

# Green Acres Protocol Management of a Covid-19 Event

## Background

All public and nonpublic schools are expected to follow applicable guidelines from the Maryland Department of Health, local health department, and the Centers for Disease Control and Prevention (CDC) for safe reopening of in-person instruction.

All Maryland public and nonpublic schools must follow the COVID-19 Guidance for Maryland Schools, issued on August 27, 2020 by the Maryland Department of Health.

The Secretary of Health and local health officers are responsible for taking steps to prevent and control the spread of infectious diseases like COVID-19 and may issue special instructions when necessary to do so.

The following protocol is provided to communicate Green Acres School management of a COVID-19 event.

### A. Definitions

1. **A COVID-19 Event** is an occurrence in which a person (student, staff, or visitor) at Green Acres on or off campus reports or exhibits Covid-like symptoms or tests positive to COVID-19.
2. **Isolation** is used to separate people **infected** with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected. People who are in isolation should stay home until it is safe for them to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific “sick room” or area and using a separate bathroom (if available).
3. **Quarantine** is used to keep someone who might have been **exposed** to COVID-19 away from others. Quarantine helps prevent the spread of disease that can occur **before** a person knows that they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their doctor, state or local health department.
4. **Close Contact** relates to exposure to individuals with COVID-19 and is defined by the Centers of Disease Control and Prevention (CDC) as being within 6 feet of a person with COVID-19 for at least 15 minutes regardless of whether face coverings are being worn.
5. **COVID-19 Like Illness** is when a person has:

<b>Any 1</b> of the following symptoms: Cough Shortness of Breath Difficulty Breathing New loss of taste or smell	<b>OR At least 2</b> of the following: Fever of 100.4 or higher, Chills or shaking chills, Muscle aches Sore throat Headache Nausea or vomiting Diarrhea Fatigue Congestion Runny nose
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Identification of persons with COVID-19 Like Illness is used to exclude persons from school, to identify persons who should be tested for COVID-19, and to identify persons who may need close contacts quarantined.

## **B. Application**

- 1. This protocol applies to persons with a laboratory confirmed case of COVID-19, regardless of whether they have symptoms, and persons with COVID-19 like symptoms.**
2. Exclusion, quarantine, and return to school for persons with laboratory confirmed COVID-19 and persons with COVID-19 like symptoms decision aid are based on CDC, Maryland Department of Health, and Maryland State Department of Education guidance regulations and are implemented by Green Acres School in collaboration with the Montgomery Health Department.
3. This protocol supplements current school health services illness management processes and current local health department COVID-19 response processes.  
The protocol is designed to expedite notification, isolation, and quarantine of school staff and /or students, as indicated, when a person notifies the school that they or their child has a laboratory confirmed case of COVID-19, regardless of whether the person has symptoms, or exhibits symptoms of COVID-19.

## **C. Communication**

1. Staff and parents will notify the school nurse as soon as they are aware that they/their child has tested positive for COVID-19 or that they/their child has been exposed to a person who is confirmed to have COVID-19.
  - (a) The School Nurse communicates the COVID-19 Event to the following personnel and department:
    - (1) The Student's Teaching Staff
    - (2) The Division Head
    - (3) The Head of School
    - (4) The Montgomery Health Department
    - (5) In consultation with the School Nurse, The Head of the School will notify parents of students in a cohort if there is a COVID-19 event requiring the need for quarantine of the students in the Cohort, closure of a building due a COVID-19 event and / or school closure due to a COVID-19 outbreak.
2. The School nurse will consult with the Montgomery Health Department for all matters regarding exclusion, quarantine, and return to school for a school staff person and a students with a positive COVID-19 test or has symptoms of COVID-19 and those who have had close contact with a person with COVID-19 or COVID-19 like illness.
3. In accordance with The Department of Education, Student Privacy Policy Office FERPA & Coronavirus Disease 2019 Notice dated March 2020, Green Acres School will disclose student information relating to positive Covid-19 test results and /or Covid-like symptoms while working in conjunction with the Montgomery Health Department in the prevention, control and spread of COVID-19.

## **D. Notification of Contacts Who Must Quarantine**

1. The Montgomery Health Department will lead the process for contact tracing.
2. The School Nurse works with the Montgomery Health Department to identify persons who may have had close contact with a person testing positive to COVID-19 or close contact with the person with COVID-19 like illness.
3. The School provides either email message notification or phone call notification to all identified contacts.  
The notification includes:
  - (a) When to seek medical care
  - (b) How to monitor symptoms

- (c) Who to contact and how to contact them in case they develop symptoms of COVID-19 while under quarantine.
- (d) The projected length of quarantine if they remain asymptomatic
- (e) Plan for maintaining remote learning for those who remain well enough to engage in learning while in quarantine
- (f) Parents / Staff will consult with their provider regarding COVID-19 testing as needed.

#### **E. Isolation, Exclusion, Quarantine, and Return to School**

1. If a student develops symptoms of COVID-19 during the school day, the school will:
  - (a) Safely isolate the student in the school Isolation Room.
  - (b) The School nurse will don the appropriate PPE and conduct the appropriate determination of the student's condition based on their presenting symptoms.
  - (c) The School nurse will take the student's vital signs and complete a physical assessment.
  - (d) The School will notify the student's parent and inform them that the student must be picked up within an hour from receiving the phone call.
  - (e) The School nurse will make an entry of the COVID-19 event in the school student's health record.
2. If a school staff member develops symptoms of COVID-19 during the school day, the staff member must begin the process to vacate the school as soon as possible and call their provider for further instructions and guidance.
3. The School nurse will notify the Montgomery Health Department for all matters regarding exclusion, quarantine, and return to school for a person with a positive COVID-19 test or has symptoms of COVID-19 and those who have had close contact with a person with COVID-19 or COVID-19 like illness.
4. When the school is informed of a laboratory confirmed case of COVID-19 in a student or school staff member, regardless of whether the person has symptoms, or learns of a student or school staff member with COVID-19 like illness, the school will begin the process for identifying close contacts and begin the notification process in collaboration with the Montgomery Health Department.
5. The School Nurse will follow the "Decision Aid: Exclusion and Return for Laboratory Confirmed COVID-19 Cases and Persons with COVID-19 Cases in Schools, Child Care Programs, and Youth Camps" to manage the COVID-19 event.
6. If the number of laboratory confirmed cases of COVID-19 or COVID-19 like illness for an event meets the definition of an outbreak, the response decisions, including possible school closure are made by Montgomery Health Department.

## Decision Aid: Exclusion and Return for Laboratory Confirmed COVID-19 Cases and Persons with COVID-19-like Illness in Schools, Child Care Programs, and Youth Camps

**For the purposes of this decision aid, COVID-19-like illness is defined as: Any 1 of the following:** cough, shortness of breath, difficulty breathing, new loss of taste or smell, **OR At least 2 of the following:** fever of 100.4° or higher (measured or subjective), chills or shaking chills, muscle aches, sore throat, headache, nausea or vomiting, diarrhea, fatigue, and congestion or runny nose.

Person (child, care provider, educator, other staff) with **1 new symptom not meeting the definition of COVID-19-like illness.**

Exclude person and allow return when symptoms have improved, no fever for at least **24 hours** without fever reducing medication, **AND** criteria in the [Communicable Diseases Summary](#) have been met as applicable. **If person develops symptoms of COVID-19-like illness, follow processes below for person with COVID-19-like illness.**

An **asymptomatic person** (child, care provider, educator, other staff) who **tests positive for COVID-19.**

- Person (child, care provider, educator, other staff) with COVID-19-like illness:**
- **Exclude** person and recommend that they talk to their health care provider about testing for COVID-19 or whether there is another specific diagnosis.
  - **The person should isolate pending test results or evaluation by their health care provider.**
  - **Close contacts of the ill person should quarantine per [CDC guidelines](#).**

Person has positive test for COVID-19.

Person does not receive a laboratory test or another specific diagnosis (e.g. influenza, strep throat, otitis) by their health care provider.

Person has negative test for COVID-19.

Health care provider documents that the person has another specific diagnosis (e.g. influenza, strep throat, otitis) or health care provider documents that symptoms are related to a pre-existing condition.

The asymptomatic person should stay home for 10 days from positive test.

The ill person should stay home at least 10 days since symptoms first appeared **AND** until no fever for at least **24 hours** without fever-reducing medication **AND** improvement of other symptoms.

The ill person should stay home until symptoms have improved, no fever for at least **24 hours** without fever-reducing medication, **AND** criteria in the [Communicable Diseases Summary](#) have been met as applicable.  
  
The person should consider being tested/retested for COVID-19 if symptoms do not improve.

**Close contacts** should stay home for 14 days from the date of last exposure **even if they have no symptoms or they have a negative COVID-19 test done during quarantine.**

**Close contacts DO NOT need to stay home** as long as they remain asymptomatic.