

Morning Checklist

Please make sure your student is ready for school each day by completing the following every morning:

- Temperature check (should be less than 100°F)
- Screen for symptoms
 - No fever
 - No cough
 - No shortness of breath/difficulty breathing
 - No chills
 - No muscle pain
 - No headache
 - No sore throat
 - No loss of taste or smell
- Has not been in close contact with a person with COVID-19
- Face covering is clean



Addison Central School District
7 Cleveland Drive, Suite 101
Addison, NY 14801

www.addisoncsd.org

Keeping our School Community Safe During COVID-19



***A Guide for Families
and Caregivers***

Student Screening

All students and staff are to be screened for COVID-19 symptoms daily and individuals with symptoms should stay home. Any individual who develops symptoms while at school will be separated and picked up by a family member (or may drive home).

- Parents should follow the morning checklist provided in this brochure before their students leave for school each day. Additional screening may be conducted during the school day for students in Grades Pre-K-12.
- Parents must ensure they do not send a child to school in campus if the child has Covid-19 symptoms or is lab-confirmed with Covid-19.
- Staff will monitor students and refer them to the nurse if symptoms are present.



Personal Protective Equipment (PPE)

Schools are required to comply with the governor's executive order regarding the wearing of masks. Students and staff are expected to wear face coverings during school hours. This requirement is subject to change.

- Face coverings are required when unable to maintain 6 feet social distance, when mobile and when on district transportation.

- Students and staff will be provided with two reusable face coverings. Families will be responsible for daily cleaning and are asked to supply face coverings should the ones provided by the school become unusable or are lost.
- Students will wear face coverings in hallways and common areas and during arrival and dismissal.
- Individual needs regarding face coverings will be addressed on a case-by-case basis. A medical note may be required and should be submitted to the school administrator/supervisor.
- Students will not be required to wear face coverings while eating and will be distanced 6 feet apart at cafeteria tables.
- Face coverings include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth) or full-face shields to protect eyes, nose and mouth.

Knights Protect their Kingdom

Please help us ensure the continued safety of our school environment. Staff and students should not enter campuses or district buildings if they:

- Are sick or have been sick in the past 14 days. Symptoms to watch for include: fever (100°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell.
- Have a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
- Have a household member who is awaiting COVID-19 test results, or who is awaiting their own test results.
- Have traveled to any restricted state or nation on the NYS COVID-19 Travel Advisory List in the past 14 days. These individuals must follow current NYS self-quarantine recommendations.

Isolation Protocols

- The school nurse will provide a clinical assessment to determine if a student who is displaying symptoms of COVID-19 or is feeling feverish needs to be sent home.
- Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the school has contacted the parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location in the school and the classroom will be disinfected.
- If an individual who has been in a school is lab-confirmed to have COVID-19, the school will work in partnership with the local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- Schools must close-off areas that are heavily used by the individual with the lab-confirmed case (student, teacher or staff) until the non-porous surfaces in those areas can be disinfected.
- District communication will be provided to the students who encountered a student or staff member displaying COVID-19 symptoms.
- Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- Students and staff who have tested positive for COVID-19 will be permitted to return to school when all conditions below have been met:
 - Has tested negative for COVID-19
 - Medical release from a health-care provider
 - Three days (72 hours) fever-free without using fever-reducing medication;
 - Improved symptoms (cough, difficulty breathing, etc.);
 - 10 days have passed since symptoms began.