

COVID-19 Communicable Disease Management Plan

2021-22

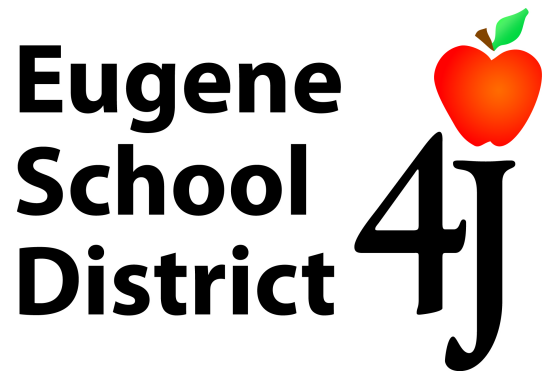


Table of Contents

Purpose and Scope	3
Oversight and Compliance	3
Building-Level Oversight	3
District-Level Oversight	4
Compliance and Reporting	4
COVID Prevention and Mitigation Protocols	4
Vaccination	4
Testing	4
Diagnostic Testing	4
Screening Testing	5
Daily Screening	5
Primary COVID-19 Symptoms	6
Employee Daily Self-Checks and Attestation	6
Screening and Attestation for Non-Employees	6
Student Screening	7
Attendance Tracking	7
Staff and Volunteers	7
Students	7
Face Coverings	7
Definitions	7
Face Masks Provided	7
Face Masks Required	8
General Exceptions	8
Employee Accommodations	8
Students	9
Physical Distancing	10
Student-Specific Physical Distancing Strategies	10
Cohorting	11
Hand Hygiene and Respiratory Etiquette	11
Ventilation and Airflow	11
Cleaning and Disinfection	12
COVID Case Response Protocols	13
Exposures and Close Contacts: Definitions	13
Isolation and Quarantine Measures	14
Employees	14
Students	15
Return to School and Work	15
Quarantine of Close Contacts	15
Notification to District	16
Contact Tracing and Communication	17
Temporary Closures or Suspension of Activities	17
Additional Guidance	17
Oregon Department of Education	17
Other State/Federal Guidance and Laws	18
4J Policy and Procedures	18

I. Purpose and Scope

- a. Eugene School District 4J’s COVID-19 Communicable Disease Management Plan prioritizes the return to full-time, in-person instruction as required for all Oregon school districts. It outlines health and safety protocols for district staff, students and community members across 4J schools, buildings and programs.
- b. This includes community-based programs located in a school building, as well as district-sponsored childcare programs and early learning environments. See [ODE's COVID-19 Recovery Resources for Childcare Providers](#) for the most current additional information for these programs.
- c. The district has conferred with public health officials and considered multiple factors when making decisions about implementing multilayered prevention protocols against COVID-19. Since schools serve their surrounding communities, district decisions consider the school population, families and students served, as well as their communities.
- d. This plan supplements the district’s communicable diseases procedures in [JHCC-AR](#) and [GBEB-AR](#) by providing guidance specific to the COVID-19 pandemic and meets the requirements of ODE’s [Ready Schools, Safe Learners Resiliency Framework for the 2021–22 School Year](#) and OSHA’s [Rule Addressing COVID-19 Workplace Risks \(OAR 437-001-0744\)](#).

II. Oversight and Compliance

All employees have a role to play in promoting a healthy and safe working and learning environment. Staff are expected to implement the established health and safety requirements consistently and to support other staff and students in maintaining these precautions as well.

a. Building-Level Oversight

1. Each site has a COVID coordinator who will serve as the single point person at each school working with the district COVID administrator to establish, implement, support and enforce all COVID health and safety protocols, including face masks and physical distancing requirements. This role should be known to all staff in the building with consistent ways for licensed and classified staff to access and voice concerns or needs.
 - (a) Elementary Schools, Fox Hollow and ECCO — School Principal
 - (b) Middle Schools — Assistant Principal
 - (c) High Schools — Assistant Principal to be appointed by school principal
 - (d) Education Center — Karen Hardin
 - (e) Transportation — Arthur Hart
 - (f) Facilities — Dexter Rummel
 - (g) Athletics — High School Athletic Directors
 - (h) Connections — Site Coordinator for Churchill High School
 - (i) Community Living Programs — Site Coordinator for Sheldon High School
 - (j) Eugene Online Academy, GED and Reconnections — Paula Nolan
 - (k) Bailey Hill — Teresa Martindale
 - (l) ECCO Childcare — Paula Nolan, Jill Johnson

b. District-Level Oversight

District COVID Administrator	COVID/Employees	COVID/Students
Dawn Strong	Dawn Strong	Joy Maxwell
Human Resources Administrator	Human Resources Administrator	Health Services Supervisor

c. Compliance and Reporting

1. Anyone with concerns about compliance with COVID protocols at a particular building should first address their concerns with the building-level COVID coordinator, or, if there is a conflict, then to the site administrator or the district-level COVID administrator, Dawn Strong.
2. Comments and suggestions on this plan may be sent to healthservices@4j.lane.edu.

III. COVID Prevention and Mitigation Protocols

Everyone in our community shares in the responsibility to keep our schools and communities safe and healthy. In order to return to full-time, in-person instruction, this responsibility asks each person to both maintain their own health and take actions to protect the health of those with whom they interact.

a. Vaccination

1. There is broad agreement among health care providers and public health experts that vaccination is currently the best public health prevention strategy to end the COVID-19 pandemic. Safe and effective vaccines against COVID-19 are currently authorized for people age 12 and older.
2. In accordance with state law ([OAR 333-019-1030](#)), the district requires that all employees and volunteers be fully vaccinated against SARS-CoV-2 by October 18. Requests for an exemption to the vaccination requirement will be processed as provided by Human Resources.
3. The district encourages students and families who are eligible to be vaccinated, to protect their health and reduce the risk of spreading the virus at school, to families, and in the community. The district will continue to partner with local public healthcare partners to provide opportunities for students to receive vaccines.

b. Testing

1. Diagnostic Testing

- (a) Students or staff who develop symptoms or are exposed to COVID-19 are advised to get a diagnostic test for COVID-19.
- (b) Currently there are two types of diagnostic tests: molecular tests, such as RT-PCR tests, which detect the virus’s genetic material, and antigen tests, which detect specific proteins from the virus. (Antibody tests are not considered diagnostic tests that can determine if someone has an active COVID-19 infection.) PCR tests, available through your healthcare provider, are the most reliable and are what our local public health officials recommend. Antigen tests may be faster but are less likely to detect the virus, particularly in people not showing symptoms.

- (c) A positive result would provide important information and alert the individual to take steps against spreading the virus, to protect their family, friends and community. Neither test can be used to shorten quarantine or isolation periods when a person has or has been exposed to coronavirus. However, a negative result in a person not exposed to COVID-19 may allow their return to school earlier, following [ODE's COVID-19 Exclusion Summary Guidance](#).

2. Screening Testing

- (a) Screening testing of unvaccinated persons is a public health measure that supports detection of COVID-19 and prevention against its spread. Public health officials currently recommend screening only in unvaccinated individuals. Because COVID-19 vaccines are very effective in reducing the risk of infection, the likelihood of fully vaccinated individuals contracting COVID-19, while possible, is very low compared with unvaccinated individuals.
- (b) The district participates in the [Oregon Health Authority \(OHA\) voluntary screening program](#). OHA offers free COVID-19 screening testing to unvaccinated K–12 students, teachers and staff to help reduce the spread of COVID-19 in schools.
- (c) Screening testing for K–12 students is made available locally through the University of Oregon. The district encourages unvaccinated students to enroll in this voluntary program through their school or the UO. For additional information, see the [UO K–12 Screening Testing](#) webpage.
- (d) Screening testing for K–12 teachers and staff is made available with free weekly at-home testing by mail. Staff enroll in the program through an [online form](#).
- (e) Weekly screening testing is *required* for any staff members who are not yet fully vaccinated. Staff who are unvaccinated or only partially vaccinated must enroll and document participation in screening testing through the OHA program or other approved program. Beginning October 18, staff and volunteers are required to be fully vaccinated.
- (f) Weekly screening testing is *available* for all staff through OHA, UO testing events, and other options. Although routine screening testing is recommended only for those who are unvaccinated or only partially vaccinated, vaccination status will not be verified by OHA and all district staff may choose to participate.

c. Daily Screening

Daily screening for staff, students and visitors is essential. Staff and families will be provided regular reminders of the importance of daily screening for primary COVID-19 symptoms, and of reporting primary symptoms or potential COVID-19 exposure to the school. Staff should refer to [ODE's COVID-19 Exclusion Summary Guidance Chart](#) to support compliance with these requirements. An additional guidance resource is [ODE/OHA's Planning for COVID-19 Scenarios in Schools](#).

1. Primary COVID-19 Symptoms

- (a) Fever of 100.4° F or higher
- (b) Chills
- (c) Cough

- (d) Shortness of breath
- (e) Difficulty breathing
- (f) New loss of taste or loss of smell
- (g) Note: Not all persons with COVID-19 exhibit primary symptoms, particularly in the less-likely breakthrough cases in individuals who are fully vaccinated.

2. Employee Daily Self-Checks and Attestation

- (a) As always, staff who feel unwell should stay home and use appropriate leave.
- (b) Each day before coming to work, employees must conduct a self-check and attest to the following:
 - (1) They are not experiencing primary COVID symptoms due to an unknown illness;
 - (2) They have not been identified as a close contact of a person who is COVID-19 positive;
 - (3) They do not live with a person who is COVID-19 positive;
 - (4) They are not awaiting the result of a COVID-19 test that was administered due to COVID symptoms; and
 - (5) They have not been placed in isolation or quarantine by a health provider or by Lane County Public Health.
- (c) If, after conducting a self-check, an employee cannot confirm that each of the five (5) above-stated conditions is true, they must not report to work and must immediately notify their supervisor and await direction regarding return to work. Supervisors are to immediately notify the COVID administrator, Dawn Strong, who will determine whether the employee may report to work. (See [Section IV.b – COVID Case Response Protocols – Isolation and Quarantine Protocols](#) below).
- (d) *Digital Employee Attestation*: Employees attest to their health as defined above on a daily basis by swiping their badge to gain entry to their worksite.

3. Screening and Attestation for Non-Employees

- (a) *Digital Attestation*: Visitors, volunteers, contractors and others must utilize the Raptor visitor management system to check into a building, where they are required to answer to the following 5 questions before proceeding beyond the front office:
 - (1) Have you been diagnosed with COVID-19 in the past 10 days?
 - (2) Has a health provider or public health official directed you to be in isolation or quarantine at this time?
 - (3) Have you been in close contact with or live with anyone who is displaying primary COVID-19 symptoms or has been recently diagnosed with COVID-19?
 - (4) Are you awaiting the result of a COVID-19 test that was administered due to symptoms?
 - (5) Are you currently experiencing any of the following symptoms: cough, fever of 100.4° or higher, chills, shortness of breath/difficulty breathing, or new loss of sense of taste or smell?
- (b) If a visitor answers “yes” to any of the 5 questions above, they must not be permitted to access the campus.

- (c) *Contact Tracing*: Raptor sign-in data will be used for visitor contact tracing in the event of confirmed cases. Schools should use a paper/pencil sign-in log if Raptor is inaccessible for any reason.

4. Student Screening

- (a) As always, students who feel unwell should stay home. Students must stay home if they or anyone in their home has primary COVID-19 symptoms, or other signs of infectious diseases.
- (b) Teachers are encouraged to visually screen students when taking attendance each day. If a student appears unwell, the teacher should ask them how they are feeling, and if unwell, send the student to the office.
- (c) If a bus driver observes that a student rider appears to be unwell, the driver will assign the student to sit in the designated seat at the front of the bus, open additional windows for fresh air circulation if feasible, and notify the dispatcher to inform the school that an ill student is arriving. School staff will receive the student and conduct additional screening in collaboration with the school nurse.
- (d) Anyone displaying or reporting the primary COVID-19 symptoms as described above must be isolated and sent home as soon as possible. Students also should be excluded from school for signs of other infectious diseases, per existing school policy and protocols based on public health guidelines.

d. Attendance Tracking

1. Staff and Volunteers

For the purpose of supporting contact tracing in the event of confirmed cases, attendance is recorded using ID badge entry data and Raptor visitor management system data. Staff must sign in using their ID badge or Raptor upon entry to any district building. Volunteers and visitors must sign in using the Raptor visitor management system. Schools should use a paper sign-in log if the ID badge or Raptor system are inaccessible for any reason.

2. Students

For the purpose of supporting contact tracing in the event of confirmed cases, attendance is recorded in Synergy for school programs, and in Family ID for athletic programs. If a student is present at a school or program they are not normally assigned to attend with attendance recorded in these systems, they must sign in or be recorded on a separate log.

e. Face Coverings

1. Definitions

- (a) “Face covering” or “mask” (used interchangeably in this document) means a cloth, paper, polypropylene or other face covering that covers the nose and mouth and that rests snugly above the nose, below the chin, and on the sides of the face. Face masks with valves, gaiter or bandana type face masks are not permitted. Face shields may not be worn instead of masks except under limited approved circumstances.
- (b) “Indoor spaces” means anywhere indoors, including but not limited to public and private workplaces, businesses, indoor areas open to the public, building lobbies, common or shared spaces, classrooms, elevators, bathrooms, transportation services and other indoor spaces where people may gather for any purpose.

2. Face Masks Provided

- (a) The district will provide a mask to any staff, student, volunteer or visitor if needed.

3. Face Masks Required

- (a) Face covering requirements are determined by the state or the district. These rules will be revisited periodically, and may change. The district will not establish a less protective rule or practice for face masks in contravention of state requirements.
- (b) These rules apply to all persons, including staff, students, visitors and contractors, regardless of vaccination status, at all times when in a 4J school or other 4J building, on a 4J property, or when off-campus and engaged in a school-sponsored extracurricular or educational activity or event. See [OAR 333-019-1015](#) and [OAR 333-019-1025](#).
- (c) Face masks are required indoors and on school buses.
- (d) Face masks are required outdoors when at least 6 feet of physical distancing between individuals cannot generally be maintained. “Outdoors” includes stadiums, tracks and fields, and covered outdoor spaces, provided they have open sides that allow free flow of air.
- (e) A face mask is NOT a substitute for physical distancing. Face masks and maintaining at least 3 feet of physical distancing to the extent possible are both required in indoor school settings.
- (f) When masks are removed outdoors, physical distancing of at least 6 feet should be maintained to the greatest extent possible. If 6 feet of distancing cannot be maintained, masks must be worn.

4. General Exceptions

Face masks are not required if a person:

- (a) Is under 2 years of age on public transportation including school buses;
- (b) Is under 5 years of age and not yet in kindergarten, not on public transportation;
- (c) Is outdoors and is generally able to maintain at least 6 feet of distance from others;
- (d) Is alone in a private individual workspace that is enclosed on all sides with walls from floor to ceiling and with a closed door;
- (e) Is actively eating or drinking;
- (f) Is actively engaged in an activity that makes use of the mask not feasible, such as swimming or playing a musical instrument that requires using the mouth.
- (g) Is actively engaged in performing for an audience in an activity that would be hindered by wearing a face mask, such as a theatrical performance, playing a musical instrument that requires use of the mouth, or delivering a speech to an audience (this does not apply to teaching or to student speeches in a classroom setting);
- (h) Is a student athlete (in a competitive sport, not PE) who is actively engaged in athletic practice or competition outdoors, or who is verified to be fully vaccinated and is actively engaged in athletic practice or competition indoors (only during periods of exertion; face masks must be worn on the bench and at times such as team meetings);
- (i) Is officiating a competitive sport that requires a high level of physical exertion by the official, during periods of exertion;
- (j) Is sleeping; or
- (k) Must remove the mask briefly because the individual’s identity needs to be confirmed by visual comparison.

5. Employee Accommodations

- (a) A staff member requesting an accommodation for the face mask requirement due to a disability must contact the district's ADA coordinator at hr_ada@4j.lane.edu.
- (b) If a staff member is determined to require an accommodation for the face mask requirement, the district will consider reasonable accommodations as applicable, including but not limited to an unpaid leave or a work shift adjustment.

6. Students

- (a) Students must wear face masks at all times when indoors at school, on school-provided transportation, or participating in indoor school activities, subject to the exceptions listed above.
- (b) "Mask breaks" are not to be provided indoors.
 - (1) "Mask breaks" when students may remove their face masks are naturally embedded in the school day, with meal periods, recess, and when outdoors.
 - (2) "Mask breaks" for a group or a full classroom are not allowed indoors. A group or classroom may move outdoors to temporarily remove face masks, while physically distanced.
 - (3) "Mask breaks" for individuals are not to be provided on a routine basis and are expected to be brief and outdoors.
- (c) If a student demonstrates a need to remove their face mask briefly, the school/team should:
 - (1) Take the student outside, or if not an option, take the student to a place away from other students. Students must not be left alone or unsupervised.
 - (2) Provide additional instructional supports to effectively wear a face mask.
 - (3) Provide the student adequate support to re-engage in safely wearing a face mask.
 - (4) Consider child find implications for students who demonstrate an ongoing inability to consistently wear a face mask as required and are not currently eligible for or receiving services under 504 or IDEA. Teachers should alert the school psychologist and school administrator in such cases.
- (d) If a student has a medical condition or disability that may require adaptation or accommodation of face mask requirements:
 - (1) Such limited exceptions are made through individualized, student-specific decisions and established IDEA and Section 504 processes, in consultation with a Student Services Administrator and the Student Health Services Supervisor.
 - (2) IEP or 504 teams should refer to the ODE supplemental guidance [Considering Reasonable Accommodation of Face Coverings Requirements for the 2021–22 School Year](#).
- (e) If a student refuses to wear a face mask, they may not participate in school on-site. If a student refuses to wear a face mask or wear it properly, the school/team should:
 - (1) Remind and direct the student to wear their face mask.

- (2) Provide additional instruction on how to wear a mask effectively, if needed.
- (3) If the student continues to refuse to wear a face mask or to wear it properly, send the student to the school office to wait in the isolation area until their parent, guardian or emergency contact arrives to pick them up.
- (4) Provide the student and parent/guardian information about the reasons for and importance of wearing face masks, and the alternatives if they are not willing to comply with the law for school health and safety.
- (5) Student or family refusal to wear appropriate face masks dictates that educational needs be met through online learning. Students who choose not to wear a face mask will not be permitted to continue to participate in on-site instruction and will be provided with access to all-online instruction.

f. Physical Distancing

1. All individuals must maintain at least 3 feet of distance between themselves and others to the extent possible at all times, except when job requirements necessitate closer physical proximity. At times when masks are removed outdoors, physical distancing of at least 6 feet must be maintained.
2. Schools will consider physical distancing requirements when setting up learning and other spaces, arranging spaces and groups to allow and encourage at least 3 feet of physical distance.
3. Schools will minimize time standing in lines and take steps to ensure that required distance between students is maintained, such as marking spacing on the floor.
4. ***Student-Specific Physical Distancing Strategies***
 - (a) Arrange student desks and other seat spaces so that students' physical bodies are at least 3 feet apart. Where possible, face all desks in the same direction or have students sit on only one side of tables. Every class must maintain assigned seating.
 - (b) Modify or stagger schedules, such as recess and lunch schedules, to limit the number of students in spaces or arriving at the same time to avoid crowding or gathering.
 - (c) Limit transitions to the extent possible during the student day, and create hallway procedures to promote physical distancing and to minimize gatherings.
 - (d) Plan for students who will need additional support in learning how to maintain physical distancing requirements. Reinforce physical distancing expectations through positive behavior support and instruction; refrain from punitive discipline.
 - (e) Cancel, modify, or postpone assemblies, special performances, parent meetings and other large gatherings to maximize physical distancing. Consider moving events outside where possible.

g. Cohorting

1. Cohorting helps manage risks in the potential spread of COVID-19. A cohort is a stable group of students that stays together for a portion of the school day, such as a class or athletic team or school bus route. Most students are part of more than one cohort.
2. Student cohorting limits the number of potentially exposed individuals, and helps quickly identify them, when a COVID-19 case is identified in the school. This minimizes the number

of people who may need to be quarantined as well as school-wide disruptions in student learning.

3. Where feasible, schools will establish designated preferred bathrooms for cohorts. Schools will continue to provide access to all-gender/ single-occupant restrooms.
4. Schools will minimize prolonged interaction between students in different cohorts to the extent possible.
5. Schools will minimize the number of staff that interact with each cohort to the extent possible.
6. See [Section IV.b – COVID Case Response Protocols – Isolation and Quarantine Protocols](#) for information on quarantine requirements within student cohorts when a confirmed case of COVID-19 is identified.
7. See [Section IV.d – COVID Case Response Protocols – Contact Tracing and Communication](#) for information on notification to cohorts when a confirmed case of COVID-19 is identified.

h. Hand Hygiene and Respiratory Etiquette

1. All individuals should clean their hands frequently with handwashing for at least 20 seconds or alcohol-based hand sanitizer with 60–96% alcohol.
2. Key times to clean hands include before and after eating food, after using the toilet, and after coughing, sneezing, or nose blowing.
3. All individuals should avoid touching their eyes, nose, or mouth with gloves or unwashed hands.
4. Schools will teach and support hand hygiene and respiratory etiquette.

i. Ventilation and Airflow

1. Air circulation and filtration are helpful factors in reducing airborne viruses. The district and its schools will operate ventilation systems properly and will consider and implement ways to increase circulation of outdoor air as much as possible, including by:
 - (a) Setting ventilation systems to increase air exchanges, increase the amount of outside air where possible, and minimize recirculation of indoor air;
 - (b) Enhancing building ventilation and filtration systems where feasible, following current guidance; and/or
 - (c) Opening windows and doors while keeping student safety and school security in mind.
2. Air purifying devices have been installed in the ventilation systems in all 4J buildings to help neutralize and remove viruses and other particles from the air without producing ozone or other harmful byproducts. These units are installed and operating in every building. They are not visible from inside classrooms, as they are installed in the building’s HVAC system. The devices use a technology called bipolar ionization (BPI) that is in use in schools, office buildings, airports, hospitals and other community buildings around the world. Information regarding the BPI units can be found here:
<https://www.4j.lane.edu/2021/01/ventilation-system-upgrades/>

3. During the pandemic, 4J buildings will operate exhaust fans 24 hours a day, five days a week, to increase air exchanges within the building. Specific procedures may vary in older buildings but all the ventilation system run times have been increased districtwide.
 - (a) Programmable ventilation systems will provide up to 100% outside air when air quality and temperatures allow.
 - (b) Kitchens or cooking areas' local exhaust ventilation systems will be operated when these spaces are occupied. Kitchen exhaust ventilation may be operated even when these spaces are not occupied to supplement ventilation for other areas of the building.
 - (c) Restroom exhaust fans will be operated when the building is occupied.
4. Ventilation systems will be checked and maintained by maintenance staff on a regular basis. The district will consider modifications or enhancements of building ventilation and filtration systems where feasible, following current guidance.
5. Fans can be an effective way to increase the circulation of outdoor air.
 - (a) Consideration will be given to using fans or box fans positioned in open windows to draw fresh outdoor air into the classroom via one window, and flush indoor air out of the classroom via another window.
 - (b) Fans will not be used in rooms with closed windows and doors, as the fans would be recirculating the classroom air and not providing circulation of fresh air.
 - (c) Fans will not be used if it is determined that they pose a safety or health risk, such as increasing exposure to smoke, pollen or other allergens or exacerbating asthma symptoms.
6. The district will consider the need for increased ventilation in areas where students with special healthcare needs receive medication or treatments.
7. When feasible, bus windows will be kept open in order to improve air ventilation. Even partially opened windows will improve fresh air circulation on the bus.
8. Schools are encouraged to conduct some activities and classes outside when reasonable.

j. Cleaning and Disinfection

1. The district requires routine, systematic cleaning and disinfection of classrooms, work spaces, bathrooms, and activity areas.
2. Custodial staff will have primary responsibility for daily cleaning and disinfection as outlined in [COVID-19 Cleaning & Disinfection Protocol](#).
3. Custodial staff will perform cleaning and disinfecting of all high touchpoints throughout the buildings at least once per day, including but not limited to restrooms, common areas, door knobs, light switches, and student desks throughout the building.
4. Disinfectant spray and towels or disinfectant wipes, with use instructions, will be made available in each classroom. Staff may use these to periodically disinfect common touchpoints within the classroom.
5. Disinfectant spray and towels or wipes will be supplied in all staff-designated areas to be used throughout the day as needed or desired.

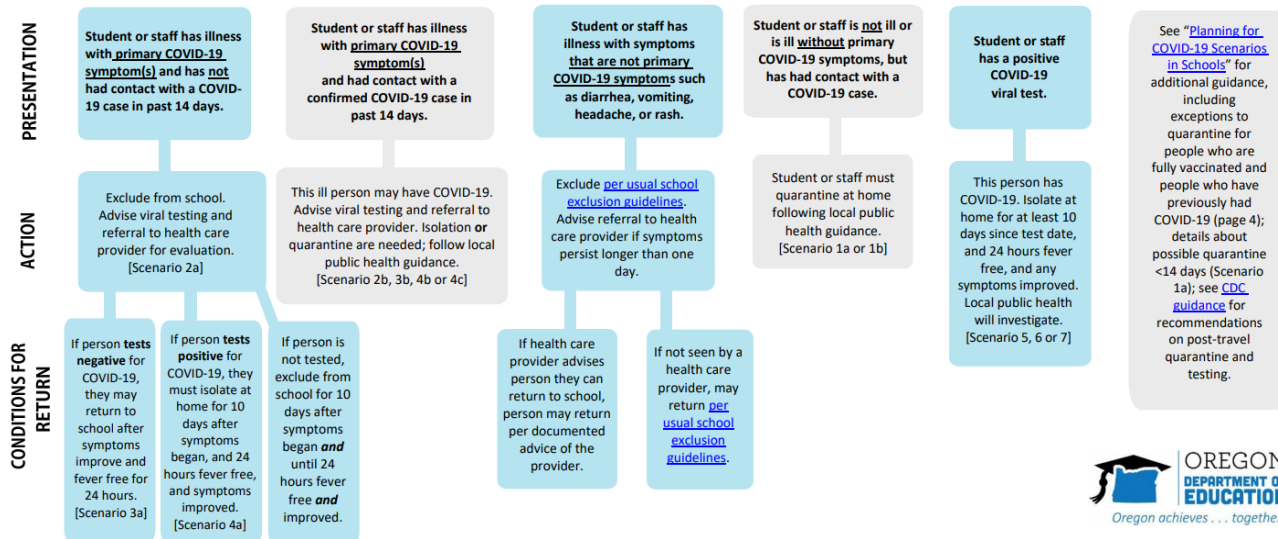
IV. COVID Case Response Protocols

a. Exposures and Close Contacts: Definitions

1. “Exposure” is defined as a [susceptible](#) individual, who has close contact (within 6 feet) for longer than 15 cumulative minutes in a day with a person who has a confirmed or presumptive case of COVID-19. A student or an employee is “susceptible” if the district lacks evidence that the individual has been vaccinated.
2. “Close contact,” as defined by the CDC, is someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more in a 24-hour period within the preceding 14 days. In a school setting, students are not considered to be close contacts of a person with COVID-19 if they were 3 feet or more apart and both students were consistently and correctly using well-fitting masks.
3. “Confirmed case” means an individual who tests positive using a diagnostic (viral) test.
4. “Presumed case” means a person who:
 - (a) Has had a close contact with a confirmed case in the past 14 days; AND has had two of the following: shortness of breath, cough, fever, new loss of smell or taste; AND has not had a positive COVID-19 viral test; OR
 - (b) Has had a positive test result from an at-home test kit; AND has at least one primary COVID-19 symptom OR had a close contact with a confirmed case in the past 14 days OR out-of-state travel within the 14 days before the onset of illness.
5. “Quarantine” means a restriction of persons who were exposed to COVID-19 to monitor whether they become sick and prevent the spread of disease.
6. “Exclusion” refers to a district or school administrator’s decision to keep a student with COVID-19 or symptoms out of school to prevent possible disease spread.
7. “Isolation” means separating people with a contagious disease including COVID-19 from other people to prevent disease spread.
8. “Restrictable diseases” are defined by [OAR 333-019-0010](#) and include COVID-19.

COVID-19 Exclusion Summary Guidance for K-12

Version 7/22/2021



Important Definitions

Primary COVID-19 symptoms include the following:

- Fever of 100.4°F or higher
- Chills
- Cough
- Shortness of breath
- Difficulty breathing
- New loss of taste or loss of smell

Fever free means a temperature less than 100.4°F without the use of fever-reducing medication.

Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick and prevents disease spread (determined by local public health authority).

Isolation separates people with a contagious disease from other people to prevent disease spread (determined by local public health authority).

Exclusion means keeping a student with symptoms or diagnosis of a contagious disease out of school to prevent possible disease spread (determined by school).

Confirmed case means a person who has a positive result on a COVID-19 diagnostic test.

Presumptive case means a person who has not had a positive result on a COVID-19 diagnostic test but has symptoms after contact with a confirmed COVID-19 case. (Other situations are possible; refer to Planning for COVID-19 Scenarios in Schools for additional information.)

b. Isolation and Quarantine Measures

1. Employees

- (a) Staff who report or develop primary symptoms of COVID-19 will report such to their supervisor and leave the school or worksite immediately. Employees should seek COVID-19 viral testing and contact their health care provider. An employee may not attend or work at a district facility or school while in a communicable stage of a disease, and must be authorized to return to work by Dawn Strong, Human Resources Administrator and point of contact with Lane County Public Health.

2. Students

- (a) Students who report or develop symptoms of an undiagnosed illness must be isolated in the designated isolation area in the school, with adequate space and staff supervision and symptom monitoring by a school nurse, other school-based health care provider, or other school staff.
- (b) Students will remain in the isolation area until a parent, guardian or emergency contact arrives to take them home.
- (c) Administrators will exclude from schools all students and employees diagnosed with, or suspected to have, COVID-19, consistent with [OAR 333-19-0010](#), unless Lane County Public Health determines that exclusion is not necessary. In practice, the district point of contact with LCPH will consult with LCPH and will follow the identified exclusion dates. See [ODE’s COVID-19 Exclusion Summary Guidance Chart](#) and [Planning for COVID-19 Scenarios in Schools](#) for more information.

- (d) Generally, people who have COVID-19 should isolate for 10 days after their symptoms started (or if they have no symptoms, for 10 days after the first test date) and 24 hours after any fever has resolved without the use of fever-reducing medicine and other symptoms are improving. They are to follow all instructions from Lane County Public Health and/or the district point of contact with LCPH.

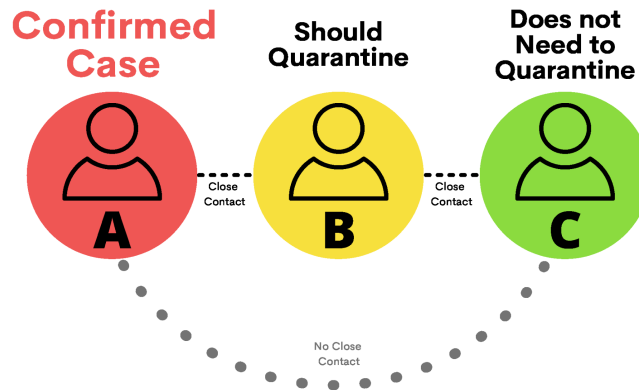
3. Return to School and Work

- (a) For students to return to school or staff to return to work after an illness, a variety of dynamic factors must be considered. Refer to [Section VI-Isolation and Quarantine Protocols](#), [ODE’s COVID-19 Exclusion Summary Guidance Chart](#) and [ODE/OHA’s Planning for COVID-19 Scenarios in Schools](#) for specifics and the most up-to-date guidance.

4. Quarantine of Close Contacts

- (a) Any unvaccinated person who has been in close contact with a person who has COVID-19 should quarantine at home for 14 days, or as directed by LCPH or the district point of contact with LCPH.
- (b) Close contacts are not required to quarantine if they are fully vaccinated against COVID-19 (received both doses of Pfizer or Moderna vaccine or one dose of Johnson & Johnson vaccine at least 14 days before the time of their exposure). Fully immunized close contacts should still monitor themselves for symptoms of COVID-19 during the first 14 days of exposure, and if symptoms develop they should isolate and seek testing.
- (c) Close contacts are not required to quarantine if they had a previous confirmed or presumptive COVID-19 case (verified by a positive viral COVID-19 test or Lane County Public Health) and have completed their isolation, and the new exposure happened within 90 days of symptom onset or the first positive test, whichever is earlier, for their original case.
- (d) A person who has been in close contact with someone who was exposed to COVID-19 does not need to quarantine. That is, quarantine is only required for people who have had close contact with a case, not those who have had close contact with a close contact of a case (an exposed person without COVID-19 symptoms and no positive test result).
- (e) In general, an identified COVID-19 case will not require that an entire cohort be quarantined, only those unvaccinated individuals who were in close contact with the case. A cohort may be kept out of school while contact tracing is completed. If in contact tracing a school cannot confirm that 6 feet of distancing was consistently maintained, or 3 feet of distancing was maintained between students with consistent mask use in an indoor school setting, then all susceptible persons the confirmed case was in contact with may be considered potential close contacts and will need to quarantine as directed in consultation with Lane County Public Health.

General Quarantine Protocol



c. Notification to District

1. District employees must notify their supervisor and not come to work, and the employee's supervisor will notify the designated Human Resources Administrator (Dawn Strong), if the employee:
 - (a) Has a confirmed or presumptive diagnosis of COVID-19,
 - (b) Has been exposed to a person with COVID-19, or
 - (c) Is being tested for COVID-19 due to symptoms or exposure concerns.
2. Parents must not send their student to school and are asked to notify their school, which will notify the Student Health Services Supervisor (Joy Maxwell), if the student:
 - (a) Has a confirmed or presumptive diagnosis of COVID-19,
 - (b) Has been exposed to a person with COVID-19 (*if the student is fully vaccinated and does not have any symptoms, they are asked to notify the school but do not need to stay home*), or
 - (c) Is being tested for COVID-19 due to symptoms or exposure concerns.
3. If an employee, student or campus visitor self-discloses a confirmed or presumptive diagnosis of COVID-19:
 - (a) The person must not be permitted to access the campus.
 - (b) The staff member receiving the report must notify either the Health Services Supervisor (Joy Maxwell) for a student case, or the Human Resources Administrator (Dawn Strong) for an employee case.
 - (c) The designated Human Resources Administrator or Health Services Supervisor will notify Lane County Public Health, as required by law.
 - (d) Health Services or Human Resources will notify the Chief of Staff and Communications designee.
4. If Lane County Public Health notifies the district of a confirmed or presumptive case of COVID-19 in a staff member or student:
 - (a) Health Services or Human Resources will notify the Chief of Staff and Communications designee.

d. Contact Tracing and Communication

1. The district coordinates and communicates with Lane County Public Health regarding identified cases of COVID-19.
2. When an individual in a school or district building is confirmed to have COVID-19, the district will conduct detailed contact tracing and identify students and staff who came into close contact with the confirmed case.
3. The district will notify close contacts as soon as possible and inform them of appropriate measures, including quarantine required for any close contact who is not fully vaccinated. See [Section IV–Isolation and Quarantine](#) for more information. Typically all close contacts are identified and notified within 1–2 days of first learning of the case. Certain circumstances such as complex contact tracing may take longer. Additionally, the overall volume of contact tracing throughout the district may have a significant impact on these timelines.
4. The district will identify all staff and students who are in a cohort¹ with the affected person, and notify staff and parents that there has been a case identified in the cohort, normally within 1 day after contact tracing is completed.
5. The district will maintain an online dashboard showing COVID cases in the district.
6. As required by privacy laws, these communications will not identify a particular student or staff member as having COVID-19, or disclose other personally identifiable information about that person.
 - (a) In rare instances, and only when absolutely necessary to protect the health or safety of others, it may be necessary to disclose identifiable information to enable close contacts to take precautions or other health and safety measures.
7. The district will coordinate with Lane County Public Health to disseminate critical information from the health department, to develop and deliver common health messages, and to ensure and demonstrate that the district is taking reasonable action to preserve the safety and health of our staff and students.

e. Temporary Closures or Suspension of Activities

1. The COVID-19 pandemic creates the possibility of temporary closures where there are clusters of illness or in other circumstances. In such cases, the superintendent or designee or Lane County Public Health may temporarily close a classroom, school, department or other location, or may suspend or cancel a program or activity.
2. The communications department will provide communications to the impacted school community, including staff. The district will follow health authority guidance in determining reopening.

V. Additional Guidance

a. Oregon Department of Education

1. [Ready Schools, Safe Learners Resiliency Framework for the 2021–22 School Year](#) (rev. 8/17/2021)

¹ A cohort is a group of students that stays together for a portion of the school day, such as a class or athletic team or school bus route. A student may be part of more than one cohort.

2. [RSSL Guidance](#) website
3. [COVID-19 Recovery Resources for Childcare Providers](#)
4. [COVID-19 Exclusion Summary Guidance for K-12](#) (rev. 7/22/2021)
5. [Planning for COVID-19 Scenarios in Schools](#) (rev. 8/16/2021)
6. [Considering Reasonable Accommodation of Face Coverings Requirements for the 2021–22 School Year](#)
7. [Planning for Individualized COVID-19 Recovery Services](#) (rev. 7/15/2021)

b. Other State/Federal Guidance and Laws

1. OSAA’s [COVID-19 Information](#) website
2. OSHA’s [Rule Addressing COVID-19 Workplace Risks \(OAR 437-001-0744\)](#)
3. OHA’s [COVID-19 Updates](#) website
4. OHA’s [Interim Investigative Guidelines – COVID-19](#) (rev. 8/6/2021)
5. OHA’s Rule on [Masking Requirements in Schools](#)
6. OHA’s Rule on [Masking Requirements for Indoor and Outdoor Spaces](#)

c. 4J Policy and Procedures

1. [Board Policy JHCC](#) and [Administrative Rule JHCC-AR](#), Communicable Diseases—Students
2. [Board Policy GBEB](#) and [Administrative Rule GBEB-AR](#), Communicable Diseases—Staff
3. [Board Policy EBC/EBCA](#), Emergency Procedures and Disaster Plan
4. [4J Cleaning and Disinfecting Protocols For a Known or Suspected Case of COVID-19](#)
5. [4J Infection Prevention Cleaning and Disinfecting Protocols for COVID-19](#)