

**Dallas School District
Exclusion Protocol for Student Illness - COVID-19**

Step One: SICK STUDENT or DSD Receives Notice About Positive COVID-19 Case

1. Student is presumed positive due to COVID-19 symptoms and sent to the isolation room if they are in the school.
2. The district nurse is contacted and the principal is notified.
3. Student is further screened for COVID-19 symptoms and their temperature is recorded.
4. Student is monitored regularly for temperature and other symptoms.
5. Parent or guardian is called to pick up the student.
6. If the parent or student requests COVID-19 testing, the district employee will contact the district nursing staff. **All students must have a written CONSENT form on file prior to COVID-19 testing. Please confirm over the phone with the parent or guardian that you have permission to test the student and that a consent form has been signed.**
7. Testing may be administered only to students who are symptomatic for COVID-19. This test is self administered by the student. If the student is unable to administer the test, they will be referred to the primary care physician for assistance. See testing manual for procedures. **Only TRAINED personnel should assist students with the test.**

Step Two: District Nurse and Polk County Tracing Process

1. District nursing staff alerts Polk County about a potential case or exposure to COVID-19 and submits names of potential exposed students or staff on the Polk County spreadsheet. Entries and emails to Polk County should be concise and as few as necessary due to extreme workload and volume of tracing.
2. An employee or student is considered exposed if they were within **6 feet of the COVID-19 positive person for more than 15 minutes, masked or unmasked**, or as determined by local public health authority and district nurse.

Step Three: Determining Who Has Been Exposed

1. Check tracing logs for the building to determine if the positive student or staff member had contact with other teachers or specialists in the building like Title I teachers, SPED personnel, WESD contractors etc.
2. Building principals will contact classroom teachers to determine who might have been exposed to the positive student or staff member. Students have assigned seating for classrooms and meals which allows us to determine who is closest in proximity. Students are unmasked during meals in classrooms and the cafeteria. This equates to students who sit near each other possibly being exposed during meals. **In alignment with recommendations from the CDC, the following exception from quarantine is effective in the K–12 indoor classroom setting: students who were within 3 or more feet of an infected student (laboratory-confirmed or a clinically compatible illness)**

where both students were engaged in consistent and correct use of well-fitting face coverings; and other K–12 school prevention strategies (such as universal and correct face covering use, physical distancing, increased ventilation) were in place in the K–12 school setting. This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

3. If a school cannot confirm that six feet of spacing was consistently maintained or three foot distancing with consistent mask usage was maintained during the school day, then each person the confirmed case was in contact with will need to quarantine - this could include all members of the stable cohort.
4. Students and staff who are vaccinated are not required to quarantine if they have not tested positive for COVID 19 and are symptom free.
5. Athletes are currently not required to wear face coverings during competitive play and therefore have the possibility of exposing more people to COVID-19 if they test positive. It is crucial that you determine who was in contact with the athlete who tested positive. Only teammates that were within six feet of the positive athlete for more than 15 minutes should be identified as potential contacts.
6. Contacts reported to Polk County Public Health can be expanded at the discretion of Polk County as they research or trace the case.

Step Four: Tracing

1. We *****PAUSE***** to allow for Polk County to trace the contacts.
2. We collaborate with Polk County regarding any contacts they need for parents, guardians or employees.
3. Polk County Public Health traces the case by contacting families or employees regarding a positive case or possible exposure.
4. District nursing staff confirms with the head secretary in the building about any other potential contacts within the infectious timeframe parameters and forwards information to Polk County. The district nursing staff is allowed to exclude a student from school to prevent further exposure if the case is in the process of being traced by Polk County PH and a full investigation cannot be completed prior to school the following day.
5. Next steps are communicated by Polk County to the district nurse team. District nursing staff contacts the building principal regarding upcoming quarantines due to exposure to COVID-19 as directed by the local public health authority.

Step Five: Building Principal

1. The building principal communicates with building employees about potential building exposure by email.
2. The district notification of exposure letter is sent to employees.
3. Families are notified of the building exposure by email.
4. Employee and student names who have tested positive are private and cannot be shared under any circumstances with other employees, parents, staff members or

others. Principals are not allowed to reference grade levels, cohorts, or any other detail that would disclose the identity of positive students or staff members.

Step Six: Polk County

1. Polk County Public Health, determines what the quarantine or exclusion period for cases originating in the district and notifies the district nursing staff who then notifies the building principal, and the human resources department.
2. Polk County Public Health does all the tracing of any cases and is responsible for collaborating with the district nursing staff regarding positive cases of COVID-19, building outbreaks or any other potential exposures.
3. In the event of an outbreak, if requested by Polk County Public Health for assistance, there would be multiple employees (building principals or district administrators, district nursing staff and clerical staff assisting nurses) who might have to call families that were identified by Polk County as needing to quarantine.
4. Follow up exclusion letter is sent home with testing information, quarantine protocol and return dates.

Step Seven: Employee Information

1. Employees are notified regarding exposure, regardless of whether or not they have been vaccinated.
2. Vaccinated employees who were exposed will continue to report to work, but will monitor for symptoms and stay home if they become ill. Employees who become ill will immediately inform their principal or direct supervisor.
3. Vaccinated employees who then test positive for COVID-19 are subject to quarantine from Polk County Public Health.

Step Eight: Transportation Notification

1. If the student uses district transportation to and from school, Midco is immediately contacted by Ryan Sticka to alert the transportation department about potential exposures on the bus route. Polk County Public Health will determine exclusions for bus transportation in cooperation with the district nurse.
2. Polk County Public Health will then contact anyone who may have been exposed during transport if they are considered a close contact. Midco will notify their own employees about potential exposure. Any employee of the Dallas School District that rides district transportation to assist a student will be notified by Polk County Public Health or the district nurse regarding potential exposure.
3. Federal law requires that all students and employees wear a face covering during transport.

Step Nine: Negative Tests

1. The quarantine period is 14 days and can be reduced by a PCR COVID-19 test on day seven (listed in OHA Novel Covid-19 dated 8/6/21). Employees and students who are in quarantine will be advised by Polk County Public Health on testing policies and quarantine reductions.

Step Ten: Updates to Quarantine

1. Student's family, principal and HR are notified regarding quarantine updates or changes.
2. Only the district nursing staff, at the direction of Polk County Public Health, can release students or employees from quarantine requirements. The superintendent, in her absence, may fill this role in coordination with Polk County Public Health.
3. Employees identified as needing to quarantine during the tracing process by Polk County will be reported to the building principal and HR, but not included on any general exclusion notifications or emails to protect their medical privacy.

Step Eleven: Learning During Quarantine

1. Comprehensive distance learning will be organized for any student who is excluded so that education services can be maintained. Your child's teacher or principal will reach out regarding education opportunities during quarantine.

Step Twelve: Returning to School

1. Reentry is coordinated for the student between the district nursing staff, Polk County Public Health and the building principal.