

# Health Screening, Containment, Cleaning/Disinfecting and Ventilation

Saints John and Paul School

August 2020

Presentation #5

# Monitoring

- If we all work together as a school community we can minimize the exposure to our students and staff. We ask parents to absolutely keep their child home if they are sick in any way. COVID-19 symptoms can be mild and we cannot risk exposing our students and staff to the virus. If your child shows any symptoms, we ask that you take them to your doctor to be assessed. It is better to be cautious during these uncertain times.

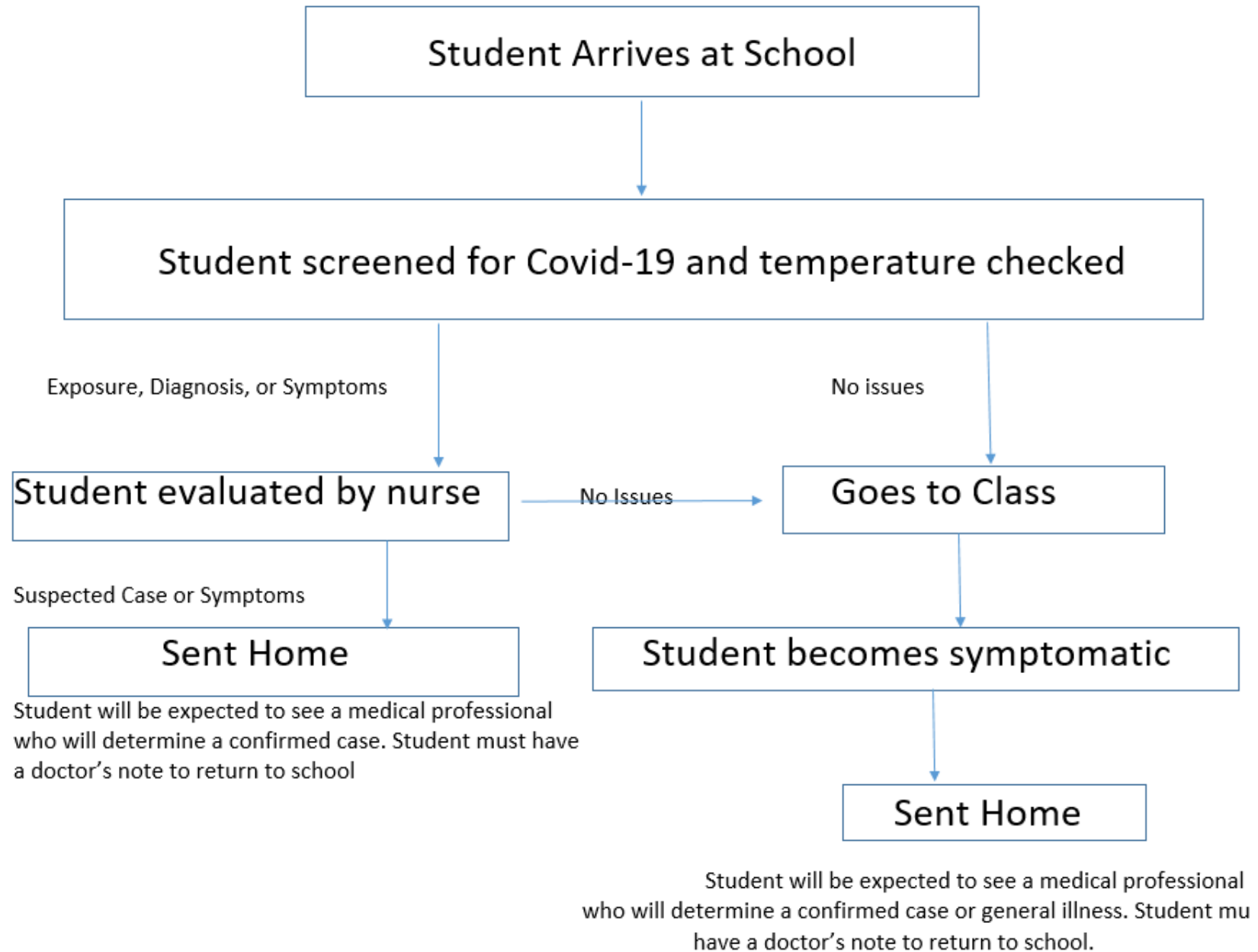
[Symptoms of the Coronavirus](#)

# Screening Questionnaire

Screening questionnaires are required for staff, contractors, vendors, and visitors. The screening questionnaire determines whether the individual has:

- knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19;
  - tested positive through a diagnostic test for COVID-19 in the past 14 days;
  - has experienced any symptoms of COVID-19, including a temperature of greater than 100.0° F in the past 14 days; and /or
  - Has traveled internationally or from a state with widespread community transmission of COVID-19 per the [New York State Travel Advisory](#) in the past 14 days.
- All parents must fill out the screening questionnaire (google form) for their child prior to school starting. This google form will be sent home the week of August 30<sup>th</sup>. Your child will not be allowed to enter the school unless this form is completed.
  - The screening questionnaire (google form) will be sent out randomly throughout the school year by grade level to regularly assess risk.
  - After each holiday the screening questionnaire google form will be required as well.

# Flow Chart for Students



# Screening for Bus Students and Walkers

- All parents will need to screen students at home everyday before getting on the bus or arriving at school (walkers).
- Screening questions include but not limited to:
  - Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea

## Screening for Bus Students and Walkers Continued

- A google form will be sent out to all parents to determine which child will be on a bus or a walker (not accompanied by an adult).
- A form will be sent out to these families. The screening form must be signed and submitted to the school prior to school starting.
- Parents must look for the following symptoms found on the following CDC link [Symptoms of the Coronavirus](#) everyday before students leave their home.
- Bus / walkers will be temperature checked before entering the building. If they have a temperature the child will be taken to the Isolation Room in the Rectory Meeting Room and assessed by the nurse and will be asked to be picked up immediately. They will not be allowed in the building.
- Bus / Walkers especially need to be screened at home by their parents before arriving at school.

# Temperature Checks

- Students are required to have a daily temperature check. Temperature checks will be performed prior to students entering the building at the location that will be designated for your child to enter.
- Parents will have an opportunity to “kiss and drop” either by car or parking off campus and walking to the designated area with their child. This procedure is to ensure that a child is not dropped off sick.
  - If you are by car all individuals in the car must have a mask for the protection of our staff members.
  - While waiting for your temperature check as a walker, students and parents must always maintain 6’ distance and wear a mask.
  - If a child has a temperature of 100.0 °F or greater the child will not be able to attend school that day. They must be seen by a medical professional and will not be allowed back to school without a medical note from their doctor.
- Signage will be at each entrance location at drop off [COVID19 Symptoms](#), it will also include additional symptoms that have been added.

# Kiss and Drop Screening

- Students who are being dropped off by their parents, the following will be asked each day but not limited to:
  - Fever or chills
  - Cough
  - Shortness of breath or difficulty breathing
  - Fatigue
  - Muscle or body aches
  - Headache
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
- See next slide for drop off locations for your child.





# Drop Off Continued

- **Note:**

- Pre-K drop Off is at 8:30 am
- Kindergarten – 8<sup>th</sup> grade is at 8:05 am – 8:20 am

**Drop off can be kiss and drop or walkers will enter at the following locations:**

- Enter on Heather Lane to:**

- Church Door Entrance by the school to drop off students for:
  - Pre-K
  - Kindergarten

- If only dropping off Kindergarteners or Pre-K students you may exit Heather Lane.**

- If you need to continue to drop off other children continue to:**

- Main Entrance –
  - Grade 1
  - Ms. Aiello Class Grade 3
- Gym Side Doors –
  - Grade 5
  - Grade 6

- If you are done dropping off you may exit Cooper Lane**

- If you have additional children to drop off continue to Weaver Street Ramp.**

# Drop Off Continued

- ❑ **Weaver Street Ramp- you may enter if you only have the following grades:**
  - Middle School Door
    - Grade 7
    - Grade 8
  - Science Lab Door
    - Buses
    - Grade 2
  - Side door near the Church Steps–
    - Ms. Bencivenga Grade 3 Class
    - Grade 4
- ❑ **You will not be able to make a right onto Heather Lane from the Weaver Street Ramp.**

# Testing Protocols

- Anyone who has a temperature of 100° F or greater or a positive response on the screening questionnaire will not be allowed to enter Saints John and Paul School.
- If symptoms develop throughout the day students or staff will be assessed by the school nurse and will be isolated from others and sent home immediately.
  - Students will be placed in the isolation areas (Nursie's Cubby or Guardian Angel Room or Rectory Meeting Room) while awaiting transport home.
  - Parents must pick up their children immediately.
  - Parents will ring the doorbell by the School/Church door entrance and the nurse will bring the child to the door for the guardian.
  - Such persons must go to a healthcare provider (their own provider or [find a test site](#) ).
  - They must have a note from their medical professional in order to return back to school.
  - If a child is positive two negative tests may be required if your medical professional deems it necessary or the Department of Health.

**Parents must notify the school of a positive test result**

# Absenteeism

- Saints John and Paul School will be monitoring absenteeism as well as symptoms or types of illness among students and staff to guide-decision making and next steps.
- Parents should not assume if a child is sent home that the child has COVID-19. Children will be sent home for very mild symptoms as precautionary. Students must be seen by a HCP (Health Care Provider) and return with a doctors note.
- Please remember that if you keep your child home out of precaution and they complete the school day(s) remotely until being allowed back in the building, this will **not** count as absence.
- All quarantine orders issued by the federal, state, and local governments directives must be followed by students, faculty, and staff.

# Archdiocese Guidance

- Archdiocese Guidance is subject to change based on CDC, New York DOH and WDOH.
- Procedures for Cases of COVID-19
  - School leaders are to notify the regional superintendent, Dr. Noelle Beale, with relevant details, in writing, so that she may notify the Office of Superintendent of Schools who will create the appropriate public health notifications for the local government agency and provide guidance on next steps.
  - School leaders will then be provided with the approved e-mail communication to distribute to the school community from the Office of the Superintendent of schools. No identifying information will be used in the communication regarding the individual who **may** be symptomatic.
  - School leaders must then distribute this notification to school staff members and families once approved by the regional superintendent, Dr. Noelle Beale.
  - School leaders will follow all health department directives on school closures, because of COVID-19, and on facilities, which are provided by the health and Safety Task Force of the Office of the Superintendent of Schools.
  - School leaders will coordinate with appropriate vendors if needed from the Office of the Superintendent of Schools for disinfection procedures and timelines according to CDC guidance. [Cleaning and Disinfecting your Facility](#)
  - Individuals who are COVID-19 positive may only return after providing note of medical clearance. [CDC Interim Consideration for K-12 School Administrators for SARS-CoV-2 Testing](#)
  - Saints John and Paul School will take extreme and exhausting measures to protect the identity of the individuals. This is a critical violation of a person's civil rights. Parents can not assume a student who may be sent home is infected. There are multiple reasons that children or staff members are sent home. We ask for your patience and understanding during these difficult times of respect for others.

# Return to School Negative Test

- All students who are sent home with symptoms can only be diagnosed by a medical doctor. Your medical doctor will determine what course of action that will be taken in order to diagnose your symptoms.
- In order to return to school one must have:
  - Signed Note Required from a Health Care Professional to return to classes.
    - You also must feel well for 72 hours, with no fever
    - or
    - Guidance based on alternate clear diagnosis (examples asthma, pertussis, varicella, strep etc..)

# Return to School Positive Test

The Department of Health will make the appropriate determination at the time of infection. With coordination with the Archdiocese medical team, Saints John and Paul School and WDOH parents will be notified of quarantine period.

- The current guidelines for WDOH are but are subject to change:
  - 72 hours without fever and improvement in symptoms and 10 days since symptoms first appeared
  - Siblings with no symptoms must be quarantined for 14 days and can not return to school.



# Visitors

- There will be no visitors in the building. If parents need to meet with a faculty member or an administrator, will be via Zoom or if there must be an in-person meeting, the meeting will take place in one of our other areas on campus not in the school building. This will lower exposure for our students and staff. All visitors meeting with Saints John and Paul employees must go through the screening mentioned above.
- All deliveries will be left outside and our facility employees will bring any deliveries into the building.

# Containment Policy and procedures for sick child or staff member

- To ensure safety and best practice, Saints John and Paul School will have a designated area for containment called “Nursie’s Cubby” as well as a “Guardian Angel” room (isolation room) where students and staff with COVID-19 symptoms are to be placed while they wait for pick-up and safe exit from the building.
- Guardian Angel Room will be the Rectory Meeting Room – this area is for students in the morning coming off the bus and/or walkers with out parents who may be showing symptoms and/or have a fever of 100.0° F or greater . They will not be allowed in the building.
- Each Isolation room, when in use, will be occupied by a school staff member wearing full PPE, with external ventilation increased within the area of isolation so as to encourage air flow (windows opened, non-mechanical ventilation disabled.)

# Cleaning of Infected areas

- Cleaning and disinfecting your building or facility if someone is sick
  - Close off areas used by the person who is sick.
  - Open outside doors and windows to increase air circulation in the area.
  - Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
  - Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas
- Once area has been appropriately disinfected, it can be opened for use.
- If more than 7 days since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
  - Continue routine cleaning and disinfection. This includes everyday practices that SJP normally uses to maintain a healthy environment.

*SJP will monitor staff and students throughout the day for signs of illness.*

Symptoms potentially include the following updated list from [Symptoms of Coronavirus CDC Guidelines](#). List below may change:

- Fever of 100.0 degrees Fahrenheit or higher
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

# Exhibiting Symptoms

*Children or staff members exhibiting the symptoms listed by [Symptoms of Coronavirus CDC Guidelines](#) must be sent home according to the protocol established below and according to the best judgment and discretion of the designated individual in charge of monitoring symptoms.*

- Students who are identified must be immediately moved to the isolation room, where they must wear a face covering until they are picked up, as soon as possible, by an authorized person. The parent must be notified, and the safe pickup must be arranged.
- Staff will be discreetly asked to leave the building immediately and to report their symptoms to a medical professional.
- School leaders and maintenance personnel will be required to close off and restrict the areas accessed by the sick individuals or any individual exhibiting symptoms.
- The isolation room, or any room or area occupied by sick, symptomatic individuals, will not be reopened or utilized until cleaning and disinfection has taken place in an acceptable and prescribed manner following CDC prescribed guidelines [Disinfecting Building](#)

# Cleaning and disinfecting

- The COVID-19 pandemic has necessitated continuous attention to the cleaning, disinfecting, and sanitizing of school facilities and materials.
- With the aforementioned consideration in mind, the expectations and clear directives should be to clean and disinfect frequently touched surfaces daily, as practicable, regularly throughout the day by trained custodial staff. Frequently touched surfaces include, but are not limited to, the following:
  - Door handles and doorknobs
  - Light switches
  - Sink faucet handles
  - Bathroom surfaces
  - Countertops and tables
  - Desks
  - Chairs
  - Computers, Chromebooks and laptops
  - Toys
  - Phones

# Regular Cleaning Continued

- Saints John and Paul School will follow CDC [Reopening Guidance for Cleaning and Disinfection](#) to determine what level of cleaning and /or disinfection is necessary. The framework is based on the following:
- Normal routine cleaning with soap and water will decrease how much of the virus is on the surfaces and objects, which reduces the risk of exposure;
- Frequent disinfection of surfaces and objects touched by multiple people is important.
- Saints John and Paul will keep track of cleaning and disinfection frequency for our facility.

# Regular Cleaning Continued

Custodial staff with the responsibility of cleaning and disinfecting Saints John and Paul School, will be equipped with the proper protective equipment, including but not limited to: gloves, eye-protective gear, respiratory protection gear, and other appropriate protective equipment. Custodial staff must also ensure all industrial cleaning products are kept out of the reach of children at all times and that such products are stored in a space with restricted locked access.

Note: all products are approved by the US Environmental Protection Agency (EPA) and NYS Department of Conservation (DEC). Alternatives may be used if not available.



# Ventilation

- When cleaning, appropriate ventilation must occur before children arrive. Thorough cleaning and sanitization should be completed when children are not present.
- Windows should be opened as frequently as possible, weather permitting, even when the space is occupied by the students, to allow maximum ventilation. Classroom doors should remain open as well to increase ventilation in the room.
- Central HVAC units that are used will be equipped with air filters with a targeted rating of at least MERV 13 and should be replaced regularly to ensure proper operation.
- In terms of the air conditioner window units or ductless systems, Saints John and Paul will only use the fresh air setting. Even if the air conditioner is being used, the windows and doors will remain open to increase cross ventilation.