

Damar Charter Academy Re-Entry Guidelines

Promoting behaviors that reduce the spread of COVID-19

Staying Home When Appropriate

Staff and students who are sick are encouraged to stay home.

Staff and students who have recently had close contact with a person with COVID-19 should stay home and monitor their health.

Staff and students who test positive or are showing COVID-19 symptoms will need to stay home. The most recent symptoms of COVID-19 include the following:

- A fever of 100.4 or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Nausea or vomiting
- Diarrhea

Below you will find a reference guide. The purpose of this document is to assist school healthcare staff and public health officials in determining if a student or faculty/staff member needs to be excluded from the facility for COVID-19 quarantine or isolation. The chart uses three criteria to determine this: close contact, symptoms, and COVID-19 test status.

The first step is to determine if the individual was a close contact to a COVID-19 case based on the definition and then selecting the appropriate chart on the next page. The second step is to determine if the individual is showing symptoms of COVID-19 (symptomatic) or not. Finally, determine if the person was tested for COVID-19 and the result of the test.

Definitions:

Isolation means keeping sick people away from healthy ones. This usually means that the sick person rests in his or her own bedroom or area of your home and stays away from others. This includes staying home from school.

Quarantine means separating people who were around someone who was sick, just in case they get 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.

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

- Was within 6 feet of a positive person for more than 15 minutes total in a day.
- Had physical contact with the person.
- Had direct contact with the respiratory secretions of the person (i.e., from coughing, sneezing, contact with dirty tissue, shared drinking glass, food, or other personal items).
- Lives with or stayed overnight for at least one night in a household with the person.

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 symptom, contact, or test status changes, the quarantine or isolation requirements should be reassessed.

COVID-19 SCHOOL ATTENDANCE QUICK REFERENCE

Close Contact	Symptoms	Test status*	GUIDANCE
YES	YES	POSITIVE**	10 days isolation + 24 hours fever free without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts
YES	YES	NEGATIVE*	Quarantine for 14 days from last date of exposure to + person AND 24 hours fever free with symptoms improved. If new symptoms, need reevaluation. Consider quarantine for siblings and household members if there is suspicion for COVID-19.
YES	YES	PENDING	Isolate at home until results back AND Quarantine for 14 days from last date of exposure to + person.^ Consider quarantine for siblings and household members if there is suspicion for COVID-19.
YES	YES	NOT TESTING†	Quarantine for 14 days from last date of exposure to + person or isolate for 10 days until fever free with symptoms improved, whichever is longer.
YES	YES	ALT DX w/note***	Quarantine for 14 days from last date of exposure to + person^^ AND 24 hours fever free with symptoms improved AND any additional criteria by healthcare provider.
YES	NO	POSITIVE**	10 days isolation from date test was collected + 24 hours fever free without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts.
YES	NO	NEGATIVE*	Quarantine for 14 days from last date of exposure to + person^^
YES	NO	PENDING	Quarantine for 14 days from last date of exposure to + person^^
YES	NO	NOT TESTING†	Quarantine for 14 days from last date of exposure to + person^^
NO	NO	PENDING	No exclusion unless test becomes positive
NO	NO	NEGATIVE	No exclusion
NO	NO	POSITIVE**	10 days isolation from date test was collected + 24 hours fever free without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts.
NO	YES	ALT DX w/note***	May return after 24 hours fever free and symptoms improved AND any additional criteria by health care provider in note.
NO	YES	NOT TESTING†	10 days isolation + 24 hours fever free without meds and symptoms improved.
NO	YES	PENDING	Isolate at home until results back Once have results, refer to appropriate guidance.
NO	YES	NEGATIVE*	May return after 24 hours fever free and symptoms improved AND any additional criteria by healthcare provider. <i>Provide test results before entry to school</i>
NO	YES	POSITIVE	10 days isolation + 24 hours fever free without meds and symptoms improved. Quarantine siblings, household members and close contacts.

*Test status: documentation of negative test results must be provided before entry to school.

**People with positive test results will be contacted by the state Department of Health and contact tracing will be done.

*** If an alternate diagnosis has been determined by a health care provider, a note that includes the date and contact information for the provider must be provided before entry to school.

^^Start date of quarantine is determined by last date of exposure to a positive or untested person. For families who are not able to isolate from everyone else at home, this may be after the ill person completes their 10 days of isolation.

†For persons opting to not get tested, they will be treated the same as the scenario for a person who has tested positive.

Do not need to quarantine if tested positive in the last 90 days unless new symptoms appear.

Shelom SBC Attendance/Exclusion chart and testing site links. 2020-09-04



Updated: 9/17/20

Screening

As recommended by the CDC, all employees and students will be screened for COVID-19 symptoms and history of exposure. DCA will employ temperature screening prior to employee and student entrance.

Car rider temperature screening – All car riders will line up in the back of the school building at the drop off point. Prior to the student exiting the car, a DCA staff member will take temperature with a touch free thermometer. If the temperature exceeds 100.4, the student may not enter the school building.

Bus rider temperature screening – Prior to entrance on the bus, each student will maintain social distance and their temperature will be taken by a DCA staff member using a touch free thermometer. If the temperature exceeds 100.4, the student may not get on the bus.

Walker or Indy Go bus riders – Student will wait in the outdoor lobby and ring the bell for assistance. A DCA staff member will come to the door and take their temperature prior to admittance to the school. If the temperature exceeds 100.4, they will be asked to go to our secondary front door, to avoid contact with anyone. They will be taken to our quarantine room and parent will be notified to come pick up their child.

Medical Inquiries

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the school that a student is ill, the school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property.

Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.

Wearing Masks and other Personal Protective Equipment (PPE)

DCA recognizes that the CDC recommends that all staff and students wear cloth face coverings and will encourage this practice.

- Masks and PPE will be available for all staff and students in each classroom.
- Students and staff may bring in their own cloth mask.

- Some staff members may be required to wear masks and additional PPE when directed to do so by the school protocol or employee's supervisor.
- Individuals will frequently be reminded not to touch the face covering and to wash their hands frequently.

Clinical Space COVID -19 Symptomatic

DCA will designate a room or space separate from the nurse's clinic where students or employees who are feeling ill are evaluated or wait for pick up. All waiting staff and students should wear a cloth face covering if possible. Only essential staff assigned to the room may enter. A record will be kept of all persons who entered the room and the room will be disinfected several times throughout the day. Strict social distancing is required and staff must wear appropriate PPE. Students who are ill will be walked out of the building to their parents. If a student or staff member has a fever, for any reason, the school adjust their school policy to require staff and students to be fever-free, without the use of fever-reducing medications, for 72 hours before returning to school. Additionally, all staff and students with fevers or symptoms associated with COVID-19 should be encouraged to seek medical attention for further evaluation and instructions. Students and staff may return before the 72 hour window has elapsed if they are approved to do so in writing by their healthcare provider.

Clinic Space Non-COVID-19 Related

Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions (i.e. - diabetes or seizures), those requiring medical treatments (i.e. - suctioning, tube feeding, or nebulizers), and those with individual health plans.

Confirmed Case of COVID-19 on School Property

When there is confirmation that a person infected with COVID-19 was on school property, the school will contact the local health department immediately. 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.

It is the responsibility of the local health department to 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.

If a closure is determined necessary, DCA will consult with the local health department to determine the status of school activities.

As soon as the school becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed, so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

Immunizations

Immunization requirements will remain.

Maintaining a healthy environment

Cleaning and disinfection

Frequently touched surfaces (e.g., door handles, sink handles, chairs, desks) within the school and on school buses will be disinfected at least daily and between uses as much as possible.

Shared Objects

- The use of shared objects will be limited to the greatest extent possible and cleaned/disinfected between uses.
- Each student's belongings will be separated from others and in individually labeled containers, cubbies, or areas.
- Supplies will be provided in order to minimize sharing of high touch items (e.g. assign each student a supply box for their pens, pencils, erasers, etc.).
- The water fountain will be shut down and water will be provided to each room with disposable cups.
- The sharing of electronic devices, toys, books, games or other learning aids will be discouraged.

Modified Layouts

- Desks will be rearranged in order to maximize space between students.
- Desks will face the same direction.
- Where possible, physical barriers (partitions) will be utilized.
- No more than 15 students in a classroom, with minimal transitions.

Common Areas

- Hand washing will be encouraged frequently. Hand sanitizing stations will be positioned throughout the school to assist with hand sanitizing.

- Cafeteria - Most students will eat breakfast and lunch in their classrooms. The few classrooms that utilize the cafeteria will be grouped by classroom, with spacing between each student, and a large space (greater than 6 feet) between each group.
- Hallways – Restrictions will be in place to limit the time in the hallways and only one classroom at a time may be in the hallway. Social distancing will be enforced.
- Restrooms – No more than 2 students at a time may be in the restrooms.
- Gym/Pool – The gym and pool will be closed during the 1st semester of the 2020 school year.

Community Outings

Due to the strong focus of community integration in our school, we will do our best to continue with community outings and vocational experiences; although these will be on an extremely limited basis (including group number limitations) and only with administrative and parent approval.

Scheduling

DCA will continue with our staggered arrival and dismissal plan.

Visitors

Non-essential visitors and volunteers will be restricted until further notice.

Exchange of Resources to and From School

Materials, supplies, and personal belongings going to and from school is restricted. The school will provide school materials for each student. If a personal belonging needs to come to school, approval from the classroom teacher is necessary, in order to ensure proper sanitization processes can be utilized.

Food Service

Food service will continue to be provided with precautions set forth by the Indiana State Department of Health. This includes frequent sanitization of equipment, sanitization protocols in the dietary department, and the wearing of face masks when serving food.

Student Transportation (Bussing)

In order to provide the cleanest, safest bus service, DCA will no longer have a Westside bus stop (Lowes on West 10th Street) and will move the Eastside bus stop to the Southern Plaza Shopping Center, located at 4200 S East St, Indianapolis, IN 46227. This will help ensure we can maintain social distancing on the bus and will limit the time the students are exposed to each other, in such a close, contained proximity.

- Bus will be thoroughly cleaned and disinfected before and after routes.
- Assigned seats will be given, with the intent to have only 1 student per seat.
- Staff will wear cloth face masks
- Students will be encouraged to wear cloth face masks

