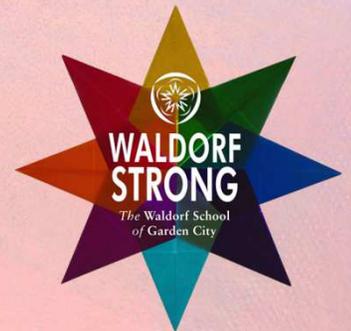




COVID 19

WHAT TO DO WHEN THERE IS A
POSITIVE CASE OF COVID-19



Objectives:

- Review policies and procedures
- Evaluate communication procedures and identify gaps
- Identify resources needed vs. available
- Identify training needs
- Identify improvements and create an action plan to address those needs

Scenario and Initial Steps

Let's start with the first few minutes of the day...

It is the start of the school day and students are being greeted by teachers in their classrooms.

- The second grade teacher, notices a student is coughing and asks, "How do you feel today?"
- The student answers, "I don't feel very well."
- The teacher then asks, "Does your throat hurt? Do you feel chilly? Have you had trouble breathing?"
- The student answers yes to all or any of these questions...

Your Scenario

Initial Questions:

The Teacher & the Classroom

- What are the teacher's immediate steps relative to the sick student?
- What are the teacher's immediate steps relative to contamination and disinfection?
 - Who should the teacher contact first

Take the student's temperature.

Contact the Nurse & COVID-19 Safety Coordinator immediately via cell. The front desk can assist. Student should be seated in the hall on a bench for the Nurse to escort to isolation.

Next Steps: The Nurse and Isolation

- What are the initial actions of the school nurse?
- Is there a location on campus designated to isolating individuals?
- Who does the nurse contact next?

OTHER IMMEDIATE CONSIDERATIONS...

- **Does the student have any siblings or relatives at school?**

Parent volunteers, cousins, etc.

- **How did the student travel to school today?**

Is this the same everyday? For the last 14 days?

- **What area of school did this child pass through (and possibly touch) on the way to the classroom?**

Hallways, restroom, cell phones, etc.

- **Has the student been wearing a mask at all times?**

***The School
Leadership Team is
now up-to-speed and
communication
measure must begin.***



Next Steps:

School safety coordinator/school leaders/communications

- Internal and external communications with templates in place for a quick turnaround

Who must be notified and how?

1. Parents

Must be notified immediately. Call and call again until a parent or guardian is reached and the student(s) can be picked up from school.

2. Faculty and Staff

Immediately alert all faculty and staff who may have had contact with the student, and if there are specific actions they need to take (isolation, etc.) Let other staff members know in an email or other such notification.

3. Operations Team

In-person briefing to the team that will clean and disinfect all possibly affected areas. Discuss the cleaning plan and all needed supplies.

4. School Community

Prepare statement templates for the school community and send it out as soon as possible to avoid rumors and misinformation.

5. Health Official

Contact the Nassau Department of Health as soon there is a potential exposure identified and/or positive case. Cooperate with officials as necessary.

***Physical space
consideration must
now take place,
what are the next
steps in the
process?***



Next Steps:

Emergency Response Team

- How will the student's contacts be traced?
- Will there be a need to cancel school? Today? For how long?
- If it is not possible to bring students back on campus for more than 1 week what contingency plans are in place to continue operating?

Next Steps: *Operations/Cleaning Team*

- How will possibly contaminated areas be closed off?
- What else should be done in these areas to help speed decontamination?
- When will cleaning begin?
- What products will be used in the cleaning process?
- Who is responsible for replacing/restocking supplies?
- When can areas be reopened for use?

Further Considerations

- Does the family involved have students that attend other schools? Afterschool programs? Tutoring?
- What can we do to ensure the continued safety, well being, and comfort of students and families?
- How do we determine if external resources are needed?
 - Do we have resources to call upon?

Questions ?

Thank you for all that you do!

