



ST. MICHAEL CATHOLIC SCHOOL

# Safer Stronger Together

RETURN TO CAMPUS 2020-2021





# FROM THE PRINCIPAL'S DESK

Dear Parents,

We continue to pray for you all in these extraordinary times, and we look forward to the returning to campus next month. Attached is our school's plan. We believe the faith growth, social interaction and synchronous learning that happens when our students are together is essential. This plan allows us to open our school to all St. Michael students, while continuing to build ways of keeping those who choose or need to be home connected in a real and meaningful way.

As the Diocese of Charlotte stated, the mission and needs of Catholic schools do differ from our public school brothers and sisters. We will review and seek to adhere as closely as possible to guidance provided from the North Carolina Department of Education for public schools, but we look to these as recommendations. (For example, our school populations are relatively small, so adherence to social distancing measures is easier for some of our schools.) Please be assured that we will open in a manner that is most conducive to the particular needs of our school communities within the parameters of public health standards set forth by the CDC and state and local health officials.

We at St. Michael are committed to the following priorities in our plan:

- Safe Schools – Providing school environments conducive to learning that take into account appropriate social distancing, use of PPE, best practices in sanitation, the emotional needs of our students and families, and continued education in good hygiene.
- Academic Excellence in Schools - Keeping our school physically open as much as possible because this supports our parents, provides consistent schedules, maximizes the highest quality instruction, and delivers a program that ensures holistic progress for our students.
- Mission-Connected Schools - Providing tangible expressions of the Catholic faith to our students that advance our mission of preserving school traditions and charisma in physical and remote environments, ensuring liturgical celebrations and strong connections to the faith community, and advancing our emphasis on integrating our Catholic faith in all aspects of school life.

You are the primary educators of your children, and we at St. Michael value your collaboration and the trust you place in us. We will continue to deliver an unmatched education where our priority is placed on the interactions between students, their faculty, and each other, and the continued spiritual growth of every member of our school family.



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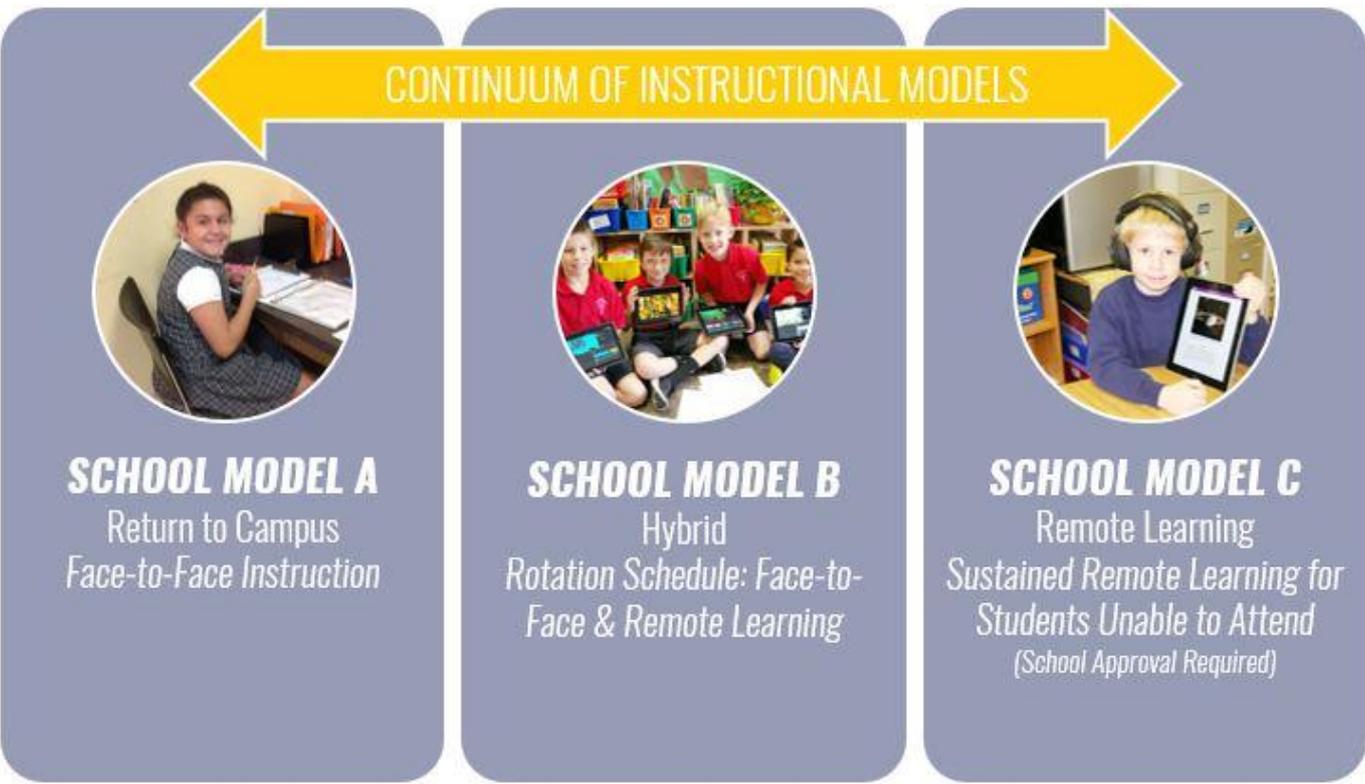
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# I. CONTINUUM OF INSTRUCTION

Any decision to shift instruction throughout the year is made after consultation with the Chancery and in light of the mandates by the Governor of North Carolina. The variability of the school year ahead requires that we be effectively prepared for changes to the instructional environment. The models of instruction include our optimal preference of face-to-face instruction. This level will incorporate reasonable social distancing, face coverings, and hand cleaning measures to reduce health risk. The hybrid model pairs face-to-face and remote learning instruction to increase social distance measures. The final model of instruction through remote learning provides safety from home. The continuum of instructional models are designed to be responsive to changes in health protocols as determined by the diocese, state, and local health officials.





## II. MODEL A: FACE-TO-FACE INSTRUCTION

St. Michael Catholic School students thrive in our enriching faith-filled classrooms. Research has shown the importance of face-to-face instruction for the development of the whole child. We will continue to prepare with the guidelines below, a safe and conducive learning environment for our students with minimal social distancing.

### SCHOOL DAY PROTOCOLS

- **Drop-Off:** Upon arrival to campus, students and staff will be administered the CDC checklist and receive a temperature check prior to entrance into the school building. Students and staff will sanitize their hands, enter the school and report immediately to their classrooms. Face coverings should be worn when students and staff enter the building and as they move through the common areas.
  - Our staff will wear gloves and face coverings during the drop-off assessment.
- **Pick-Up:** Classrooms will remain separate, in their homerooms during pick-up. Face coverings should be worn by teachers at pick-up and when students leave their classrooms and walk through the hallways.
- **Before Care:** Students may be dropped off as early as 6:30 for Before School Care. Park and walk your child to the building entering through the PreK entrance at the bottom of the building. Upon arrival to campus, students and staff will be administered the CDC checklist and receive a temperature check prior to entrance into the school building. Students and staff will sanitize their hands, enter the school and report immediately to Before School Care. Face coverings should be worn when students and staff enter the building and as they move through the common areas.
  - Our students will be supervised in a space where CDC and social distancing requirements can be met, where the areas used for Before School Care are clearly marked, and where students only have the use of personal materials and supplies. All spaces will be thoroughly cleaned before and after activities.
- **After Care:** Students and staff will sanitize their hands upon entering the After School Care space.
  - Our students will be supervised in a space where CDC and social distancing requirements can be met, where the areas used for After School Care are clearly marked, and where students only have the use of personal materials and supplies. All spaces will be thoroughly cleaned before and after activities.



# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Clubs/Tutoring:** Students and staff will observe CDC and State requirements during one on one and small group tutoring.
- **Classrooms/Homerooms:** We've prepared our classrooms as directed by the CDC and State requirements for appropriate social distance seating. Upon arrival to the classroom each morning, students and teachers will wash their hands and students will store personal use items for all subject areas in separate cubbies, crates, bags, etc. Students and teachers will wash their hands at key points of the day (i.e. before and after lunch and snack) and use hand sanitizer under supervision where appropriate throughout the day.
  - Each classroom is equipped with an ample supply of hand sanitizer, soap, and paper towels and each student needs a personal supply of all items for classes and personal hygiene - face covering and tissues (see supply list).
  - A schedule is in place to perform frequent cleaning throughout the day of high touch surfaces and allows time for cleaning and disinfecting between activities/classes.
  - Visitors are not allowed in the classroom as we are limiting those in and out of the classroom to essential personnel.
  - For middle and high school all surfaces in classrooms and instructional areas are thoroughly cleaned between class periods.
- **Specials/Transitions:** As students and staff transition from classroom to classroom throughout the day, they will be mindful of adhering to normal traffic patterns. After students and staff depart the classroom, the room will be cleaned and disinfected before the arrival of another class.
- **Water:** Schools are required to offer a safe means for student access to water. We will have three water filling stations located in our school attached to the water fountains for student and staff use. The mouth pieces on the water fountains will not be used.
- **Bathrooms:** All students and teachers will receive training on proper hand washing upon the start of the school year. Bathrooms will be marked for appropriate social distancing, the number of students in the bathroom at the same time will be limited, and high touch surfaces will be cleaned frequently.



# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Front Office:** Visitors, parents, or volunteers may not enter the school except through the front office. Please call the front office if you are dropping off or picking up your student outside of normal drop-off and pick-up hours. A face covering is required to enter the front office area if you do need to enter the building.
- **Other Common Areas:** If common areas of the school are used for class or gatherings, social distancing will be adhered to and the area sanitized between uses. There will be no school assemblies.
- **Cafeteria:** Students may use the cafeteria when safe social distancing is possible between each person and will be cleaned between each use. Hot lunch service will meet all health and safety guidelines.
- **Snack:** During daily snack time, all students will bring their individual snack from home. If there is a situation in which the school provides a snack, it will be individual and pre-packaged.
- **Lunch:** SMCS will continue to provide hot lunch service for our students. Establishments providing the hot lunches and our school will comply with COVID-19 safe food handling, preparation, and distribution as determined by the CDC and DHHS guidelines. No outside shared treats will be allowed.
- **Recess:** This school year our recess schedule was created to allow for proper social distancing between students and prevents the mixing of classes. A schedule is in place for frequent cleaning of swings and structural equipment. Individual items such as hula hoops and jump ropes will only be used by one student at recess and then disinfected.
  - Teachers and staff will monitor games and activities to make sure that students adhere to social distancing guidelines and will prevent student gatherings and/or games that require physical contact. Students will not share items such as balls or frisbees.
  - If indoor recess is required, face coverings will be worn **by required grades when social distancing can't be maintained.**
- **PE:** PE will be held outdoors whenever possible and will include individualized activities such as jump rope, agility activities, personal fitness, etc. Students will not share equipment or participate in activities that require physical contact between individuals and social distancing will be enforced.
  - A schedule is in place for frequent cleaning of any individual use equipment used in PE class.
  - If indoor PE is required, face coverings will be worn **by required grades when social distancing can't be maintained.**



# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Nurse Visit:** Our school nurse or designee will continue to distribute medications to students who need medication to sustain attendance, students who have chronic health problems, or students with special needs as well as provide daily care for those who become sick or injured.
  - Students or staff will be screened for COVID-19 prior to entering the health room, and the number of students in the health room at one time will be limited to ensure safe, social distancing. If necessary, students will line up safely distanced outside the health room and will wash their hands or use hand sanitizer upon entering or leaving this space.
  - If a student or staff is deemed symptomatic, they will be isolated in a designated area and safely distanced from other students or staff that may also be in this designated area. If the student presents with fever or chills, cough, shortness of breath or difficulty breathing, body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting and diarrhea, the parent will be notified for immediate pick up. If feasible and developmentally appropriate, the student will be asked to wear a face covering while waiting for pick-up.
  - Once a student has left the health room, it will be closed off and once deemed safe, will be thoroughly cleaned and disinfected once deemed safe to minimize the risk of exposure by the employee to respiratory droplets.
  - Our health room is equipped with temporal touchless thermometers, disposable surgical face coverings, reusable face shields, and disposable gowns. Our nurse or designee will wear a face covering when providing care for a symptomatic person, providing respiratory-related procedures that carry the risk of aerosolization such as nebulizers, and monitoring students who are waiting to go home in isolation. When monitoring or assisting a symptomatic student who is coughing and/or producing heavy respiratory secretions, a face shield will be worn in addition to the face covering. Gowns will be worn when caring for a younger student with vomiting and/or diarrhea.
- **Cleaning:** Common areas and high touch surfaces will be cleaned multiple times throughout the day in accordance with CDC and DHHS guidelines.



## III. PLANS - Introduction

The COVID-19 pandemic is serious in nature; therefore, we have created this school re-entry plan to ensure that all our faculty, staff, students, and families feel safe to return to classroom learning for the 2020-2021 school year. The guidelines referenced in this plan are based on the guidelines from the Center for Disease Control (CDC). Regular updates to this plan will be based on recommendations from the CDC, Diocese of Charlotte, local, and state authorities.

It is important to note that at Saint Michael Catholic School (SMCS), our needs differ from the local public schools. SMCS does not have the added challenges of school bus transportation, large class sizes, one-to-one learning needs, or state funding barriers.

The following are our priorities before and upon our return to school:

1. **Safety** – COVID-19 prevention protocols will be the top priority of our administration.
  - a. **Health Room** (there will be two health rooms; a wellness health room and a symptoms health room for a student exhibiting any symptoms not limited to those of COVID)
  - b. **Grade Grouping Areas:** Lower Elementary (PreK & Kindergarten), Upper Elementary (1st – 5th grade), and Middle School
  - c. **Social Distancing**
  - d. **Hygiene**
2. **Presence** – Being present to the ever-changing regulations and recommendations that will be necessary to keep our school open. SMCS will do EVERYTHING POSSIBLE to ensure that our students are in the school building and have a routine to their school day.
3. **Growth** – Despite current limitations, SMCS is committed to the growth of your student spiritually, academically, physically, socially, and emotionally. We will continue to instruct your student in a healthy school environment that promotes learning and raises virtuous leaders.



# PLANS - Introduction Cont...

Due to the nature of the COVID-19 virus, this document can be revised at any time and will be updated regularly. The school principal will be responsible for revisions and updates and will inform our community when changes occur.

## **Revisions:**

Updates to this protocol and other current updates will be communicated to our families. This will be a fluid document. We will use our normal communications through email, text, website, and social media to alert them of any such changes.

**\*This document was published on 7/27/2020**

**\*This document was last revised on 8/28/2020**



# PLANS - General Protocols

## Social Distancing:

Social Distancing is a great way to try to prevent COVID-19. All members of the SMCS community (employees, students, parents) and visitors should practice a safe distance of 6 feet from others and try to eliminate contact with others whenever possible.

- **Traffic Flow** – All SMCS community members and visitors will follow regular traffic patterns and students will stay on opposite sides of the hallway when passing each other in the hallway.
- **Posters** – Posters will be in the hallways to remind everyone to stay a safe distance apart and try to maintain safe social distancing.
- **Ad-hoc Interactions / Gatherings** – Non-essential/informal meetings will be avoided. Please try to meet virtually when possible.

## Student Protocols:

- Large gatherings for the 2020-2021 school year will be limited. This includes extracurricular assemblies, afternoon drop-off, pep rallies, etc. Exceptions to this will be Mass. Morning Prayer will be held virtually through Google Hangout on the Smart TVs after students have been through a through screening after being dropped off and going directly to their classroom for unpacking and morning work. Students and staff members will be required to wear face masks/face shields when traveling in the hallways and when in common spaces.
- For the 2020-2021 school year, our school will be split into three different areas; **A, B & C.**
  - **Area A** will be downstairs where the Pre-K classrooms are. Pre-K should remain downstairs throughout the day unless students need to visit the office, or they are attending an extracurricular elective class i.e. art, STEM, etc... They will try to exclusively use the stairwell on the right side of the school building (nearest the church).
  - **Area B** will be upstairs on the hallway with the Elementary grade level classes (Kindergarten - 4th Grade). This area will stretch from the door of the office to the end of the hallway. Students should stay upstairs unless they are going for lunch in the cafeteria or visiting the guidance counselor. They will try to exclusively use the stairwell on the right side of the school building (nearest the church, opposite side of the offices)



# PLANS - General Protocols Cont...

## Student Protocols Continued:

- **Area C** will be where the STEM Lab and Middle School grade level classes are (5th – 8th). Students should stay upstairs unless they are going for lunch in the cafeteria or visiting the guidance counselor. They will try to exclusively use the stairwell on the left side of the school, located near the STEM lab.
- Our goal will be to not mix grade levels at all during the day, this includes but is not limited to hallway traffic, stairwell traffic and bathroom usage. However, if we were to mix, students would only interact with other students from their designated areas. Some examples (and not limited to) of this would be:
  - Outside group PE
  - During an inclement weather day, we may have two classes in the gym at the same time (in separate spaces)
  - Recess time outside
  - Lunch in the Cafeteria
- We will still participate in school mass. With our school size, we can safely social distance in our church, spreading out over the pews. Students will all be seated in the front of the church and members of the congregation will sit behind. A seating chart has been made for the grade levels. Our church seats 900 people, so we will be safely spread out within our church.
- Grade level teachers and students are not to visit any other classroom outside of their designated areas. The only exception to this is extracurricular elective class teachers i.e. art, STEM, Spanish, etc ... Cleaning protocols will be put in place to ensure proper cleaning of the room between classes. There will also be time in our schedule to allow for this cleaning.
  - Our school is broken down into 3 Areas; Pre-K and Kindergarten (Area A), Elementary Grade Levels 1st – 5th (Area B) and Middle School Grade Levels 6th – 8th (Area C).
  - Teachers will be permitted to visit those other classrooms in their Area but will strongly be encouraged to keep a safe distance and only visit other classrooms if it is necessary.



# PLANS - General Protocols Cont...

## Student Protocols Continued:

- Any student showing signs of illness during the day will have their temperature taken in the SYMPTOMS health room. Any students with a temperature at or above 100 degrees or showing any respiratory symptoms will be isolated in the SYMPTOMS health room and sent home.
- Students will be mindful of social distancing and health practices as instructed or they will not be allowed on campus.
- Students in Elementary grade levels K – 8th will have their own space in the classrooms and will be with that class all day.
- Students in Elementary grade levels K – 8th will minimally share spaces, supplies, and will have minimal group work throughout the day. Any space or any supplies that are shared will go through a proper and through disinfectant procedure before another student enters that space or shares that item. SMCS will be continually evaluating the situation because we value cooperative learning. At this time, group work will be kept to a minimum.
- Classes and students will have designated bathroom times. The number of students in the bathroom will be designated by the number of sinks. Several of our bathrooms are individual and when students are using the group bathroom, the number of students will match the number of sinks. These situations with group bathroom breaks will be monitored by teachers and staff. At no time will be there ever be more students than sinks in our bathroom spaces.



# PLANS - School Schedules & Routines

## Morning Drop-Off:

**Time for Drop-Off:** 7:30am – 8:00am

**Protocol:** Cars will pull up to a designated space. Students in grades 1st – 8th are required to arrive to school with a face covering when being screened. After they have been cleared, students should exit their cars with their masks still on, and enter the building and go directly to their classroom.

After the car has pulled up to the designated space and been placed in park, a staff member will approach the vehicle. The student(s) should remain in their car and roll the window down or open the door. A staff member with a thermometer, who is also wearing PPE (gloves and face shield/mask), will approach the car with the rolled down window or open door and quickly scan the child's forehead and ask a series of questions on our CDC checklist. If students can answer "no" to all the questions and if they do not have a fever (a temperature below 100 degrees), the student will be asked to go directly to their classroom. They will sanitize their hands prior to entering the building. They will walk down the hallway and enter their classroom where they will begin to unpack and begin their morning work. There will be teachers monitoring the hallways to assist students to get to their classrooms. We are not allowing them to gather and wait in the gym to prevent unnecessary congregating.

If they do have a fever or answer yes to any questions, the parent will immediately be notified and asked to take the child home and take the appropriate measures. Students must be 24 hours free of a temperature before being allowed back on campus.



# PLANS - School Schedules & Routines

## Lunch Food Service:

**Protocol:** Students will continue to eat in the cafeteria as we have assured that we are able to commit to the proper cleaning techniques between each class. To minimize the spread of germs, students will each be given their own lunch tray. This tray will be stored in their classrooms and they will bring it with them every day to lunch. When lunch is over, they will clear their tray and take it back to the classroom for proper cleaning and to be stored until it is used again the next day. Students who bring their lunch and buy their lunch will utilize their lunch tray. Pre-K classrooms will continue to eat in their classrooms like they have in the past and will follow normal lunch protocols for eating in their room. A schedule will be made to ensure that classes do not overlap or pass each other coming to or from the cafeteria. There will also be an ample amount of time set aside for cleaning between each class.

## Recess and Physical Education Class:

**Staffing:** For PE class, the PE teacher will oversee the students. For recess, teachers will oversee the students.

**Protocol:** When the temperature is between 40 degrees and 90 degrees, the teachers will try to have recess and PE class outside. Depending on the weather and the wind chill or rain, the option will always be available to have recess and PE inside. The principal's or designee's decision to stay inside or go outdoors may change as conditions change.

After recess and PE class, students and teachers will sanitize their hands. Also, all materials will be disinfected and cleaned throughout the day. Classes will have a schedule to rotate the usage of the playground by the church and the field with the swings. A schedule will be made to ensure that classes do not overlap or pass each other coming to or from the cafeteria.



# PLANS - School Schedules & Routines

## After School Pick-Up:

**Time:** 3:00pm – 3:10pm

**Staffing** – Teachers and Administrative staff

**Protocol:** Any family that has a child in PreK will park in the back of the school along the side of the building and walk down to the bottom entrance by the fenced in playground. They will pick up their PreK child and any other children in their family from this location. Parents are required to wear PPE. Students will already be packed up and ready to go, there should be little or no idle time between coming to collect your child and returning to your car. This is not a time for conversation or conferencing with the teacher.

All other families will line up with their cars on either side of the Ten Commandments/Beatitudes statue. A staff member will use a walkie talkie to call family names that are on placards on the dashboards of the cars. Students in that family will dismiss from their classroom and walk out the front of the building and take the sidewalk to the area where the cars are lined up. Students must wear their mask from the time they leave their classroom until they get outside.

\*maps included in Parent/Student Handbook

## After School Care:

**Time:** 3:30pm – 6:00pm

**Staffing** – PAL

**Protocol:** The Police Activities League of Charlotte will be providing St. Michael with After School Care for the 2020 - 2021 school year. Students will remain in their classrooms until 3:30 and then dismiss to the cafeteria to attend After School. Students will adhere to all school social distancing protocols and procedures during after school care, including wearing a mask in common spaces and when not socially distant.



# PLANS - School Schedules & Routines

## Remote Learning:

St. Michael teachers will continue the use of Google Classroom/Google Education and the FACTS LMS (Learning Management System) at our school this year. Both of these online platforms will allow parents to find their student's missed assignments, should your child be unable to attend school due to illness. These sites will also allow students to look at their homework assignments. In the extenuating circumstance that remote learning need to be utilized, Google Classroom and/or LMS will be used to post assignments and materials.

To relieve the pressure of sending your child to school, even if they may be exhibiting symptoms or have a fever, for fear of them falling behind, our teachers are going to be recording their whole group lessons. For grades K – 5th only Math and Reading lessons will be recorded and for 6th – 8th Math, Reading, Science and Social Studies will be recorded. These videos will be uploaded by the end of the day so that students can still gain instruction and work on assignments from home.

## Sports:

Saint Michael will have middle school Cross Country and Golf teams participating in “contact-less matches” in the fall. The Gaston County Athletic Association has voted to begin with these sports as we feel that we can still safely compete against other schools by submitting their team's times and scores. Each school will be responsible for reserving the courses or tracks during a time in which they will be the only school present. No students will encounter students from any other school. Teams will be organized once school starts. More information to come. Saint Michael will also be offering intramural volleyball for all 5th – 8th graders. Based on the amount of interest, we will create teams and schedule scrimmages in which they will play against each other.



# PLANS - School Schedules & Routines

## Classrooms/Homerooms:

Adherence to social distancing measures where possible and feasible, as directed by the CDC, DHHS, and AAP is expected and will be put into place. Face masks/face shields should be worn by staff and K - 8th graders when social distancing isn't possible in the classroom. Classroom teachers will establish a schedule and perform frequent cleaning of high-touch surfaces throughout the day, it is encouraged that it be done anytime students leave the classroom i.e. to go to recess, special areas classrooms and/or lunch to allow for ample drying time. Students and staff should wash and/or sanitize hands upon arrival to the classroom in the morning and at key points throughout the day i.e. before/after lunch or snack, entering or leaving a classroom to go to recess or another classroom. Students in K – 8th grade will store personal items for all subject areas in separate spaces i.e. their desk, cubbies, crates, bags, containers, etc ... Sharing of classroom materials will be limited. Visitors will not be allowed in the classroom at this time.



## IV. Frequently Asked Questions

### **What if a student arrives late to school?**

Students will enter through the school office and go through the student health screening. A parent or guardian must accompany the student into the office and wait until the student is cleared for the school day.

### **What if a student needs to use the restroom during the day at a time when it is not a regularly scheduled break?**

Classes and students will have designated bathroom times. If a child needs to use the bathroom outside of this designated time, they will bring a tag with them that says their teacher name and grade level. There will be hooks outside of all group bathrooms. If the hook is empty or there is only one other tag on the hook, the student may enter the bathroom to use it. If there are already two tags on the hook, the student will be asked to wait outside in the hallway until a student exits the bathroom. The student exiting will take their tag and the student waiting may hang their tag up and enter the bathroom. The number of students in the bathroom will be designated by the number of sinks. Several of our bathrooms are individual and when students are using the group bathroom, the number of students will match the number of sinks. At no time will there ever be more students than sinks in our bathroom spaces.

### **What is the plan if the weather outside doesn't allow for outside recess or PE?**

The gym will be used. Each class will have a regularly scheduled time in the gym for students to use for recess, and class. On a day the gym is used, we will disinfect and clean throughout the day in-between classes.

### **Will grade levels be mixed throughout the day?**

Our protocol will be to eliminate the mixing of classes daily except for Mass, some specials classes (but only classes in the same Area) and in the cafeteria (at which point there will never be more than two classes eating at the same time and they will always be from the same area). However, there may be times other classes pass each other in the hallway or students may see each other in the bathroom. Generally, though, on most days and times students will be kept with their own grade level.



## IV. Frequently Asked Questions

**What if we have a doctor appointment, dentist appointment, or any other reason you must pick up your student during the school day?**

A parent of legal guardian must call the school ahead of time for their student to be picked up. At this time, our administrative assistant will get into contact (phone, walkie-talkie, text, email, etc.) with the teacher. When the parent comes to the door, please ring the doorbell, identify yourself. At that point, our administrative assistant will walk the student to the door and make sure they are out safely. Once again, we are trying to limit visitors inside our facility.



# APPENDICES

## NCDHHS SCREENING TOOL FOR STUDENTS, EMPLOYEES, AND VISITORS

**ANY "YES" ANSWER OR CIRCLED SYMPTOM BELOW REQUIRES EXCLUSION FROM CAMPUS.**

- **Check the individual's temperature.** If the individual's temperature is above-normal, do not allow that person to enter school buildings. If already on campus, direct that individual to the appropriate health room.
- **Ask:** Have you or any of the children you are bringing to campus had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?
  - YES: The individual and/or child should not be on campus. The individual may return 14 days after the last time he or she had close contact with someone with COVID-19, or as listed below.
  - NO: The individual may enter buildings if he/she is not experiencing symptoms.
- **Ask:** Do you or ANY of the children you are bringing to campus have any of these symptoms?
  - Fever
  - Chills
  - Shortness of breath or difficulty breathing
  - New cough
  - New loss of taste or smell

\*If an individual has any of these symptoms, they should go home, stay away from other people and call their health care provider.
- **Ask:** Since last on campus, have you or any of the children you are bringing to campus been diagnosed with COVID-19?
  - Yes
  - No

\*If an individual is diagnosed with COVID-19 based on a test, their symptoms, or does not get a COVID-19 test but has had symptoms, they should not be on campus and should stay at home until they meet the criteria in the NCDHHS "Screen for Covid-19 Flow Chart."



# APPENDICES

## SYMPTOMATIC RESPONSE Safer • Stronger • Together

Known exposure to a positive COVID-19 case?



Tested positive for COVID-19?

Contact school nurse or designee who will contact the local health department.

Contact school nurse or designee who will contact the local health department.

No further actions, continue to monitor symptoms.

Contact tracing, in conjunction with the local health department, will be conducted to prevent the spread of infection.

**Covid-19 Close Contact** = anyone w/in 3-6 feet of an infected person for at least 15 minutes, starting w/in 48 hours of symptoms onset, up until patient was isolated



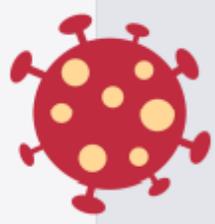
The school community will be informed of any positive tests while respecting the privacy rights of the individual. The school will follow all guidelines in place by the local health authority, including the possibility of closing the school until the health threat is resolved.



# APPENDICES

## RETURN TO SCHOOL AFTER DIAGNOSIS/EXPOSURE

**Safer • Stronger • Together**



No Flags  
from Daily  
Home  
Screening

Exposure,  
No Symptoms

Diagnosis,  
No Symptoms

CANNOT GO  
TO SCHOOL.  
*Stay home.*

Home for 14  
days without  
symptoms.

CANNOT GO  
TO SCHOOL.  
*Stay home.*

Home for 10  
days since 1st  
positive Covid-  
19 test.

**Return  
to  
School**



# APPENDICES

