



## **ADDRESSING CONFIRMED CASES OF COVID-19**

We all recognize that the safety of all members of our community is paramount. Our return to school **MUST** be a community effort and takes the partnership of all involved, from our youngest to our oldest learners, all employees, and all parents. If your child feels sick, for the sake of your child and our community, please keep him/her home. It is our responsibility to take care of each other, and if we cannot transition back safely, we will not do it at all.

While we are implementing safety procedures and protocols to support a healthy campus, we also understand that there are circumstances beyond our control. We intend to implement best practices by adhering to noted safety protocols. We anticipate and are prepared for the possibility that our community will experience exposure and/or a confirmed case of COVID-19. In such a case, we will follow the guidelines below as well as the directives from our medical professionals, the health department, and the CDC.

We recognize that the school will need to assess each scenario as it happens and determining exposures may differ between grades as dynamics can be very different. In the event that someone in a specific class (not just division) tests positive for COVID-19, the entire class will be informed even if it is deemed that not all classmates (or faculty and staff) were exposed. To ease some of the testing constraints, the School has partnered with Propath Laboratory to assist with “frictionless” testing by offering rapid testing and results and convenient testing site(s).

Additionally, if a symptomatic household member is being tested for COVID-19 then the student/staff member is expected to stay home until those results return.

Below are answers to some of the most frequently asked questions regarding a possible COVID-19 incident.

### **WHAT CONSTITUTES “EXPOSURE” TO COVID-19?**

According to the CDC, “direct exposure” is based on the “6 feet, 15 minutes, and 48 hours” rule:

- 6 feet: Determine who has worked within 6 feet of the infected person
- 15 minutes: Determine if anyone remained within that proximity of the sick person for 15 minutes or more
- 48 hours: Determine direct exposure for a prolonged time during the 48 hours before the infected employee or student exhibited symptoms

### **WHAT IF A STUDENT DEVELOPS A FEVER ABOVE 100.4°F OR OTHER SYMPTOMS OF COVID-19 WHILE ON CAMPUS?**

In the event a student develops COVID-19 symptoms (fever above 100.4°F, chills, new cough, shortness of breath, new loss of taste/smell), the student will be sent home. To prevent the potential spread of the virus, the student will not be allowed to return to class and will be kept in a designated area of the Health Center until the student is picked up. The parent/guardian will be called and must pick up the student within one hour of notification. The student will remain home until the student is fever free for 72 hours without the assistance of fever-reducing medication.

Before returning to campus after illness, a parent must call the Clinic (Nurse Linda Richardson) 24 hours in advance of the student returning. When contacting the Clinic parents will need to present a note from the child’s doctor to ensure the student meets the current criteria to return to campus safely.

### **IF THERE IS A CONFIRMED CASE IN A DIVISION, WILL ALL THREE DIVISIONS BE REQUIRED TO TRANSITION TO DISTANCE LEARNING TEMPORARILY?**

CDC guidelines define a “direct exposure” to COVID-19 as an exposure to an infected individual that occurred closer than 6 feet for 15 minutes or more.

We will follow the guidelines of the Department of Health and Human Services (DHHS) as well as guidance from our Medical Professional Advisory Council, but each division should be able to operate separately because, depending on the division, we are limiting interactions between divisions, grade levels, and classes. Health experts emphasize the importance of wearing face masks and maintaining appropriate physical distancing to mitigate possible exposure.

All students, faculty, and staff who are considered a direct exposure by the health department guidelines will be required to learn through distance learning instruction for 14 days from their last exposure and maintain physical distance (at least 6 feet) from others at all times. In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

1. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
2. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. at least 10 days have passed since symptoms first appeared.

If students, faculty and staff remain more than 6 feet apart and are effectively wearing face masks, the situation may not be considered a direct exposure.

### **IF THERE IS A CASE IN A DIVISION, WILL THE ENTIRE DIVISION NEED TO TEMPORARILY TRANSITION TO DISTANCE LEARNING?**

We will follow the guidelines of the DHHS, as well as guidance from our Medical Professional Advisory Council. Still, we hope our physical distancing efforts and the use of face masks will allow classes to continue for other students.

All students, faculty, and staff who are considered a direct exposure by the health department guidelines will be required to learn through distance learning instruction for 14 days from their last exposure and maintain physical distance (at least 6 feet) from others at all times. In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

1. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);

2. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. at least 10 days have passed since symptoms first appeared.

If students, faculty, and staff remain more than 6 feet apart and are wearing appropriate face masks, the situation may not be considered a direct exposure.

### **IF THERE IS A CASE IN MY CHILD'S CLASS, WILL THE ENTIRE CLASS NEED TO TRANSITION TO DISTANCE LEARNING TEMPORARILY?**

We will follow the guidelines of the DHHS, as well as guidance from our Medical Professional Advisory Council. Still, we hope our physical distancing efforts and the use of face masks will allow classes to continue for other students.

All students, faculty, and staff who are considered a direct exposure by the health department guidelines will be required to learn through distance learning instruction for 14 days from their last exposure and maintain physical distance (at least 6 feet) from others at all times. In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

1. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
2. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. at least 10 days have passed since symptoms first appeared.

If students, faculty, and staff remain more than 6 feet apart and are wearing appropriate face masks, the situation may not be considered a direct exposure.

### **WHO WILL TEACH MY CHILD'S CLASS IF THE TEACHER IS REQUIRED TO STAY HOME FOR AN EXTENDED PERIOD?**

In the event a faculty member's quarantine is necessary, and he/she can teach remotely, he/she will do so. When a teacher provides instruction by distance learning, we will ensure adequate supervision of students through an in-classroom substitute teacher. If the teacher is unable to provide

instruction, the School will use a pool of our best substitutes to cover classes. Our priority is to minimize outside contact when possible.

## **IF A TEACHER TESTS POSITIVE, DO ALL OF HIS/HER STUDENTS NEED TO STUDY BY DISTANCE LEARNING AND QUARANTINE FOR 14 DAYS?**

All students, faculty, and staff who are considered a direct exposure by the health department guidelines will be required to learn through distance learning instruction for 14 days from their last exposure and maintain physical distance (at least 6 feet) from others at all times. In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

1. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
2. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
3. at least 10 days have passed since symptoms first appeared.

CDC guidelines define a “direct exposure” to COVID-19 as an exposure to an infected individual that occurred closer than 6 feet for 15 minutes or more.

If students, faculty, and staff remain more than 6 feet apart and are wearing appropriate face masks, the situation may not be considered a direct exposure.

## **HOW WILL FAMILIES BE NOTIFIED OF A COVID-19 EXPOSURE?**

If a student or faculty member tests positive for COVID-19, we will follow the exposure notification process outlined by the DHHS. If your child is considered to have a “direct exposure” (as defined by the health department) to a person who tests positive, you will be notified and your child will be required to remain home and, when feeling well enough to do so, study using distance learning for 14 days from their last exposure.

If a student in your child’s division tests positive, you will also be notified even if your child did not have direct exposure to the student. While we

cannot provide specific details or names for privacy reasons, we will try to provide as much information as possible so you can be informed.

Regardless of any known exposure, we ask that you monitor your child for symptoms daily. Students should not attend school in person if they have any symptoms of illness. At any time, you may temporarily choose to have your child(ren) study from home if you would like to do so.

### **WHEN MIGHT SLES REQUIRE EVERY STUDENT TO LEARN BY DISTANCE LEARNING?**

Even while we are implementing safety protocols — including physically distancing at all times, wearing cloth face masks and consistently practicing good hygiene — there remain circumstances beyond our control. We recognize that we are a family school, and we have multiple students with siblings in other grade levels and divisions. Therefore, we anticipate and are prepared for possible outbreaks on campus which may impact our on-campus programming. We will continue using our guiding principles to make informed decisions about on-campus learning. Those guiding principles include:

- Protect the health and safety of students and employees
- Utilize guidelines from the Centers for Disease Control (CDC), the Department of Health and Human Services (DHHS), and our Medical Professional Advisory Council

In the event that SLES receives notification directly from the health department of the need to close the campus or the School believes that it is in our community's best interest to learn remotely, we will transition to distance learning. We will communicate the decision immediately.

In addition, we will continue to monitor and evaluate additional factors of on-campus learning, which include how well we are following established health and wellness protocols, the social and emotional well-being of students and the availability of faculty and staff to be physically present on campus.

### **Safety Protocols Summary**

- All students and employees will wear face masks.

- Hand washing and hand sanitizer will be encouraged throughout the day.
- Hand sanitizer dispensers have been installed at every entrance, inside every classroom and in the common areas.
- Proper hand washing reminders will be posted by the sinks.
- Physical distancing reminders will be posted throughout the school.
- Sextons will frequently clean and disinfect high traffic areas such as restrooms, dining hall, door handles, and handrails.
- Water fountains will be closed. Students should bring their container with water daily. Teachers will help with refilling water bottles as needed.
- There will be no field trips until further notice.
- Campus will be closed to visitors. Only essential individuals will be allowed inside of the building.
- If a student or anyone in their household has been diagnosed with COVID-19, the student will be required to receive distance learning instruction for 14 calendar days. They can not return until at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications); the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least 10 days have passed since symptoms first appeared.
- If a teacher is diagnosed with COVID-19 he/she will need to remain at home for 14 calendar days from his/her last exposure and at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications). The individual must also have an improvement in symptoms (e.g., cough, shortness of breath) and at least 10 days have passed since symptoms first appeared. Students will continue to receive instruction.
- Anyone possibly exposed to COVID-19 must remain home for 14 days.
- Parents will be contacted if their child has been possibly exposed to COVID-19 or if they are showing symptoms of COVID-19. Confidentiality will be maintained. Parents are expected to pick up their child immediately.
- No one may be on campus if they are not feeling well or have any of the COVID-19 symptoms.
- Individuals showing COVID-19 symptoms will be in the Clinic, isolated from others.