



COVID Protocol for Staff and Students

February 2022

Scenario #1: Vaccinated Person EXPOSED to COVID-19 AT SCHOOL

1. School Leader sends an e-mail to persons in close contact to alert them of a confirmed case.
2. School Leader does not notify the larger school community.
3. School Leader provides persons with home kits to individuals of a positive case within the classroom.
4. If a person is **asymptomatic** (no symptoms) and did not share a classroom with the positive individual:
 - No actions.
5. If a person is **asymptomatic** (no symptoms) and shared a classroom with the positive individual:
 - The person must begin the “Test to Stay (TTS) Protocol.”
 - Test on Days 0 and 5 before the start of the school day.
 - DOO will contact the person/family daily to maintain a record.
 - If TTS results are:
 - **Negative: Staff member or student continues duties as usual.**
 - **Positive: Follow “Vaccinated Person Tests COVID Positive”**
6. If a person **has symptoms and shares a classroom with the positive individual**:
 - The person must begin the “Test to Stay (TTS) Protocol.”
 - Test on Days 0 and 5 before the start of the school day.
 - DOO will contact the person/family daily to maintain a record.
 - If TTS results are:
 - **Negative: Staff member or student continues duties as usual.**
 - **Positive: Follow “Vaccinated Person Tests COVID Positive”**

Scenario #2: Unvaccinated Person EXPOSED to COVID-19 AT SCHOOL

1. School Leader sends an e-mail to persons in close contact to alert them of a confirmed case.
2. School Leader does not notify the larger school community.
3. School Leader provides persons with home kits to individuals of a positive case within the classroom.
4. If person **asymptomatic** (no symptoms):
 - The person must begin the “Test to Stay (TTS) Protocol.”
 - Test on Days 0 and 5 before the start of the school day.
 - DOO will contact the person/family daily to maintain a record.
 - If TTS results are:
 - **Negative: Staff member or student continues duties as usual.**
 - **Positive: Follow “Unvaccinated Person Tests COVID Positive”**
5. If a person **has symptoms**:
 - A person must begin the “Test to Stay (TTS) Protocol.”
 - Test on Days 0 and 5 before the start of the school day.
 - DOO will contact the person/family daily to maintain a record.
 - If TTS results are:
 - **Negative: Staff member or student continues duties as usual.**
 - **Positive: Follow “Unvaccinated Person Tests COVID Positive”**

Scenario #3: Vaccinated Person TESTS POSITIVE for COVID

1. The staff member or student alerts HOS of positive results and provides a positive PCR test.
2. School Leader sends an e-mail to persons in close contact to alert them of a confirmed case.

3. HOS sends the communication to the IHP community to alert them of a positive case.
4. By Close of Business, DOO reports confirmed the COVID case to DOHMH hotlines at (866)692-3641.
5. **The staff member or student must isolate for 5 calendar days, regardless of symptoms.**
 - a. HOS sends the communication to relevant families (within the classroom) re: student exposure to an individual tested positive.
 - i. **Transition to Remote Instruction:** Full classroom transitions to remote instruction for *at least* 5 instructional days. Asymptomatic teacher/students are responsible for leading/participating in remote instruction. The decision to extend in-person instruction will be rendered by HOS based on symptoms and COVID-status of teacher and students.
 - ii. **Return to School:** Teachers and students return to school after 5 calendar days isolation, providing they have no symptoms/other symptoms are improving, **and** 24 hours with no fever without fever reduction medication.
 1. **If symptoms persist, an individual must isolate for an additional 5 calendar days.**
 2. **All students/staff in the classroom must wear a KN95 mask for 5 calendar days.**
 3. **No negative test is required to return to school.**

Scenario #4: Unvaccinated Person TESTS POSITIVE FOR COVID

1. The staff member or student alerts HOS of positive results and provides a positive PCR test.
2. School Leader sends an e-mail to persons in close contact to alert them of a confirmed case.
3. HOS sends the communication to the IHP community to alert them of a positive case.
4. By Close of Business, DOO reports confirmed the COVID case to DOHMH hotlines at (866)692-3641.
5. **The staff member or student must isolate for 5 calendar days, regardless of symptoms.**
 - a. **Return to School:** Teachers and students return to school after 5 calendar days isolation, providing they have no symptoms/other symptoms are improving, **and** 24 hours with no fever without fever reduction medication.
 - i. **If symptoms persist, the individual must isolate for an additional 5 calendar days.**
 - ii. All students/staff in the classroom must wear KN95 masks for 5 calendar days.
 - iii. No negative test is required to return to school.

Scenario #5: Person Experiencing Sickness

1. The staff member or student alerts HOS of sickness and symptoms.
2. The person should get COVID tested
 - a. (2) at-home tests should be administered 24 hours apart, or (1) rapid test, or (1) PCR test.
 - b. **Return to School:**
 - i. (2) at-home tests are negative **and** symptom-free/improved with no fever, or
 - ii. Negative PCR or Rapid test, **and** symptom-free/improved with no fever
 - iii. **If positive, Follow "Unvaccinated Person Tests COVID Positive."**

Additional Notes

- If an individual has recovered from COVID-19 within the past 90 days, they are not required to test **unless** they are symptomatic
- Test kits cannot be used/administered within the building