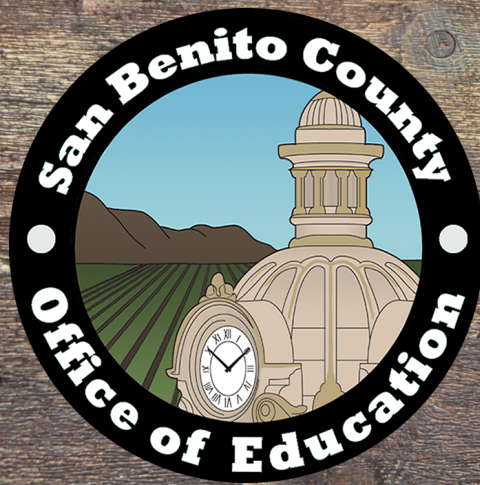


San Benito County COVID-19 Positive Case Guidance



September 10, 2020



Purpose

It is unlikely that a situation would occur where an entire school would need to be shut down; however, closures of classrooms and certain facilities/buildings may be necessary. Note that middle schools and high schools may present more challenges due to the way students move more readily from class to class and/or building to building. Districts should address the differences in age groups in their re-opening plans.

Because information changes frequently, Districts are encouraged first and foremost to remain up to date on guidance from:

- A graphic summary of what is covered in this guidance document is available in the Process Map for San Benito County



Working with San Benito County Public Health Department (SBCPHD)

SBCPHD advises that the BEST strategies against the spread of COVID-19 include:

- Proper use of face masks for students and staff using masks that meet health standards in the prevention of COVID-19 and wearing masks correctly (remember to make accommodations for individuals who cannot wear masks due to a medical condition and/or disability). The California Department of Public Health's guidance on face masks may be found [HERE](#).
- Proper social distancing (at least 6 feet between individuals).
- Frequent hand washing for at least 20 seconds.
- Proper sanitation of facilities using FDA approved products.

School districts should designate an employee to serve as the COVID-19 Response Lead at the district level and/or school sites. This individual should have decision-making authority to implement actions quickly (e.g. closing a classroom or the entire school). This person will also be responsible for:

- Investigating potential exposures of staff/students at the campus level.
- Notifying potential exposures (SBCPHD will assist in determining potential exposure and identification of those who will need to be notified).
- Coordination of information with SBCPHD.

SBCPHD will support school districts with any questions or concerns surrounding COVID-19 issues.

If school officials learn of a positive case BEFORE hearing from SBCPHD, please contact San Benito Public Health at (831) 637-5367. Staff from SBCCPHD will work with the district to conduct contact tracing, identify potential exposure, and provide guidance on next steps.

SBCPHD will ONLY contact the district if a positive case exists within a school or office and/or there are potential exposures within a campus community or District Office. They will NOT make contact otherwise.

COVID-19 Response Protocols (CDPH)

Below are the California Department of Public Health's guidelines for when a student, teacher or staff member has symptoms, was in contact of someone infected, or is diagnosed with COVID-19.

	Student or Staff with:	Action	Communication
1	COVID-19 Symptoms (e.g., fever, cough, loss of taste or smell, chills, difficulty	<ul style="list-style-type: none"> • Send home • Recommend testing (If positive, see #3, if negative, see #4) • School/classroom remains open 	<ul style="list-style-type: none"> • No Action needed
2	Close contact * with a confirmed COVID- 19 case	<ul style="list-style-type: none"> • Send home • Quarantine for 14 days from last exposure • Recommend testing (but do not shorten 14-day quarantine) • School/classroom remains open 	<ul style="list-style-type: none"> • Consider school community notification of a known contact
3	Confirmed COVID-19 case infection	<ul style="list-style-type: none"> • Notify public health department • Isolate case and exclude from school for 10 days from symptom onset or test date • Identify contacts *, quarantine & exclude exposed contacts (likely entire cohort **) for 14 days after the last date the case was present at school while infectious • Recommend testing of contacts, prioritize symptomatic contacts (but do not shorten 14-day quarantine) • Disinfection and cleaning of classroom and primary spaces where case spent significant time • School remains open 	<ul style="list-style-type: none"> • School community notification of a known case
4	Tests negative after symptoms	<ul style="list-style-type: none"> • May return to school 3 days after symptoms resolve • School/classroom remains open 	<ul style="list-style-type: none"> • Consider school community notification if prior awareness of testing

* A contact is defined as a person who is less than 6 feet from a case for more than 15 minutes. In some school situations, it may be difficult to determine whether individuals have met this criterion and an entire cohort, classroom, or other group may need to be considered exposed, particularly if people have spent time together indoors.

** A cohort is a stable group with fixed membership that stays together for all courses and activities (e.g., lunch, recess, etc.) and avoids contact with other persons or cohorts.

COVID-19 Possible Exposure Scenarios

What is considered an exposure?

A person is considered to have been exposed to COVID-19 if he or she was within close contact of an infected person (within 6 feet) for at least 15 minutes 2 days before illness onset for persons showing symptoms OR 2 days prior to specimen collection for asymptomatic persons. Additional factors that are considered when determining exposure include:

- Proximity (e.g., how close together the individuals were)
- Duration of close contact (e.g., longer exposure time likely increases exposure risk)
- Whether the positive individual is symptomatic (e.g., coughing likely increases exposure risk)
- Whether either the patient or contact were wearing face coverings and the type of face covering.

Below are several potential examples:

Scenarios	Exposure?
A positive case was in a classroom for the entire day. All persons in classroom were 6 feet distanced but were NOT wearing face coverings.	NO. All persons were adequately distanced.
A positive case was in the classroom for the entire day. All persons in classroom were less than 6 feet distanced but WERE wearing face coverings.	All students whose desks were not adequately distanced, despite wearing face covering, are exposed. Those students wearing an N95 or medical grade facemask would have a lower risk of exposure if the mask is fitted and worn correctly.
A student with a positive case passes another student in the hall, within two feet of each other.	NO. Close contact was less than 15 minutes.
A family member who lives with "Student X" tests positive. The student attends class the next day where students were less than 6 feet distanced.	"Student X" has been exposed and will need to isolate at home. Students within 6 feet of "Student X" are potential exposures and will need to self-isolate.
A student with a positive case shares an iPad with another students.	Student is a potential exposure and should self-isolate.
A positive student uses the restroom and was unable to socially distance from other students in the restroom.	NO. Close contact was less than 15 minutes.
A teacher tests positive. Teacher always wore a mask. Students did not wear masks consistently. Teacher is unable to recall who came within 6 ft of them for more than 15 minutes.	The entire class will need to self-isolate as the potential exposures cannot be identified.
In a self-contained class, students are socially distanced except when walking their lunches to the trash and passing by peers. Students eat in the classroom without masks and a student tests positive.	NO. As long as persons remained at least 6 feet distanced and did not have close contact for 15 minutes they are not exposed.

COVID-19 Response Protocol

Suspected Cases

- Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who exhibits COVID-19 symptoms.
- All students or staff exhibiting symptoms should immediately be required to wear a face covering and wait in an isolation area.
- Students or staff with any identified COVID-19 symptoms and/or a temperature of 100.4 or higher should be sent home immediately until testing and/or medical evaluation has been conducted.

Positive Cases and Close Contacts

- Parents/guardians of students and/or staff should notify school administration immediately if the student or staff has tested positive for COVID-19 OR if one of their household members or non-household close contacts tested positive for COVID-19.
- If school officials learn of a positive case BEFORE hearing from SBCPHD, they should contact San Benito Public Health at (831) 637-5367.
- Schools should follow the guidance below:
 - Relocate potentially exposed students and staff to a predetermined separate area.
 - Contact the parents of students who are potentially exposed.
 - Send potentially exposed students/staff home until SBCPHD can conduct Contact Tracing to confirm exposure.
 - Disinfect areas of potential exposure. Provide distance learning options for the students who have been sent home.

Confirmed COVID-19 Cases and Exposures

- Those with a confirmed exposure are required to remain at home until they are released to return by SBCPHD or a primary physician based on the criteria outlined in the "Return to School or Work" section below.
- The district should work closely with SBCPHD to determine if a limited or full school closure is warranted.
- Communicate the confirmed exposure and/or limited or full school closures and next steps to cohorts of individuals, while preserving confidentiality (e.g., do not use any identifying information regarding persons who test positive when communicating about COVID cases).
- An HR representative should reach out to any impacted employees regarding leave considerations.
- Disinfect areas of confirmed exposures.

School Closure Protocols

What are the criteria for closing classroom, a school, or an entire school district?

Full or partial closures are recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19 and following consultation with SBCPHD.

A classroom should be closed, when:

There is one positive case in a classroom.

A school should be closed, when:

At least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school.

An entire school district should be closed, when:

25% or more of schools in a district have closed due to COVID-19 within 14 days, and in consultation with the local public health department.

School Re-opening Protocols

If a classroom, school, or school district is closed for in-person learning, when may it reopen?

Typically reopening may occur after 14 days and the following have occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

Human Resources / Employee Leave Considerations

District Human Resource Departments should prepare COVID-19 information that is readily accessible and updated frequently.

Clear communication regarding employee expectations and leave options for affected employees should be developed and disseminated.

Return to School or Work

Positive Cases and Close Contacts

SBCPHD will provide a written clearance form upon request of the patient/person completing isolation, based on the following protocols. This clearance form may be used by the school to clear students/staffs to return to the school site. A primary physician may also clear patient/person to return to the school site.

- **Symptomatic individuals who test positive** for COVID-19 may return 10 days after symptoms first appeared. Symptoms must have improved, and the person must be fever-free for 24 hours without the use of fever-reducing medication.
- **Asymptomatic individuals who test positive** for COVID-19 may return 10 days after their positive test result. Close household contacts of confirmed COVID-19 cases should remain at home and self-monitor for symptoms for 14 days AFTER the date that the COVID-19 positive household member completes their isolation.
- **Close non-household contacts** of confirmed COVID-19 cases should remain at home and self-monitor for symptoms for 14 days after the last exposure to a COVID-19 non-household contact.
- **Indirect contact** — No action needs to be taken for persons who have NOT had direct close contact to a confirmed COVID-19 case, but who have had close contact with persons who were in direct contact.

NOTE: Per CDPH, requiring a negative COVID-19 test prior to returning to work or school is not recommended. Instead, employers and schools should follow the time- and symptom-based approach described above in determining when individuals can return to work or school following COVID-19 diagnosis.

Suspected Cases

Students/staff who present COVID-like symptoms, who test negative for COVID-19 may return 72 hours after resolution of fever (if any) and improvement in symptoms.

- Documentation of a negative test result should be provided to school administrators.
- In lieu of a negative test result, allow students and staff to return to work with a medical note by a physician that provides alternative explanation for symptoms and reason for not ordering COVID-19 testing.

Communication Protocols

Be mindful of the importance of medical confidentiality when releasing details about any positive exposure. **Balancing confidential information with transparency is critical.** Information concerning confidentiality can be found [HERE](#).

Be prepared to tailor information / messaging for different audiences (messages to those at impacted sites may be different than messaging to the public).

Be intentional about who you will inform, how you will will inform them, when you will inform them, and in what order:

- District / School Leadership
- Board Members
- Union Leadership
- Staff at impacted site
- Families of impacted site
- District / school community
- Social media / media

Determine who will speak for the district in the event of media inquiries.