

Erie 1 BOCES Instructional Services

Alternative Education | Career and Technical Education | Special Education

COVID-19 Testing and Contact Tracing Protocol

September 21, 2020

COVID-19 Testing, Contact Tracing, and Return to School/Work Protocol For Students and Staff

Signs/Symptoms of COVID-19 Include the Following:

- a. The following four indicators with no explanation:
 - i. Flushed cheeks;
 - ii. Rapid or difficulty breathing (without recent physical activity);
 - iii. Fatigue and/or irritability; **and**
 - iv. Frequent use of the bathroom

- b. Additional Signs and Symptoms of COVID-19 Include the Following:
 - i. Fever (100° F or greater) or chills;
 - ii. Cough;
 - iii. Shortness of breath, difficulty breathing and/or rapid breathing (without recent physical activity);
 - iv. Fatigue and/or irritability;
 - v. Muscle or body aches;
 - vi. Headache;
 - vii. New loss of taste or smell;
 - viii. Sore throat;
 - ix. Congestion or runny nose;
 - x. Nausea or vomiting; and/or
 - xi. Diarrhea

Students or Staff Who Develop COVID-19 Symptoms

- Students or staff members who develop symptoms **while at home** should not enter the school building and must call the school nurse or building leader for further direction.

- If a student or staff member becomes symptomatic **while at school**, the student/staff should be immediately isolated in a supervised, designated containment room and will be assessed by the school nurse or appointed designee. The school nurse or appointed designee will follow all NYDOH and CDC guidelines regarding PPE (i.e. mask, face shield, gown, gloves).

- The school nurse will notify the building administrator who will work to limit movement in the building.
- The staff member or student will be sent home and placed in isolation ideally in their own room with their own bathroom.
- The school nurse will notify the building administrator who will notify the division director and COVID-19 Coordinator. When necessary, the Erie County Department of Health (ECDOH) will be contacted for further guidance regarding students, staff and the school building.
- **One** of the following criteria must be met before the student/staff can return to school:
 1. A note from the student/staff's medical care provider with an alternative diagnosis.
 2. The result of a negative diagnostic COVID-19 test.
 3. At least ten days has passed since the onset of COVID-19 symptoms.
- The symptomatic student/staff who is **not tested** for COVID-19 should be treated like a COVID-19 case for isolation and the quarantine of household members. If the student/guardian or staff member chooses isolation for ten days from the onset of COVID-19 symptoms, they should remain in isolation separate from household members. Household members of the isolated student/staff must self-quarantine until 14 days from the last day of exposure and remain symptom free.
- Staff, students or parents seeking a COVID-19 diagnostic test are instructed to contact their healthcare provider or the Erie County Department of Health Lab by calling (716) 858-2929.
- Erie 1 BOCES will coordinate with the home school component district (where applicable) and the ECDOH, the individual's healthcare provider, and the parent/guardian to follow-up.
- Required CDC guidelines for cleaning and disinfection will occur.

Positive COVID-19 Cases and Contact Tracing

- When a student or staff member tests positive for COVID-19, they should, when possible, be placed in isolation in their own room with their own bathroom.
- For COVID-19 positive individuals, Erie 1 BOCES will collaborate with the ECDOH to identify close contacts and assist with case investigation and contact tracing.
- Contact tracing is a function of the local health department. The contact tracing process starts with the individual with a positive lab-confirmed COVID-19 test result. When there is a confirmed case, the ECDOH will start a case investigation with the infected student and their parent or with the infected staff member.

- There may be instances where a student or staff member is infected but was not present in the school setting during a time where they were infectious. In those cases, involvement from the school COVID resource team may not be necessary.
- All of the following criteria must be met before the student or staff member can return to school:
 - At least ten days after COVID-19 symptom onset, or
 - Ten days from their first positive test if symptomatic, AND
 - Fever-free for at least 72 hours without the use of fever-reducing medication, AND
 - Respiratory symptoms are improving.

Exposure to Someone Infected with COVID-19:

What to do if a Classmate or Staff Member is in Contact with a Confirmed COVID-19 Case?

Erie 1 BOCES, its related component districts and the Erie County Department of Health will collaborate to address instances or concerns regarding someone’s exposure to COVID-19.

It is important to understand that protective measures such as maintaining 6 feet of social distance and masking while in the classroom are practices aimed at reducing the risk of infection. However, having these practices in place does not mean that a classroom is exempt from quarantine in the event of a positive COVID-19 case. Duration of exposure impacts risk. Even with protective practices, the Erie County Department of Health requires that the following quarantine practices apply:

1. Any student/staff exposed to a COVID-19 case in a classroom setting or other enclosed common school settings, such as a breakroom or office, for **60 minutes or more** will be instructed to quarantine for 14 days from the last day of exposure to the COVID-19 case. Ideally, quarantine should take place in a private room with a private bathroom.
2. Any student/staff exposed to a COVID-19 case in a large classroom setting (e.g., lecture halls with more than 50 students present) for **60 minutes or more**, and within a space consisting of two seated rows behind, in front of, and to both sides of the case, will be instructed to quarantine for 14 days from the last day of exposure to the COVID-19 case. If seats are not assigned and individual proximity to the case cannot be determined, the entire classroom will be instructed to quarantine in their own room with their own bathroom for 14 days from the last day of exposure to the COVID-19 case.
3. If the exposure time was **less than 60 minutes**, no quarantine instruction will be given, so long as 6 feet of social distancing was in place. However, those in the class should monitor for symptoms.
4. Persons under quarantine who develop symptoms should be tested for COVID-19. If the test result is positive, the student/staff will be placed in isolation. If test result is negative, the student/staff will continue in quarantine for the full 14 days.

Protected Health Information

A COVID-19 diagnosis is protected health information. Erie 1 BOCES will maintain confidentiality and not disclose the identity of the diagnosed individual. ECDOH guidelines will, if necessary, announce the location of schools with a confirmed COVID-19 case if there is a concern about exposure to the public and they are not able to identify close contacts through investigation.