

 **Rankin School District #98**

 **2020-2021 School Year**

 **“School Reopening Plan”**

 Last update 9/18/20

**OVERVIEW**

On June 23, 2020, the Illinois State Board of Education (ISBE) and the Illinois Department of Public Health (IDPH) released *Starting The 2020-2021 School Year – Part 3-Transition Joint Guidance* found here <https://www.isbe.net/>. In addition to the Joint Guidance, the District surveyed our families and staff to gain valuable input and feedback. Further, the District established a Planning Team of stakeholders to assist with development of this *School Reopening Plan* for the 2020-2021 school year. The plan is in alignment with the Joint Guidance, and it should be considered “subject to change” as the District will continually be monitoring, evaluating, and assessing our plan as we respond and adjust to the ongoing happenings related to the pandemic. Thus, the District reserves the right to alter or adjust this plan at any time. The District will work diligently to keep everyone updated regarding any changes.

The District is extremely grateful for all the stakeholders who participated on the Planning Team and/or completed surveys. A high level of teamwork and engagement were present in the Planning Team as we strived to develop a plan that was in the best interest of the students we serve.

For questions related to this plan and for ease of communication, please email the Administrative Team (Dr. Matt Gordon, mgordon@rankin98.org and April McLaughlin amclaughlin@rankin98.org) so we can assist you accordingly.

**RESOURCES REFERENCED IN PLAN**

American Academy of Pediatrics (AAP) *COVID-19 Planning Considerations: Guidance for Schools Re-entry* <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

Centers for Disease Control and Prevention (CDS) *Symptoms of Coronavirus*

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Illinois State Board of Education (ISBE) and Illinois Department of Public Health (IDPH) *Starting the 2020-21 School Year, June 23, 2020, Part 3 – Transition Joint Guidance* <https://www.isbe.net/>.

### Tazewell County Health Department and Amy Fox (TCHD) *Public Health Interim Guidance for K-12 Schools and Child Care Programs for Addressing Suspect-Confirmed COVID-19 Cases* [*https://www.rankin98.org/vnews/display.v/ART/5f1743bb414f5*](https://www.rankin98.org/vnews/display.v/ART/5f1743bb414f5)

United States Department of Labor (DOL) *Families First Coronavirus Response Act: Employee Paid Leave Rights* <https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave> and

*Families First Coronavirus Response Act: Questions and Answers*

<https://www.dol.gov/agencies/whd/pandemic/ffcra-questions>

**FOUNDATION FOR SUCCESS OF PLAN**

Our District’s Mission of “Empowering all students to reach their maximum potential and become productive, respectful, responsible, and well-rounded citizens” is combined with our Vision of “Building the foundation of the future by engaging youth through rigorous and diverse educational opportunities.” In order to accomplish the District’s Mission and further our Vision, this school year will require an extraordinary amount of communication, flexibility, character, teamwork, and resilience to make this school year a success. *Show the Rankin Resilience* is the theme for this school year.

In regards to communication, it is imperative that parents make the District aware of any COVID-19 health situations. Please be prepared for the District to ask specific questions regarding symptoms related to student absences. The District, while protecting the identity of students and staff, will always strive to keep everyone informed as best as possible.

**PRIMARY SAFETY PRECAUTIONS**

The safety and well-being of our students and staff is our top priority. Thus, as the District prepares to educate our students in-person, the following primary safety precautions will be implemented.

* The District plans to keep areas to 50 individuals or under. \*Spaces inside must be limited to 50 individuals or under.
* Social distance students as much as possible. ISBE/IDPH highlights 6 feet and “as much as possible” for social distancing measures. AAP discusses the possibility that 3 feet “may approach the benefits of 6 feet of space” (Both links are provided above). Our classrooms will be socially distanced as much as possible. Daily learning activities will be adjusted to maintain social distancing space as much as possible. Parents and guardians may contact the Administrative Team (see email addresses above) to find out the estimated (i.e. before the school year begins) and monitored (i.e. after school year begins) social distancing space available in specific classrooms.
* All individuals must wear face masks (i.e. coverage for nose and mouth) primarily at all times. In nearly all cases, face shields do not meet the face mask requirement. Staff and students are encouraged to begin wearing masks periodically before the beginning of the school year in attempt to become more accustomed to the mask wearing practice once the school year begins.
* Parents and guardians will be required to conduct daily health screenings and temperature checks that will serve as daily admission tickets. These admission tickets will be provided to families in advance of opening day on August 19th.
* The District will conduct daily temperature checks for each student.
* District Staff will self-certify their own daily health screenings and temperature checks.
* The District will be adjusting school-wide cleaning and disinfecting procedures (i.e. cleaning of high-touch areas during the school day).
* The District will be implementing new before school, breakfast, hallway, lunch, and after school procedures to increase social distancing and to decrease the chances for transfer of the virus or other germs (i.e. Grab and Go meals, hallway markings and direction indicators, washing of hands, and hand sanitizing stations).

**SCHEDULE AND LEARNING PLANS**

Generally, the District will be providing In-Person Instruction/Learning on a daily basis until further notice. Remote Learning opportunities will be provided for students who are approved by the District based on a review of the documented reasons.

* In-Person Learning
	+ In-Person Learning is planned on a daily basis for all students unless notified otherwise.
	+ Back to School Night on August 17th will be carefully structured to limit the total number of people in one space. More information will follow regarding this event.
	+ The calendar will be adjusted to begin with 11:30 a.m. dismissals on the first two school days August 19th and August 20th.
	+ Following the first two days, school will typically dismiss at 2:00 p.m.
	+ The new 2:00 p.m. Regular Dismissal will allow time for teachers at the end of school days during this pandemic for Remote Learning (i.e. posting of lessons on Google Classroom, flipped classroom strategies, and connecting with and instructing students who have been approved for Remote Learning).
	+ Students in Grades 5-8 who will be participating in after-school activities at 3:15 p.m. will be provided the opportunity to remain on campus in a study hall between 2:00-3:15 p.m. (if the after- school event begins later in the evening, no study hall would be provided as the students would need to return in the evening). \*Baseball players will begin after school baseball practice at 2:15 p.m. on school days when no games are scheduled. Softball and cross country participants will be in study hall from 2:00 p.m. – 3:15 p.m. on school days when no games or meets are scheduled. Please refer to your individual sport’s schedule to confirm the above.
	+ An updated calendar is on the District’s website.
	+ Before and After School Care opportunities are available (see section near the end of the plan).
* Remote Learning
	+ Students with documented reasons may contact the Administrative Team to be considered for approval for Remote Learning.
	+ The District expects all Remote Learning requests associated with documented reasons to be emailed to the Administrative Team on or before August 11, 2020.
	+ The District will meet with the individual students and parents who request Remote Learning to review the documented reasons. If a student is approved for Remote Learning, an Individualized Remote Learning Plan (i.e. subjects, skills, attendance, and assessment) will be created.
	+ The District will be striving to assign a device for every student (1:1) and then monitor the pandemic for when/if to pass out devices for Kindergarten-5th Grade Students to take home.
	+ Students in Grades 6-8 will be issued devices for both school and home use at the beginning of the school year.
	+ The District will review the registration information of each family and determine how to help every student be prepared for home internet, in the event that the District must move to full Remote Learning.
	+ The District’s goal is to be as prepared as possible for the possibility of full Remote Learning, if necessary. The District may use up to five Remote Learning Planning Days. The afternoons of August 19th and 20th will be for staff only and count as a total of one of our five allotted days for Remote Learning Planning.
	+ Blended Learning will be considered on a case by case basis when In-Person Learning and Remote Learning are determined to not be the best options for the individual student.
	+ All teachers will transition the majority of classroom content to Google Classroom and utilize Google Meet for online instruction and learning opportunities for Remote Learners.
	+ Online learning rules, expectations, and training videos will assist students in Remote Learning. Access Remote Learning Expectations and Expectations = <https://www.rankin98.org/vnews/display.v/SEC/Remote%20Learning%7CRemote%20Learning%20Procedures%20and%20Expectations>
	+ All Remote Learners are encouraged to create a set up at home that is conducive to engagement and focus while learning.

**TECHNOLOGY DEVICE AGREEMENT**

The District has continually advanced the opportunities for students related to technology. Due to the pandemic, we are issuing one device for every student K-8. We are asking all families to complete this 1:1 Technology Device Agreement found here <https://www.rankin98.org/vnews/display.v/SEC/Forms%20and%20Other%20Information%7C1%3A1%20Program> . Students in grades 2-8 will be expected to take home each night and then bring back in the morning a charged device. Students in K-1 will have devices temporarily housed solely in the classroom. If/when we must move to full Remote Learning, the devices will go home with the students in K-1. Please note that all teachers will be utilizing Google Classroom as the “hub” for access to lessons, content, assignments, and activities.

**CURRICULUM AND ASSESSMENT**

Given the shortened schedule and that Remote Learning for various students may be occurring, our Staff will be prioritizing curricular goals, identifying essential skills, and determining differentiation opportunities for academic enrichment.

Assessment will play a critical role in teachers determining appropriate instruction for each student.

* Relatively early in the school year, our Staff will formally be assessing students utilizing STAR and IRLA and informally assessing students with a variety of methods to determine appropriate instruction for each student.
* Our Staff will utilize assessment data and observations to determine strategies for reteaching and differentiation.
* Assessment (i.e. grades or scores on a student’s report card) may be individualized on a case by case basis for any student depending on what is in the best interest of the individual student. Communication with students and families will occur.

Accountability (i.e. required work, grading, and attendance) and academic rigor will be provided for all learners.

**DAILY SCHOOL ADMISSION AND TRANSPORTATION**

The District will be utilizing the Public Health Interim Guidance for K-12 Schools and Child Care Programs for Addressing Suspect-Confirmed COVID-19 Cases from Amy Fox, Tazewell County IDPH (TCHD) to guide our response to students and staff who present COVID-19 symptoms or positive cases. The guidance can be found here <https://www.rankin98.org/vnews/display.v/SEC/COVID-19/Coronavirus%20Information%20and%20Resources%7CCOVID-19/Coronavirus%20Information%20and%20Resources>.

The District has created an additional Nurse’s Office (formerly known as the Conference Room) for students who need to be separated as a result of symptoms and/or health screening checks. Additional room dividers have been ordered and will be utilized in both of the Nurse’s areas.

The Office will have additional physical protective barriers installed.

In addition, the following safety precautions will be expected of all staff on a daily basis.

* Staff will be required to self-certify daily health status.
* Staff will arrive wearing masks and be prepared to have their temperature taken on a daily basis.

The following safety precautions will be expected of students on a daily basis.

* Parents should only send their children to school when they are healthy based on how they feel, temperature checks, and symptom screenings.
* Students must arrive wearing a mask with a completed admission ticket that includes recording of daily temperature and COVID-19 related symptoms signed by a parent or guardian. Currently known COVID-19 symptoms can be found here <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. The requirement for the face mask is to fully cover the nose and mouth. In nearly all cases, face shields do not meet the face mask requirement. Parents and guardians of students who refuse to comply with the face mask requirement will be contacted. If a face mask refusal continues following the contact of a parent or guardian, corrective disciplinary action may be implemented. Chronic non-compliance of the mask requirement and cases of blatant disrespect may result in corrective, disciplinary action without prior contact of a parent or guardian.
* Parents dropping off students at school must wait until their student is officially admitted into school for the day before leaving the parking lot.
* In the morning, parents that are bringing students to school will use the Main Parking Lot. Parents will pull up to the first open cone near the Main Entrance and stop to have students screened. Rankin will have staff at each cone to collect the admission tickets and do a second temperature check. If the student is healthy and is able to come to school, the student will exit the car and walk to the sidewalk and enter the building. Please have your child’s admission ticket prepared ahead of time to help keep the process moving fluidly. Admission tickets will be provided on August 17th at Back to School Night and Dr. Gordon will be greeting cars on August 19th upon arrival to pass out admission tickets as well.
* 1st-day jitters?!??!……if feel your child will have difficulty separating in the parking lot on the first day, please contact Mrs. McLaughlin at amclaughlin@rankin98.org. The modifications we will be able to make for the 1st day will be a late arrival at 8:30 a.m. and a parent walking their child to the Main Door while remaining outside. This time period will result in a limited amount of people and will include less potential stressors. This 1st day adjustment needs to be requested and scheduled with Mrs. McLaughlin.
* All students will have their temperatures taken on a daily basis.
* The District will have masks available for students as a back-up plan.
* Parents may not send students to school with a fever greater than 100.4.
* Students who arrive with no temperature but do have other symptoms will be evaluated accordingly to determine daily admittance. The District anticipates providing additional guidance for these situations before August 19th.
* All parents are encouraged to allow for additional time when dropping off students beginning no earlier than 7:45 a.m. Please remember that families can sign up for before school care. Please contact Mrs. Gaudet at ggaudet@rankin98.org.
* Students riding on the bus must present admission tickets and temperatures will be taken on the bus and/or when students arrive to school. The initial plan is for the bus driver and/or monitor to take the temperature of each student. Parents are strongly encouraged to remain within a visual of their children as they board the bus. In event of no admission ticket, fever, and/or symptoms, an attempt to make immediate contact with a parent will occur. If it is absolutely not possible for a parent to remain within a visual and/or immediate contact can’t be made, the student will need to sit in the first rows of the bus (separated) and the staff will greet the student at the school. Bus times will be provided to families in advance of August 19th.
* All parents must have completed the registration form (Non-Admittance Emergency Contact) by August 17th. This is the plan for immediate contact for coordinating the pick-up of children who are unable to be admitted to school and/or the bus based on forgetting daily admittance tickets or as a result of the daily health screenings.
* Parents will need to confirm bus riding preferences with the District by August 10th. This is primarily confirmed through the registration process, which most families have already completed.
* We are in the process of adjusting our bus routes so that no more than 50 riders are on one bus at any one time.
* Masks are required on busses (limited/little social distancing may exist on the bus) and assigned seating will be provided.
* End of day pick up for non-bus riders - parents will use the Main Parking Lot for pick up. Parents will pull into the lot and park. Parents will stay in their cars. Rankin Staff will come out to cars and get names of children that are getting picked up. Rankin Staff will communicate with other staff inside the building. The inside staff will gather all children and walk them out to the designated cars. No child will leave the building without being escorted.

**OVERVIEW OF ADDITIONAL PROCEDURES**

* Reminder, as per ISBE/IDPH, students and staff must wear masks (nose and mouth coverage) unless they are having trouble breathing, are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. In nearly all cases, face shields do not meet the face mask requirement. If a medical reason exists for staff or students for being unable to wear masks, a physician’s note is required for administration to review and consider the possibility of providing an accommodation.
* All students are required to bring refillable water bottles as the water fountains will only be available to fill water bottles.
* Regular lockers and P.E. lockers will not be utilized. Students will need P.E. shoes.
* Students in Grades 3-8 will be required to bring backpacks with essential supplies each day (stay tuned for essential school supplies list to be released).
* Students in Grades K-2 will follow a normal routine of supplies to be stored in desks (stay tuned for school supply list to be released).
* A plan will be developed for coats and jackets, when applicable, to protect social distancing for each student.
* All student items are to remain in backpacks and/or are stored in classroom shelves approved by teachers.
* Backpacks will primarily be stored behind chairs.
* The staff will be working together to cover morning supervision, reviewing admission tickets, conducting temperature checks, and ensuring social distancing safety precautions are in place.
* Breakfast will be “Grab and Go” style the first two weeks. Following the first two weeks, the District will evaluate the process and then make future menu decisions. Additional communication will be provided.
* New morning locations for “Grab and Go” eating and gathering before school.
	+ Kindergarten will be in the Cafeteria spaced out for sitting and eating.
	+ Grade 1 will be in the Cafeteria spaced out for sitting and eating.
	+ Grade 2 will be in the Gym with overflow in the Library spaced out forsitting and eating.
	+ Grade 3 will be in Room 100 spaced out for sitting and eating.
	+ Grade 4 will be in the CLS/STEM Lab with overflow in the Art Room spaced out for sitting and eating.
	+ Grade 5 will be in the CLS/STEM Lab with overflow in the Art Room spaced out for sitting and eating.
	+ Grade 6 will be in the Cafeteria spaced out for sitting and eating.
	+ Grade 7.1 will be in the Mrs. Galletti’s Room for sitting and eating. 7.2 will be in Gym with overflow in the Library spaced out for sitting and eating.
	+ Grade 8 will be in Gym with overflow in the Library or sitting and eating.
* Lunch will be “Grab and Go” style the first two weeks. Following the first two weeks, the District will evaluate the process and then make future menu decisions. Additional communication will be provided.
* Locations for “Grab and Go” eating and for lunch.
* Grades K-2 (less than 50) will be in cafeteria in tables spaced out.
* Grades 3-5 (more than 50) will be split between the CLS and the Cafeteria spaced out.
* Grades 6-8 (more than 50) will be split between the CLS and Cafeteria spaced out.
* Lunch times will be modified to allow for additional cleaning measures between the three different lunch groups.
* Multiple morning and afternoon breaks will be scheduled by teachers for students to go outdoors and be socially distanced and remove masks temporarily as the weather permits. We will be working to be as innovative as possible in regards to the creation and formation of outdoor learning spaces.
* The process of potential additional indoor snack break for students in Grades K-8 is still in the planning phase. A final determination of this potential process has yet to be made.
* New hallway directions and signage will be provided to promote social distancing.
	+ Guidance for age specific social distancing actions will be provided, modeled, and practiced.
* Generally, daily sharing of equipment will not be permitted. Once items are cleaned for a new day, equipment may be assigned or provided to different students.
* Proper hand washing breaks will be provided daily.
* Field trips will be substantially limited until further notice.

**SOCIAL DISTANCING AND DAILY SANITIZATION PROCEDURES**

A new emphasis will be modeled, taught, promoted, and practiced for social distancing safety precaution and daily hygiene/ sanitization strategies. The District will be striving to social distance our students as much as possible. Daily learning activities will be adjusted to maintain social distancing space as much as possible. Parents and guardians may contact the Administrative Team (see email addresses above) to find out the estimated (i.e. before the school year begins) and monitored (i.e. after school year begins) social distancing space available in specific classrooms.

Assigned seating in classrooms will occur. Further, jr. high students will move classrooms in shifts and be requested to help wipe down desks. Also, a specific area (or areas) will be provided for Study Hall for students who remain at school for activities that begin at 3:15 p.m.

**PLAYGROUND EQUIPMENT**

Playgrounds may be utilized during Phase 4. Use of playground equipment will be monitored and structured in a manner that limits the number of students playing at one time and protects social distance space between students. In addition, the equipment will be regularly disinfected.

**BEFORE AND AFTER CARE PROGRAMS**

The Tazewell County Health Department offers a program on campus, and the YWCA offers a program off campus. Please contact Gretchen Gaudet at ggaudet@rankin98.org for more information.

**SOCIAL/EMOTIONAL SUPPORTS FOR STUDENTS**

The District realizes this a challenging time period for our students. In conjunction with our Staff, our School Counselor will be providing a variety of different supports (check-ins, one on one support, and group support). Beginning August 17th, all parents are encouraged to contact our School Counselor, Clint Gossmeyer, at cgossmeyer@rankin98.org to make him aware of any social/emotional wellness concerns that you may have for your children.

**VISITORS STRICTLY LIMITED**

All persons entering the school must wear a mask. No visitors allowed during the school day unless approved by the Administration.

**ATHLETICS AND COCURRICULAR ACTIVITIES**

IESA has provided guidance at [www.iesa.org](https://l.facebook.com/l.php?u=http%3A%2F%2Fwww.iesa.org%2F%3Ffbclid%3DIwAR1iaYUgbz0BNSqlCHDlPsql0DaVBcA8k1Uk38rs7BpNJTicOFFBJalKB3g&h=AT0g69qUlGk2pgiO7NpJTXZC5m5rLGxgB3mBlmHBox8wgQ14HzkX8o_XQ_I6ILnbXiPnsnmyvG1kBNq45uLHDvrrVf8hLmDQKgPI2QzIJevv7K2B_LhFhzOl4nb8QTJU2g&__tn__=-UK-R&c%5b0%5d=AT0bGsRqvkbYFDtd9ksgb52RMgSuC6hiP-c07z0FPbzcuggPhmsN7HYWN1m1LM4bGwlQIKc8nMkwKR1YBdX8WSol_cV06ZXuCVIBgxbKxZFfaE0O2BIjuelajpvHKsTbiIvAko8Rql8zEEMULhOcSOvST0yrWNKgqlKSxWIChJj5nwIJIBvXN_8RAvpaXXikWgN66WFEDuP-Fa_g) (All Sports Policy) for fall sports to begin. This initial fall sports’ guidance/plan is specifically for Cross Country, Baseball, and Softball (i.e. outdoor sports).

**HIGH SCHOOL MATH AT PCHS**

PCHS is planning for an A/B Schedule. We are in communication with PCHS to determine how this will be implemented for Rankin students planning to participate in the high school math program this year.

**STAFF COVID-19 RELATED ABSENCES**

It is difficult to plan for every scenario; however, staff COVID-19 related absences will be guided by the Rankin Association of Teachers Collective Bargaining Agreement and the United States Department of Labor (DOL) *Families First Coronavirus Response Act: Employee Paid Leave Rights* <https://www.dol.gov/agencies/whd/pandemic/ffcra-employee-paid-leave> and *Families First Coronavirus Response Act: Questions and Answers*

<https://www.dol.gov/agencies/whd/pandemic/ffcra-questions>

Discussion regarding the potential for innovative ways for providing instruction during a COVID-19 related absence will continue to be explored.

**COVID-19 QUARANTINE PROTOCOLS**

**SOURCES**

* IDPH, ISBE, CDC, TCHD, other Illinois Public School Districts, and Miller, Hall & Triggs
* **In conjunction with the District’s belief in transparency, please be aware that the COVID-19 protocols/information provided by IDPH, CDC, and TCHD are not all the same. Our District has been in regular communication with our legal counsel (Miller, Hall, and Triggs) for guidance regarding our protocols. This guidance from our legal counsel, which is utilized by our District, more closely aligns with CDC recommendations and is somewhat less restrictive than IDPH. Our District is following our legal guidance, which is general past practice for the District.**

**SUBJECT TO CHANGE (last updated 9/18/20)**

* This is a fluid situation and subject to change based on new information

**GUIDANCE FROM THE TAZEWELL COUNTY HEALTH DEPARTMENT**

* For all positive cases and for various exposure questions/issues, the District will seek immediate guidance from the Tazewell County Health Department regarding (potential closure of the physical school, how/when/what to provide in regards to communication, closing classrooms, and contact tracing etc.).

**FEVER**

* The District is considering **greater than 100.4** as the threshold for fever.

**NOTIFICATION**

* The District’s staff will be self-certifying for the daily health screening, and students must present a daily admissions ticket for the daily health screening. Families and staff should notify the District of any and all positive or suspected cases.   When a parent calls in a student for illness, the District will be seeking information regarding the symptoms to advise accordingly.

**RELEASE LETTERS**

* **It is very possible that the local health departments will be overwhelmed during these times and may not get the release letters out on a timely basis. If that occurs, it is possible that the District will allow re-entry after trying to follow up two or more times over two or more days. These practical steps are to protect against kids and staff being out of school simply because the system is bogged down.**

**TESTING**

* Testing sites <http://dph.illinois.gov/testing>

**CLOSE CONTACT**

* A close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection).
* Close contact means being within 6 feet for more than 15 minutes (cumulative throughout the day) of someone who tested positive, regardless of whether or not a cloth face covering was worn.

**NURSE OR ADMINISTRATIVE JUDGMENT & CLINICAL SUSPICION**

* **The District nurse’s clinical suspicion and judgment and/or administrative judgment is included in the District’s protocols for COVID-19. The District includes this notice to help parents and students understand that specific situations may cause the District to provide additional restrictions, adjustments, and/or attendance restrictions for certain situations.**

**SYMPTOMATIC, UNTESTED**

* **Two-step Process to Determine Whether Symptomatic Individuals Should be Subject to Prolonged Quarantine**

**Step 1:**

Check for the following symptoms which indicate possible COVID-19 illness that puts persons at risk for spreading the illness to others:

* Temperature of 100.4 degrees Fahrenheit or higher
* Sore throat
* **New** uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, the baseline is a change in their cough)
* Diarrhea, vomiting, or abdominal pain
* New onset of severe headache, especially with a fever
* Shortness of breath

**Step 2:**

If the individual has potential exposure to COVID-19, a quarantine should be implemented.  Potential exposure by a person is defined as:

* Had close contact with a person with confirmed COVID-19 (see definition of “close contact” above).
* Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases.
* Live in areas of high community transmission while the school remains open.

**SYMPTOMS, BUT NO POTENTIAL EXPOSURE**

If the individual has any symptoms listed in Step 1, but has not had potential exposure as outlined in Step 2, generally, the individual will be excused from school in accordance with existing school illness management policy (e.g., until symptom-free for 24 hours without fever reducing medications and have had no diarrhea or vomiting in the previous 24 hours).  Other diseases have specific criteria for when a student or staff member can return to school (access link below) <https://dph.illinois.gov/sites/default/files/publications/commchartschool-032817.pdf>.

**SYMPTOMS, POTENTIAL EXPOSURE, and NEGATIVE TEST**

If the individual has any symptoms listed in Step 1 and has had potential exposure as outlined in Step 2, the individual should be referred for evaluation by their healthcare provider and possible testing.  Individuals who have received a negative test result, generally, will be allowed to return to school once their symptoms have otherwise improved in accordance with existing school illness management policies (e.g., until symptom-free for 24 hours without fever reducing medications, have had no diarrhea or vomiting in the previous 24 hours, and in compliance with the above specific criteria for other diseases).

**SYMPTOMS, POTENTIAL EXPOSURE, and NO NEGATIVE TEST**

Individuals who have any of the symptoms listed in Step 1 and have had potential exposure as outlined in step 2 without negative test results should stay home, isolate themselves from others, monitor their health, and follow directions from their state or local health department.  In absence of a negative test, these individuals should isolate as if they have tested positive.

* Isolate at home for 10 calendar days from the first day symptoms appeared, AND
* Fever-free without fever-reducing medication for 24 hours, AND
* No diarrhea or vomiting in the previous 24 hours, AND
* Other symptoms have improved for 24 hours.

**POSITIVE TEST, SYMPTOMATIC**

* Isolate at home for 10 days from the date symptoms began, AND
* Fever-free without fever-reducing medication for 24 hours, AND
* No diarrhea or vomiting in the previous 24 hours, AND
* Other symptoms have improved for 24 hours, AND
* A release letter from the TCHD is required prior to returning to school/work.

**POSITIVE TEST, ASYMPTOMATIC**

* Isolate at home for 10 days from the day the test was taken. If the individual does not develop symptoms, he/she may return 10 days after the positive test was taken.
* If the individual develops symptoms, then isolation time starts on day 1 of symptoms.
* Isolate at home for 10 days from the date symptoms began, AND
* Fever-free without fever-reducing medication for 24 hours, AND
* No diarrhea or vomiting in the previous 24 hours, AND
* Other symptoms have improved for 24 hours, AND
* A release letter from the TCHD is required prior to returning to school/work.

**HAVING CLOSE CONTACT TO SOMEONE WITH A CONFIRMED POSITIVE COVID-19 CASE**

(Close contact means being within 6 feet for more than 15 minutes (cumulative) of someone who tested positive, regardless of whether or not a cloth face covering was worn.)

**\*CLOSE CONTACT WITH SOMEONE NOT LIVING WITHIN THE**

**SAME HOUSEHOLD AS THE POSITIVE CASE:**

* Quarantine for 14 days after the last close contact date before returning to school.
* Must remain symptom-free. If an individual develops symptoms during the quarantine:
	+ Isolate at home for 10 days from the first day symptoms appeared, AND
	+ Fever-free without fever-reducing medication for 24 hours, AND
	+ Other symptoms have improved for 24 hours. AND
	+ No diarrhea or vomiting in the previous 24 hours, AND
	+ A release letter from the TCHD is required prior to returning to school/work.
* Those in close contact should consult their physician for further guidance regarding testing options.

**\*CLOSE CONTACT WITH SOMEONE LIVING WITHIN THE SAME**

**HOUSEHOLD AS THE POSITIVE CASE:**

* If the one in close contact is quarantining within the same household as the person testing positive, the quarantine period is extended to 14 days after person testing positive completes his/her isolation period.
* If the close contact becomes positive and/or develops symptoms, the isolation/quarantine period may change.
* A release letter from the TCHD is required prior to returning to school/work.
* Those in close contact should consult their physician for further guidance regarding testing options.

**HOUSEHOLD MEMBER/SIBLING OF A PERSON WHO HAS COVID-19 SYMPTOMS:**

* Does not need to quarantine unless the person with symptoms becomes a positive, confirmed case or a probable case (probable case can be determined by a physician, local/state authority, or the school district).

**HOUSEHOLD MEMBER/SIBLING OF A PERSON WHO HAS TO QUARANTINE BECAUSE OF CLOSE CONTACT TO PERSON WITH A POSITIVE CASE:**

* Does not need to quarantine (i.e. 1-person removed). If the Household member/sibling develops symptoms, a need to determine if the quarantined person is now considered a probable case.