



# School Covid Guidance Plan

## 2022-2023

NOTE: This handbook is subject to change as state and local guidance changes  
**The most recent update of this plan was September 29, 2022**

For questions related to specific building protocols for lunch, recess, and classrooms, please see the school's website.

### **Statement of Non-discrimination San Juan Island School District Commitment to Non-discrimination**

San Juan Island School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups.

The following people have been designated to handle inquiries regarding the nondiscrimination policies:

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## **INTRODUCTION**

The San Juan Island School District Health and Safety Committee (nurse, pediatrician consultant, Special Services and Facilities Director, administrators, teachers, and office staff) has developed this plan with guidance from the Office of the Superintendent of Public Instruction (OSPI), the Department of Health (DoH), and Labor and Industries (L&I) standards. This handbook describes the standards and measures implemented to keep students and staff safe for in-person learning on campus. These standards and measures include an expectation of hand washing, promoting healthy behaviors, disinfecting surfaces, health screening, optional masking and strategies for onsite illness to help protect students, teachers and staff from COVID-19 risks.

The Department of Health notes that there are two primary goals when participating in school on campus. Those goals are to minimize transmission of COVID-19 among students and staff in K-12 schools and to their families and broader community and to maximize in-person instruction.

**These key points are represented in this guidance:**

- 1. Students and staff stay home when sick, especially with COVID-19 symptoms.**
- 2. Face coverings/masks are optional. Personal choice will be respected.**
- 3. All employees, volunteers, and indoor contractors are required to be fully vaccinated or have a medical or religious exemption per Governor's orders until October 31, 2022 when at such time the order ceases.**
- 4. Notifications will be sent to families and staff when there is an outbreak in the school.**
- 5. Quarantine/Isolation guidelines see page 6.**
- 6. Testing guidelines see page 5.**

## **DEFINITIONS**

The following definitions are meant to clarify the practical use of this plan:

**Close contact.** In close proximity to a known COVID-19 positive person longer than 15 minutes, having direct physical contact such as hugging or kissing, sharing eating or drinking utensils, or having been in proximity while someone was sneezing or coughing without mitigation measures in place.

**Coronavirus/COVID-19.** A type of virus that looks like a corona (crown) when viewed under an electron microscope. There are many strains of coronaviruses, most cause mild respiratory infections like the common cold. The strain of coronavirus that causes COVID-19 infections is called SARS-CoV-2.

**Exposure.** Close contact with someone diagnosed with COVID-19. Exposure may also occur through close personal contact (example: shaking hands or touching a contaminated object or surface and then touching mouth, nose, or eyes).

**Fully vaccinated.** An individual is considered fully vaccinated:

- Two weeks after receiving the second dose in a two-dose series, **OR**

- Two weeks after receiving a single -dose vaccine.

**Hand hygiene.** Frequent washing with soap and water for at least 20 seconds or using hand sanitizer containing at least 60% alcohol.

**Isolation.** Staying home and away from others for a recommended period of time if having symptoms of COVID-19 or testing positive or awaiting results of testing.

**Outbreak.** Defined by the department of health as having 3 or more cases in a cohort. The school in collaboration with the county Department of Health is responsible for making this determination.

**Quarantine.** Staying home and away from others for a recommended period of time if exposed to COVID-19.

## **MITIGATION STRATEGIES**

Although the Department of Health provided no specific distancing requirement, it is encouraged to maximize distance between students to the degree possible. Adjustments to this can and will be made based on the current trend. Other mitigating strategies including the dedication to washing hands, staying home with symptoms, and maintaining a strong air filtration system will be enforced.

## **HAND HYGIENE**

### **Hand Washing on Arrival and Throughout the Day**

Students and staff are recommended to wash their hands on arrival, using soap and water if available and a 20-second friction scrub while maintaining 3 feet of personal space. Frequent hand washing or hand sanitizer is recommended throughout the school day including before meals or snacks, after outside activities, after going to the bathroom, after sneezing or coughing or using a Kleenex, and before leaving school. Students will be coached not to touch their eyes, nose, and mouth with unwashed hands.

## **TRANSPORTATION**

Transportation staff will follow the DoH and OSPI guidelines for busing services. Buses will be disinfected at the end of the day.

## **SCHOOL PROCEDURES**

### **Arrival**

All staff and students with symptoms of COVID-19 may not come to school. If a student arrives with symptoms, he or she should be isolated and then sent home.

### **Hallways & Classrooms & Restrooms**

Staff will work to ensure hallways are kept clear except during passing times, bathroom runs or to go to the office.

Classrooms will maintain good ventilation with open windows and doors as feasible.

When staff or students move between classrooms it is recommended that they wash or sanitize hands between room transitions.

Students needing to use the restrooms or handwashing stations are encouraged to do so in small groups so they can remain distanced or one at a time.

### **Breakfast and Lunch**

While in the classroom, students should only use their own water bottles and not share. Students and adults should thoroughly wash hands and/or use hand sanitizer prior to eating. After a student has finished eating, they may dispose of any remaining food and their table should be cleaned.

Students bringing food items from home should keep these securely sealed and stowed until it is time to eat, and then may follow the above protocol for consumption. Food may not be shared.

### **Recess**

Students and staff should wash or sanitize hands before returning to classrooms. All temporary equipment (sports balls, jump ropes, etc.) should be regularly cleaned.

### **Field Trips**

Formal field trips may be modified for safety. Individual sites will communicate to families accordingly.

### **Communication to Families**

Families will receive communication of changes to school schedules related to COVID.

### **Technology Support**

The San Juan Island School District strives to help eliminate technology barriers wherever possible. A Chromebook will be provided to every student.

### **Attendance**

Attendance is important for student learning. Daily attendance will be taken at all schools, including Griffin Bay School. If a student is absent for illness, it is important that the parent or guardian call the school and notify the school of the absence.

### **Staff and Students with Known Health Conditions**

If a student has a known health condition with symptoms similar to COVID-19, a written note from a health care provider must be provided to attend school while having symptoms. Staff members with known conditions please contact the human resources department for information on how to receive accommodations to attend in person while demonstrating symptoms attributable to another condition.

### **DEFINITION OF COVID SYMPTOMS**

In screening for COVID-19 on site or at home, use the following definitions for symptoms within the last 24 hours that are not caused by another condition.

- Fever or chills. Temperature greater than 100.4 F within the last 24 hours or feeling feverish.
- Difficulty breathing or shortness of breath.
- Cough. New, uncontrolled cough that may cause difficulty breathing. OR for students with chronic allergic/asthmatic cough, a change in their cough from baseline.
- Sore throat.
- Diarrhea, vomiting, or abdominal pain. Within the last 24 hours.
- Headache. New onset of severe headache.
- Fatigue, muscle and body aches. New onset, unexplained by recent activity.
- Congestion or runny nose. New onset or change from baseline.
- New loss of taste or smell.

### **SYMPTOM SCREENING & ONSET OF SYMPTOMS**

Staff and students should stay home if they have symptoms of COVID-19 (see what to do if a person is symptomatic flowchart)

If a student or staff member starts having COVID-19 symptoms while at school, they should go home immediately. Students will be placed in an isolation space away from others while they wait for a parent or guardian to pick them up.

If a parent consents to COVID testing, a rapid antigen test may be done before leaving the building. If the test result is positive, the individual will be informed that he or she must isolate at home for a minimum of five days. The School district only notifies San Juan County Health of positive case once a week.. If the test result is negative, a student with symptoms will still go home and remain at home until they are no longer symptomatic, have not had a fever for 24 hours and meet all criteria for return to school as outlined in the DOH Evaluation Flowchart.

### **WEEKLY AND SYMPTOMATIC RAPID ANTIGEN TESTS AT SCHOOL**

Rapid antigen tests will be available to all staff and students on a walk-in basis. A signed parental consent must be on file. If a student or staff member is symptomatic, testing may also be offered before sending the student home. These tests **are voluntary**, not mandatory (unless required for a specific program).

### **TESTED POSITIVE FOR COVID-19**

People who have tested positive for COVID-19 regardless of vaccination status should remain at home and should not return to school until:

- At least 5 full days have passed since symptoms began,
- AND at least 24 hours have passed since fever resolved without the use of fever-reducing medication,
- AND other symptoms have significantly improved.

Additionally, individuals who test positive using antigen or at-home tests towards the end of the full 5 days of isolation, and/or on days 6-10, are **required** to complete the 10 full days of isolation.

## **SCHOOL ISOLATION PLAN**

Students or staff who develop any of the symptoms of COVID-19 while at school do the following:

- If a student or staff member becomes ill with any of the symptoms of COVID-19 while at school, the individual will immediately be sent home or accompanied to the isolation area.
- Temporary isolation areas are located at all campuses. If a student can be supervised, an outdoor area may be used as the isolation area, weather and privacy permitting.
- The ill student or staff will wear a facemask unless exempt for medical reasons. The nurse or health aid will be called by the office to meet the student in the isolation area.
- Masks should be worn by students and staff while in the Health Room or isolation area.
- If a school needs to call an ambulance, they should first alert the healthcare staff that the student may have been exposed or have the symptoms of COVID-19.
- After the student has left an isolation area, school staff should close off the area, open the windows, and wipe down the area according to disinfecting policy.
- The school should be mindful that students are isolated in a nonthreatening manner, within the line of sight of adults, and for very short periods of time.
- Clean and disinfect all areas used by the person who is sick, such as high-touch surfaces, and items they have touched (e.g., individual desk, cot, recently used toys, shared equipment).
- Wear gloves when cleaning, and wash hands after removing gloves.

## **NOTIFYING PUBLIC HEALTH**

Schools and the general public are required to cooperate with public health authorities in the investigation of cases, suspected cases, outbreaks, and suspected outbreaks (WAC 246-101, Governor's Proclamation 20-25.14). Schools must release information about COVID-19 cases to local public health as part of a case or outbreak investigation. This information may include, but is not limited to:

- Name
- Date of birth
- Sex
- Parent or guardian name
- Home phone number and address
- Classroom/Grade
- Dates of school attendance
- Type of COVID-19 Test
- Vaccination status (manufacturer, dates of administration)
- Information about any close contacts of the student or staff with COVID-19

## COVID BUILDING CLEANING CHECKLIST

Daily Cleaning Checklist with approved disinfectants	
Hard (Non-porous) Surfaces	<p>If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.</p> <ul style="list-style-type: none"> <li>● Doorknobs and handles</li> <li>● Stair Rails</li> <li>● Classroom Desks and Chairs</li> <li>● Lunchroom tables and Chairs</li> <li>● Countertops</li> <li>● Handrails</li> <li>● Light Switches</li> <li>● Handles on equipment</li> <li>● Shared classroom items</li> </ul>
Soft (Porous) Surfaces	<p>For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces.</p>
Electronics	<p>Follow the manufacturer's instructions for all cleaning and disinfection products.</p> <p>Consider the use of wipe-able covers for electronics. If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.</p> <ul style="list-style-type: none"> <li>● Telephones</li> <li>● Desktops</li> <li>● Computers, keyboards, and mice</li> </ul>
Linens, clothing, and other Items that go in the laundry	<p>Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.</p> <p>Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.</p> <ul style="list-style-type: none"> <li>● Personal Protective Equipment</li> <li>● Gowns</li> <li>● Masks</li> <li>● Face Shield</li> </ul>

### REFERENCES

[COVID-19-Cleaning-and-Disinfection-Manual-5.13.20](#)

[K-12 Schools Requirements 2022-2023](#)

[F414-164-000 L&I Requirements and Guidance for Preventing COVID-19](#)

[DEPARTMENT OF HEALTH](#)



# What to do if a Person is Symptomatic



This flowchart is for K-12 schools, child care, and connected extracurricular activities.

## If a person has one or more of these symptoms:

- ☐ Fever ( $\geq 100.4^{\circ}\text{F}$ ) or chills
- ☐ Shortness of breath or difficulty breathing
- ☐ Muscle or body aches
- ☐ New loss of taste or smell
- ☐ Cough (new, changed, or worsening)
- ☐ Nausea, vomiting, or diarrhea
- ☐ Fatigue
- ☐ Sore throat
- ☐ Congestion or runny nose\*



### Isolate at home and test for Covid-19

If the symptoms are not consistent with a diagnosed chronic illness

**OR** they do not receive an alternative named diagnosis from a health care provider

**OR** they do not get tested



They test **POSITIVE** for COVID-19



They test **NEGATIVE** for COVID-19



### Isolate at home

They can return to school, child care, and activities after five days have passed since symptoms first appeared if:

1. No fever within the past 24 hours (without medication) **AND**
2. Symptoms have significantly improved

Additionally, individuals should wear a mask when around others days 6–10.\*\*



### Return to school, child care, and activities if:

1. No fever within the past 24 hours (without medication)

**AND**

2. Symptoms have significantly improved

If symptoms persist, retest every 24–48 hours through at least five days after symptoms started.

**Child care providers should review their WAC and licensing requirements and follow any additional measures that are required.**



DOH 820-229 August 16, 2022 To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

\* If the child is under the age of two and **ONLY** has congestion/runny nose with no other symptoms, testing and isolation is not required. If the child's symptoms worsen or persist longer than five days, follow the flowchart for children over two and it is highly recommended to contact a healthcare provider.

\*\* If you cannot wear a well-fitting mask: You should complete a full 10-day isolation at home. See the [K-12/child care guidance](#) for additional information.

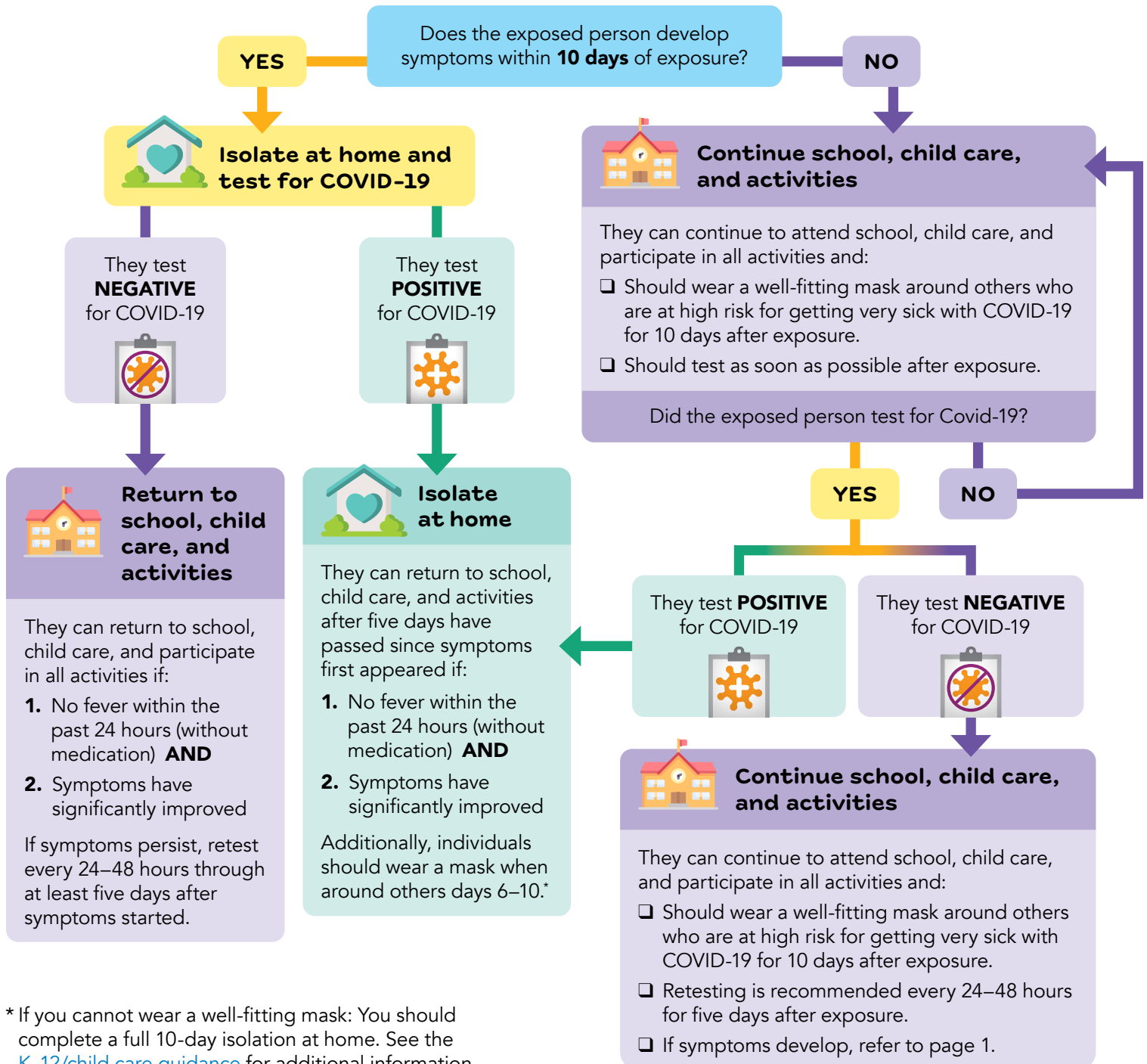
# What to do if you receive an exposure notification or think you have been exposed to COVID-19



This flowchart is for K-12 schools, child care, and connected extracurricular activities.

**Regardless of vaccination status, use the following guidelines:**

- ☐ Continue to attend school, child care, and activities.
- ☐ Monitor for symptoms for 10 days after exposure.
- ☐ Should test as soon as possible after exposure.
- ☐ Should wear a well-fitting mask for 10 days after exposure.



\* If you cannot wear a well-fitting mask: You should complete a full 10-day isolation at home. See the [K-12/child care guidance](#) for additional information.