Reference Guide for Suspected, Presumptive, or Confirmed Cases of COVID-19 (K-12)

INTERIM GUIDANCE AS OF JUNE 30, 2020
## Introduction

### What’s Inside

- **Introduction** .......................................................... 1
- **Screening Flow Chart** .................................................. 2
- **Staff Roles Flow Chart** ............................................... 3
- **Positive Screening Protocol Checklists** .......................... 4

### Upon Arrival at School or Transportation Entry

<table>
<thead>
<tr>
<th>WHO</th>
<th>EXPOSURE, NO SYMPTOMS</th>
<th>DIAGNOSIS, NO SYMPTOMS</th>
<th>SYMPTOMS</th>
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</thead>
<tbody>
<tr>
<td>Staff Member OR Student: A designated individual (e.g., parent or guardian) is PRESENT to immediately support child to get home or to medical care safely</td>
<td>Staff or Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic</td>
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<tr>
<td></td>
<td>Page 4</td>
<td>Page 5-6</td>
<td>Page 7-8</td>
</tr>
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<td>Student: A designated individual (e.g., parent or guardian) is NOT PRESENT to immediately support child to get home or to medical care safely</td>
<td>Page 9</td>
<td>Page 10-11</td>
<td>Page 12-13</td>
</tr>
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### During the School Day

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<td>Page 14</td>
<td>Page 15-16</td>
<td>Page 17-18</td>
</tr>
<tr>
<td>Staff Member</td>
<td>Page 19</td>
<td>Page 20-21</td>
<td>Page 22-23</td>
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Introduction

This Reference Guide is intended as a helpful tool for local education leaders across the state that should be used in schools across the state when facing suspected, presumed, or confirmed cases of COVID-19.

Note: This document does not outline all detailed public health guidance for K-12 schools – for all public health guidance view the StrongSchoolsNC Public Health Toolkit (K-12). For more information on PPE and Infection Control Items, view the StrongSchoolsNC Infection Control and PPE Guidance (K-12).

This Screening Reference Guide outlines protocols that staff should follow when interacting with students or staff who:

1) Share they were exposed to someone with COVID-19 (defined as having close contact of less than 6 feet distance for more than 15 minutes) but have no symptoms,
2) Share they were diagnosed with COVID-19 less than 10 days ago but are not symptomatic, and
3) Present with at least one of the following COVID-19 symptoms (fever, chills, shortness of breath or difficulty breathing, new cough, new loss of taste or smell).

The following staff should adhere to protocols outlined in this Screening Reference Guide:
• All school staff who interact with students, to know what to do if students share they had an exposure or diagnosis of COVID-19, or develop COVID-19 symptoms during the day
• School staff who are conducting daily symptom screening upon arrival at school or at transportation entry
• School nurses or delegated staff

School staff who are responsible for cleaning, notification to local health departments, and/or communication to students, families, and staff.
Screen for COVID-19

NO FLAGS

Proceed to school

EXPOSURE,* NO SYMPTOMS

Cannot go to school
  • Home for 14 days since exposure

DIAGNOSIS, NO SYMPTOMS

Cannot go to school
  • Home for 10 days since first positive COVID-19 test

AT LEAST 1 SYMPTOM**

Cannot go to school
  • Fever
  • Chills
  • Shortness of breath/difficulty breathing
  • New cough
  • New loss of taste or smell

* Exposure refers to being within 6 feet of someone diagnosed with COVID-19 for 15 minutes or more.
** The more narrow set of COVID-19 symptoms listed here reflects required exclusionary symptoms in order to avoid over-exclusion of people from school facilities.
Staff Roles Flow Chart

Child arrives at school

- Child screened for COVID-19 & temperature taken
  - EXPOSURE, DIAGNOSIS, OR SYMPTOMS
  - NO FLAGS

Child evaluated again

- Nurse or delegated staff confirms exposure, diagnosis, or symptoms
  - NO FLAGS
  - GOES TO CLASS
  - CONFIRMED

- Send home or held until can go home
  - Any school staff person accompanies child

Child becomes symptomatic

- Any school staff person flags symptoms

Any school staff person conducts screenings
# Positive Screening Protocols

## Upon Arrival at School or Transportation Entry

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<td>EXPOSURE, NO SYMPTOMS: Staff or Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic</td>
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### Exclusion
- ☐ Do not allow person to enter school facility
- ☐ If staff, supervisor must be notified immediately
- ☐ Person must immediately go home.
- ☐ Person may return to school 14 days after last close contact, if no symptoms develop nor do they have a positive COVID-19 test.
- ☐ Person may participate in remote learning and teaching (if applicable) while out.

### Infection Control
- ☐ Individuals waiting to be screened must stand six feet apart from each other.
- ☐ The staff person taking temperatures must wear a cloth face covering, and must stay six feet apart unless taking temperature.

### Transportation
- ☐ Person may not utilize group transportation such as the bus in order to leave the school facility

### Notification
- ☐ School must immediately contact Local Health Department to report potential exposure
- ☐ School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

### Cleaning
- ☐ School must follow the directions shared by the Local Health Department for this particular instance.

### Closure
- ☐ School must follow the directions shared by the Local Health Department for this particular instance.

### Communication with students, families, and staff
- ☐ School must follow the directions shared by the Local Health Department for this particular instance.
Positive Screening Protocols
Upon Arrival at School or Transportation Entry

**WHO**

**Staff Member OR Student:** A designated individual (e.g., parent or guardian) is PRESENT to immediately support child to get home or to medical care safely

**CATEGORY**

**DIAGNOSIS, NO SYMPTOMS:** Staff or Student shares they were diagnosed with COVID-19 less than 10 days ago, but is NOT symptomatic

**Exclusion**

- Do not allow person to enter school facility
- If staff, supervisor must be notified immediately
- Person must immediately go home.
- Person may return to school 10 days after the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test
- Person may participate in remote learning and teaching (if applicable) while out.

**Infection Control**

- Individuals waiting to be screened must stand six feet apart from each other.
- The staff person taking temperatures must wear a cloth face covering, and must stay six feet apart unless taking temperature.

**Transportation**

- If student, they may not utilize group transportation such as the bus in order to leave the school facility.

**Notification**

- Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

**Cleaning**

- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an [EPA-registered disinfectant that is active against coronaviruses](https://www.epa.gov/disinfectants/disinfectants-against-coronavirus-2019-ncov). Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.

- Follow NCDHHS Environmental Health Section guidance for additional cleaning and disinfection recommendations.

- For school transportation vehicles:
  - Do not use the vehicle until after cleaning and disinfection.
  - Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
  - Follow cleaning guidance in the Transportation section.

- School must follow any other directions shared by the Local Health Department for this particular instance.

**Closure**

- Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.

- Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.

- The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

**Communication with students, families, and staff**

- Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate - they may not necessarily need to be notified, depending on the situation.

- If positive COVID-19 test:
  - The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19.
  - A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
  - The notice to staff and families must maintain confidentiality in accordance with NCGS § 130A-143 and all other state and federal laws.

**Local Health Department Next Steps**

- The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).

- Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.

- Public health staff will recommend the close contacts be tested to identify additional positive cases.

- Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
Positive Screening Protocols
Upon Arrival at School or Transportation Entry

**WHO**

Staff Member OR Student: A designated individual (e.g., parent or guardian) is PRESENT to immediately support child to get home or to medical care safely

**CATEGORY**

SYMPTOMS: Staff or Student presents with at least one of the following COVID-19 symptoms (Fever • Chills • Shortness of breath or difficulty breathing • New cough • New loss of taste or smell)

**Exclusion**

- Do not allow person to enter school facility
- If staff, supervisor must be notified immediately
- Person must immediately go home and seek medical care
- If diagnosed with COVID-19 based on a test or symptoms, person may return to school when:
  - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications; and
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath); and
  - At least 10 days have passed since symptoms first appeared.
- If they have had a negative COVID-19 test, person may return to school once there is no fever without the use of fever-reducing medicines and has felt well for 24 hours.
- Person may participate in remote learning and teaching (if applicable) while out.
- A person can return to school, following normal school policies, if they receive confirmation of an alternative diagnosis from a health care provider that would explain the COVID-19-like symptom(s), once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

**Infection Control**

- Individuals waiting to be screened must stand six feet apart from each other.
- The staff person taking temperatures must wear a cloth face covering, and must stay six feet apart unless taking temperature.

**Transportation**

- If student, they may not utilize group transportation such as the bus in order to leave the school facility.

**Notification**

- If positive diagnosis: School must immediately Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.
**Cleaning**
- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an [EPA-registered disinfectant that is active against coronaviruses](https://www.epa.gov/pesticide-registration). Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.
- Follow [NCDHHS Environmental Health Section guidance](https://www.ncdhhs.gov/environmental-health) for additional cleaning and disinfection recommendations.
- For school transportation vehicles:
  - Do not use the vehicle until after cleaning and disinfection.
  - Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
  - Follow cleaning guidance in the Transportation section.
- School must follow any other directions shared by the Local Health Department for this particular instance.

**Closure**
- Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.
- Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.
- The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

**Communication with students, families, and staff**
- Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate – they may not necessarily need to be notified, depending on the situation.
- If positive COVID-19 test:
  - The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19
  - A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
  - The notice to staff and families must maintain confidentiality in accordance with [NCGS § 130A-143](https://www.ncleg.gov/EnactedLegislation/Statutes/Indextable/Section/130A-143) and all other state and federal laws.

**If positive COVID-19 test: Local Health Department Next Steps**
- The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).
- Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.
- Public health staff will recommend the close contacts be tested to identify additional positive cases.
- Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
Positive Screening Protocols
Upon Arrival at School or Transportation Entry

**WHO**
Student: A designated individual (e.g., parent or guardian) is NOT PRESENT to immediately support child to get home or to medical care safely

**CATEGORY**
EXPOSURE, NO SYMPTOMS: Staff or Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic

**Exclusion**
- Separate student in designated area with supervision by a delegated staff person until transportation is available
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home safely
- Student may return to school 14 days after last close contact, if no symptoms develop nor do they have a positive COVID-19 test.
- Student should participate in remote learning while out.

**Infection Control**
- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away.
- Student should wear a cloth face covering if appropriate.

**Transportation**
- Student may not utilize group transportation such as the bus in order to leave the school facility

**Notification**
- School must immediately contact Local Health Department to report potential exposure
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

**Cleaning**
- School must follow the directions shared by the Local Health Department for this particular instance.

**Closure**
- School must follow the directions shared by the Local Health Department for this particular instance.

**Communication with students, families, and staff**
- School must follow the directions shared by the Local Health Department for this particular instance.
## Positive Screening Protocols

### Upon Arrival at School or Transportation Entry

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### Exclusion
- Separate student in designated area with supervision by a delegated staff person
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home safely
- Student may return to school 10 days after the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test
- Student should participate in remote learning while out.

### Infection Control
- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away.
- Student should wear a cloth face covering if appropriate

### Transportation
- Student may not utilize group transportation such as the bus in order to leave the school facility

### Notification
- Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

### Cleaning
- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an [EPA-registered disinfectant that is active against coronaviruses](https://www.epa.gov/pesticide-registration/list-n-disinfectants-effective-against-coronavirus). Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.
- Follow [NCDHHS Environmental Health Section guidance](https://www.ncdhhs.gov/environmental-health) for additional cleaning and disinfection recommendations.
For school transportation vehicles:
- Do not use the vehicle until after cleaning and disinfection.
- Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
- Follow cleaning guidance in the Transportation section.

School must follow any other directions shared by the Local Health Department for this particular instance.

Closure
- Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.
- Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.
- The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

Communication with students, families, and staff
- Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate – they may not necessarily need to be notified, depending on the situation.
- If positive COVID-19 test:
  - The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19.
  - A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
  - The notice to staff and families must maintain confidentiality in accordance with NCGS § 130A-143 and all other state and federal laws.

Local Health Department Next Steps
- The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).
- Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.
- Public health staff will recommend the close contacts be tested to identify additional positive cases.
- Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
Positive Screening Protocols

Upon Arrival at School or Transportation Entry

**WHO**

**Student:** A designated individual (e.g., parent or guardian) is NOT PRESENT to immediately support child to get home or to medical care safely

**CATEGORY**

**SYMPTOMS:** Staff or Student presents with at least one of the following COVID-19 symptoms (**Fever • Chills • Shortness of breath or difficulty breathing • New cough • New loss of taste or smell**)

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**Exclusion**

- Immediately isolate student in designated area with supervision by a delegated staff person.
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home and to medical care safely.
- If diagnosed with COVID-19 based on a test or symptoms, student may return to school when:
  - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications; and
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath); and
  - At least 10 days have passed since symptoms first appeared.
- If they have had a negative COVID-19 test, student may return to school once there is no fever without the use of fever-reducing medicines and has felt well for 24 hours.
- Student should participate in remote learning while out.
- The student can return to school, following normal school policies, if they receive confirmation of an alternative diagnosis from a health care provider that would explain the COVID-19-like symptom(s), once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

**Infection Control**

- Delegated staff person supervising must wear a cloth face covering or surgical mask while remaining at least 6 feet away.
- Student must wear a cloth face covering or surgical mask if appropriate.

**Transportation**

- Student may not utilize group transportation such as the bus in order to leave the school facility.

**Notification**

- If positive diagnosis AND symptomatic individual: School must immediately Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.

**Cleaning**

- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
Open outside doors and windows to increase air circulation in the area.

Use an EPA-registered disinfectant that is active against coronaviruses. Clean and disinfect frequently touched surfaces.

Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.

Follow NCDHHS Environmental Health Section guidance for additional cleaning and disinfection recommendations.

For school transportation vehicles:
- Do not use the vehicle until after cleaning and disinfection.
- Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
- Follow cleaning guidance in the Transportation section.

School must follow any other directions shared by the Local Health Department for this particular instance.

Closure

Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.

Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.

The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

Communication with students, families, and staff

Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate – they may not necessarily need to be notified, depending on the situation.

If positive COVID-19 test:
- The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19.
- A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
- The notice to staff and families must maintain confidentiality in accordance with NCGS § 130A-143 and all other state and federal laws.

If positive COVID-19 test: Local Health Department Next Steps

The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).

Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.

Public health staff will recommend the close contacts be tested to identify additional positive cases.

Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
## Positive Screening Protocols

### During the School Day

<table>
<thead>
<tr>
<th>WHO</th>
<th>Student</th>
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</table>

**CATEGORY EXPOSURE, NO SYMPTOMS:** Staff or Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic

### Exclusion

- Separate student in designated area with supervision by a delegated staff person until transportation is available.
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home safely.
- Once student is able to leave school, student may return to school 14 days after last close contact, if no symptoms develop nor do they have a positive COVID-19 test.
- Student should participate in remote learning while out.

### Infection Control

- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away.
- Student should wear a cloth face covering if appropriate.

### Transportation

- Student may not utilize group transportation such as the bus in order to leave the school facility.

### Notification

- School must immediately contact Local Health Department to report potential exposure.
- School must follow the directions shared by the Local Health Department for this particular instance.

### Cleaning

- School must follow the directions shared by the Local Health Department for this particular instance.

### Closure

- School must follow the directions shared by the Local Health Department for this particular instance.

### Communication with students, families, and staff

- School must follow the directions shared by the Local Health Department for this particular instance.
Positive Screening Protocols
During the School Day

**WHO**

**Student**

| CATEGORY | DIAGNOSIS, NO SYMPTOMS: Staff or Student shares they were diagnosed with COVID-19 less than 10 days ago, but is NOT symptomatic |

**Exclusion**

- Separate student in designated area with supervision by a delegated staff person until transportation is available
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home safely
- Student may return to school 10 days after the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test
- Student should participate in remote learning while out.

**Infection Control**

- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away.
- Student should wear a cloth face covering if appropriate.

**Transportation**

- Student may not utilize group transportation such as the bus in order to leave the school facility

**Notification**

- Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

**Cleaning**

- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an [EPA-registered disinfectant that is active against coronaviruses](https://www.epa.gov/coronavirus). Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.
- Follow [NCDHHS Environmental Health Section guidance](https://www.ncdhhs.gov/environmental-health) for additional cleaning and disinfection recommendations.
For school transportation vehicles:
  • Do not use the vehicle until after cleaning and disinfection.
  • Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
  • Follow cleaning guidance in the Transportation section.

School must follow any other directions shared by the Local Health Department for this particular instance.

Closure

Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.

Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.

The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

Communication with students, families, and staff

Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate – they may not necessarily need to be notified, depending on the situation.

If positive COVID-19 test:
  • The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19
    • A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
    • The notice to staff and families must maintain confidentiality in accordance with NCGS § 130A-143 and all other state and federal laws.

Local Health Department Next Steps

The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).

Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.

Public health staff will recommend the close contacts be tested to identify additional positive cases.

Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
### Positive Screening Protocols

#### During the School Day

<table>
<thead>
<tr>
<th>WHO</th>
<th>Student</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SYMPTOMS:</strong> Staff or Student presents with at least one of the following COVID-19 symptoms (Fever • Chills • Shortness of breath or difficulty breathing • New cough • New loss of taste or smell)</td>
<td></td>
</tr>
</tbody>
</table>

#### Exclusion
- Immediately isolate student in designated area with supervision by a delegated staff person.
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home and to medical care safely.
- If diagnosed with COVID-19 based on a test or symptoms, student may return to school when:
  - At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications; and
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath); and
  - At least 10 days have passed since symptoms first appeared.
- If they have had a negative COVID-19 test, student may return to school once there is no fever without the use of fever-reducing medicines and has felt well for 24 hours.
- Student should participate in remote learning while out if they are feeling well enough.
- A student can return to school, following normal school policies, if they receive confirmation of an alternative diagnosis from a health care provider that would explain the COVID-19-like symptom(s), once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

#### Infection Control
- Delegated staff person supervising must wear a cloth face covering or surgical mask while remaining at least 6 feet away, and any necessary PPE given symptoms.
- Student must wear a cloth face covering or surgical mask if appropriate.

#### Transportation
- Student may not utilize group transportation such as the bus in order to leave the school facility.

#### Notification
- If positive diagnosis AND symptomatic individual: School must immediately Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.

#### Cleaning
- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an EPA-registered disinfectant that is active against coronaviruses. Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.
- Follow NCDHHS Environmental Health Section guidance for additional cleaning and disinfection recommendations.
- For school transportation vehicles:
  - Do not use the vehicle until after cleaning and disinfection.
  - Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
  - Follow cleaning guidance in the Transportation section.
- School must follow any other directions shared by the Local Health Department for this particular instance.

**Closure**

- Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.
- Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.
- The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

**Communication with students, families, and staff**

- Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate – they may not necessarily need to be notified, depending on the situation.
- If positive COVID-19 test:
  - The Local Health Department will assist in notifying staff and families that there was an individual who was at the school who has tested positive with COVID-19
  - A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
  - The notice to staff and families must maintain confidentiality in accordance with NCGS § 130A-143 and all other state and federal laws.

**If positive COVID-19 test: Local Health Department Next Steps**

- The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).
- Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19.
- Public health staff will recommend the close contacts be tested to identify additional positive cases.
- Public health staff will share that close contacts testing negative will still need to complete the full original 14 day quarantine.
### Positive Screening Protocols During the School Day

<table>
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<tr>
<th>WHO</th>
<th>Staff Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>CATEGORY</td>
<td>EXPOSURE, NO SYMPTOMS: Staff or Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic</td>
</tr>
</tbody>
</table>

#### Exclusion
- Supervisor must be notified immediately
- Person must immediately go home.
- Person may return to school 14 days after last close contact, if no symptoms develop nor do they have a positive COVID-19 test.
- Person may participate in remote teaching (if applicable) while out.

#### Infection Control
- Person should wear a cloth face covering if appropriate.

#### Transportation
- Person may not utilize group transportation such as the bus in order to leave the school facility

#### Notification
- School must immediately contact Local Health Department to report potential exposure
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

#### Cleaning
- School must follow the directions shared by the Local Health Department for this particular instance.

#### Closure
- School must follow the directions shared by the Local Health Department for this particular instance.

#### Communication with students, families, and staff
- School must follow the directions shared by the Local Health Department for this particular instance.
Positive Screening Protocols

During the School Day

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<tr>
<td>CATEGORY</td>
<td><strong>DIAGNOSIS, NO SYMPTOMS:</strong> Staff or Student shares they were diagnosed with COVID-19 less than 10 days ago, but is NOT symptomatic</td>
</tr>
</tbody>
</table>

**Exclusion**

- Supervisor must be notified immediately
- Person must immediately go home.
- Person may return to school 10 days after the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test
- Person may participate in remote teaching (if applicable) while out.

**Infection Control**

- Person should wear a cloth face covering if appropriate

**Transportation**

- Person may not utilize group transportation such as the bus in order to leave the school facility

**Notification**

- Local Health Department of laboratory-confirmed COVID-19 case(s) among students or staff (as required by NCGS § 130A-136) and work with them to follow their procedures such as contact tracing.
- School must follow the directions shared by the Local Health Department for this particular instance, such as contacting students, staff, and families, and/or specific cleaning protocols.

**Cleaning**

- Close off areas used by the sick person, including school transportation vehicles, and do not use these areas until after cleaning and disinfecting.
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.
- People should not be in the classroom, room, or other area of the facility while it is being cleaned.
- Open outside doors and windows to increase air circulation in the area.
- Use an EPA-registered disinfectant that is active against coronaviruses. Clean and disinfect frequently touched surfaces.
- Remember to clean items that might not ordinarily be cleaned daily such as doorknobs, light switches, countertops, chairs, cubbies, and playground structures.
- Follow NCDHHS Environmental Health Section guidance for additional cleaning and disinfection recommendations.
For school transportation vehicles:
- Do not use the vehicle until after cleaning and disinfection.
- Wait at least 24 hours before cleaning and disinfecting (or if 24 hours is not feasible, wait as long as possible).
- Follow cleaning guidance in the Transportation section.

School must follow any other directions shared by the Local Health Department for this particular instance.

Closure
- Close off areas used by the sick person, do not use these areas until after cleaning and disinfecting.
- Consult with the Local Health Department as to whether closure of a classroom or entire building is required. There may be no need to close the school if the Local Health Department determines that close contacts are excluded and there is sufficient space to continue normal operations.
- The Local Health Department may in some situations determine that closure of a facility is needed; this will be determined on a case-by-case basis.

Communication with students, families, and staff
- Schools must coordinate with the Local Health Department to determine how to inform families and staff as appropriate - they may not necessarily need to be notified, depending on the situation.
- If positive COVID-19 test:
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  - A public health professional may contact staff and families if they are identified as a close contact to the individual who tested positive.
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Local Health Department Next Steps
- The Local Health Department staff will interview the person who tested positive for COVID-19 (or their family member, if it is a young child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer).
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### Exclusion
- Supervisor must be notified immediately
- Person must immediately go home and seek medical care
- Person may return to school 10 days after the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test
- Person may participate in remote teaching (if applicable) while out, if feeling well enough.
- A person can return to school, following normal school policies, if they receive confirmation of an alternative diagnosis from a health care provider that would explain the COVID-19-like symptom(s), once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.

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- Person must wear a cloth face covering or surgical mask if appropriate

### Transportation
- Person may not utilize group transportation such as the bus in order to leave the school facility

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- If symptomatic individual: School must immediately contact Local Health Department to report potential exposure

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