What to do when a student becomes sick at school?
Quick Guide for School Staff

---------Know possible symptoms of Covid-19----------

IN THE CLASSROOM

1. SEPARATE THE STUDENT
   ● Be discreet and calm.
   ● Make sure you and the student are wearing a mask and standing at least 6 feet apart.
   ● Following the school protocol, have the student safely escorted from the classroom to the Care Room.

2. INFORM
   ● Contact Admin/office staff to report ill student/COVID-19 concerns.
   ● Let them know the student is on the way to the Care Room or wait for the student to be escorted.

3. DISINFECT THE STUDENT AREA
   ● Disinfect items in the student's area and shared items the student may have touched (e.g., doorknob and supplies).
   ● Ensure student takes their materials with them.
   ● Classroom stays open.

4. PLAN FOR THE POSSIBILITY THE STUDENT MAY NEED DISTANCE LEARNING
   ● Speak with school teacher or administration about options for independent study.
   ● Make sure the student can make up work without penalty.

IN THE CARE ROOM/AREA

5. PLACE A NEW 3-PLY PAPER SURGICAL MASK ON THE STUDENT AND YOURSELF. When providing care for anyone with suspected or confirmed COVID-19 infection at school, personnel should wear appropriate PPE, including gloves, a face shield or goggles, and a surgical mask.

5. SUPERVISE AND SUPPORT THE STUDENT
   ● Make the student comfortable while they are in the isolation room/area.
   ● Provide supervision keeping as much distance and little contact as possible.
   ● If there is more than one person in the Care Room make sure everyone has a surgical mask and is more than 6 feet apart.
   ● Open windows and doors for ventilation.
   ● Take student’s temperature and document observed and reported symptoms.
   ● If the child has one of the following emergency warning signs get emergency medical care first, then call the parent, guardian, or caregiver: trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake, bluish lips or face, or other signs of serious or life-threatening illness.

6. CONTACT THE PARENT – Contact parent, guardian, or caregiver to pick up the child immediately
   ● Calmly explain that their child is not feeling well and has symptoms of COVID-19, and must be picked up from school right away.
   ● Ask if there has been any exposure to persons with Covid-19.
   ● Offer and recommend Covid-19 testing.
   ● Recommend that the parent(s), guardian(s), or caregiver(s) contact the child’s healthcare provider.
   ● Provide parent/guardian/caregiver with Illness and Symptoms Guidelines.
   ● Help parent to make a return to school or independent study plan based on Illness and Symptoms Guidelines.

7. COVID TESTING – Contact the on-site Health Aide for Covid-19 testing.
   ● Onsite testing may be provided with parent consent.

6. DISINFECT ISOLATION ROOM/AREA
   ● After the parent(s), guardian(s), or caregiver(s) pick up the child or emergency care is coordinated, ensure the area is disinfected.

8. DOCUMENT AND REPORT
   ● Report to the attendance office and teacher(s) that the student was released and the expected return to school plan.
   ● Document absence in IC signs and symptoms and the expected return to school plan.

9. FOLLOW UP
   ● Follow up with family to determine Covid-19 test results or other medical diagnosis and return to school plan.
   ● If there is Covid-19 exposure or infection or a suspected outbreak notify Health Services immediately: Email: Victoria-Flores@scusd.edu; Lisa-Musser@scusd.edu; Paula-Kuhlman@scusd.edu
   ● cdc.gov/coronavirus

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