



# RAY-PEC COVID RESPONSE PLAN FOR STAFF AND STUDENTS

## CONFIRMED CASE

### INDIVIDUAL TESTS POSITIVE FOR COVID-19

Individuals who test positive for COVID-19 must be isolated at home and will not be allowed to enter any district building for a minimum of 10 days after the onset of symptoms. Additionally, individuals must be fever free and feeling well for at least 24 hours. If you are positive but symptom free, you must be isolated at home for 10 days after the COVID test was taken.

Employees who test positive for COVID-19 should notify their supervisor, who will then notify Rachel Surls, Director of Human Resources (816-666-4087).

Dr. Bryan Pettengill, Assistant Superintendent, Operations, will contact Buildings and Grounds to determine the extent of disinfecting needed. Building custodian will disinfect high touch points in frequently used spaces as a preventative measure.

## CONTACT TRACING PROCESS

Rachel Surls will contact the Cass County Health Department (CCHD) to determine next steps and begin contact tracing to identify "close contacts."

Nurse Supervisor Jennifer Johnson and Director of Human Resources Rachel Surls, in coordination with CCHD, will research close contacts to determine if any self-quarantines are needed for others.

The School District will work in collaboration with the Cass County Health Department (CCHD) to contact individuals identified as a "close contact" or "household contact" as soon as possible and inform them to quarantine at home. Instructions will be provided.

## CLOSE CONTACTS

Student, employee, or visitor has been identified as having been in close contact of a confirmed positive COVID-19 case.

Follow **"Close Contacts"** protocol

## HOUSEHOLD CONTACTS

Student, employee, or visitor has been identified as living in the same household as a confirmed positive COVID-19 case.

Follow **"Household Contacts"** protocol

## NOTE:

**INDIVIDUALS WHO HAVE BEEN VACCINATED ARE NOT REQUIRED TO QUARANTINE**

## EXPERIENCING COVID-19 SYMPTOMS

### INDIVIDUAL HAVING SYMPTOMS OF COVID-19, BUT NOT YET CONFIRMED NEGATIVE OR POSITIVE FOR COVID-19

If a student's parent or a staff member reports that they will not be at school or work due to illness, the school may ask if they're exhibiting any symptoms of COVID-19. Office staff or administrators receiving this information should communicate with their school nurse and Rachel Surls, Director of Human Resources, (816-666-4087) for employees experiencing symptoms, for follow up and communicable disease management.

If an individual becomes ill or exhibits COVID-19 symptoms after arriving at school or work, the school nurse and/or designated personnel may take temperatures on a random basis or in situations where there is reason to believe a person may be ill.

Dr. Bryan Pettengill will contact Buildings and Grounds to determine the extent of disinfecting needed. Building custodian will disinfect high touch points in frequently used spaces as a preventative measure.

If not already done, the individual experiencing COVID-19 symptoms is advised to contact their primary healthcare provider or contact the Cass County Health Department (CCHD) to [schedule no-cost testing](#).

**The individual must remain in isolation at home until test results are received.**

### INDIVIDUAL RECEIVED NEGATIVE TEST RESULTS FOR COVID-19

Individuals who have NOT been identified as a close contact to a COVID-19 case may return to work or school if they are not experiencing symptoms and have been fever free for 24 hours without fever-reducing medicine.

### INDIVIDUAL TESTS POSITIVE FOR COVID-19

Follow **"Confirmed Case"** protocol

## CLOSE CONTACT

### INDIVIDUAL IDENTIFIED AS "CLOSE CONTACT" TO SOMEONE WHO HAS TESTED POSITIVE FOR COVID-19

A person is considered a "close contact" of a confirmed case if they were within 6 feet of the case for 15 minutes or longer, AND the confirmed case and/or the close contact was not properly wearing a mask during the exposure.

The Cass County Health Department will contact individuals identified as a "close contact" as soon as possible and inform them to quarantine at home. Instructions will be provided to close contacts and parent/guardians of students identified as a close contact.

Close contact must start a 10-day mandatory quarantine period (stay home and monitor for symptoms) starting from the last date of exposure with the confirmed case.

### INDIVIDUAL DOES NOT EXPERIENCE SYMPTOMS DURING QUARANTINE PERIOD

If the individual identified as a "close contact" does not experience COVID-19 symptoms during the quarantine, they are released from quarantine after 10 days and can return to school or work.

### INDIVIDUAL DOES EXPERIENCE SYMPTOMS DURING QUARANTINE PERIOD

If the close contact develops symptoms during quarantine, they are advised to contact their healthcare provider. No-cost testing for close contacts and people with symptoms is available. [Schedule an appointment](#) with the Cass County Health Department.

### INDIVIDUAL RECEIVED NEGATIVE TEST RESULTS FOR COVID-19

A negative test result does not allow the close contact to end quarantine early. Once the quarantine period has ended, the student or employee may return to school or work if they are not experiencing any symptoms of COVID-19.

### INDIVIDUAL TESTS POSITIVE FOR COVID-19

Follow **"Confirmed Case"** protocol

## HOUSEHOLD CONTACT

### INDIVIDUAL LIVES IN SAME HOUSEHOLD AS SOMEONE WHO TESTED POSITIVE

If a student or employee is a "household contact" of a confirmed positive case, they must quarantine (stay home and monitor for symptoms) until 10 days after the COVID case in their household has been fever free (temp <100.4 degrees without fever-reducing medication) and feeling well for at least 24 hours.

Individuals identified as a "household contact" will be contacted as soon as possible and informed to quarantine at home.

### INDIVIDUAL DOES NOT EXPERIENCE SYMPTOMS DURING QUARANTINE PERIOD

If the individual identified as a "household contact" does not experience COVID-19 symptoms during the quarantine, they are released from quarantine after 10 days and can return to school or work.

### INDIVIDUAL DOES EXPERIENCE SYMPTOMS DURING QUARANTINE PERIOD

If the household contact develops COVID-19 symptoms during quarantine, they are advised to contact their healthcare provider. No-cost testing for people with symptoms is available. Call the Cass County Health Department to [schedule an appointment](#).

### INDIVIDUAL RECEIVED NEGATIVE TEST RESULTS FOR COVID-19

A negative test result does not allow the close contact to end quarantine early. Once the quarantine period has ended, the student or employee may return to school or work if they are not experiencing any symptoms of COVID-19.

### INDIVIDUAL TESTS POSITIVE FOR COVID-19

Follow **"Confirmed Case"** protocol

**\*\*\* SUBJECT TO CHANGE \*\*\* THIS IS A WORKING DOCUMENT THAT IS UPDATED BASED ON CURRENT GUIDANCE.**

## STAFF MEMBER AT SCHOOL EXPERIENCING COVID-19 SYMPTOMS

If a staff member at school begins exhibiting any symptoms of COVID-19, they should contact their supervisor or building principal, their school nurse, and Rachel Surls, Director of Human Resources, (816-666-4087).

The employee will be sent home, and will communicate with the Human Resources Department regarding follow-up procedures, possible testing, and the timeline for return to work.

Follow **"Experiencing COVID-19 Symptoms"** protocol

## STUDENT AT SCHOOL EXPERIENCING COVID-19 SYMPTOMS

If a student at school begins exhibiting any symptoms of COVID-19, the teacher should report the situation to the building principal and the school nurse.

The student will be moved to the isolation room to wait for parent pick up. The student will not ride the bus home. The school nurse or nurse supervisor will communicate with the parent regarding follow-up, possible testing, and the timeline for return to school.

Follow **"Experiencing COVID-19 Symptoms"** protocol