

## **NEW TRIER HEALTH SERVICES PROCEDURES FOR COVID-19**

### **COVID-19 Symptom Screening**

Staff and/or students' parents/guardians answering **YES** to any of the questions on the Ruvna health screener or who have symptoms **MUST** stay home, **WILL NOT** be allowed to enter campus, and should contact their healthcare provider for evaluation. Parents should also report their student's absence and contact their student's adviser. Staff members should contact their supervisor. The Illinois Department of Public Health is also recommending that students and staff members remain at home if a member of their household is experiencing COVID-like symptoms until that household member has completed an evaluation by a healthcare provider.

Staff members or students without a healthcare provider's note with an alternative diagnosis must isolate at home for at least 10 days from the onset of symptoms and may not return until there has been an improvement in symptoms and they have been fever-free for at least 24 hours without fever-reducing medicine. Students and staff members may return to school sooner than 10 days with a healthcare provider's note indicating an alternative diagnosis or if they receive a negative test result for COVID-19, their symptoms have improved, and they have been fever-free for at least 24 hours without fever-reducing medicine.

### **Positive Test or Diagnosis of COVID-19**

**If a student receives a positive COVID-19 test, they must immediately notify Health Services by calling 847-784-2111 or by emailing [ricchioa@nths.net](mailto:ricchioa@nths.net) (Winnetka) or [cloughd@nths.net](mailto:cloughd@nths.net) (Northfield).** Health Services will work with the Cook County Department of Public Health to immediately begin the contact tracing process and determine next steps. Each case is dealt with on an individual basis, and the school follows the guidance of the CCDPH regarding recommended notification and quarantine. Students and staff members with a positive test or diagnosis of COVID-19 **MUST** remain at home for at least 10 calendar days from the onset of symptoms or the positive test, have an improvement in symptoms, and have been fever-free for at least 24 hours without fever-reducing medicine.

### **Quarantine for Close Contact with Someone Diagnosed with COVID-19**

When a student or staff member tests positive or is diagnosed with COVID-19, Health Services will work with the Cook County Department of Public Health to identify those individuals who have been in close contact (defined by CDC as someone who was within 6 feet of an infected person for at least 15 cumulative minutes over 24 hours starting from 2 days before illness onset) of that person. Individuals will be notified by Health Services that they must quarantine at home for 10 calendar days after their last exposure to COVID-19. If during quarantine an individual develops COVID-19, that person must contact Health Services immediately and will follow the procedures for a diagnosis of COVID-19.

### **Staff concerns about cases of COVID-19**

Staff are to call or email Health Services to report any information they receive about a student regarding COVID-19. They can call 847-784-2111 for either campus or email [ricchioa@newtrier.k12.il.us](mailto:ricchioa@newtrier.k12.il.us) (Winnetka Campus) or [cloughd@newtrier.k12.il.us](mailto:cloughd@newtrier.k12.il.us) (Northfield Campus).

While we need to report potential cases of COVID-19 to the Cook County Department of Public Health, we do not want to put staff in the difficult position of asking health-related questions of students or their families. Even while we are in remote learning, we need to review these cases to assure students are not participating in extracurricular programs or coming on campus for any reason.

Health Services will review information received from staff and contact families as needed. Health Services will also notify athletics and extracurricular staff about concerns when appropriate.

### **Students with COVID-19 symptoms at School**

Students who develop any COVID-19 symptoms during the school day (fever greater than 100.4, headache, shortness of breath, cough, sore throat, vomiting, diarrhea, abdominal pain, congestion, runny nose, new loss of taste or smell, nausea, fatigue and muscle/body aches) will need to be immediately sent to the Health Services office for evaluation by one of the school nurses in an area isolated from other students. The school nurses will contact parents/guardians to pick their student up from school and be directed to contact their health care provider for further instructions. The student will not be allowed on a school bus or public transportation while exhibiting COVID-19 like symptoms at school.

School Nurses will follow the guidance of the Illinois Department of Public Health for exclusion and return to school.

<https://www.isbe.net/Documents/IDPH-COVID19-Exclusion-Decison-Tree.pdf>

### **Staff with COVID-19 symptoms at School**

Staff who develop any COVID-19 symptoms during the school day (fever greater than 100.4, headache, shortness of breath, cough, sore throat, vomiting, diarrhea, abdominal pain, congestion, runny nose, new loss of taste or smell, nausea, fatigue and muscle/body aches) should immediately notify their supervisor and should be sent home promptly to follow up with their health care provider. If staff are unable to drive themselves home safely they should immediately quarantine until arrangements can be made to get home safely. The staff member should follow up with Human Resources to report their illness and determine any further steps necessary.

## **Rooms for symptomatic students at school**

Separate spaces for symptomatic students have been set up to reduce the risk of transmission:

- Separate rooms have been designated in the health office spaces to separate individuals with illness symptoms from those without illness symptoms.
- Rooms have been designed to allow for 6 feet of social distancing between individuals, have plastic barriers separating spaces and provide restroom access. The rooms allow access to an exterior door, where possible, to avoid the need for a sick individual to move through the building to exit.
- When interacting with symptomatic individuals, school nurses will wear appropriate PPE including eye protection with face shield or goggles, gown and gloves. Those directly assessing or treating the individual will also wear a fit-tested N95 mask.
- Additionally, treating staff will utilize appropriate hand hygiene and will follow standard precautions for patient care, as outlined by the CDC and IDPH.
- Ventilation in the Health Offices is provided with maximum fresh air through MERV 13 filters with exhaust directly to the outside.

Any areas used by a sick individual will be closed for as long as possible (24 hours where feasible) before cleaning and disinfection and will not be reopened for use before appropriate cleaning and disinfection has occurred.

### **Winnetka Campus:**

The Winnetka campus will be using Rooms 029H and 029J “the resting rooms” in the Health Office (029) to separate symptomatic students from the general school population. Symptomatic students will enter the health office from the side hallway and back entrance and be triaged and supervised by a nurse. School nurses will follow the Students with COVID-19 symptoms at School procedures outlined above. After transportation to home has been arranged, symptomatic students will be escorted to the nearest external door, which is E26 on Essex Road (Tennis Courts exit) by Health Services staff for prompt dismissal.

### **Northfield Campus:**

The Northfield campus will be using D105B “the resting room” in the Health Office to separate symptomatic students from the general school population. Students will be triaged at the office door and sent to the “well side” or “symptomatic side” of the office. School nurses will follow the Students with COVID-19 symptoms at School procedures outlined above. After transportation to home has been arranged, symptomatic students will be escorted by Health Services staff to the nearest external door (courtyard or D5) for prompt dismissal. Depending on the volume of symptomatic students, Health Services will use the varsity athletic locker room in the F building as an overflow space staffed with a nurse. Students would then be dismissed from the F6 external door.