

HANCOCK CENTRAL SCHOOL DISTRICT
Wildcat Reset

Plan for COVID-19 Testing and Contact
Tracing

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Hancock Central School District

The Wildcat Pledge: We nurture and empower each learner's unlimited capacity to become a responsible citizen with a promising future.

Our Vision: Striving for excellence as an innovative, advanced and reflective school community.

Core Beliefs:

- Our mindset: We do whatever it takes to ensure continuous growth because we believe each of us can learn.
- Collaboration: We work better together, always.
- Innovation: We embrace creativity and advancing technology.
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- Student centered: We put students first.

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Introduction

The enclosed document outlines specific protocols and procedures the Hancock Central School District will be implementing for the 2020-2021 school year regarding any COVID-19 testing and contact tracing that is needed.

The Hancock Central School District will be working closely with the Delaware County Department of Health regarding any COVID-19 issues. The enclosed protocols and procedures are to ensure optimal safety, health and well-being of HCSD students and staff.

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Wildcat Reset: Health/Safety/Welfare Guidance Protocols

COVID-19 HEALTH SCREENINGS (#1)

- It is essential that the Hancock School Community work together to prevent the introduction and spread of COVID-19 in the school environment and in the community while providing a quality education program as school reopens.
- The Hancock Central School District will routinely conduct daily health screenings for COVID-19 for all students and staff under the direction of its Medical/Nursing staff. All will be expected to:
 - Maintain a proper social distance of 6 feet
 - Wear a protective face covering
 - Engage in frequent handwashing
- The school requires parents to take their student's body temperature at home prior to coming to school (temperature must be below 100.0 degrees) and to complete a student entry ticket that will be turned in to the school upon arrival.
- Follow-up random temperature checks at school, along with visual health inspections of students as they arrive, may occur to screen for COVID-19.
- A negative employee entry ticket or QR scan will be required of staff before beginning work.
- A log for every worker will be maintained that details hours worked, buses utilized and other necessary daily activities.
- Students and staff with symptoms related to COVID-19 while at school will be safely and carefully isolated from others by the school nursing staff. Student's parents will be notified and local health officials will be alerted for medical follow-ups.
- Parents are encouraged to be on the alert for signs of COVID-19 illness in their children and to keep them home when ill.
- The Hancock CSD will ensure that all health screenings will be conducted safely and respectfully, and in accordance with privacy laws and regulations.

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PROCESSING SUSPECTED COVID-19 CASES AT HANCOCK CSD (#2)

- Hancock school nurses are trained and responsible for dealing with suspected COVID-19 cases during the school day.
- Students/staff who develop symptoms of COVID-19 illness while at school should be referred to HCSD Health clinics.
- Suspected COVID-19 cases will immediately be isolated/separated from others and placed in an isolation room.
- Nursing staff will medically triage suspected cases.
- The COVID-19 Coordinator and building principal will be notified once the student/staff is isolated.
- The HCSD Pandemic Response Team will be mobilized.
- Symptomatic cases will be transported home and parents will be notified.
- Any symptomatic COVID-19 student/staff member sent home should be seen by a healthcare provider.
- The Delaware County Health Department will be notified of all suspected COVID-19 cases.
- HCSD will await direction from the Delaware County Health Department.
- All school areas occupied by suspected COVID-19 cases will be immediately deep-cleaned by school custodial staff.
- School district administration will communicate plans for continuing or dismissing school in accordance with Delaware County DOH and federal CDC guidelines.
- Parents of suspected COVID-19 symptomatic students will be advised to keep child home until they have met CDC criteria to discontinue home isolation.
- HCSD will require any student or staff member who becomes infected with COVID-19 or is suspected of infection and/or quarantined to adhere to the following before returning to school:
 1. Contact, communicate, and cooperate with the Delaware County Health Dept. on COVID-19 for mandatory tracking/tracing follow-up procedures.
 2. Present to HCSD Administration a medical release and return to school/work, approved and signed by a licensed medical provider.

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Wildcat Reset: Implementation Procedures

COVID-19 Testing

- Any student/staff who develops any symptoms of COVID-19 illness while at school should be referred to the HCSD Health Office.
- Nurse will confirm COVID-19 symptom(s).
- Any staff who is symptomatic will be instructed to exit the school campus and contact their health provider.
- Students found to be COVID-19 symptomatic will be immediately isolated in the designated isolation area of the school.
- The HCSD Health Office will notify the building principal of the suspected student/staff symptomatic COVID-19 case. The district COVID-19 Coordinator will also be notified.
- The HCSD Health Office will notify the student's parent/guardian of the suspected COVID-19 symptom(s) and the need to transport the child home. In the event parent/guardian transport is not possible, the district will bus the student home.
- The New York State Department of Health requires any individuals that are positive for COVID-19 symptoms have their parent/guardian contact their health care provider.
- The New York State Department of Health requires a negative COVID-19 test result and a note from their health care provider clearing the student/staff member to return to school.
- If the student/staff member is COVID-19 positive, the New York State Department of Health will be in contact with the student/staff member and will issue them an order for isolation.
- A positive COVID-19 individual who was ordered for isolation by the New York State Department of Health will receive a release from the NYS DOH when they meet criteria for release.
- The Hancock Central School District must be in receipt of the medical document clearing the individual to return to school. This document must be received prior to entering the school property or boarding the school bus.
- The HCSD Health Office isolation area will be thoroughly cleaned and disinfected per school district policy/procedures after each referred COVID-19 case.

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Wildcat Reset: Implementation Procedures

COVID-19 Contact Tracing

- The Delaware County Department of Health is responsible for contact tracing for all positive cases of COVID-19 in Delaware County.
- The Hancock Central School District will provide the DOH with information to assist with contact tracing. This may include class rosters, bus logs and contact information.
- The Delaware County Department of Health will identify all COVID-19 contacts and notify them of quarantine orders, when necessary.
- The Hancock Central School District will collaborate with the Delaware County Department of Health for guidance on any further actions needed by the school district (cleaning/sanitization/dismissal/closing and community information).