

Hinds COVID Decision Making Principles, Protocols and Procedures

Hinds Career Center will utilize an in-person instructional model to provide the essential knowledge and hands-on skills necessary to successfully complete course requirements. This guidance is subject to change and will be updated as new information becomes available.

Guiding Principles

The following guiding principles have formed our framework for opening facilities, returning to in-person instruction, and satisfying the unique requirements of CTE courses/programs in relation to other academic courses.

1. CTE courses/programs provide the opportunity for students to earn credentials, like postsecondary certificates and degrees and industry certifications. Maintaining credentialing throughout this time is critical for the benefit of students and employers. Without the ability to earn credentials, students may be limited to entry-level positions despite their advanced training or may need to repeat training.
2. CTE courses are best taught in a face-to-face manner where students have the opportunity to learn and practice skills in a hands-on manner. In fact, many courses have hands-on requirements that cannot be replicated or recreated in a virtual environment.
3. The majority of CTE courses are eligible for dual credit, and therefore it is necessary that we align secondary CTE practices to postsecondary practices.
4. Providing all students equitable access to high quality CTE programs that provide the opportunity to earn dual credit, industry certifications, and complete work-based learning has always been a priority for CTE programs and is even more important during this time.

Protocols

Screening

We ask that all guardians screen their student for the below COVID-19 symptoms before school daily. If a student has a symptom, please refer to the **Scenarios** section below.

- New onset of severe headache, especially with a fever
- Chills, muscle pain, body aches, or fatigue
- A fever of 100 degrees or greater
- New uncontrolled cough or shortness of breath
- Sore throat
- Loss of taste or smell
- Diarrhea, vomiting, or abdominal pain

Door 1 (main entrance) only will be used for student entry and exit. Temperatures of students will be checked as they enter the building. If a student has an elevated temperature ($\geq 100^{\circ}$ F), he or she will be taken to the nurse to confirm the temperature.

Masks

Masks are optional but will be highly recommended for those not vaccinated. Masks will be available for students and staff. This will be subject to change based on school data in addition to guidance from the Madison County and Indiana State Health Departments.

Social Distancing Expectations

Social distancing will be utilized in all situations as much as it practicable. When social distancing is not possible, students' wearing of masks is recommended.

1. Classroom and lab demonstrations, when practicable, will be done 1-on-1 or in small groups so that students are not within 3 feet of each other. If social distancing cannot be maintained during demonstrations, other safety precautions will be considered.
2. Sharing equipment and machinery will be avoided as much as possible. Equipment and machinery will be sanitized between class sessions.
3. Students should maintain social distancing while gathering supplies and materials. Instructors may mark spots on the floor to help students maintain social distancing.
4. The number of students that are allowed to leave the classroom at any one time will be limited.
5. Hand-sanitizer dispensers are available in each classroom and in the hallways to provide accessibility to this precautionary measure at any time while in the building.
6. Work-based Learning (WBL), internships, and clinical placements that are required to complete a program for dual credit or to be eligible to take a certification are permitted as long as the student has parent permission. Students are expected to comply with the school's COVID-19 safety and protocol training and a more extensive employer-required training. Students must follow employer safety protocols and school policies. Any conflicting safety measures must be reviewed and agreed upon by the employer and program coordinator prior to student placement.

Special Education

Staff will continue following IEP accommodations, goals, and services for both traditional and eLearning.

Close Contact

An individual is considered a close contact if any of following is true:

- The person has been within 3 feet of someone who has COVID-19 for a total of 15 minutes or more. This could be a single encounter of more than 15 minutes or multiple encounters within a single day that add up to more than 15 minutes.
- He/she provides care at home to someone who is sick with COVID-19
 - He/she has had direct physical contact with the person (hugged or kissed them)
 - He/she has shared eating or drinking utensils
 - He/she has sneezed, coughed or somehow got respiratory droplets on themselves

Keep in mind that anyone who lives with or stayed overnight for at least one night in a household with the infected person while he or she was infectious is at highest risk.

These close contact criteria apply regardless of mask use, face shields, or physical barriers, such as Plexiglas or plastic barriers. The only exception is if a healthcare worker in a school setting is wearing the proper personal protective equipment. When an individual's symptoms, contact, or test status changes, their quarantine or isolation requirements should be reassessed.

Isolation

Isolation means keeping sick people away from healthy ones. For COVID-19, this means that the sick person stays in a separate bedroom or separate area of the home and stays away from others. This includes staying home from school and any activities. Currently, guidance from the Centers for Disease Control and Prevention (CDC) states that COVID-19 positive people with symptoms isolate for 10 days from the start of their symptoms, be fever-free for 24 hours without the use of fever-reducing medication and show improvement of symptoms. Individuals who test positive without symptoms should isolate for 10 days from the date their sample was collected.

Quarantine

Quarantine means separating people who were exposed to someone who was sick. Since people who were around other sick people are more likely to get sick themselves, quarantine prevents them from unintentionally spreading the virus to other people even before they realize they are sick. Usually people who are in quarantine stay at home and avoid going out or being around other people. This includes staying home from school and other activities. Currently, the CDC advises that close contacts of COVID-19 positive people quarantine for 10 days after the last exposure with the COVID-19 positive person, even if they have a negative test.

Confirmed Case of Covid-19

When there is confirmation that a person infected with COVID-19 was on school property, the school will work collaboratively with the Madison County Health Department and the Indiana Department of Education. Unless extenuating circumstances exist, the school will work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure.

The school nurse will contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members regarding self-quarantine and exclusions. The individual who tested positive will not be identified in communications to the school community at large, but may need to be selectively identified for contact tracing by the local health department.

When a student or adult in a school tests positive:

- Siblings of a positive case should quarantine if they are considered a close contact.
- Students in close contact will be identified (spent more than 15 minutes within 3 feet of the person for the 48 hours prior to symptoms or a positive test (for an asymptomatic person))
- Close contacts will be called by a school nurse for guidance on 10-day home quarantine period.

Scenarios

If a student, faculty or staff member is symptomatic, NOT tested for COVID-19 and NOT a close contact of a COVID-19 positive person:

- The individual must remain at home for at least 10 days from the start of symptoms, be fever-free for 24 hours without the use of fever-reducing medications and show improvement of symptoms. Siblings and household contacts should be considered close contacts and quarantine for 10 days. Students do not need a note for return to school and should be allowed to return at the end of the recommended isolation.
- Individuals with an alternate diagnosis (such as an ear or urinary tract infection) do not need to isolate but will need a note from a healthcare provider saying “student may return to school on [date] and his/her illness was not related to COVID-19” or “Cleared to return to School.” No diagnosis should be listed, as that is a HIPAA violation.

Symptomatic according to the above definition and tested NEGATIVE for COVID-19 and NOT a close contact of a COVID-19 positive person:

- The individual must be 24 hours fever-free without the use of fever-reducing medication and show improvement of symptoms, unless advised otherwise by a healthcare provider. The individual does not need an alternate diagnosis.
- Close contacts do not need to quarantine.

Symptomatic and tested POSITIVE for COVID-19 (whether or not a close contact):

- The individual must isolate at home for at least 10 days, be 24 hours fever-free without the use of fever reducing medications and show improvement of symptoms.
- Siblings, household contacts and other close contacts need to quarantine for 10 days after the last exposure to the positive person.
- Repeat testing is NOT recommended for deciding when people can return to work or school.

Symptomatic and NOT tested for COVID-19 and IS a known close contact of a COVID-19 case:

- The individual must quarantine for 10 days after the last contact with the COVID-19 positive person. If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the case.
- The individual must also isolate at home for at least 10 days, be 24 hours fever-free without the use of fever reducing medications and show improvement of symptoms.
- The criteria for both must be met prior to the person returning to school.
- Siblings, household members and other close contacts must quarantine.

Symptomatic and tested NEGATIVE and IS a known close contact of a COVID-19 positive person:

- The individual must quarantine for 10 days after the last contact with the COVID-19 positive person. If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the case.
- The individual must be 24 hours fever free without the use of fever-reducing medications. An alternate diagnosis is not required.
- The criteria of both need to be met before returning to school.

NO symptoms and was NOT tested for COVID-19:

- May attend school.

NO symptoms and tested NEGATIVE for COVID-19 and IS NOT a known close contact of a COVID-19 positive person:

- May attend school.

NO symptoms and tested POSITIVE for COVID-19 and whether or not a close contact of a COVID-19 positive person:

- Must isolate at home for 10 days after the date the sample was collected.
- Siblings, household members, and other close contacts must quarantine for 10 days from the last date of exposure before returning to school. If the exposure is a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last date of isolation for the case.

NO symptoms and not tested for COVID-19 and IS a known close contact of a COVID-19 positive person:

- Must quarantine for 10 days from the last date of exposure before returning to school. If the exposure is a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last date of isolation for the case.

NO symptoms and tested negative for COVID-19 and IS a known close contact of a COVID-19 positive person;

- Must quarantine for 10 days from the last date of exposure before returning to school. If the exposure is a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last date of isolation for the case.

Cleaning

- All classrooms and offices will be cleaned nightly using electrostatic sprayers to disinfect surfaces.
- Students will have access to hand sanitizer stations in their classrooms and common areas and will also have opportunities for hand washing throughout the day.
- Students will receive instruction to reinforce good hygiene measures and signage will be placed throughout the building

Field Trips

Field trips are not permitted until further notice. Teachers will continue with virtual field trip options when applicable.

Visitors

Visitors to classrooms are not be permitted until further notice. We will not be allowing most visitors into school during the school day.

Water

Drinking fountains will be off limits during the pandemic. Water bottle filling stations are available..

Closing School

The Indiana State Department of Health houses COVID-19 related data by county at <https://www.coronavirus.in.gov/2393.htm>. The decision to close school is made in consultation with the Madison County Health Department based on our local data. In addition to positive COVID-19 cases and

the number of students in quarantine, another reason we may need to close is due to staff coverage concerns. If schools are closed during the pandemic, our goal will be to continue with eLearning while closed.

Questions

Please direct any questions regarding this document to: director@hindsc.k12.in.us

Resources

IDOE Indiana's Considerations for Learning and Safe Schools

CDC Considerations for Schools

CDC Decision Tree

CDC's Community Mitigation Strategies