

COVID-19: Health Management and Exclusion Guidelines

Wauwatosa School District

The purpose of this protocol is to outline the Wauwatosa School District's return to school guidelines and re-opening of schools after the COVID-19 pandemic. These guidelines have been carefully considered to address and promote our community's safety, health, and welfare.

1. Illness Guidelines

- a. Symptoms Requiring Absence
 - i. Any ONE of the following symptoms:
 1. Fever/chills/generalized body aches
 - a. Fever constitutes 100.4 degrees Fahrenheit (38C) or higher.
 2. Vomiting or diarrhea
 3. Cough, shortness of breath, or difficulty breathing
 4. New loss of taste or smell
 - ii. Any TWO of the following symptoms:
 1. Sore throat
 2. Congestion or runny nose
 3. New Headache
 4. Unusual fatigue
 5. Muscle or body aches
 6. Nausea
 - iii. The first 24 hours of various antibiotic treatments (i.e., strep throat, pink eye, etc.)
 - iv. Undiagnosed, new, and/or untreated rash or skin condition with one of the following:
 1. additional illness symptoms (fever, vomiting, diarrhea, headache, sore throat)
 2. generalized hives
 3. drainage that can't be contained within a bandaid
 4. can't leave rash/skin condition alone to focus on learning.
 - v. Doctor's note requiring an individualized plan of care to stay home.
- b. When to Return: symptoms consistent with COVID-19
 - i. Symptoms are considered consistent with COVID-19 when one of the symptoms marked with a (^) or two of the other symptoms are present above baseline for that individual: Cough[^], Shortness of breath or difficulty breathing[^], New loss of taste or smell[^], Congestion or runny nose, Fever or chills, Nausea or vomiting, Diarrhea, Headache, Fatigue, Muscle or body aches, Sore throat
 - ii. If diagnosed with COVID-19 and showing symptoms:
 1. At least 10 days have passed since symptoms started AND
 2. No fever (100.4F or greater) in at least 24 hours without using any medication to lower fever AND
 3. Improvement in symptoms
 - iii. If tested positive for COVID-19 but not showing symptoms:
 1. 10 days after being tested for COVID-19
 - iv. If student or staff are sick but did not get tested for COVID-19:
 1. At least 10 days have passed since symptoms started AND
 2. No fever (100.4F or greater) in at least 24 hours without using any medication to lower fever AND
 3. Improvement in symptoms
 - v. If student or staff are sick but tested negative for COVID-19:
 1. Stay home until they feel better and have not vomited, had diarrhea, or a fever within 24 hours without the use of medication.
 2. If you/your student visits a medical provider and your medical provider tells you that you/your student has something other than COVID-19 (like the flu or hand, foot, and mouth), then you should follow the medical provider's guidelines for exclusion

requirements for that disease.

3. Must provide documentation of a negative COVID-19 test result OR call (414) 773-1990 to report the date of testing and a District Nurse will look up the test results the in WI state test reporting system.
- vi. **Sample Illness Symptom Earliest Return Date Counting:** out for 10 days after symptoms started (or positive covid test if covid positive but not showing symptoms). The day symptoms start is day zero. Day 11 is when the individual can return to school. Example:

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	Symptoms started	1	2	3	4	5
6	7	8	9	10	Earliest Return Date	

- c. When to Return: symptoms NOT consistent with COVID-19:
 - i. Stay home until they feel better and have not vomited, had diarrhea, or a fever within 24 hours without the use of medication.
 - ii. If your student visits a medical provider and your medical provider tells you that your student has something other than COVID-19 (like the flu or hand, foot, and mouth), then you should follow the medical provider’s guidelines for exclusion requirements for that disease.

2. Nonpharmacological Intervention (NPI) Recommendations for Communicable Disease

a. Individual

- i. Masks or cloth facial coverings are strongly encouraged to be worn at all times.
- ii. Avoid close contact with people who are sick.
- iii. Stay home when you are sick.
- iv. Cover your cough or sneeze into your elbow or a tissue, then throw the tissue in the trash. Follow with hand hygiene.
- v. Avoid touching your eyes, nose, and mouth. If you do, wash your hands afterwards.
- vi. Wash hands often with soap and water (20 seconds).
- vii. If you don’t have soap, use hand sanitizer (60–95% alcohol-based).
- viii. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- ix. Ensure all vaccines are up to date of self and household members.
- x. Promote non-contact methods of greeting

b. Environmental

- i. High touch surface cleaning
- ii. Keep classrooms in a low transmission state at all times:
 1. Declutter classrooms
 2. Place materials that are not in active use in cabinets with doors that close. Clean items before placing them back into cabinets.
 3. Students should have individual supplies, not group bins of markers or pencils.
 4. Keep students sitting as far apart as possible.
 5. Remove anything that cannot be cleaned or anything you don’t want to clean.
- iii. Routine environmental cleaning
- iv. Postage throughout schools encouraging frequent handwashing
 1. Handwashing should be conducted daily before eating.
- v. Hand sanitizer dispensing units at each building entrance
- vi. Limit food-sharing activities

3. Health concerns management during the school day

- a. Students, faculty, and staff will be highly encouraged to stay home if they are sick. If an individual presents to school with the above- mentioned “Sick Day Guidelines” symptoms, they will need to go home

until clearance criteria for school return are met.

- b. Each school is required to designate a “sick” room for students who present with illness symptoms during the day can wait for parent/guardian pick-up. The “sick” room can be used for no other purpose.
- c. *Academic*
 - i. Wauwatosa School District will continue to support students with acute or chronic health conditions. Short-term absences will be handled on a case-by-case basis with the student in touch with their corresponding schools. Long-term absences will be evaluated if criteria are appropriate for medical leave or other potential medical accommodations.
- d. *Daily Care for Health Needs*
 - i. Good to go
 1. Office staff do not need to take advanced measures to provide care for the below-listed conditions. Students can be cared for in the office.
 2. Students may ambulate independently to the office for a variety of individualized needs such as:
 - a. Daily scheduled medications
 - b. Daily scheduled procedures
 - c. Diabetic care, blood glucose monitoring
 - d. Lost a tooth, tooth pain
 - e. Wound care or Ice-Pack needed for small bumps/bruises
 - ii. Call before sending
 1. Office staff need to be made aware of these conditions prior to student arrival so they can prepare the “sick” room and put on appropriate protective equipment. These students will all be cared for in the “sick” room.
 2. Students may ambulate independently or with an accompanying aid or teacher to the office after calling ahead and speaking with office staff for:
 - a. Fever, muscle or body aches, or chills
 - b. Cough, shortness of breath, if continued after 10 minutes of rest.
 - c. Congestion, sore throat, runny nose
 - d. Active vomiting
 - e. Active Diarrhea
 - f. New loss of taste or smell
 - g. Severe headache, longer than 30 minutes
 - h. Severe stomach ache or nausea, longer than 30 minutes
 - i. Any Signs and Symptoms of MIS-C: Rash, Red eyes, Cracked/swollen lips, Red/swollen tongue, Swelling hands/feet, Stomach pain
 3. All students who present with the above-listed conditions will have their temperature checked.
 - iii. Stay in Place
 1. Non-emergencies
 - a. In order to prevent potential exposure to infectious diseases, promote isolation, and decrease office congestion, please note that students do NOT need to present to either the SICK ROOM or Office with the following common situations:
 - i. *Small paper cuts, abrasions, picked scabs*: Have them wash the area and their hands with soap and water. Apply band-aid if needed
 - ii. *Localized bug bite*: if no allergy history and not spread over a large area of skin, apply a cool paper towel to the area to prevent scratching.
 - iii. *Minor Headache or fatigue with NO other symptoms*: Allow them to get a snack or drink first. If persistently complaining after 30 minutes of waiting- notify the office and send to the SICK room.
 - iv. *Mild stomach ache and/or nausea*: allow to use the restroom, eat snack, drink water. If persistently complaining after 30 minutes of waiting- notify the office and send to the SICK room.
 - v. *Mild difficulty breathing/Shortness of breath*: allow to rest. If issues have

not been resolved after 20 minutes, notify the office and send to the SICK room.

- vi. *Anxiety/Stress/Psychosocial/Behavior Issues*: if not affecting breathing or medical health, try snack, redirection, or please refer to counseling or other applicable services for collaboration.

2. Emergencies

- a. If it is a real emergency, 911 should never be delayed. Activate EMS and delegate as appropriate. The student should stay in place for an in-person evaluation for any of the following signs & symptoms:

- i. Confusion/ "doesn't seem to be themselves"/disorientation
- ii. After a seizure
- iii. Decreased level of consciousness
- iv. Shortness of Breath/Respiratory Distress
- v. Dizziness/Lightheadedness
- vi. Spinal Cord Injury/Head Injury complaining of neck pain - DO NOT MOVE POSITION
- vii. Vision impairment
- viii. Diabetic "Lows" resulting in unable to follow commands, unable to swallow, or unconsciousness
- ix. Massive bleeding
- x. Individualized judgment call of staff or based off reported condition as directed by the school nurse

e. *Isolation and Personal Protective Equipment (PPE) Standards*

- i. Hand hygiene is required before and after each office encounter and after each intervention.
 - 1. Soap and water scrubbing for 20 seconds is the preferred method. Hand sanitizer with at least 60% alcohol is also acceptable.
 - 2. Soap and water handwashing must be used in the case of gross soiling.
- ii. If students have any current COVID-19 symptoms, staff should wear a mask when in the same room as students. The student should wear a mask at all times until they have left the building with a parent/guardian.
- iii. Any student who presents to the office with illness symptoms:
 - 1. Must be kept in the separate SICK room, with the door closed while waiting for parent/guardian pick-up.
 - 2. Staff should be able to supervise students while in isolation through a window and be prepared to enter the room wearing a mask and face shield if the student needs assistance.
 - 3. Custodian should be contacted for cleaning of the "sick" room.

4. Communicable Disease Monitoring

a. Internal

- i. Office Staff to record symptoms when students are called in for sick days.
 - 1. Office staff to record all absences due to illness in the ILLNESS tab in Infinite Campus.
 - 2. District Nurses will monitor school illnesses for communicable disease trends.
- ii. Call District Nurse when:
 - 1. If 10% of a school's population is out in a single day
 - a. This also applies to faculty/staff illness absences.
 - 2. If 20% of students in a single classroom are out sick with the same or similar illness in a single day
 - 3. Any time a student or staff is diagnosed with one of the following reportable communicable diseases:
 - a. COVID-19
 - b. Varicella/Shingles
 - c. Measles

- d. Pertussis
- e. Meningitis
- f. Rubella
- g. Mumps
- h. Gastroenteritis (Bacterial: Salmonella, Shigella, E Coli, Campylobacter)
- i. Gastroenteritis (Parasitic: Giardia, Cryptosporidium)
- j. Hepatitis A

b. External

- i. District Nurses work closely with the Wauwatosa Health Department with any reports of communicable diseases.
- ii. District Nurses will stay up to date with local, state, and national illness trends.

c. Considerations for Closure of School

- i. Correspond with the WI Department of Health Services and Wauwatosa Health Department regarding interventions when considering school closure and guidance.
- ii. Ensure communication with parents of medications in school about retrieval, storage, or destruction options.
- iii. Coordinate with the Pandemic Planning Committee for community support and guidance. This may include updating available hotlines, websites, local food shelters, daycare options, and more.
 - 1. Various disciplines in Pandemic Planning Committee will ensure proper action and interventions within their departments.

COVID-19 Exclusion Guidelines

The Wauwatosa School District, in consultation with the Wauwatosa Health Department, has adopted the following exclusion guidelines. The guidelines are based on communicable disease management as set forth by the Wauwatosa Health Department, Wisconsin Department of Health Services, and the Center for Disease Control.

COVID-19 School/Program Site Exposure:

- When someone tests positive for COVID-19, the District Nursing team, in coordination with the Tosa Health Department, will examine the two days prior to symptom onset (or positive test result if the individual has no symptoms) through the time of isolation for contact tracing.
- **All positive cases of COVID-19 and all close contacts identified in a school must be reported to the Wauwatosa Health Department.**
 - Close contact: An individual is considered a close contact if any of following is true. If they:
 - Were within 6 feet of a person with COVID-19 for more than 15 minutes total in a day.
 - Had physical contact with the person.
 - Had direct contact with the respiratory secretions of the person (for example, from coughing, sneezing, contact with dirty tissue, shared drinking glass, food, or other personal items).
 - Lives with or stayed overnight for at least one night in a household with the person.
 - These close contact criteria apply regardless of mask use, face shields, or physical barriers, such as Plexiglas or plastic barriers.
- All persons identified to have close contact with the infected person will be contacted via email.
 - Families should ensure they have a current email address listed in Infinite Campus and check it on a regular basis. If a family does not have access to email, they need to notify their student's school so other arrangements can be made to contact them.
- Close contacts (or their parents) will be informed of their close contact status, what it means, their return to school date, and the importance of receiving early care if they develop symptoms.
- Close contacts are not required to be tested for COVID-19 to return to school once they complete their quarantine, but testing is strongly encouraged. If a close contact chooses to get tested, they should consult their medical provider to determine the best time to test.
- Depending on how many people are exposed and need to be excluded, it may be in Wauwatosa School District staff and students' best interest to close a classroom/school/program site. In this case, it may be recommended that the classroom/school/program close for 14 days following the most recent date a COVID-19 positive person was at a District location.

Quarantine Guidelines:

- Quarantine means separating people who were around someone who was sick, just in case they get sick. Since people who were around other sick people are more likely to get sick themselves, quarantine prevents them from accidentally spreading the virus to other people even before they realize they are sick. Usually people who are in quarantine stay at home and avoid going out or being around other people. This includes staying home from school.
- If student or staff is a known close contact to a COVID-19 case and
 - Is NOT tested for COVID-19:
 - The individual must quarantine for 10 days after the last contact with the COVID-19 positive person.
 - Students who cannot follow the use of face coverings and/or maintain physical distance from other students or staff must continue to use the 14 day quarantine
 - If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact is the last day of isolation for the case.
 - Is tested and the test was NEGATIVE for COVID-19:
 - If the individual was tested for COVID-19 at least 6 days or more after exposure and that test was negative then they must quarantine for 7 days after the last contact with the COVID-19 positive person.

Resources

1. Wauwatosa Health Department
2. Center for Disease Control, <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
3. Center for Disease Control, press release 12/2/2020, <https://www.cdc.gov/media/releases/2020/t1202-covid-19-telebriefing.html>
4. Wisconsin Department of Public Instruction, Education Forward, https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Education_Forward_web.pdf
5. Wisconsin Department of Public Instruction, DPI Returning to School After COVID-19, https://dpi.wi.gov/sites/default/files/imce/sspw/pdf/Returning_to_School_After_COVID-19.pdf
6. NASN Care of Ill Students/Staff in School Setting in Response to COVID- 19: https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d- fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/03182020_NASN_Considerations_for_School_Nurses_Regarding_Care_of_Students_and_Staff_that_Become_Ill_at_School_or_Arrive_Sick.pdf
7. Centers for Disease Control and Prevention. (2020, March 12). Interim guidance for administrators of US K-12 schools and childcare programs. Plan, Prepare, and Respond to Coronavirus Disease 2019 (COVID19), <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-forschools.html>
8. American Academy of Pediatrics 2019 Novel Coronavirus (COVID-19) webpage regarding how to prevent transmission, how to care for infected individuals, activities when school and daycare are closed, how to speak to kids about the virus.
9. Readiness and Emergency Management for Schools https://rems.ed.gov/Resources_Hazards_Threats_Biological_Hazards.aspx
10. World Health Organization rolling updates on COVID-19 <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/events-as-they-happen>
11. Centers for Disease Control and Prevention, Coronavirus Disease 2019 (COVID-19) <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.
12. Handwashing and Hand Sanitizer Use at Home, at Play, and Out and About, <https://www.cdc.gov/handwashing/pdf/hand-sanitizer-factsheet.pdf>
13. Return to Work/School after COVID19 diagnosis with/without test an/or symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
14. NASN letter to school principals and superintendents: https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/02282020_NASN_Coronavirus_19_Guidance_for_School_Principals_and_Superintendents.pdf
15. CDC Algorithm and FlowChart for School Closure Considerations: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/considerations-for-school-closure.pdf>
16. Mayo Clinic Guidance on non-COVID19 Fevers: <https://www.mayoclinic.org/diseases-conditions/fever/symptoms-causes/syc-20352759>
17. World Health Organization Getting Your Workplace Ready for COVID-19: <https://www.who.int/docs/default-source/coronaviruse/getting-workplace-ready-for-covid-19.pdf>