



# **Harrison Central**

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# **School District**

**HCSD COVID-19 Symptom Management**  
*Keeping Students & Staff Healthy*

**October 9, 2020**



# ***Frequently Asked Questions from Parents & Staff***

- 1. What are the most important things I can do to keep my children, myself & others safe?*
- 2. What is the protocol if a student or staff member becomes sick with COVID-19 symptoms at school?*
- 3. If a student or staff member is sick with COVID-19 symptoms and is awaiting test results, who should quarantine?*
- 4. If a student or staff member tests positive for COVID-19, how will contact tracing occur?*
- 5. How will HCSD communicate with parents and staff when COVID-19 cases occur?*
- 6. How will HCSD decide if a school needs to be closed due to COVID-19?*



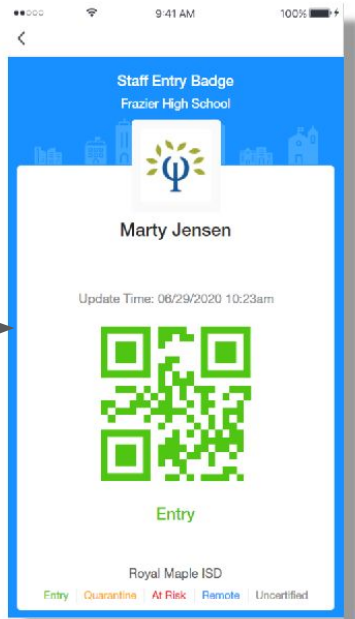
## ***What are the most important things I can do to keep my children, myself & others safe?***

- ✓ **Maintain social distance AND wear a mask**
- ✓ **Practice safe hand hygiene (hand washing & sanitizing)**
- ✓ **Stay home if you're sick!**
- ✓ **See your doctor within 48 hours of symptom onset**
- ✓ **Communicate with your school nurse**
- ✓ **Answer daily COVID-19 screening survey accurately & honestly every day before coming to school**



# Daily COVID-19 Screening Survey

**Clear to  
attend  
school**



**Entry**



**At Risk**

**DO NOT  
attend  
school**



***What is the protocol if a student or staff member becomes sick with COVID-19 symptoms at school?***

**HCS D has developed a symptom management protocol and recently received updated guidance from NYSDOH.**

**This protocol is posted on the [HCS D website](#).**

***HCS D is constantly reviewing & refining our protocols with our school district physician and school nurses.***

## NYS DOH COVID-19 Guide for School Administrators and Schools Nurses

### COVID-19 Screening Flowsheet for Students and Staff

In the past 10 days, has the student or staff been tested for the virus that causes COVID-19, also known as SARS-CoV-2?

**YES**

Was the test result **positive** OR are they still waiting for the result?

**YES**

The student or staff **cannot** go to school today.

They must stay in isolation (at home and away from others) until the test results are back and are **negative** OR if **positive**, the local health department has released the individual from isolation.

**NO**

In the last 14 days, has the student or staff:

- Traveled internationally to a **CDC level 2 or 3 COVID-19 related travel health notice country**; or
- Traveled to a state or territory on the **NYS Travel Advisory List**; or
- Been designated a contact of a person who tested positive for COVID-19 by a local health department?

**YES**

Students or staff **cannot** go to school today.

They must stay at home until the local health department releases the individual from quarantine (at least 14 days from the date of their return from travel or last exposure). A negative diagnostic COVID-19 test does not change the 14-day quarantine requirement.

School staff are not essential workers and **must** quarantine.

**NO**

Does the student or staff currently have (or has had in the last 10 days) one or more of these new or worsening symptoms?

- A temperature greater than or equal to 100.0° F (37.8° C)
- Shortness of breath or trouble breathing
- Feel feverish or have chills
- Nausea, vomiting, diarrhea
- Cough
- Muscle pain or body aches
- Loss of taste or smell
- Headaches
- Fatigue/feeling of tiredness
- Nasal congestion/runny nose
- Sore throat

**YES**

The student or staff **cannot** go to school today.

They should be assessed by their health care provider (HCP). If they do not have an HCP, they should call their local health department. If they do not receive COVID-19 testing, or are not cleared to return to school by their HCP, then they are required to be isolated at home. See next page for more information.

**NO**

The student or staff **CAN** go to school today!

**Make sure they wear a face covering or face mask, practice social distancing, and wash their hands frequently.**

Communicate to your students and staff that they must report absences, symptoms, and positive COVID-19 test results to your school.

#### CALL 911 IF A STUDENT OR STAFF HAS:

- Trouble breathing or is breathing very quickly
- Change in skin color - becoming pale, patchy and/or blue
- Severe abdominal pain, diarrhea or vomiting
- Racing heart or chest pain
- Lethargy, irritability, or confusion



## ***What is the protocol if a student or staff member becomes sick with COVID-19 symptoms at school?***

1. The student or staff member is referred to school nurse for assessment of COVID-19 symptoms.
  - Nurse & symptomatic person wear appropriate PPE
  - Isolation room is used for assessment & disinfected after use
2. COVID-19 symptoms include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, congestion or runny nose, muscle or body aches, headache, sore throat, nausea or vomiting, diarrhea, or new loss of taste or smell.

**Any one of these symptoms requires symptomatic person to stay home & contact your doctor!**



## ***What is the protocol if a student or staff member becomes sick with COVID-19 symptoms at school?***

3. After arrangements to go home are made, the student or staff member will be escorted from the building through the nearest exit to minimize contact or interactions with other students or staff. *A parent, guardian or emergency contact is expected to pick up the student within 30 minutes of being notified.*
4. Symptomatic person must be evaluated by physician within 48 hours to determine if COVID-19 testing is required.
5. If the physician refers for testing, the molecular PCR test should be given (not the rapid antigen test).





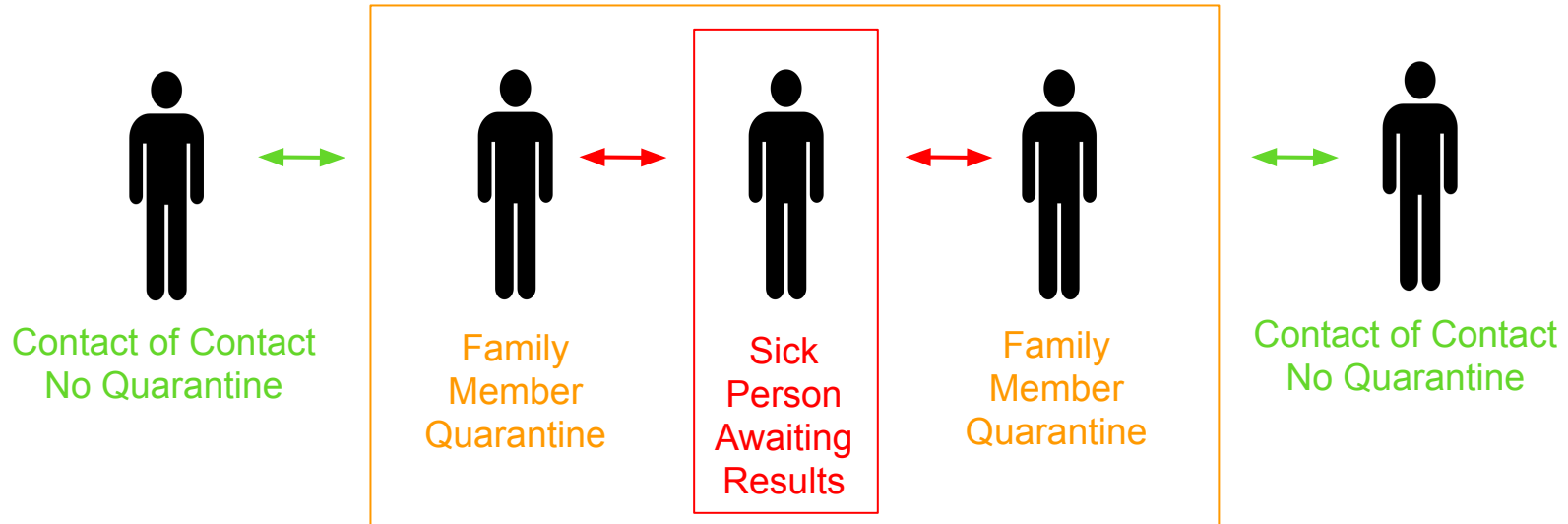
## ***What is the protocol if a student or staff member becomes sick with COVID-19 symptoms at school?***

6. If the physician refers the symptomatic person for COVID-19 testing, the person must remain home until:
  - ✓ a negative molecular PCR test result is received, OR
  - ✓ 10 days of isolation have passed with the last 72 hours symptom free, AND
  - ✓ the physician provides a note that the person can return to school.
7. If the physician does not refer the person for testing, the physician must provide a written diagnosis to specify that the symptoms are unrelated to COVID-19 and the person may return to school when symptoms are resolved with a note from the physician.



# ***If a student or staff member is sick with COVID-19 symptoms and is awaiting test results, who should quarantine?***

Family members in the same household as a symptomatic person who is awaiting COVID-19 test results should quarantine until test results are received. Contacts of contacts outside the household do not need to quarantine.





## ***If a student or staff member tests positive for COVID-19, how will contact tracing occur?***

1. If HCSD receives notification of a positive test result, the first step is to contact Westchester County Department of Health.
2. HCSD & WCDOH will work close in partnership to identify any contact who needs to quarantine.
3. Orders to quarantine are issued by WCDOH.
4. Contacts will include students/staff who had exposure to the person suspected or confirmed to have COVID-19 beginning **48 hours before** their symptom onset (or if the person was asymptomatic, two days before the date they were tested) until the person is excluded from the school and in isolation.



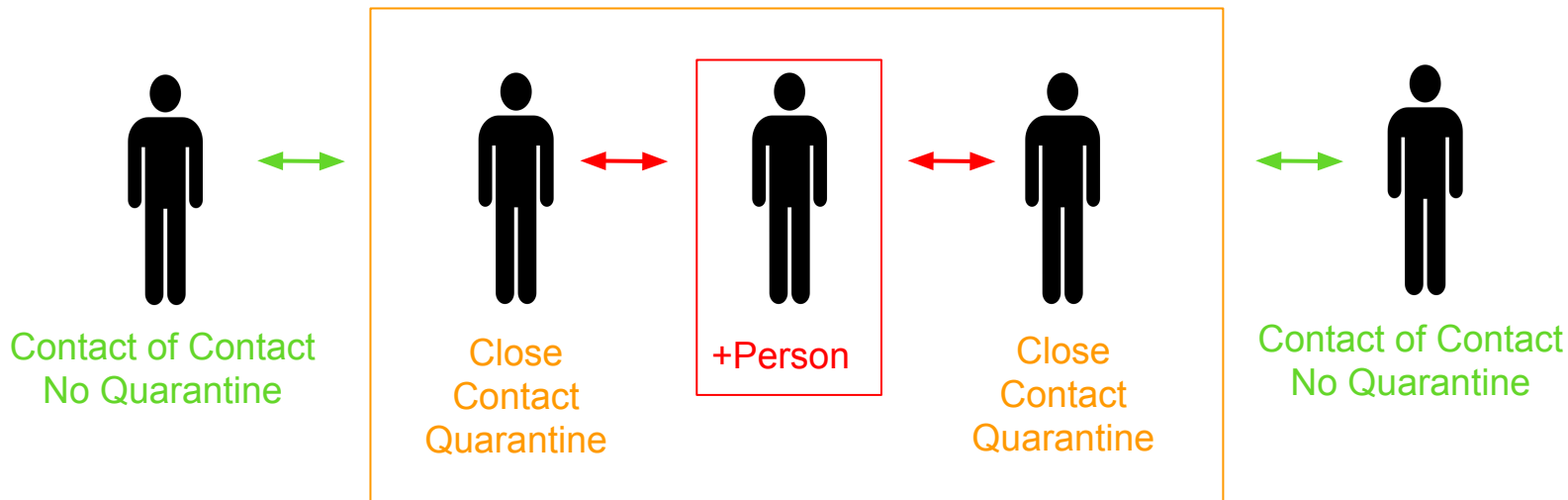
## ***If a student or staff member tests positive for COVID-19, how will contact tracing occur?***

5. Contacts will be quarantined and excluded from school for 14 days from the date of last exposure to the +Person, advised to monitor for symptoms, and recommended to get a diagnostic COVID-19 test at least 3 days after their last date of exposure.
6. The last date of exposure to the +Person is day “0” and the required 14-day quarantine starts on the day after exposure.
7. A negative COVID-19 test result does not release a person from quarantine; the full 14-day quarantine must be served.
8. While in quarantine, the person is restricted to home and may only leave home for medical appointments.



# ***If a student or staff member tests positive for COVID-19, who needs to quarantine?***

Persons who have had close contact with a +Person in the 48 hours before the +Person became symptomatic or was tested for COVID-19 must quarantine.  
Contacts of contacts do not need to quarantine.





## ***How will HCSD communicate with parents and staff when COVID-19 cases occur?***

- HCSD reports daily COVID-19 data on the required NYS COVID-19 dashboard:  
<https://schoolcovidreportcard.health.ny.gov/#/home>
- Anyone suspected of having COVID-19 exposure will be contacted directly and informed of next steps by HCSD or WCDOH.
- HCSD will send communication to the school community with information about the steps taken by HCSD & WCDOH.
- Health privacy considerations limit how much information can be shared.



## ***How will HCSD decide if a school needs to be closed due to COVID-19?***

- The Superintendent will determine if schools need to be closed due to COVID-19 in consultation with WCDOH and the school district physician.
- Factors that inform this decision include:
  - ✓ The number and location of positive cases at one time
  - ✓ Our ability to contact trace those who may have had exposure in a timely way
  - ✓ The number of staff required to quarantine based on the exposure
  - ✓ Our ability to ensure the safe operation of school with sufficient staff



## *Keeping Everyone Safe & Healthy*

- ✓ **Maintain social distance AND wear a mask**
- ✓ **Practice safe hand hygiene (hand washing & sanitizing)**
- ✓ **Stay home if you're sick!**
- ✓ **See your doctor within 48 hours of symptom onset**
- ✓ **Communicate with your school nurse**
- ✓ **Answer daily COVID-19 screening survey accurately & honestly every day before coming to school**





# ***Questions about HCSD's COVID-19 Protocol?***

**Contact your school nurse**

**OR**

**Dr. Brian Ladewig  
Assistant Superintendent for Human Resources  
& COVID-19 Coordinator**

**914-630-3003**

**[ladewigb@harrisoncsd.org](mailto:ladewigb@harrisoncsd.org)**