

Building Operations Guidelines

Updated 11/16/2020

The purpose of this document is to outline the Chehalis School District's Health Services return to school guidelines and re-opening of campuses amidst the COVID-19 pandemic. These guidelines have been carefully considered to address and promote our community's safety, health, and welfare. These guidelines have been thoughtfully developed with local, state, and national guidance to ensure best practice.

WHAT IS COVID-19?

- Coronaviruses are a type of virus. There are many different kinds, and some cause disease. A newly identified coronavirus, SARS-CoV-2, has caused a worldwide pandemic of respiratory illness, called COVID-19.
 - Transmission of COVID-19
 - You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
 - You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
 - You may also be able to get it by touching a surface or object that has the virus on it and then by touching your mouth, nose, or eyes.
 - Symptoms of COVID-19 per Lewis County Health and Social Services guidance. Symptoms can range from mild (no symptoms) to severe illness.
 - Low risk symptoms include
 - Fatigue
 - Muscle or body aches
 - Headache
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting, or diarrhea
 - High-risk symptoms include
 - Fever or chills (greater than or equal to 100.4)
 - Cough
 - Shortness of breath or difficulty breathing
 - New loss of taste or smell
 - COVID-19 Guidance Definitions:
 - Contagious period: A person diagnosed with COVID-19 is considered contagious from 2 days before their symptoms started until ten days after their symptoms began. If a person does not have symptoms, they are considered contagious from 2 days before they were tested until ten days after they were tested.
 - Exposure: closer than 6 feet for more than 15 minutes in one day (cumulative) during the case's contagious period
 - Fever: 100.4°F
 - Fever reducing meds: medications such as Tylenol, Advil, or other medicines that reduce fever
 - Isolation: Stay home and away from others (including household contacts) for a specific period to avoid spreading illness to others. This is done when someone has COVID-19 S/S or a positive test for COVID-19.
 - Quarantine: Stay home and away from others for the recommended period of time if you are infected and contagious; this is done when someone has been exposed to COVID-19.

Quarantine can turn into isolation if the person develops S/S of COVID-19 or tests positive for COVID-19.

WHEN TO VISIT THE HEALTH ROOM

- Staff must call the health room and notify the health room staff of the reason for sending the student to the health room. Health room staff will provide triage and determine the best course of action for the student.
 - If a student is sent to the health room, the student must stop at the designated location. The health room staff will ask the student what his/her presenting symptoms are and check the student's temperature. All health room staff must have masks, gloves, face shields, and gowns available at all times.
 - If students present with COVID-19 symptoms (see CDC list above), health room staff will follow the procedure for isolation/waiting room in accordance with Lewis County Health and Social Services Exposure Plan and Decision Tree.
 - Health room staff monitoring the isolation room will be responsible for notifying parents, arranging student pick up, and documenting care provided in the isolation room.
 - If a student does not present with COVID-19 symptoms, appropriate care will be provided, and the student may return to class.
- Students must wear cloth face covering while in the health room.
- Students will wash their hands before leaving the health room.
- The area the student was in will be disinfected before another student enters.
- A student may independently ambulate to the office for a variety of individualized needs, so long as **none** of the following symptoms are present:
 - Confusion/"doesn't seem to be themselves"/disorientation
 - Decreased level of consciousness
 - Shortness of Breath/Respiratory Distress
 - Dizziness/Lightheadedness
 - Spinal Cord Injury/Head Injury complaining of neck pain - DO NOT MOVE POSITION
 - Vision impairment
 - Diabetic "Lows" - *response will be individualized based on the individual health plan.*
 - Hemodynamic compromise
 - Individualized triage judgment call of staff or based off reported condition as directed by the school nurse
- Students need to stay in place for the in-person evaluation and/or wheelchair ride to the office if any of the criteria mentioned above are met or per staff best judgment.
 - **Call 911 immediately if there is an emergency. Call the office and request that 911 be activated. Provide the office with the student's name and a summary of what is occurring. Notify the office if the student is having difficulty breathing, bleeding, or unconscious. Do not use personal cell phones to call 911; use building phones.**
- To prevent potential exposure to infectious diseases, promote isolation, and decrease office congestion, please note that students do **NOT** need to present to the Health Room with the following everyday situations: (*this list may be adjusted as needed*)
 - Paper cuts, small abrasions, picked scabs - have them wash hands and apply band-aid if needed.

- Minor headaches and/or fatigue - allow them to get snacks/drink water first. Better after 20 minutes; if not, call the health room.
 - Mild stomach aches and/or nausea - allow to use the restroom, drink water, and have a snack first. Better after 20 minutes; if not, call the health room.
 - Minor bumps and bruises without swelling - ice will be available in a central location. Ice needs to be allowed in classrooms. If there is no improvement after 20 minutes, call the health room.
 - Localized bug bite - if no allergy history and not spread over a large area of skin, apply a cool paper towel to the area to help prevent scratching.
 - Anxiety/Stress/Psychosocial Issues - if not affecting breathing or medical health, try snack, redirection, or please refer to counseling or other applicable services for collaboration.
 - Behavior time outs, rest time
- **Isolation Spaces -- physical room set up**
 - Isolation Rooms are set up at each building -- Lewis County Health and Social Services Decision Tree and Exposure plans will be used to determine if a student needs to be placed in the isolation space.
 - Staff must have visual contact with the student in isolation at all times - either camera or window.
 - Policy for when parents must pick up their children, i.e., 1 hour, max
 - Communication with parents of expectations for emergency contacts, working phone numbers, the best way to contact (text vs. call), a timeline for pick up if a student is ill.
 - **Mobile Nurses Station**
 - Teachers must have access to first aid supplies in their classrooms.
 - Ice allowed in classrooms
 - Ice is kept in a central area, not in the health room. Students do not come to the nurse's office for ice.
 - Breakout areas in each hallway may be used as a mobile nurse station for bandaids, rest, ice, etc.
 - **Daily health screenings -- staff responsible for health screening duties must have access to proper PPE.**
 - Temperature scanning Kiosks are located at the main entrance of each building.
 - Temperature checks are required before entering the building.
 - Daily health attestation is required before entering any school building.
 - Attestations are available on paper and electronically via Qualtrics.
 - It is required to be a parent attestation grades K-5. Students may be asked the screening questions in grades 6-12.
 - Every day, ask staff, parents, guardians, and students (grades 6-12) to review the screening questions and stay home if the answer is yes.

1. Do you have any of the following symptoms that are not caused by another condition? [On the first day after a break or for a new student, please ask about the past three days, 72 hours).

- Fever (100.4°F) or chills
- Cough
- Shortness of breath or difficulty breathing
- Unusual fatigue
- Muscle or body aches

- Headache
- The recent loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

2. Have you been in close contact with anyone with confirmed COVID-19?

3. Have you had a positive COVID-19 test for an active virus in the past ten days?

4. Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID19 infection?

- Health screening with attestation is required daily at building entry for all students, staff, and visitors.

- **Medication Administration**

- Daily medications will be administered outside of the health room on a student-specific case-by-case basis (i.e., staff brings medication to students or students come to the alternate location for medication).

- **Asthma student accommodations**

- CDC recommendations are for any student with an acute asthma attack to be sent home from school.
 - Rescue inhalers may be administered at school before a parent picks up or an ambulance arrives.
 - Rescue inhalers may be used with or without spacers. According to CDC Guidelines, based on limited data, asthma inhalers with or without spacers or facemasks are not considered an aerosol-generating procedure.
 - Proper handwashing must be done after inhaler administration.
 - Nebulizers are HIGHLY discouraged due to being considered an aerosol-generating procedure.
 - If necessary, a student may be allowed to self administer a nebulizer treatment alone in a closed room depending upon age, maturity, and ability to properly use the nebulizer device. Staff may re-enter the room when nebulizer treatment is complete wearing proper PPE to include medical or surgical mask and eye protection. This room must be disinfected after the procedure.
 - If a student cannot self-administer a nebulizer, it is recommended that only the staff member assist the administration and student in the room. The staff member should wear adequate PPE, including a medical or surgical mask and eye protection. This room must be disinfected after the procedure.
- Peak Flow Meters are also discouraged due to being considered an aerosol-generating procedure.

- **Absenteeism**

- Attendance secretaries will document symptoms parents report when excusing absences, specifically COVID-19 related symptoms.
- Notify parents that attendance secretaries will be asking questions regarding symptoms when excusing absences
 - The purpose of this is to advise families when students may return to school following the Lewis County Health and Social Services [Exposure Control Plan](#) and [Decision Tree](#).

- **Returning to school after having signs and symptoms of COVID-19 -- guidance is based on low risk vs. high-risk symptoms (see symptom list above)**
 - For one low-risk symptom (see symptom list above) student or staff member must be sent home and may return to school 24 hours after symptom resolution (without fever-reducing medications)
 - If two or more low-risk symptoms OR 1 high-risk symptom (see list above) student or staff member must be sent home and recommend a medical evaluation
 - If a healthcare provider confirms an alternative diagnosis for symptoms, a student or staff member may return to school after 24 hours without fever and symptoms improving (without fever-reducing medications). A healthcare provider's note must be on file, and no COVID-19 test is needed
 - If negative COVID-19 test result, return to school after 24 hours without fever and symptoms improving (without the use of fever-reducing medications)
 - If no provider visits or tests, a student or staff member may return to School 10 days after symptoms began AND fever free for 24 hours without fever-reducing medications.

- **Returning to school after + COVID-19 test**
 - Asymptomatic positive COVID-19 test
 - Send home student or staff member, including siblings and household contacts
 - The student or staff member must isolate until ten days after the positive COVID-19 test result AND fever free for 24 hours without fever-reducing medications, AND symptoms have improved.
 - Siblings and household contacts would follow the guidance below for exposure to positive COVID-19 with their quarantine starting when the positive case is released from isolation.
 - Investigate for close contact exposures with assistance from Lewis County Health and Social Services.
 - Symptomatic positive COVID-19 test
 - Send home student or staff member, including siblings and household contacts
 - The student or staff member must isolate until ten days after symptoms began AND fever-free without fever-reducing medications AND symptoms have improved.
 - Siblings and household contacts would follow the guidance below for exposure to positive COVID-19 with their quarantine starting when the positive case is released from isolation.
 - Investigate for close contact exposures with assistance from Lewis County Health and Social Services.

- **Returning to school after exposure to + COVID-19**
 - Send home students or staff members.
 - The student or staff member must quarantine for 14 days from the last day of exposure.
 - Daily symptoms monitoring with assistance from Lewis County Health and Social Services
 - If no symptoms develop, the student may return at the end of 14 days after the last exposure.
 - If symptoms develop, recommend medical evaluation, and follow the guidance above for signs and symptoms of COVID-19.

- If no provider visits or test, return to School 14 days from the last day of exposure AND fever free for 24 hours without fever-reducing medications AND symptoms have improved.
- Contact school for exposure investigation. The school will work closely with Lewis County Health and Social Services.

Reason for 10-day vs. 14-day quarantine

- Fourteen days for COVID-19 exposure because that is the length of time for symptom onset.
- Ten-day since symptoms onset for a positive COVID-19 case because that is the length of time for viral shed

- **Cloth Face Coverings**

- All students, volunteers, or guests must wear cloth face coverings or acceptable alternatives at school when indoors. Schools will provide face coverings for staff and students if they do not have their own.
- For staff, cloth facial coverings must be worn by every individual (except as described below) not working alone at the location unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance.
- Cloth face coverings should not be worn by:
 - Those with a disability that prevents them from comfortably wearing or removing a face covering.
 - Those with certain respiratory conditions or trouble breathing.
 - Those who are deaf or hard of hearing, and those who provide instruction to such people, use facial and mouth movements as part of communication.
 - Those advised by a medical, legal, or behavioral health professional that wearing a face-covering may pose a risk to that person.
- When a cloth face covering cannot be worn in rare circumstances, students and staff may use a clear face covering or a face shield with a drape as an alternative to a cloth face covering. If used, face shields should extend below the chin, to the ears, and have no gap at the forehead.
- Students may remove cloth face coverings to eat and drink and when they can be physically distanced outside.
- If students need a "mask break," take them outside or to a large, well-ventilated area where there is sufficient space to ensure more than 6 feet of physical distance between people.
 - District Nurse recommends keeping these breaks to less than 15 minutes in duration.
- Even when cloth face coverings are worn, physical distancing measures must continue.

- **Physical Distancing**

- Practice physical distancing of six feet within each group or classroom of students as much as possible.
- Create space between students and reduce the amount of time they are close to each other.
- Maintaining six feet of distance is most important when students or staff will be engaged in something for more than a few minutes, like during class, reading or quiet time, or eating lunch.
 - There may be brief moments, such as passing by others in the hallway or during play at recess, when students are less than feet apart from each other.
- Rearrange student desks or workstations to provide six feet of distance between students.

- Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused by virus-containing droplets (e.g., from talking, coughing, sneezing).
 - See building-specific plans for specifics on how physical distancing will be practiced in each building.
- **Reducing Transmission: Cohorting/Grouping student**
 - **Group students with dedicated staff who remain together throughout the day, at recess and lunchtime, and remain consistent from day to day.**
 - Groups should not be combined (e.g., lunch or recess)
- **Security/Safety**
 - **Due to staff and students wearing cloth face coverings, visible photo ID must be worn and easy to see at all times.**
 - Visitors - LIMIT NON ESSENTIAL VISITORS
 - Sign in and out must be accurate for contact tracing if needed. Need to know exactly what rooms and what times those visitors were in our buildings for contact tracing if needed
 - COVID screening upon building entry
 - Paper attestation or verbal attestation
 - Temperature screening
- **COVID-19 outbreaks in school**
- Classroom Closure Trigger
 - Two or more COVID-19 cases among students or staff within 14 days, who are epidemiologically linked, do not share a household and did not have significant contact outside of school grounds
- School Closure Triggers
 - Larger schools: if more than 10% of classrooms are closed
 - If there is a rapid increase in cases
 - If there are two or more generations of transmission
 - If there is not enough staff for the school to function