

Protocols for Responding to COVID-19 Scenarios

May 2021 Update

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Introduction

The following **CPS COVID-19 Protocols** were developed and updated May 2021 with respect to the current recommendations from the Centers for Disease Control, Massachusetts Department of Public Health, Department of Elementary and Secondary Education, the Executive Office of Health and Human Services, and in collaboration with the School Physician and the Canton Health Department/Board of Health.

COVID-19 Protocols are district-wide and will be developed for building-specific and program-specific scenarios. Protocols will be reviewed and updated as new information is made available. Local community spread of the disease and available resources such as testing sites may influence modifications of the protocols.

Communication regarding COVID-19 will support the CPS “Culture of Caring”, providing information on health and safety to parents/caregivers, students, and staff in a variety of ways including website information, testing sites, blackboard messages, school community messaging and the Canton Public Schools COVID-19 Dashboard. Click [HERE](#) to access the Dashboard. Communication may provide information about specific incidents and also general updates when appropriate.

CPS has taken steps to prepare for responding to COVID-19 in the district. CPS has developed and provided ongoing staff COVID-19 safety training, secured school safety measures and PPE, installed plexi-protection for workspaces and created a daily self-screening tool for students and staff. In preparation to reopen schools, potential scenarios were explored and now include plans for school, transportation and community spread. These plans have been implemented and improved to protect the Canton Public Schools community.

CPS Safe Re-opening

A safe return to the in-person school environment will require a “Culture of Caring” with a focus on health and safety. It is not one mitigation strategy but a *combination* of all these strategies that will substantially reduce the risk of transmission. Currently, in Phase 4, Step 1 of Reopening Massachusetts, efforts must remain vigilant to continue to contain COVID-19. CPS will maintain the following mitigation strategies:

Daily Self-screening to monitor for symptoms by staff and students

CPS will use a self-screening tool for staff and students to complete before work and school attendance. The daily screener must be completed before one enters the building. **If you have any symptoms or if someone in your household has symptoms, please DO NOT enter the building until you contact your Building Nurse. The Daily Screener is now REQUIRED in the All-in model. Students who do not complete the screener before entering may be screened at school.**

Mask compliance is vital to contain the spread of COVID-19

CPS will require all students and all staff to wear masks and or face coverings with 2 or 3 layers that adequately cover both their nose and mouth. Preschool students are strongly encouraged to wear masks. Exceptions will be made for students with medical, behavioral, or other challenges who are unable to wear masks/face coverings and discussion may begin with the Building Nurse and or Student Services Staff. Some masks and or face coverings are not appropriate for the school setting and include: Bandanas, Gaiters (neck scarfs), masks with vents, and masks with inappropriate language or messaging. Mask breaks will be provided when students and staff are able to socially distance 6ft apart when feasible, and preferably when outside. Extra disposable masks will be made available to all students and staff. **Double masks are not required and only recommended when the single mask does not fit well and/or is not double layered.**

Hand hygiene is critical

Students and staff are required to exercise hand hygiene (hand washing or sanitizing) upon arrival to school, before eating, before putting on and taking off masks, and before dismissal. Hand sanitizer will be made readily available in all

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buildings.

Limiting close face-to-face contact with others is the best way to reduce the spread of COVID-19.

As COVID-19 is transmitted through respiratory droplets; creating distance when possible reduces risk. In classroom settings, if possible, a 6ft distance will be maintained. On 2/23/21 the Commissioner of the MA Department of Elementary and Secondary Education advised “Schools should aim for 6ft of distance between individuals where feasible. At the same time, a minimum physical distance of 3ft has been established when combined with other (safety) measures. Because of the reduced susceptibility in children and lower apparent rates of transmission, establishing a minimum physical distance of 3ft is informed by evidence and balances the lower risk of COVID-19 transmission and the overarching benefits of in-person school”. The World Health Organization recommends “maintaining a distance of at least 1 metre (3ft) for any schools” when possible. Layered mitigation strategies in Canton Public Schools will be maintained including limiting face-to face contact, social distancing when possible, mask wearing, hand hygiene, ventilation, disinfection and Pooled Testing. Utilizing these important safety strategies TOGETHER will reduce the risk of transmission of COVID-19.

Cohorts/assigned seating

Students organized in groups/classrooms and other cohorts help mitigate transmission of the virus. Assigned seating creates smaller groups within cohorts which minimizes transmission and assists with social distancing. Wherever possible, seats will be assigned including classrooms and buses. A 6ft distance from the teacher at the front of the room to the first row of students will be maintained. Assigned seating will be utilized and students will maintain at least a 3ft distance in rows - not facing each other. Per the recent DESE guidance, the measuring must be done from the edge of the seat to the edge of the next seat, side by side and front to back.

Pooled Testing

The implementation of Pooled Testing began in March 2021 as another mitigating strategy to reduce the spread of COVID-19 in our schools. Pooled Testing involves mixing several individuals’ test samples together into one “pool”, then testing the pooled sample for COVID-19. This approach increases the number of individuals who can be tested at one time and allows the Canton Nursing Team to regularly test our school community. The Pooled Testing will be performed one to two times per week in our buildings using a shallow nasal swab for CONSENTING students

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and staff. Consent **MUST** be given by individuals and parents/caregivers before testing may occur and testing is not mandatory. Schools will receive pool results from the laboratory within 24-48 hours. If the result is negative, tested individuals are presumed to be not infected with COVID-19. If the pool is positive, then all individuals in the pool are retested individually using Abbott BinaxNOW rapid tests with results in 15 minutes. Once the positive individual is identified CPS protocols will be followed.

Additional COVID-19 information and preparations:

Be prepared to provide remote learning: When students must stay home for self-quarantine when exposed to a positive COVID-19 individual or isolation when diagnosed with COVID-19 (at least a 10 day period), teaching and learning should not stop. CPS will provide remote learning for students who cannot be in school for an extended period of time.

Testing, tracing, and isolation: Testing, contact tracing and isolation when sick, helps control the spread of COVID-19. Both positive and negative test results are reported to the Massachusetts Department of Public Health. Positive cases are reported to the Department of Elementary and Secondary Education (DESE) by the CPS Nurse Leader. If a person has a positive COVID-19 test, the local health department, the Canton Nursing Team, or the Massachusetts Community Tracing Collaborative will contact individuals to inform them to isolate at home and investigate to identify close contacts **based on exposure**. Once the Close Contacts are identified, they are contacted and asked about their health status. These Close Contacts will be asked to self-quarantine. Household members of a COVID-19 positive individual are required to stay home from school and quarantine. To help control the spread, CPS is requesting that staff and students and parents/caregivers inform the District of the request to isolate or self-quarantine.

Isolation at Home: Staying home when you are sick for a minimum of 10 days after a positive test result, or being identified as a probable positive case is required. The virus can create illness ranging from asymptomatic (positive without symptoms), mild, moderate and severe. Individuals experiencing any level of illness are asked to isolate along with household members to prevent the spread of the virus.

Positive cases can resume public activities after 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications

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AND

- experienced improvement in symptoms (cough is mostly resolved)

AND

- **RECEIVED CLEARANCE** from public health authority contact tracers (the local health department, the Canton Nursing Team or Community Tracing Collaborative)

Repeat testing prior to return is NOT REQUIRED by the District. If symptoms worsen, contact a healthcare professional and with continued deterioration of symptoms, seek urgent or emergent medical care.

Self-Quarantine at Home: Staying home when you have been identified as being exposed to a positive case as a Close Contact for 10 days after exposure or when traveling between high-risk states, refer to Mass.gov [here](#) for the latest travel advisory. During this time, stay home, limit contact with others, monitor for symptoms, take temperature morning and night and if symptoms develop contact a healthcare professional to inquire about testing.

REQUIREMENTS for Close Contacts of a positive COVID-19 case: Individuals must self-quarantine at home for 10 days, monitor for symptoms and check temperature morning and night for 14 days from exposure. If symptoms develop, contact a healthcare professional to inquire about testing and inform your Building Nurse of symptoms and testing plan. COVID -19 testing is more accurate when performed at least 5 days after an exposure. A negative test result will not be accepted to shorten the 10 day self-quarantine period to return to school or school sponsored activities.

Massachusetts Department of Public Health defines a Close Contact as:

- Being less than 6ft from a COVID-19 case for at least 10-15 minutes while the case is symptomatic, up to 48 hours before symptoms appear or 48 hours before the test date of a positive asymptomatic case. This can occur while caring for, living with, visiting, or sharing a healthcare waiting room,

OR

- Having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on or sneezed on) while not wearing the recommended personal protective equipment (PPE).

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In the school environment, close contacts of a positive individual in the classroom or on the bus:

Following updated guidance from Department of Elementary and Secondary Education and the Massachusetts Department of Public Health, close contacts who were exposed to a COVID-19 positive individual **in the classroom or on the bus while both were masked DO NOT HAVE TO QUARANTINE** unless they were **WITHIN 3 feet of distance** of the COVID-19 positive individual for a total of 15 minutes during a 24-hour period. This does not apply if someone was identified as a close contact outside of the classroom or bus (e.g., in sports, extracurriculars, lunch, etc.) or if masks are not worn by both persons at the time of exposure. All other close contacts must follow the standard protocol for when a close contact may return to school. Testing is encouraged and as always, the COVID-19 test results should be reported to the Building Nurse.

In collaboration with the Canton Board of Health, the CPS Nursing Team will work with school staff and the positive individual (when possible) to determine if students/staff meet this revised definition for quarantine based on each individual case.

Identified Close Contacts may return to school if they have remained symptom-free and have self-quarantined for 10 days after the last exposure.

If an individual remains asymptomatic after their 10 day quarantine period, they may resume activities on day 11. Individuals are required to continue to monitor themselves for the full 14 days from exposure. If an individual develops symptoms, a healthcare professional should be contacted to inquire about testing and your Building Nurse should be notified. (Limit contact with others while waiting for test results.)

Positive cases may resume public activities after isolating for 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications

AND

- experienced improvement in symptoms (cough is mostly resolved)

AND

- **RECEIVED CLEARANCE** from the Canton Nursing Team or public health authority contact tracers (the local Health Department or Community Tracing Collaborative)

Common Symptoms of COVID-19

The collective health of our Canton Public Schools Community relies on individual attention and responsibility. Some symptoms of COVID-19 are the same as the flu or a bad cold; please do not assume it is another condition. When in doubt, **stay home**, do not enter the building, and contact the school nurse and Healthcare Professional.

Please DO NOT enter the building and stay home if you have any of the “significant” symptoms listed below. Staff and caregivers will monitor for the symptoms below:

- Fever (100° Fahrenheit or higher), chills, or shaking chills
- Cough (not due to other known cause, such as a chronic cough)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea

Please DO NOT enter the building and stay home if you have any of the “combination” symptoms listed below if they are in COMBINATION with other symptoms:

- Headache *when in combination with other symptoms*
- Fatigue, *when in combination with other symptoms*
- Nasal congestion or runny nose when *in combination with other symptoms*

If staff or students present with any of the “significant” symptoms OR “combination” symptoms listed above, they cannot enter the building, attend work, school or school-sponsored activities, and are required to contact the Building Nurse or COVID-19 Point Person listed on the screener.

COVID-19 Testing Sites

COVID-19 Test Sites: Please find a list of testing sites from the mass.gov website [here](#). Testing types and result timelines are dynamic with national needs affecting availability and wait time for results. You can also download a full list of testing sites, including locations, hours, and availability. Some of these testing sites would be of no cost to you. This list can be downloaded [here](#).

The Commonwealth has also launched FREE drive-through Express COVID-19 Testing Sites in partnership with Project Beacon. The sites are open to all Massachusetts residents. Free Drive-through testing sites are listed [here](#). Phone number:(617) 741-7310, Project Beacon Website: [here](#).

Common Elements of Protocols for COVID-19

While specific protocols vary, there are some common elements. The first step is understanding that our collective community health relies on self-screening for symptoms. Please do not enter the buildings, put a student on a bus or allow a student to attend school without completing the COVID-19 Self-Screening Questionnaire located on the CPS website. The Daily Self-Screener is now REQUIRED in the All-in model. It is required to use your CPS issued email on the screener.

- ✓ Evaluate symptoms to determine if emergency medical attention is needed and contact the Building Nurse
- ✓ Place surgical mask on the symptomatic individual and staff will don PPE
- ✓ Separate symptomatic individual and relocate to the medical waiting room staying 6ft apart when possible
- ✓ Contact parents/caregivers/emergency contact for pick-up
- ✓ After individual leaves the building, request that the waiting area is cleaned/disinfected and all areas visited during day by the symptomatic individual are cleaned/disinfected
- ✓ Provide instructions for symptomatic individual or parents/caregivers to:
 - Contact a healthcare professional to inform of symptoms or if decline in

condition occurs;

- Monitor for worsening of symptoms and deterioration of condition;
- Provide information and instructions on “Isolation” and “Self-quarantine” related to COVID-19;
- Limit contact with others.

Protocols for Students and District Staff Members

Protocol: Student or staff tests positive for COVID-19

1. The student or staff member must isolate at home (except when seeking medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, the local health department or Massachusetts Community Tracing Collaborative.

Positive cases may resume public activities after 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications
AND
- experienced improvement in symptoms (cough is mostly resolved)
AND
- RECEIVED CLEARANCE from the Canton Nursing Team or public health authority contact tracers (the local health department or Community Tracing Collaborative)

2. The student’s parent/caregiver or the staff member informs the Building Nurse that the individual has received notification of positive test results.

The Building Nurse will inquire about dates of testing, onset of symptoms, dates present at school and any locations visited. Communication may occur between the local health department, district administration, school leadership and others as necessary and appropriate.

3. Determine if the student or staff member was on the premises or involved in a school sponsored activity during the period when transmission was possible. Transmission is possible during the two days prior to

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symptom onset, two days prior to COVID-19 test date, if asymptomatic, or at any time during the 10 days following symptoms or test date. Identify any areas visited.

A. Promptly close off areas visited by the COVID-19 positive individual until such areas can be cleaned and disinfected, if not already performed. This may include: student's or staff member's classroom, bathroom, health office, guidance office, etc.

B. Contact the transportation company to clean and disinfect the bus(es) the student or staff member was on, if any, and if not already performed.

C. Identify Close Contacts including bus/van drivers, co-workers in same departments, classroom cohorts, etc. and if necessary, collaborate with the local health department to determine recommendations such as self-quarantine, isolation and or testing.

D. Prepare to inform **ALL** Close Contacts of the risk of exposure to a COVID-19 positive case and require identified Close Contacts to self-quarantine for a 10 day period and monitor for symptoms, taking temperature daily. This will be conducted by the Canton Nursing Team with guidance from the local health department and Massachusetts Division of Epidemiology.

4. District-wide communication may be prepared, prioritized and provided for both Close Contacts and for the greater school community. Efforts will be made to protect the individual's identity and may include consultation from the local health department. The process of contact tracing will be conducted by the Canton Nursing Team, the local health department or Community Tracing Collaborative.

A. List potential Close Contacts during the period when transmission is possible.

B. Decide if the circumstances necessitate communication and to which groups (close contacts, schools/District, greater school community including students, parents/caregivers). Close Contacts are generally contacted separately with tracing efforts through the Canton Nursing Team, local health department or MA Community Tracing Collaborative.

C. Collaboration may be performed with the local health department to assist with Close Contact identification and communication.

D. Communications provided for Close Contacts may:

- Inform Close Contacts of a positive case in the school including exposure date/s
- Explain that they were identified as a Close Contact and are required to self-quarantine for a 10 day period after the last exposure
- Inform that if symptoms develop during the self-quarantine period, they should contact a healthcare professional to inquire about testing
 - Remind of the importance of not having contact with higher-risk individuals
 - Review COVID-19 symptoms and request to monitor temperature

E. Communications provided for the greater school community should:

- Inform there was a positive case in which district building including dates and if

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the positive case has recently been in the school buildings

- Explain that Close Contacts will be identified and contacted by the local health department and if not contacted, they are not considered Close Contacts
- Inform that protocols include cleaning and disinfecting of areas identified to be visited by the individual
- May include decisions on actions that have been implemented, such as cleaning/disinfecting, moving classrooms, partial closure of areas, closure of school building and or closure of District. (See Section 6 Protocols for potential school closure or district closure)

5. If the school receives information about a COVID-19 positive test in the middle of a school day when the rest of the cohort is in class, the Building Nurse or Nurse Leader will communicate the information.

A. The Close Contacts of the positive individual will be identified by the Canton Nursing Team on an individual basis and **may** include students, educators, specialists, OT, PT, ABA, counselor, principal, etc.

B. The educator will make sure the class students are wearing masks that fully cover the nose and mouth, ensure 6ft social distancing when practicable, and instruct students to wash their hands. If extra masks are needed, they will be provided.

C. Notify students, parents/caregivers and staff that the District has information that leads them to believe that a possible exposure to COVID-19 may have occurred and formal tracing and contacts will be conducted by the Canton Nursing Team and/or the local health department.

D. Request that students are picked up immediately and secondary emergency contacts may be contacted:

- Close Contacts can not take transportation home
- Parents/Caregivers must wear a mask/face covering during pick up and are not allowed to enter the building
- Parents/Caregivers, students and staff, should wash their hands upon arriving at home and change their clothes as a precaution

E. Close Contacts **CANNOT** come back to school until the 10 day self-quarantine period of the last exposure to the positive case has ended and have remained symptom free during the period.

F. If symptoms develop, a healthcare professional should be contacted to inquire about testing and your Building Nurse informed.

Close Contacts of a positive individual who DO NOT have to quarantine:

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Parents/caregivers also may be notified their child was within 3 to 6 feet of an individual who tested positive in either the classroom or the bus, while both individuals were wearing masks and based on guidance from the Department of Elementary and Secondary Education, developed in collaboration with DPH and the Executive Office of Health and Human Services, it means their child DOES NOT have to quarantine and can return to school as long as they do not have symptoms of COVID-19 or test positive for COVID-19. The date of exposure will be included in the parent/caregiver notification. Testing is encouraged and as always, the COVID-19 test results should be reported to the Building Nurse.

6. IF OTHERS IN THE SCHOOL TEST POSITIVE:

Those individuals will be contacted by the local health department or the Canton Nursing Team and are required to self-isolate for 10 days from symptom onset or test date and once they have:

- been fever free for 24 hours without taking fever-reducing medications
AND
- experienced improvement in symptoms (cough is mostly resolved)
AND
- RECEIVED CLEARANCE from the Canton Nursing Team or public health authority contact tracers (the local health department or Community Tracing Collaborative)

Protocol: Student or staff is a Close Contact of a positive case

If an individual is identified as a Close Contact of a positive COVID-19 case, they will be contacted by the Canton Nursing Team, the local health department or the Massachusetts Community Tracing Collaborative. Canton Public schools, in alignment with state guidelines, have made the following changes in school protocol:

- 1. You MUST quarantine if you were exposed to someone who has tested positive for COVID-19. Your quarantine can end ONLY if 10 days after your exposure you have NO SYMPTOMS; resuming normal activities, including returning to school and school related activities on day 11. You should**

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continue to monitor yourself for symptoms for 14 days from exposure to a positive individual. You must be cleared by a member of the Canton Nursing Team or the local board of health in order to return to school and school related activities.

2. You are REQUIRED to continue to monitor yourself for symptoms for up to 14 days after an exposure. If symptoms develop, stay home and contact your Building Nurse or local Board of Health for advice. Students and staff are not required to test for COVID-19 before returning to school or school related activities after the 10 days of quarantine are complete.

IF POSITIVE TEST: The student or staff member should remain at home (except to seek medical care), monitor their symptoms, notify the school, notify personal Close Contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, the local board of health or Massachusetts Community Tracing Collaborative.

For most people who have a relatively mild illness, they will need to stay in self-isolation for at least 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications

AND

- experienced improvement in symptoms (cough is mostly resolved)

AND

- RECEIVED CLEARANCE from the Canton Nursing Team or public health authority contact tracers (the local health department or Community Tracing Collaborative) may return to school and school related activities.

Protocol: Student is symptomatic at home

1. Parents/Caregivers will monitor students at home each morning for the most common symptoms of COVID-19 and complete student health screening (see list above) BEFORE coming to school.

A. IF NO SYMPTOMS: Send the student to school.

B. IF EXPERIENCING ANY OF THE “SIGNIFICANT” SYMPTOMS OR “COMBINATION” SYMPTOMS listed on the self-screener: Do not send the

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student to school or any school related activity. Contact the Building Nurse to discuss if the student should stay home due to symptoms. Individuals may be asked to contact a healthcare professional for instructions and may be asked to remain at home returning with a negative PCR test taken **72 hours AFTER start of symptoms** as well as remaining fever free for 24 hours without medication.

If COVID-19 testing is performed, adhere to the following guidelines:

IF NEGATIVE TEST: The student or staff member must remain symptom free for 24 hours to return following a 10 day isolation. Exception: If a **negative PCR** test is obtained **72 hours AFTER the start of symptoms** the student or staff may return with improving symptoms and remaining fever free 24 hours without medication and are not required to wait the 10 day period.

Documentation of the PCR test with the test date clearly displayed is **REQUIRED** to be provided to the Building Nurse for clearance to return to school.

IF POSITIVE TEST: The student or staff member should remain at home (except to seek medical care), monitor their symptoms, notify the school, notify personal Close Contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, the local board of health or Massachusetts Community Tracing Collaborative.

For most people who have a relatively mild illness, they will need to stay in self-isolation for at least 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications

AND

- experienced improvement in symptoms (cough is mostly resolved)

AND

- **RECEIVED CLEARANCE** from the Canton Nursing Team or public health authority contact tracers (the local health department or Community Tracing Collaborative)

Protocol: Student is symptomatic on the bus

1. In addition to parents/caregivers monitoring for COVID-19 symptoms, bus drivers and monitors play an important role in recognizing COVID-19 symptoms in students.

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2. If symptoms are noticed as the student is getting on the bus with a parent/caregiver present, the parent/guardian will follow the protocols and contact the school nurse and/or administration. The parent/caregiver should then follow “Protocol: Student is symptomatic at home.”

3. If a student is already on the bus, and symptoms are noticed, ensure the student is wearing a mask or face covering that completely covers the nose and mouth, and other students are wearing their masks or face coverings. Ensure ALL students are wearing a mask that fully covers the nose and mouth. Instruct students to keep their masks on and to maintain required physical distance as feasible from each other and the symptomatic student.

4. Bus driver/monitor will immediately notify the bus service dispatch and/or building administration to inform that there is a symptomatic student on the bus. The bus service dispatch will be equipped with appropriate phone numbers for school and District personnel (Building Nurse, Principals, etc.). The dispatch will contact the school to inform the Building Nurse of the symptomatic student.

5. Nurses will meet the bus as it arrives, wearing appropriate school PPE and bringing a mask for the student to be placed over the student’s existing mask. As practical, the student with symptoms is to exit the bus first for nursing assessment.

6. Bus will be cleaned/disinfected.

7. The Building Nurse will evaluate the student.

A. **IF NO SYMPTOMS:** If the evaluation shows the student does not have symptoms, the student may proceed to class.

B. **IF ANY SYMPTOMS:** Contact parent/caregiver to pick up the student.

WAITING FOR PARENT/CAREGIVER: Student waits to be picked up in the medical waiting room. Staff will don PPE. Staff will bring the student out of the waiting area to the caregiver. Parents/Caregivers must wear a mask/face covering when picking up their student and may not enter the school building. Students **cannot** ride the school bus to get home. Parents/Caregivers and students should wash their hands upon arriving at home and change their clothes, as a precaution.

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IF PARENT/CAREGIVER IS DELAYED: The student will wait in the medical waiting room and will not return to class nor go home on the school bus with other students. It is expected that a parent/caregiver or emergency contact will come and pick up a sick or symptomatic child **within an hour**. This time duration is a guideline and parents/caregivers/emergency contacts must be aware of this expectation.

Protocol: Student is symptomatic at school

- 1. In addition to parents/caregivers and bus drivers monitoring for symptoms, educators will play an important role in referring possible symptomatic students to the Building Nurse.**
- 2. The educator recognizes that a student has symptoms, student reports symptoms or student requests to go to the Health Office.** The educator will ensure the student is wearing a mask that fully covers the nose and mouth.
- 3. The educator calls the Building Nurse to inform them that they have a student with symptoms.** A “Hold Passing” will be called. The student will be accompanied down to the Health Office by the Building Nurse. Masks will be worn by all parties and efforts will be made to social distance if possible.
- 4. The Building Nurse will evaluate the student for symptoms.**
 - A. IF NO SYMPTOMS:** If the evaluation shows the student does not have symptoms, the student will return to class.
 - B. IF ANY SYMPTOMS:** The student will be placed in the designated medical waiting room. Staff will don PPE and wait with the student until parent/caregiver arrives. There is no specific capacity limit for the medical waiting room but all students in the COVID-19 waiting room must be as far apart as possible, and no less than 6ft apart. Air purifiers will be in use in the medical waiting room while individuals are awaiting dismissal. Strict mask wearing covering the nose and mouth at all times for every person in the room will be enforced. Students can work on individual schoolwork or other activities while in the medical waiting room. The parent/caregiver

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will be contacted for pick-up.

WAITING FOR PARENT/ CAREGIVER: The Student will wait to be picked up in the medical waiting room. Parents/caregivers must wear a mask/face covering when picking up their student and may not enter the school building. Students cannot ride the school bus to get home. Parents/caregivers and students should wash their hands upon arriving at home and change their clothes as a precaution.

IF PARENT/CAREGIVER IS DELAYED: The student will wait in the medical waiting room with a staff member and will not return to class nor go home on the school bus with other students. It is expected that a parent/caregiver or emergency contact will come and pick up a sick child **within an hour**. This duration is a guideline and parents/caregivers/emergency contacts must be aware of this expectation.

Parent/caregiver is to contact a healthcare professional to inform them of the student's condition. The healthcare professional will provide direction if testing is to be performed, if isolation is to begin and or if consultation is necessary.

IF NEGATIVE: The student or staff member must remain symptom free for 24 hours to return following a 10 day isolation period. Exception: If a negative PCR test result is obtained **72 hours after the start of symptoms**, the student or staff may return with improving symptoms and remaining fever free for 24 hours without medication and are not required to wait the 10 day period. Documentation of the negative PCR test with the test date clearly displayed is **REQUIRED** to be provided to the Building Nurse for clearance to return to school.

IF POSITIVE TEST: The student or staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal Close Contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, from the local board of health or Massachusetts Community Tracing Collaborative.

For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days and once they have:

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- been fever free for 24 hours without taking fever-reducing medications
- AND**
- experienced improvement in symptoms (cough is mostly resolved)
- AND**
- received clearance from public health authority contact tracers the Canton Nursing Team or the local health department or Community Tracing Collaborative)

**Follow the steps for “Protocol: Student/staff tests positive for COVID-19”.

Protocol: Staff is symptomatic at home

1. Staff should monitor themselves at home each morning for the most common symptoms of COVID-19 and complete the daily “COVID-19 Self-screening”.

A. **IF NO SYMPTOMS:** Come to work.

B. **IF EXPERIENCING ANY OF THE “SIGNIFICANT” SYMPTOMS OR “COMBINATION” SYMPTOMS LISTED ON THE SELF-SCREENER:** Do not come to work. Contact the absence reporting mechanism established by the district and contact the Building Nurse or COVID-19 point of contact. Staff with symptoms will be directed to contact a healthcare professional for additional directions on testing, isolation, self-quarantine and or alternative diagnosis. If COVID-19 is suspected, staff can return after a 10 day period with improved symptoms and remain fever free for 24 hours without medication. If staff has testing performed:

IF NEGATIVE: The staff member must remain symptom free for 24 hours following the 10 day isolation period in order to return. Exception: If a negative PCR test result is obtained, ***72 hours after the start of symptoms***, the staff member may return with improving symptoms and remain fever free for 24 hours without medication and is not required to wait the 10 day period. Documentation of the negative PCR test with the test date clearly displayed is **REQUIRED** to be provided to the Building Nurse for clearance to return to school.

to return to school.

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IF POSITIVE: Staff members should remain at home (except to seek medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, the local health department, or Massachusetts Community Tracing Collaborative.

For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications **AND**
- experienced improvement in symptoms (cough is mostly resolved) **AND**
- received clearance from the Canton Nursing Team, public health authority contact tracers (the local health department or Community Tracing Collaborative)

**Follow the steps under “Protocol: Student/staff tests positive for COVID-19”.

Protocol: Staff is symptomatic at school

1. As noted above, staff should be encouraged not to come to school if they are experiencing any symptoms of COVID-19. CPS self-screening requests staff to contact the school nurse or COVID-19 point person with a “yes” answer for symptoms, fever greater than 100 degrees and if any contact with a positive COVID-19 case.

2. If a staff member suspects any symptoms during the day, they should follow the school’s protocols for getting another adult to cover their class, and see the school nurse or COVID-19 point person to be evaluated for symptoms.

A. IF NO SYMPTOMS: The staff member will follow the school’s standard protocols for being excused due to illness other than COVID-19.

B. IF EXPERIENCING ANY OF THE “SIGNIFICANT” SYMPTOMS OR “COMBINATION” SYMPTOMS LISTED ON THE SELF-SCREENER: Staff will be asked to leave the building without returning to their classroom. The staff member will be directed to contact their healthcare professional about testing, isolating or self-quarantining. If testing is performed, staff will inform school about testing and results:

IF NEGATIVE: Staff member stays home until improvement of symptoms, remains fever

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free without medication for 24 hours following the 10 day isolation period in order to return. Exception: If a negative PCR test result is received **72 hours after the start of symptoms**, the staff member may return with improving symptoms and remaining fever free for 24 hours without medication and is not required to wait the 10 day period. Documentation of the negative PCR test with the test date clearly displayed is REQUIRED to be provided to the Building Nurse for clearance to return to school.

IF POSITIVE: Staff members should remain at home (except to seek medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and wait to be contacted by the Canton Nursing Team, the local health department or Massachusetts Community Tracing Collaborative.

For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days and once they have:

- been fever free for 24 hours without taking fever-reducing medications **AND**
- experienced improvement in symptoms (cough is mostly resolved); **AND**
- received clearance from the Canton Nursing Team, public health authority contact tracers (the local health department or Community Tracing Collaborative)

Follow the steps for “Protocol: Student/staff tests positive for COVID-19”

Protocols for Potential School or District Closure

Protocol: Presence of multiple cases in the school or district

- 1. If there is more than one confirmed COVID-19 case (students or staff) in the school at one time, or if there is a series of single cases in a short time span, the Superintendent and school leaders will work with the local health department and the Nurse Leader to determine if school transmission is suspected.**
- 2. For each individual case, follow steps under “Protocol: Student or staff tests positive for COVID-19.”** Note that when there is one isolated case, the student’s or staff’s Close Contacts will need to stay home and self-quarantine, not the whole school. Efforts by the local health department and the Canton Nursing Team will begin when a positive case is identified and Close Contacts will be notified.
- 3. When there is suspected in-school transmission beyond one cohort or a small number of cohorts, school and district leaders must consult with the local health department as to proposed next steps.** The steps could include a decision to close part of the school or the entire school for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation or close the school partially or fully for a longer duration such as a 10 day quarantine period.
- 4. Should there be circumstances where there are multiple cases in multiple schools, school and district leaders must consult with the local health department as to proposed next steps.** The steps could include a decision to close the district for a short time (e.g. 1-3 days) for an extensive cleaning or other facility mitigation, or close the district for the longer duration of a 10 day quarantine period.
- 5. Before a final decision is made on a school or district closure, the superintendent must consult with DESE for further guidance.**
- 6. If the decision is made to close for some number of days, the school and/or district should send clear information and instructions**

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to parents/caregivers and staff:

- Informing them that it is possible COVID-19 is being transmitted in the school and/or district
- Sharing that there may be more potential cases that are not yet symptomatic
- Recommending students quarantine and not have contact with others
- Reminding families of the importance of not having contact with higher-risk individuals (e.g., grandparents)
- Reminding families of the list of COVID-19 symptoms for which to monitor
- Ensuring that remote learning is immediately provided to all students

7. Before bringing students back to school:

- Check inventory levels of needed supplies (e.g., disposable masks, PPE, soap, hand sanitizer, cleaning products) and re-order replacement inventory
- Consider a school-wide refresher training on the importance of correct hygiene procedures (masks, physical distance, handwashing)
- Reiterate the critical nature of masks, physical distancing when feasible, and hand hygiene when students return to school.

Protocol: Presence of significant number of new cases in a municipality

1. In the case of significant municipal outbreak, as determined by the local health department or DPH, the Superintendent and school leaders must consult with the local health department to determine whether it is appropriate to close a specific school, schools, or an entire district.

2. Before a final decision is made on a school or district closure, the superintendent must consult with DESE for further guidance.

Contacts:

Russell Johnston, Senior Associate Commissioner,
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Erin McMahan, Senior Advisor to the Commissioner - Fall Reopening Implementation Lead, Erin.K.Mcmahan@mass.gov, 781-873-9023

Protocol: State-wide regression to a previous reopening phase

- 1. Massachusetts is tracking its overall statewide reopening in phases according to the [Reopening Massachusetts](#) plan. Currently, Massachusetts is in Phase 4, Step 1, of reopening, where even more businesses can resume operations with specific guidance.**
- 2. If Massachusetts moves back into a prior phase, DESE (in consultation with the Massachusetts COVID-19 Command Center) will communicate with school districts and schools to determine whether in-person school *should continue*.**

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Canton Nursing Team contacts:

CHS: 781-821-5050 ext. 2110 or 2114/Nurses Christine Trendell & Maureen Campbell

GMS: 781-821-5070 ext. 3110 or 3186/Nurses Lauren Fallon & Kerry Darcy

HANSEN: 781-821-5085 ext. 4102/Nurse Amanda Thill

JFK: 781-821-5080 ext. 5102/Nurse Ellen Stenmon

LUCE: 781-821-5075 ext. 6109/Nurse June Warren

RODMAN: 781-821-5060 ext. 1508/Nurse Bailey Hewit

NURSE LEADER: 781-821-5060 ext. 1113/Nurse Lauren Pushard

Additional Health Resources:

Canton Health Department/Board of Health:

<https://www.town.canton.ma.us/139/Board-of-Health>

Centers for Disease Control:

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Massachusetts Department of Public Health:

<https://www.mass.gov/orgs/department-of-public-health>

Department of Elementary and Secondary Education:

<https://www.doe.mass.edu>