinfection when a Confirmed or Possible Case of COVID-19 is Identified in a School:

- North Boone Community Unit School District will follow [CDC recommendations](#) for cleaning and disinfection of the facilities. This guidance includes daily cleaning & disinfecting and proper training of staff for high touch surface areas.
- If a person diagnosed with COVID-19 is determined to have been within the school during the 48 hours prior to symptom onset (for a symptomatic person) or 48 hours before specimen collection (for an asymptomatic person), the school may be closed temporarily for cleaning and disinfection. School closure will be determined by the BCHD investigation as described below.
 - An initial, temporary closure allows time for the BCHD to gain a better understanding of the COVID-19 situation impacting the school. This allows the BCHD to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
 - Areas used by the individual with COVID-19, e.g., classroom, restrooms, isolation room, the School Nurse's office, will be closed off for as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets.
 - If possible, wait up to 24 hours before beginning cleaning and disinfection.
 - Cleaning staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the individual with COVID-19, focusing especially on frequently touched surfaces.
 - Schools should clean, sanitize and disinfect per [CDC guidance](#).
 - Windows should be opened to increase air circulation in the area used by the individual with COVID-19.
 - If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
 - For disinfection, most common EPA-registered household disinfectants should be effective.

Procedures for Outbreak Response and Consideration for Closure:

- An outbreak is defined as two cases that are linked epidemiologically with respect to person, place, and time. In other words, the two cases have shared close contacts and location and have onsets within 14 calendar days of each other. Conversely, two cases that occurred in different time frames (at least calendar 15 days apart), separate locations, and having no common source of exposure would not constitute an outbreak.
- Once an outbreak is identified, the BCHD will further investigate to determine the extent of exposures at the school/day care and what control measures are needed to mitigate the outbreak.
- Alternative social distancing strategies, less drastic than closure, might include:
 - Quarantining the affected classroom, especially for younger classrooms where masking is not achievable and social distancing is challenging.
 - Suspending in-person learning for affected classes.
 - Closing playgrounds.
 - Canceling non-essential activities and meetings.
 - Keeping students in stable class groups or classrooms and moving teachers between classes, if necessary.
 - Increasing spacing between students in classes.
 - Shortening the in-person school week.
 - Staggering school start and lunch/break times across year groups or classes. If there is substantial transmission in the local community, local health officials may suggest remote instruction as part of a community mitigation strategy. This longer-term, and likely broader-reaching, remote instruction is intended to slow transmission rates of COVID-19 in the community.