

Community Responsibility and Communication

Community Responsibility

Baku International School wants to have students and teachers on campus as much as possible, but is also committed to providing a safe and healthy learning environment. We are all in this together and we want to have students and teachers on campus for as long as possible. This will take an intentional effort by all families, at all times, and in many different scenarios.

Responsibility at Home

- Please keep sick children home and monitor their symptoms closely.
- Inform the school if someone in your home has tested positive for COVID-19 and keep all students home for the isolation period or until a confirmed negative test.
- Follow the same recommended CDC and WHO safety procedures in your own personal lives and activities

Responsibility at School

- Monitor student and staff health throughout the day
- Adhere to the safety protocols outlined in our COVID-19 Campus Procedures
- Inform relevant parents in a timely manner concerning any COVID related issues or concerns.
- **BIS will organize to have staff members tested for COVID-19 when necessary.**

Our Limitations & Fears

- BIS cannot keep track of every family's personal health data, activities, or travel.
- We prefer not to be in a position where information is hearsay. This is to say that one individual reports to the school what they have heard about a different individual's health. Please encourage members of the community to communicate directly with the school.
- BIS does not want anyone who may end up having COVID-19 to feel guilty, shame, or embarrassment. We are all in this together.
- Individuals will still get sick with many other illnesses.
- A person with COVID-19 may be contagious 48 hours before onset of symptoms, making it very difficult to identify before spread.

First Level Contacts- an individual who was in contact with an infected person within 1.5 m for at least 15 minutes starting from 48 hours before illness onset. (<https://www.cdc.gov/coronavirus/2019-ncov/php/principles-contact-tracing.html>)

Second Level Contacts- individuals who were in contact with a first level contact individual (someone who was within 1.5 m of an infect individual for at least 15 minutes).

Self-Isolation – required for any person who has had confirmed first level contact with an individual who is confirmed to have COVID-19.

Suspected and Confirmed Cases of COVID-19 at BIS (students, staff and family members)

Suspected COVID-19 case among students and staff

Once the symptoms are confirmed by the school nurse and it is deemed that the symptoms are concerning, the individual will be asked to wait in the Isolation Room. The school nurse should continue to check on the individual's symptoms during the time in the Isolation Room.

1. Contact parents of the individual (if a student).
2. When the parent or caregiver arrives, security will escort them to the isolation room.
3. BIS School Nurse will inform the Director, Directors of Instruction, and Business Manager.
4. Administration and school nurse will identify any first level contact individuals who may be at risk.
5. If the individual is recommended a COVID-19 test by a medical professional, the school will inform any first level contact families to monitor their health closely. The school will also minimize movement of the class.
6. The school will await the results of the COVID-19 test or medical professional's diagnosis.
7. The class of the individual will resume its normal routines once one of the following is received:
 - a. COVID-19 test result is negative
 - b. A medical certificate from a clinic or doctor provides a diagnosis other than COVID-19.
8. BIS will keep parents of first level contact informed as the situation progresses.

Confirmed COVID-19 Cases and Contact Tracing

Student tests positive for COVID-19

Step 1 - The student's family will immediately inform BIS Health Office of the positive diagnosis. The individual will need to self-isolate until fully recovered, and tests negative. The student may only return to campus with written documentation from their doctor.

Step 2 – BIS will immediately inform members of the student's class (while keeping the patient's name confidential) and any other first level contacts (students or staff). These individuals must begin a quarantine period lasting for 14 days. Any closed classrooms or spaces will be disinfected with deep and thorough cleaning.

Step 3 – Classes will shift to online learning during the 14-day isolation.

Step 4 – In order for individuals to return to campus, students must provide the BIS Health Office with documentation of a negative COVID-19 test. If students did not get a COVID-19 test, they will need to provide documentation from a doctor indicating the individual is symptom-free and may return to school.

Staff member tests positive for COVID-19

Step 1 - The BIS staff member will immediately inform BIS Health Office of the positive diagnosis. The individual will need to self-isolate until fully recovered, and tests negative. The staff member may only return to campus with written documentation from their doctor.

Step 2 – BIS will immediately inform first level contacts (students or staff). These individuals must begin a quarantine period lasting for 14 days. Any closed classrooms or spaces will be disinfected with deep and thorough cleaning.

Step 3 – Impacted students or classes will shift to online learning during the 14-day isolation.

Step 4 – In order for individuals to return to campus, students must provide the BIS Health Office with documentation of a negative COVID-19 test. If students did not get a COVID-19 test, they will need to provide documentation from a doctor indicating the individual is symptom-free and may return to school.

A household member of a student or staff member is diagnosed with COVID-19

- Individuals may return to campus:
 - After 14 days from the time of the household member’s diagnosis.
 - If they, themselves, have received a negative COVID-19 test result.
- The school will communicate with any first level and second level contacts.

Notifications From The School

- BIS feels that it is important to be as transparent as possible with families concerning suspected and confirmed cases. However, we also feel it is important to keep specifics confidential.
- Parents will be notified that a student within their child’s class/cohort has tested positive.
- The school will also remind/notify parents concerning the step-by-step procedures to follow.
- BIS administration, teachers, and the Health Officer will keep in contact with parents throughout the entire process.

Actions Taken By The School When There Is A Confirmed Case

Confirmed case in one student	
Closure	The classroom of the student will be closed and disinfected
Contact Tracing	Contact classmates, staff, and any student who ride the bus (if a bus student).
Quarantine & Return	The entire class and any other first level contacts will self-isolate for 14 days
Confirmed case in two and more students on the same floor and across age levels	
Closure	The age level classes and any classes on that floor/section of the school will be closed.
Contact Tracing	Contact classmates, staff, and any student who ride the bus (if a bus student).
Quarantine & Return	The entire class and any other first level contacts will self-isolate for 14 days
Confirmed case in two and more students- different classes and different floors/sections	
Closure	Each class the student has contact with would be closed. For example, if the student has classes on the first floor for math and the second floor for science, both floors may be closed for 14 days.
Contact Tracing	Contact classmates, staff, and any student who ride the bus (if a bus student).
Quarantine & Return	The entire class and any other first level contacts will self-isolate for 14 days
Confirmed case in two and more students from each division.	
Closure	The school building will be closed.
Contact Tracing	Contact classmates, staff, and any student who ride the bus (if a bus student).
Quarantine & Return	The entire class and any other first level contacts will self-isolate for 14 days