



# Cattaraugus-Little Valley Plan for Containment & Contact Tracing

25 N. Franklin Street Cattaraugus, NY 14719  
716-257-5292

Dr. Sharon Huff  
Superintendent

Wayne McGuire; District COVID-19 Safety Coordinator (*SED Assurance: Health and Safety 20*)

**NOTE:** This plan was taken from the  
Cattaraugus – Little Valley Plan for Reopening posted at [www.cattlv.wnyric.org](http://www.cattlv.wnyric.org).

## Cattaraugus – Little Valley Plan for Containment & Contact Tracing

### School Health Offices

Students and staff with symptoms of illness must be sent to the health office within CLV facilities. Students and staff with symptoms of illness must follow protocols.

Within CLV buildings, the school nurse will assess individuals with chronic conditions such as asthma and allergies or chronic gastrointestinal conditions that may present the same symptoms as COVID-19 but are neither contagious nor pose a public health threat (*SED Assurance: Health and Safety 4, 6*). The school nurse will immediately consult with county health officials if COVID-19 is suspected.

Cattaraugus County
<b>Cattaraugus County Department of Health</b> Kevin D. Watkins, MD, MPH; Public Health Director 1 Leo Moss Drive Olean, NY 14760 Primary: 716-373-8050 Secondary: 716-701-3398 Email: <a href="https://www.cattco.org/health/contact">https://www.cattco.org/health/contact</a>

If the school nurse is not available, building principals and/or superintendent will isolate and dismiss any student or staff member who has a fever or other symptoms of COVID-19 that are not explained by a chronic health condition for follow up with a health care provider. Administrators will work collaboratively with school nurses to determine if additional staff is needed to assist with non-nursing tasks such as: student supervision; telephone calls, texts, or emails to parents/guardians; and assistance with completing any required paperwork other than nursing documentation.

## Isolation (*SED Assurance: Health and Safety 15*)

CLV buildings will follow Education Law § 906:

*Whenever a student in the public schools shows symptoms of any communicable or infectious disease reportable under the public health law that imposes a significant risk of infection of others in the school, he or she shall be excluded from the school and sent home immediately, in a safe and proper conveyance. The director of school health services shall immediately notify a local public health agency of any disease reportable under the public health law. The director of school health services, or other health professionals acting upon direction or referral of such director, may make such evaluations of teachers and any other school employees, school buildings and premises as, in their discretion, they may deem necessary to protect the health of the students and staff.*

School staff must immediately report any illness of students or staff to the school nurse or administration or the COVID-19 Safety Coordinator. Such reports should be made in compliance with FERPA, and Education Law 2-d. If nurses choose to go to classrooms to make assessments of students, this also should be done in a manner that protects the student's confidentiality.

If there are several students waiting to see the school nurse, arrangements should be made to have students wait at least 6 feet apart.

Where possible, CLV will have two rooms for school health personnel - one room for healthy students who have injuries or need their medications or nursing treatments, and another room for assessing and caring for ill students and staff. Both rooms require a supervising adult to be present and should have easy access to a bathroom and sink with hand hygiene supplies (*SED Assurance: Health and Safety 7*).

School nurses and other school health professionals assessing or providing care to ill students and staff will follow transmission-based precautions, which includes the use of appropriate PPE.

Students suspected of having COVID-19 awaiting transport home by the parent/guardian must be isolated in a room or area separate from others, with a supervising adult present utilizing appropriate PPE. Multiple students suspected of COVID-19 may be in this isolation room if they can be separated by at least 6 feet.

Office staff located in CLV buildings are directed to:

- contact their supervisor immediately by phone as soon as symptoms are suspected;
- minimize movement within the building and exit the building as soon as possible via a route that minimizes exposure to other office colleagues;
- contact your primary care physician.

Teaching faculty and staff will follow the guidelines and protocols implemented by the district and will immediately notify their supervisor.

### **Confirmed Cases** (*SED Assurance: Health and Safety 15*)

The nurse, building administrator and/or superintendent will coordinate efforts, in conjunction with county health officials, to communicate directly with student guardians and request students suspected of having COVID-19 be seen by a health care provider. Communication will maintain confidentiality and minimize potential exposure to others.

Parents will be instructed to call the school upon arrival for student pick-up and will be instructed NOT to enter school facilities.

Teaching faculty and staff will follow the guidelines and protocols established by the district.

### **Infected Individuals** (*SED Assurance: Health and Safety 15, 16*)

The school nurse, building administrator and/or superintendent will immediately consult with county health officials and the COVID-19 Safety Coordinator if COVID-19 is suspected. Collaboratively, they will work together to limit viral spread and determine timely virus testing of the most appropriate measure and implement contact tracing in the event of a positive case.

CLV will follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19.

If a person IS diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:

- It has been at least ten days since the individual first had symptoms;
- It has been at least three days since the individual has had a fever (without using fever reducing medicine); and
- It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

All discharges from isolation and return to school/work will be conducted by the COVID-19 Safety Coordinator, school nurse, building principal and our superintendent in collaboration with the local health department.

Teaching faculty and staff will follow the guidelines and protocols as implemented by the district.

### **Exposed Individuals**

The school nurse, building principal and/or superintendent will immediately consult with county health officials and the COVID-19 Safety Coordinator if exposure to a COVID-19 infected individual is

suspected through contact tracing. Collaboratively, they will work together to limit viral spread and determine timely virus testing of the most appropriate measure and implement any additional contact tracing in the event of a positive case.

CLV will follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19.

If a person is NOT diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19 they can return to school:

- Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours;
- If they have been diagnosed with another condition and have a healthcare provider written note stating they are clear to return to school.

Teaching faculty and staff will follow the guidelines and will immediately notify their supervisor.

### **Hygiene, Cleaning, and Disinfection** (*SED Assurance: Health and Safety 17*)

The CDC and NYSDOH recommends, and CLV will implement the following:

- Closing off areas used by a sick person and not using these areas until after cleaning and disinfection has occurred;
- Opening outside doors and windows to increase air circulation in the area;
- Waiting at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible;
- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
  - Once the area has been appropriately cleaned and disinfected it can be reopened for use.
  - Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.

### **Contact Tracing**

Contact tracing is a public health function performed by local public health departments to trace all persons who had contact with a confirmed case of COVID-19. This allows public health officials to put in place isolation or other measures to limit the spread of the virus.

CLV will cooperate with state and local health departments in any contact tracing related to our locations, programming, staff, students, and/or visitors, according to requirements of the New York State Education Department. The CLV COVID-19 Safety Coordinator, school nurse and/or

superintendent will assist public health departments in knowing who may have had contact at school with a confirmed case by:

- keeping accurate attendance records of students and staff members (see **Practices and Expectations for Daily Screenings for Faculty, Staff, Students, and Visitors**);
- ensuring student schedules are up to date;
- keeping a log of any visitors which includes date, time and where in the school they visited; and
- assisting local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.

Confidentiality will be maintained as required by federal and state laws and regulations. Our staff will not try to determine who is to be excluded from school based on contact without guidance and direction from the local department of health.

## Communication

The **CLV Plan for Containment** will be posted on the organizational website.

Containment communications will be coordinated by the COVID-19 Safety Coordinator and superintendent.

Teaching faculty and staff will follow the guidelines and protocols of the district, and will immediately notify their supervisor.