

# CONTACT TRACING

## Protocol for COVID-19 Positive Individuals

The Enlarged City School District of Middletown (ECSDM) will support the Orange County Department of Health (OCDOH) with contact tracing efforts.

- The student's parent/caregiver or the staff member informs the proper school official (COVID-19 coordinator at home school campus) when the individual has tested positive for COVID-19.
- The building COVID-19 Coordinator in turn will notify the District COVID-19 Coordinators via an email to [covidinfo@ecsdm.org](mailto:covidinfo@ecsdm.org) and the home school nurse.
- The District COVID-19 Coordinators will immediately contact the Superintendent of Schools **and** the OCDOH.
- The coordinated response may include excluding certain students/staff members from returning to an on-campus school location, closing of a specific school campus or closing the entire District. The potential scope of the exposure will inform the decisions made by the District in coordination with guidance provided by the OCDOH.

Compliance of FERPA and HIPAA laws will be followed throughout all phases of communication.



## **District Process - Positive Case on Campus Location (Student and/or Staff)**

- Area where the individual was present is temporarily closed and properly disinfected/sanitized.
- Any positive students and staff are immediately sent to the isolation room and sent home. Individual/Parent/guardian/caregiver is provided with community testing locations.
- Individual/Parent/guardian/caregiver is referred to their local health care provider.
- Individual/Parent/guardian/caregiver is referred to the CDC Isolation instructions.
- The ECSDM will follow CDC guidance for allowing a student or staff member to return to school after testing positive for COVID-19.

## **District Process - Presumed Positive Case on Campus Location**

*Student and/or Staff exhibiting symptoms consistent with COVID-19*

- Any presumed positive students and staff are immediately sent to the isolation room and assessed by a school nurse.
- Contact will be made with the students parent/guardian/caregiver - student will be sent home. If individual resides with other enrolled students contact will be made with appropriate COVID-19 Coordinator at the individual building campus.
- Individuals identified by the process above will be sent home for self home isolation.
- Parent/guardian/caregiver is provided with community testing locations.
- Parent/guardian/caregiver is referred to their local health care provider.
- Parent/guardian/caregiver is provided with CDC Isolation instructions as well as CDC Guidelines for Return to Work/School.
- The ECSDM will follow CDC guidance for allowing a student or staff member to return to school after a presumed positive case of COVID-19.

## **Return to School/Work Criteria:** (credit: Centers for Disease Control)

*Symptom-based strategy for determining when you can return to school/work*

- At least 10 days have passed since symptoms first appeared **and**
- At least 24 hours have passed since last fever without the use of fever-reducing medications **and**
- Symptoms (e.g., cough, shortness of breath) have improved.
- Please note all return to school/work are case specific and require medical clearance in the form of a note from a healthcare provider.