

# ALSEA SCHOOL DISTRICT

## COMMUNICABLE DISEASE MANAGEMENT PLAN

This document re-emphasizes some routine or standard precautions and practices and provides interventions and procedures or processes of COVID – 19 and other communicable diseases.

For more updated information on resources, please visit [https://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Communicable-Disease-Planning.aspx?utm\\_medium=email&utm\\_source=govdelivery](https://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Communicable-Disease-Planning.aspx?utm_medium=email&utm_source=govdelivery).

### Routine Measures to Limit Spread of Disease

#### Hand Hygiene and Respiratory Etiquette

- Teach and reinforce [handwashing](#) with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).
- Hand sanitizer should not be used with students that have a sensitivity or risk of ingesting sanitizer related to developmental or cognitive level.
- Encourage staff and students to cover coughs and sneezes with a tissue.
- Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
  - Students and staff may also be encouraged to cough into their elbow and away from other individuals when tissues and handwashing is not immediately accessible.

### Exclusion Criteria

Exclusion of illness and syndromes in the school setting should continue as per current guidance. As an overview applicable to COVID-19, the following symptoms associated with COVID-19 are excludable in the school setting as per ODE/OHA Communicable Disease Guidelines with the actions as noted.

EXCLUSION CRITERIA	EXCLUSION ACTION
FEVER: a measured temperature equal to or greater than 100.4°F orally	MAY RETURN AFTER fever-free for 24 hours without taking fever-reducing medicine.
DIFFICULTY BREATHING OR SHORTNESS OF BREATH not explained by situation such as exercise: feeling unable to catch their breath, gasping for air, breathing too fast or too shallowly, breathing with extra effort such as using muscles of the stomach, chest, or neck.	MAY RETURN AFTER symptoms improving for 24 hours. <ul style="list-style-type: none"><li>• This symptom is likely to require immediate medical attention</li></ul>

COUGH: persistent cough that is not yet diagnosed and cleared by a licensed healthcare provider OR any acute (non-chronic) cough illness that is frequent or severe enough to interfere with participation in usual school activities.

MAY RETURN AFTER symptoms improving for 24 hours (no cough or cough well-controlled.)

DIARRHEA: three or more watery or loose stools in 24 hours OR sudden onset of loose stools OR student unable to control bowel function when previously able.

MAY RETURN AFTER 48 hours after diarrhea resolves OR after seen and cleared by a licensed healthcare provider or LPHA for specific diarrheal diagnoses.

VOMITING: at least 1 episode that is unexplained.

MAY RETURN AFTER 48 hours after last episode of vomiting OR after seen and cleared by a licensed healthcare provider.

HEADACHE WITH STIFF NECK AND FEVER.

MAY RETURN AFTER fever-free for 24 hours without taking fever-reducing medicine AND symptoms resolve. This combination of symptoms may indicate a serious condition. Advise student's guardian to seek medical attention.

SKIN RASH OR SORES: new rash<sup>2</sup> not previously diagnosed by a health care provider OR rash increasing in size OR new unexplained sores or wounds OR draining rash, sores, or wounds which cannot be completely covered with a bandage and clothing.

MAY RETURN AFTER rash is resolved OR until draining rash, sores or wounds are dry or can be completely covered OR after seen and cleared by a licensed healthcare provider.

EYE REDNESS AND DRAINAGE: unexplained redness of one or both eyes AND colored drainage from the eyes OR eye irritation accompanied by vision changes OR symptoms such as eye irritation, pain, redness, swelling or excessive tear production that prevent active participation in usual school activities.

MAY RETURN AFTER symptoms resolve OR after seen and cleared by a licensed healthcare provider. • Eye redness alone, without colored drainage, may be considered for attendance per CDC guidelines and school nurse assessment.

JAUNDICE: yellowing of the eyes or skin that is new or uncharacteristic.

MAY RETURN AFTER seen and cleared by a licensed healthcare provider.

BEHAVIOR CHANGE: may include uncharacteristic lethargy, decreased alertness, confusion, or a behavior change that prevents active participation in usual school activities..

MAY RETURN AFTER symptoms resolve; return to normal behavior OR after seen and cleared by a licensed healthcare provider.

These symptoms may indicate a serious condition. Advise student's guardian to seek medical attention.

MAJOR HEALTH EVENT or STUDENT REQUIRING MORE CARE THAN SCHOOL STAFF CAN SAFELY PROVIDE. May include an illness lasting more than two weeks, emergency room treatment or hospital stay, a surgical procedure with potential to affect active participation in school activities, loss of a caregiver or family member, or a new or changed health condition for which school staff is not adequately informed, trained, or licensed to provide care

MAY RETURN AFTER health and safety are addressed. • Written instructions from a licensed healthcare provider are likely to be required. • Schools must comply with state and federal regulations such as the Americans with Disabilities Act ensuring free and appropriate public education (FAPE). School staff should follow appropriate process to address reasonable accommodations and school health service provision in accordance with applicable laws.

## Designated Personnel

Designated staff for specific roles are important to ensure appropriate control measures are observed in a consistent manner and to ensure that data collection is accurate and appropriate.

### Designated Communicable Illness Point of Contact

- Designated staff will be responsible to responding to specific COVID-19 concerns, as well as other communicable disease concerns, within each school building, as appropriate.
  - Talking points will be provided to answer simple and frequent inquiries.
- Designated responsible persons will be assigned per building for screening and isolation of ill persons and appropriate data collection/data entry and data retrieval as needed.
- Designated personnel will be assigned to facilitating tracking documents of individuals entering and leaving schools and classrooms.

### Staff Training

- All staff will be trained on identification of concerning or excludable symptoms to determine when a student should be referred to the office for symptom screening and isolation.
- All staff will be trained and advised on the logistical, operational and physical changes in the building to maintain infection control and appropriate cohorting or physical distancing, if necessary.
- Designated staff will be trained on appropriate procedures for complete symptom screening, isolation and enforcement of social distancing.
- Custodial staff will be trained, under the direction of facilities management to increase sanitation measures as appropriate in shared spaces and isolation spaces.
- Training will be conducted virtually or ensure that [social distancing](#) is maintained during training periods while **social distancing orders are in place**.

## Physical Distancing

Physical or spatial distancing is the intentional physical distance placed between individuals to limit the likelihood of respiratory droplets reaching other individuals. While staying at home and avoiding groups of people are important measures in achieving this, as schools reopen spatial

measures must be taken to ensure physical distance between individuals. The measures may be suggested, rather than required. Having these measures in place can greatly reduce the spread of any communicable disease.

#### **Room Capacity**

- If possible, strive for a minimum of 3 feet between each person.

#### **Modified Layouts**

- Excess furniture should be removed from classrooms to allow for increased spacing if needed.

#### **Identifying Small Groups and Keeping Them Together (Cohorting)**

- In elementary settings, student and staff groupings will remain as static as possible by having the same group of children stay with the same staff as much as possible.
- Mixing between groups will be limited as much as feasible.

#### **Staggered Scheduling**

- Arrival and drop-off times will be staggered by location and cohort and direct contact with parents is restricted as much as feasible.

#### **Instruction & Activities**

- ODE states that all persons should strive for a minimum of 3 feet distancing during activities and instruction.

#### **Communal Spaces**

- Communal and shared spaces (such as cafeteria and playgrounds) will be restricted as much as feasible. When used, use will be staggered and spaces will be [cleaned and disinfected](#) between use.
  - **Increased restrictions may occur if there have been identified cases in the building.**

## Food Service

Food Service personnel should follow all existing mandates on health and hygiene and food safety. Any specific measures or intervention will be coordination with the Superintendent, Maintenance Supervisor, and the Nutrition Manager.

- Children should wash their hands prior to eating.
- Middle school and high school lunch times should be staggered to maintain spatial distancing to the extent feasible.
- Using disposable food service items is promoted when feasible (e.g., utensils, dishes). If disposable items are not feasible or desirable, ensure that all non-disposable food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher.

## Transportation

Measures taken on transportation shall follow the processes of school operations to the extent feasible to employ distancing, health and hygiene measures, screening and PPE. Coordination with the District Bus Barn and Facilities Manager will be ongoing.

#### **Bus Drivers**

- Transport vehicles (e.g., buses, vans) that are used by the school, require that drivers practice all safety actions and protocols as indicated for other staff (e.g., hand hygiene, cloth face coverings).
- All frequently touched surfaces on school buses will be cleaned and disinfected at

least daily and between use as much as possible.

### **Distancing**

- Create distance between children on school buses to the extent feasible.
- When students unload from bus, students will be directed to exit bus one at a time.

### **Screening**

Bus monitors shall passively screen students, which could include temperature taking as they enter the bus. In recognition of transportation and safety measures, and the priority of the district to maintain student safety in all areas, buses will not remain stationed in the roadway for prolonged periods of time to assess students. Measures will be taken to isolate students who become ill on bus routes and as soon as students arrive at school.

<b>If...</b>	<b>Then...</b>
Student is visibly ill upon entry into the bus	The bus driver should request the student remain at home, if age appropriate. If child is not of age to remain alone or student or appears too ill to be unsupervised, bus driver should request that parent keep student at home. All efforts should be made to maintain dignity of student and family.
Student is visibly ill and parents are not present	Student should be seated close to the front and as separate from other students as feasible and the bus driver should radio the barn in attempts to reach parents and notify school. Student should be immediately isolated upon arrival if parents or emergency contacts cannot be reached. All efforts should be made to maintain privacy and dignity of students.
Student becomes ill on bus route	Bus driver should contact appropriate school office to notify parents. Student should be immediately isolated upon arrival at school. School staff should report to bus to retrieve student and take to isolation space. All efforts should be made to maintain privacy and dignity of student.
Student is in distress during bus route	Follow existing emergency transportation procedures to contact EMS.

## Healthy Environments

Outside of ill students and staff, healthy environments are crucial in providing healthy environments.

### **Cleaning and Disinfection**

Routine sanitation measures will be in full effect, including processes to respond to potentially infectious material as outlined below:

- All frequently touched surfaces (e.g., door handles, sink handles, drinking fountains) will be clean and disinfected at least daily and between use as much as possible.
- Use of shared objects (e.g., gym or physical education equipment, art supplies, toys,

- games) should be limited when possible, or cleaned between use.
- A schedule will be designated by the Maintenance Supervisor for increased, routine cleaning and disinfection.
  - As necessary, additional custodial staff will be deployed.
  - Ensure [safe and correct use](#) and storage of [cleaning and disinfection products](#), including storing products securely away from children.
  - Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.

### **Shared Objects**

- Discourage sharing of items that are difficult to clean or disinfect.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- School designated technology will be wiped down between uses.
- If individual supplies are a challenge, ensure that at minimum, students who are immunocompromised will have their own supplies.

### **Ventilation**

- Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.
- In cases where open doors and windows impact the operational settings of the ventilation system, facilities management will be consulted.

### **Water Systems**

- To minimize the risk of diseases associated with water, take steps to ensure that all water systems and features are safe to use after a prolonged facility shutdown.
- Drinking fountains should be cleaned and sanitized but encourage staff and students to bring their own water bottles to minimize use and touching of water fountains.

## Personal Protective Equipment

Personal Protective Equipment (PPE) is specialized clothing or equipment used by staff in an occupational setting to reduce the risk of infection transmission or risk of chemical exposure. PPE includes, gloves, gowns, masks, goggles and like devices or items.

For the purposes of COVID-19 response, where cloth facial coverings are used in unprecedented frequency, it should be clarified that face coverings are not synonymous with masks. Face coverings may include masks, cloth coverings, or two-ply gaiters.

PPE will be advised based on the interaction with students or the risk involved related to frequency and type of interaction, volume and duration of interaction and the developmental stages and health status of the individuals involved.

**Prior to March 12, 2022**, all staff and students will be required to wear face coverings inside all

district school buildings. Students and staff are able to remove their masks while outside on district property.

Face shields are not allowed to be worn, unless there is a medical accommodation on file in the school's front office. All students and staff must wear face coverings while riding on district provided transportation vehicles.

**After March 12, 2022**, the district will make face coverings **OPTIONAL** on all district properties, including school buses and other transportation vehicles. Staff and students will have the **option** of wearing face coverings while on district property, but it will not be required.

The district will continue to provide face coverings for any staff or students who may request them.

### Adequate Supplies

Support [healthy hygiene](#) behaviors by providing adequate supplies of PPE and hygiene items such as soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, and face coverings.

## Screening for and Identifying & Isolating Ill Students and Staff

Identification of ill students and staff is crucial in illness prevention in school buildings. All staff and students should have education provided on symptoms in order to self-identify when developmentally possible.

### Health Promotion, Prevention and at Home Screening

Parents will be provided with Exclusion Criteria and advised to screen their students prior to sending to school. Parents will be advised on all clinical circumstances in which students should not attend school and when children will be excluded from school.

### Recognize Signs and Symptoms

- Ensure that all staff are aware of symptoms associated with COVID-19.
- Students should be visually screened each day during attendance to determine if illness is present. If students are positive for any items listed in *Visual Screening*, they should be sent to the office to be screened by designated staff.
- Any student ill during the course of the day with respiratory illness or fever should be deferred to designated staff for screening.
- Designated staff will specifically screen students as per the *Symptom Screening Criteria* to determine if symptoms are

#### Visual Screening

- Unusual coloration (flushed, pale)
- Unusual behavior (lethargy, fatigue)
- New or significant coughing
- Shortness of breath
- Chills

#### Symptom Screening Criteria

- Check temperature to assess for fever
- Identify if the following symptoms are present:
  - Chills
  - New onset of cough
  - Shortness of breath (not explained by an underlying condition such as asthma)

present that require isolation and dismissal as per *Communicable Disease Plan* and previously listed *Exclusion Criteria*.

- Students meeting exclusion criteria should be dismissed to home.
- Ill students must be placed in separate isolation space until picked up by parents.
- Students presenting to the office should be logged into the health room log.
- Health checks will be conducted safely and respectfully in accordance with applicable privacy laws and regulations.

### SUMMARY STUDENT SCREENING PROCESS

- Parents screen students prior to sending to school.
- Students are passively screened for changes in color, energy, coughing or general illness during attendance.
- Students identified as potentially ill in the classroom setting are sent to health room for complete screening.
- Students are screened completely by designated staff to identify if they need to be isolated and dismissed.

### Isolate Those Who Are Sick

Each school must have a designated personnel and designated isolation space. Available PPE must be available for. School nurses and designated staff to use [Standard and Transmission-Based Precautions](#) . Students who are determined to require exclusion based on current rules and guidelines will be isolated under the following circumstances pending parent pick up:

- Identification of students meeting exclusion criteria based on screening.
- Children identified as having been ill and having a pending test for COVID-19, OR having tested positive for COVID-19, OR having been exposed to someone with COVID-19 symptoms.



## ISOLATION MEASURES

- Immediately separate students who are determined to have symptoms meeting exclusion criteria to the designated isolation area.
- Remain calm and practice measures to maintain student privacy, confidentiality, and dignity to the highest extent feasible.
- Students will be provided with a facial mask (if they can safely wear one).
- Staff should wear a facial mask and gloves and maintain physical distancing.
- Do not leave students unattended.
- If more than one student is in an isolation space, appropriate distance or barriers and privacy must be maintained between students.
- Reinforce appropriate exclusion action with parents (e.g. if student has fever they must remain home until 24 hours symptom free without use of anti-fever medications or 48 hours without vomiting and diarrhea, or/and until released by provider or LPHA)

### Isolation Space

An appropriate isolation space as described in the *Communicable Disease Plan* and consistent with state legislation, should be accessible in each building. The intent is to mitigate the risk of transmission from an ill individual to well individuals.

The isolation space should observe public health guidelines to the extent feasible to ensure each element of infection prevention is followed as per COVID-19 guidance correctly.

CDC guidelines in the chart below should be visited with the following four requirements in mind:

1. Isolation spaced must be separate from routine health room
2. Students must be supervised while in isolation space
3. Staff must have appropriate PPE while in isolation space
4. Appropriate physical distancing, barriers and confidentiality must be maintained in the isolation space.

District isolation spaces will be in private spaces within each school building that will allow for the student to be supervised by an adult who is properly outfitted, while providing the student privacy until they can be picked up from the building.

Isolation Space	CDC Recommendations and Guidelines
Physical distance	Maintain a distance of 6 feet or more between isolated individuals. Establish a non-permeable barrier between isolation spaces, which can be sanitized or removed between isolated individuals, such as plastic sheeting. A barrier should be high and long enough to prevent direct transfer of air between spaces, i.e. 6 feet or more in all directions from isolated individuals.
Cleaning and sanitizing	To limit the risk of exposure to aerosolized particles, plan disinfection after space has been empty 4 hours; or, disinfect while wearing full PPE (medical grade mask, gloves, isolation gown). After dismissal of ill student, close off areas used by a sick person and do not use these areas until after <a href="#">cleaning and disinfecting</a> . Ensure <a href="#">safe and correct use</a> and storage of cleaning and disinfection products, including storing products securely away from children.
Ventilation	Designated isolation space should have adequate ventilation, i.e. exterior windows and/or ventilation fans. Ensure fans do not re-circulate into air supply; vent to exterior or into non-communicating space (wall voids, attic).
Hand hygiene	Care providers should wash hands frequently and thoroughly before and after providing care. Ensure isolation space has ready access to soap and water. Sink at the entryway is preferred. If soap and water is not accessible, use hand sanitizer with 60% or greater alcohol content and wash hands with soap and water as soon as possible.
Face covering or mask; other PPE	Staff tending to symptomatic individuals should wear, at a minimum, a medical-grade face mask. Additional PPE may be needed, such as N-95 mask, gloves, face shield, etc. Any PPE used during care of a symptomatic individual should be properly removed and disposed of prior to exiting the care space, and hands washed after removing PPE.
Student safety and well-being	Consult district nurse for direct care provision. Adjust protocols to age and developmental abilities. Ensure line of sight; keep ill student visible. To reduce fear, anxiety, or shame related to isolation, provide clear explanation of procedures, including use of PPE and handwashing.

# Communication Systems

The district will implement and provide communications for multiple areas including health promotion, communication of policies and restrictions and communication regarding potential exposures or exclusions.

## *School Communication*

### **Signs and Messages**

- Post [signs](#) in highly visible locations (e.g., school entrances, restrooms) that promote [everyday protective measures](#) and describe how to [stop the spread](#) of germs.
- Messages may be included on websites, on school signage near roads, in newsletters and social media.

### **Direct Communication**

- In addition to posting exclusion criteria on webpages, families will be advised on policies related to sick students, potential, home isolation criteria, and student exclusion criteria.
- Families and staff will have communication on logistical changes for arrival and departure, physical distancing, schedule changes, and non-pharmaceutical interventions employed
- Age-appropriate classroom curriculum will be used to encourage positive hygiene behaviors.
- Families will be advised to report if:
  - Their student has symptoms of COVID-19,
  - Their student has had a positive test for COVID-19,
  - Their student was exposed to someone with COVID-19 within the last 14 days.
    - The point of contact, to the best of their ability should attempt to obtain:
      - Date of onset of illness
      - Date of positive test, if applicable
      - Last day of exposure to confirmed case (for case contacts)
      - For students, list of household contacts in the district.
      - Last day present in the school building.
      - Staff should not advise other staff or families of potential exposures.
      - Confidentiality should be strictly observed.

## *Staff Communication*

Staff will be advised to report to school administration if they:

- Have symptoms of COVID-19 or any other communicable disease,
- Have had a positive test for COVID-19 or any other communicable disease,
- Were exposed to someone with COVID-19 or any other communicable disease within the last 14 days.
- Sick staff members or students should not return until they have met [criteria to discontinue home isolation](#).

# Maintaining Healthy Operations

## **Regulatory Awareness**

- Be aware of local or state regulatory agency policies related to group gatherings to determine if events can be held.

## **Visitors and Volunteers**

- Visitors will be required to wash hands or use hand sanitizer upon arrival.
- Visitors will be required to sign and out in at the front office.
- Face coverings are required until March 12, 2022. After that date, face coverings will be optional.
- If a visitor or volunteer is showing signs of illness, they will not be allowed to enter any district building.

## **Gatherings and Field Trips**

- Limit group size as much as possible.
- Limit activities involving external groups or organizations as much as possible.
- Holding events outside should be prioritized.
- Use virtual options as much as possible.

## **Sharing Facilities**

- Encourage any organizations that share or use the school facilities to also follow these considerations.
- Facility use will be in accordance with public health recommendations.