

SHELTER ISLAND UNION FREE SCHOOL DISTRICT



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Shelter Island UFSD

Testing and Tracing Plan

Procedures:

- The school will take the temperature of all children prior to entering the building.
- The faculty will answer a questionnaire with daily screening questions.
- Any ill student or staff will be evaluated by the school nurse. If the school nurse is not available that staff member or student will be sent to an outside medical advisor.
- Any student or staff member that has a temperature, shows symptoms, or answered affirmative on the health questionnaire will be sent to the side room of the nurse’s office to isolate away from other people until they leave or are picked up. The isolation rooms are the side room in the nurse’s office, and also other enclosed spaces around the school depending on the location of the sick person.
- Any student, staff or faculty member who is presenting with COVID –19-like exposure or symptoms will be immediately sent home with instructions to contact their health care provider for assessment and testing. The COVID Coordinator will be alerted. Confidentiality must be maintained as required by federal and state law and regulations. The district will cooperate with any recommendations subsequently suggested by the DOH regarding cleaning, disinfecting and possible self-quarantine of others.
- The district, in consultation with the local health department(s), will determine the requirements for when individuals, who screened positive for COVID-19 symptoms can return to the in-person learning environment at school. A person must receive a negative test result or medical recommendation to return to school if they at any time test positive for COVID-19.

Glossary of Terms:

- **Case:** individual with laboratory confirmed COVID-19
- **Close Contact:** close contact is defined as being within six feet of someone who has tested positive for COVID-19 for a prolonged period of time (ten minutes or more). One would also be considered a close contact if someone who has tested positive for COVID-19 coughed or sneezed on you.
- **Persons Under Investigation (PUI):** a close contact who has developed symptoms of COVID-19 and is waiting on confirmatory test.
- **Isolation:** isolation is the separation of someone who is infected with COVID-19 from others to prevent further spread of the disease. The isolation period for COVID-19 is at least ten (10) days from onset of symptoms (or test date if asymptomatic) and 72 hours fever free (without fever reducing medication) and other symptoms are improving.
- **Quarantine:** quarantine is the separation of someone who has been exposed to a COVID-19 case and now has the potential to develop the disease. This is done to prevent the possible spread. The quarantine period for COVID-19 is fourteen (14) days from date of last contact with a case, provided no symptoms have developed.

Frequently asked questions (from Suffolk County Department of Health):

1. How does a school district contact the local health department to report a COVID-19 case in their district?
 - a. School staff can call 311 to report a case in their district. Note: information will be taken about the case and general guidance may be provided. Specific guidance, however, cannot be provided until the case investigation is complete. SCDHS typically completes case investigations within 24 hours of receipt of a positive test result.
2. What are the recommended protocols if a student tests positive?
 - a. Student should immediately be placed on isolation at home for at least 10 days. School staff should assist the local health department in contact tracing efforts by providing a list of probable close contacts (defined as being within 6 feet of the infected student for at least 10 minutes). The identification of close contacts

should begin 48 hours before the student became symptomatic, or 48 hours before the student was tested for the COVID-19 virus if asymptomatic. Identified close contacts should also remain at home for 14 days of quarantine from the date of last exposure to the infected student. When the isolation or quarantine period has ended, a letter from SCDHS confirming release will be provided to each case and contact. Students and/or staff will provide the letter to their school district to return. Contact tracing and quarantining of close contacts is initiated upon receipt of a positive test result. In addition, only contacts of the case are quarantined, not contacts of contacts.

3. What are recommended protocols if a staff member tests positive?
 - a. Similar to question above, staff member should be under home isolation for at least 10 days, with contact tracing as outlined above. The Suffolk County Department of Health will elicit current employment status of tested individual on case investigation and would reach out to the school when they find out.
4. What are the recommended protocols for a symptomatic student on a bus?
 - a. Local health department would not be involved for symptoms only; we would only begin an investigation based on a positive virus test (nasopharyngeal swab rT-PCR or rapid viral antigen). This does not apply to antibody tests. If the student tests positive, any close contacts of the student, (including those on the same bus) may be subject to quarantine.
5. What are the recommended protocols for suspected cases of COVID-19?
 - a. Students and staff with symptoms of illness should not attend school. It is recommended that individuals and/or families consult their medical provider to determine if COVID-19 testing is warranted.
 - b. Note: notification and contact tracing is initiated upon receipt of a positive COVID-19 test result. No action is taken for suspected cases. Students and staff who test positive for COVID-19 should follow the established CDC/NYS DOH guidelines for ending isolation. All residents who test positive are monitored daily by SCDHS contact tracing staff and will receive a letter from SCDHS confirming release from isolation.

- c. Students and staff with other illnesses (e.g., cold, flu, strep throat, etc.) should follow existing school policy for return. It is recommended that staff and families consult with their medical provider for guidance. Suffolk County has a comprehensive network of family health centers that serve the uninsured and underinsured.
 - d. More information can be found out:
<https://suffolkcountyny.gov/Departments/Health-Services/PatientCare/Health-Centers>
In addition, COVID-19 testing sites can be found at:
<https://coronavirus.health.ny.gov/find-test-site-near-you>
6. To what extent must students/staff quarantine/isolate after:
 - a. A singular positive case? Identified close contacts (as outlined in #2 above) should be placed on quarantine for 14 days from date of last contact. This could affect students, teachers, or other school staff. SCDHS strongly recommends that close contacts get tested for COVID-19. Students and staff should consult their medical provider for guidance.
 - b. Multiple positives? This would be more complicated, depending on if they are in the same cohort (a cluster), or positives in multiple cohorts (an outbreak). Those in a cluster would isolate at home, and a presumably small number of identified close contacts would quarantine at home. An outbreak across multiple cohorts would involve a larger number of people identified as close contacts, and thus more of the student population under quarantine. This would require coordination with NYS DOH in addition to the school district.
7. If the spouse of a faculty member presents with a positive COVID test, for how long should the employee isolate? Should a negative test be required to return to work?
 - a. The employee would be considered a close contact of the spouse, and would be subject to quarantine for 14 days from date of last contact with the spouse. The employee may return to work after completion of the quarantine period; no test is necessary unless the employee develops symptoms.
8. If a faculty member who has wide-spread access to the building tests positive (ie - custodian, principal, etc.) to what extent should isolation occur amongst the rest of the population? What steps should be taken before a return?

- a. Faculty member should be under home isolation; if anyone meets the definition of a close contact with that faculty member, the close contact(s) should quarantine for 14 days. Faculty member may return to work after 10 days of isolation provided that person is fever free for the last 72 hours without the use of fever reducing medications and symptoms (if any) are improving.