

What to do If Someone Develops Signs of COVID-19 on Campus?

If someone develops signs of COVID-19 while on campus:

1. Prior to sending affected individual to nurse for assessment, call or radio the nurse or front office to inform them of who is being sent for assessment and why
 - a. Ensure affected individual is wearing a mask at all times
2. Nurse will don appropriate PPE
 - a. Gown, surgical mask, face shield, gloves
3. Nurse will meet the affected individual outside of the quarantine room for triage. Based on vital signs and visual assessment, affected individual will either be placed in quarantine room or health room
 - b. Nurse will document assessment findings
4. If deemed necessary, send the affected person to a designated quarantine room. Ensure the affected individual wears a mask at all times while waiting to go home
5. Secretary will contact custodian for cleaning assessment of area where affected individual was located
6. Secretary will notify building administrator
7. Nurse will call parent/guardian and request pick-up ASAP
8. Nurse will remove PPE upon exiting quarantine room
 - a. Depending on symptoms and current DOH guidance, nurse will explain to parent/guardian when student can return to school and how long to quarantine. Nurse will send home "What to Do if you have COVID-19 Symptoms, Was Exposed, or Diagnosed" document with affected individual
 - b. Nurse will instruct parent/guardian to continue to monitor student's symptoms and to contact a local healthcare provider as needed
 - c. School nurse will ask parent/guardian to inform the school if student goes in for COVID 19 testing or offer testing through Curative with parent signed consent.
9. School nurse will contact District Nurse to discuss assessment findings and plan for affected individual
 - a. District Nurse will contact Executive Director of Human Resources and Student Services
 - b. If deemed necessary, District Nurse will contact Snohomish Health District
 - c. If deemed necessary, District Nurse will work with building nurse and building secretary to conduct contact tracing
 - d. Affected building will follow the directives from the Snohomish Health District, which may require the quarantine of students and staff
10. When affected individual leaves quarantine room, secretary or nurse will contact custodian to perform proper cleaning/disinfecting of area
11. Nurse will collaborate with secretary to ensure affected individual remains at home and does not come to school during required quarantine period

Environmental Cleaning After a Suspected or Confirmed Case is Identified

When a school sends a person with COVID-19 [symptoms](#) home, or learns a confirmed case of COVID-19 has been on the premises:

- Clean and disinfect the areas where the ill person spent time.
- Open outside doors and windows and use ventilating fans to increase air circulation in the area.

Contact Investigation, Contact Tracing, and Quarantine of Close Contacts of Confirmed COVID-19 Cases

Schools can play an important role to identify close contacts and communicate with parents and guardians.

When a school learns of a confirmed case of COVID-19 on the school premises, they should:

- School nurse will notify the District Nurse.
- District Nurse will notify Snohomish Health District of the case.
- District Nurse will contact Executive Director of Human Resources and Student Services. Under the direction of Snohomish Health District, District Nurse will work with building nurse, building secretary, and building administrator to conduct contact tracing
- Affected building will follow the directives from the Snohomish Health District, which may require the quarantine of students and staff
- Affected building may be required by Snohomish Health District to provide school-based close contacts of the case.
 - This includes contacts around the case from 2 days before symptoms started (or date of positive test if asymptomatic) until the time the case was no longer in school.
 - Close contact is defined as spending a cumulative 15 minutes in a 24-hour period within six feet of a confirmed case. In the K-12 classroom setting, close contact between students who are both consistently wearing masks is defined as spending a cumulative 15 minutes in a 24-hour period within three feet of a confirmed case. This modified close contact definition does not apply to lunchrooms, buses or on campus extracurriculars.