



COVID-19 School Guidance

For School Administration and Nurses

Presented by Sedgwick County Health Department

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COVID-19 Background

- Anyone can become infected with SARS-CoV-2
- There is no vaccine at this time
- COVID-19 symptoms are similar to other conditions/illnesses like influenza (flu)
- COVID-19 spreads through respiratory droplets
- Still learning about this new virus

Prevention Measures

- Wearing a face covering
- Washing hands
- Keeping six-feet distance
- Cleaning and disinfecting surfaces
- Limiting gatherings of people

Cleaning and Disinfecting

1. Clean high-touch surfaces and objects in the classroom using soap or detergent and water to physically remove germs, dirt and impurities.
2. Disinfect high-touch, *cleaned* surfaces in the classroom with products meeting Environmental Protection Agency (EPA) criteria for use against SARS-CoV-2 and use according to the manufacturer's instructions.
3. If materials are used by multiple people – disinfect between shared use.
4. Conduct targeted and more frequent cleaning and disinfecting of high-touch surfaces of shared spaces (e.g., tables and chairs, railings, door handles).

Definitions

Close Contact: A person who has been within six feet, for ten minutes or longer to a person who tested positive for COVID-19 while he/she was infected (as per KDHE).

Face Covering: A covering of the nose and mouth that is secured to the head, or wrapped around the lower face.

- Face shields are not a substitute for cloth face coverings and should only be worn if a person cannot wear a face covering
- If face shields are used without a mask, they should wrap around the sides of the wearer's face and extend to below the chin

Self-Isolation: The separation of people with COVID-19 from others who are not infected during the time when the person with COVID-19 is infectious. This prevents disease spread.

Definitions

Self-Quarantine: The separation of a person who has been exposed to COVID-19 from others who are not exposed until the time when the person could develop symptoms or be infectious. This prevents disease spread.

- **In-home self-quarantine**, a person stays at home in a separate place from the rest of the household for 14 days from the last exposure to a positive case.
 - Stays home 24/7 unless a doctor appointment, does not attend school or public activities
- **In-school self-quarantine**, a person stays in a classroom and enters and leaves at times when few people could be exposed for 14 days from last exposure to a positive case.
 - Stays at home when not in school, does not attend public activities



Procedures and Scenarios

Student or Staff TESTS POSITIVE

1. After learning of a positive test, the school nurse/principal/designee will gather the following information:
 - a. Contact information and birth date of the person who tested positive
 - b. Date of test and location where the person was tested

2. School nurse/principal/designee will report it to SCHED via one of the following methods:
 - a. Online Electronic Notice Disease Reporting Form
<https://www.sedgwickcounty.org/health/report-a-disease/>
 - b. SCHED Epidemiology Hotline (316-660-5555; press 1 and 1 again to reach someone immediately)
 - c. Fax completed Kansas Notifiable Disease Form to 24-hour line (316-660-5550)

Student or Staff TESTS POSITIVE

3. SCHED verifies the report before contacting the school.

- SCHED receives COVID-19 test results from laboratories of all people tested in Sedgwick County and may receive a notice of a positive test before the school does

4. If the positive test result is verified, **a person that tests positive should self-isolate at home.** He/She should stay home for 72 hours after symptoms have subsided OR 10 days from the day symptoms started – whichever period is longer.

- SCHED interviews the person (symptoms, exposure, close contacts, where they have been while infectious). Contacts have a choice to disclose non-school contacts.
- If person infectious at school, SCHED contacts the school nurse to determine close contacts
- If person not infectious at school, SCHED notifies school nurse of no exposure at school.

Student or Staff TESTS POSITIVE

5. If there was exposure at the school, **the school or SCHED will notify all close contacts** of the person who tested positive for COVID-19.
6. It is recommended the school clean and disinfect the areas where the person worked.
7. After consulting with school nurse and administrator, SCHED or the school may send letters to all parents and guardians or to the parents and guardians of students within the particular classroom or school area where the exposure took place.

Student or Staff TESTS POSITIVE

8. It is recommended the school nurse and administration discuss the particular situation with SCHED to decide potential next steps, if any, that could occur to help reduce the spread.

9. Student/Staff who tested positive can request that SCHED provide a return-to-school/work letter by:

- Asking the Disease Investigator during a follow-up call
- Emailing COVID-19@Sedgwick.gov
- Calling SCHED at 316-660-7300

10. Student/Staff who tested positive shall **not be identified** by the school or SCHED.

- This is protected health information

Student or Staff IS SICK or HAS COVID-19 Symptoms

1. If symptoms are severe, call 9-1-1

Severe symptoms include:

- Chest pain/pressure
- Severe shortness of breath (only able to say a word or two before taking a breath)
- Passing out
- Losing consciousness
- Confusion (disoriented, unable to remember name, day, date)

2. The student or staff member **should be at home and should get tested.**

- Testing can be performed by healthcare provider or SCHD by dialing 316-660-1022

Student or Staff IS SICK or HAS COVID-19 Symptoms

3. It is recommended the school clean and disinfect the areas where the person worked.
4. If the COVID-19 test is negative, the person should stay home until he/she feels better AND is fever-free for 24 hours without the help of fever-reducing medication.
5. If test is positive, **the person who tested positive should stay home for 72 hours** after symptoms have subsided OR ten days from the day symptoms started – whichever period is longer.

Student or Staff IS SICK or HAS COVID-19 Symptoms

6. If student/staff has no testing performed and has symptoms, **the person should stay home for the longer period of either:**

- 72 hours after symptoms have subsided OR
- 10 days from the day symptoms started

7. If student/staff tests positive and has no symptoms:

- The person should self-isolate at home for 10 days after the day they were sampled

8. The school nurse and administration should discuss the situation with SCHED to decide next steps.

Staff member IS a CLOSE CONTACT of a person AT A SCHOOL

1. School personnel who are close contacts should stay home or can be at school if able to stay away from others (see below and next slides). This is done **whether or not they were wearing a mask** at the time of exposure to a person who tested positive.
2. In-school self-quarantine is at the discretion of the school.
 - A staff member close contact can remain at school if he/she was:
 1. **Wearing a mask**
 2. Does **NOT** have COVID-19 symptoms

Staff member IS a CLOSE CONTACT of a person AT A SCHOOL

3. Alternatively, **schools can decide** to not allow staff members who are close contacts to physically work within the schools and such members should stay home for 14 days.
4. **A close contact should not attend gatherings** or go to any school function or activity outside of school that involves interaction with people.
5. If a close contact is unable to perform all the disease control steps **he/she should be at home for 14 days** from last exposure to a person who tested positive. See disease control steps on next slide.

Disease Control Steps for Staff who are Close Contacts and Working at School

A close contact at school SHOULD do each of the following:

1. Stay six feet from others at all times
2. **Wear a face covering at all times**
3. Wash hands often
4. Disinfect frequently touched surfaces
5. Symptom and **temperature check**, by the school, **prior to start of the school day**
 - Ideally, checks should happen before the person enters the school
 - 99.0 degrees F or higher should receive a more accurate check and in-depth symptom check

Disease Control Steps for Staff who are Close Contacts and Working at School

6. Check in with medical staff periodically

- If symptoms develop, he/she should be sent home immediately

7. Arrive and leave at different times than others

- Does not commute to school with anyone that is not also a close contact

8. Be physically separated from others for the entire school day

9. Have their own designated bathroom with other close contacts

10. Remain home while not at school

Student /Staff IS a CLOSE CONTACT of a COVID-19 positive person NOT AT SCHOOL

*The person who tested positive could be a family member or other person who does not attend the school

Student/staff who is the close contact should be at home for 14 days from the date of last exposure to the person who tested positive.

Student /Staff is a **HOUSEHOLD CLOSE CONTACT** of an asymptomatic COVID-19 positive person who is **NOT AT SCHOOL**

*The person who tested positive could be a family member or other person who does not attend the school

Student/staff who is the household close contact **should be at home** for the 10-day isolation period of the person who tested positive **plus an additional 14-day period** to ensure not infectious.

Contact the Health Department to discuss if it is possible to minimize the time.

Student /Staff REPORTS BEING TESTED for COVID-19, IS NOT a CLOSE CONTACT and has NO SYMPTOMS

1. **With no symptoms**, the student or staff member can be at school until test results come back.

He/She should: Wear a face mask, socially distance, wash hands often, and monitor for symptoms.

2. If test results are negative, the healthcare provider shall notify the person.

3. If test results are positive, SCHED notifies the person and begins a disease investigation.

- The person stays home for 72 hours after symptoms have subsided OR ten days from the day symptoms started – whichever period is longer.
- The school nurse and administration will discuss the situation with SCHED to decide next steps.

Student or Staff **MEETS CRITERIA** for **TRAVEL** and **EXPOSURE RELATED** **ISOLATION** and **QUARANTINE**

1. Travel and Exposure Related Isolation/Quarantine Guidelines as determined by KDHE:

<https://www.coronavirus.kdheks.gov>

2. Student/staff member meeting criteria for travel **SHOULD BE AT HOME FOR 14 CONTINUOUS DAYS** AFTER RETURNING TO SEDGWICK COUNTY.

When NOT in Quarantine

Students/Staff can be at school when:

- They are **NOT a CLOSE CONTACT** to a person who tested positive
- They are a **CLOSE CONTACT** of a person **who is being tested**
- They have been **tested but have NO symptoms** and not a close contact

When NOT in Quarantine

To illustrate:

- Bob has no symptoms and has been contacted by SCHED to stay home and self-quarantine.
- He is at home because his wife Susan has symptoms and has tested positive for COVID-19. She stays home in a room separate from Bob's.
- Bob's close contacts are not at home in quarantine unless he develops symptoms **AND** tests positive for COVID-19.



Sedgwick County Health Department

<https://www.sedgwickcounty.org/>

Kansas Department of Health

and Environment

<https://www.coronavirus.kdheks.gov/>



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