



**DISTRICT PROTOCOLS FOR
RESPONDING TO
COVID-19 SCENARIOS**

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GENERAL OVERVIEW

A safe Duxbury Public School return to in-person school environments requires a culture of health and safety every step of the way. Specifically:

- Duxbury Staff will monitor themselves for symptoms daily and students, with the assistance of families, will also be monitored daily for symptoms. Duxbury Staff and students will be expected to stay home if feeling sick.
- All members of the Duxbury School community will do their part to protect others and not come to school if they are exhibiting any COVID-19 symptoms or are feeling sick.
- Masks are among the most important single measures to contain the spread of COVID-19.
 - DPS will require all students and staff to wear masks that adequately cover both their nose and mouth.
 - All DPS students riding the bus will wear masks.
 - Masks will be worn by all DPS staff & students in the hallway.
 - Exceptions will be made for students with medical, behavioral, or other challenges who are unable to wear masks/face coverings.
- Hand hygiene is critical. DPS students and staff will exercise hand hygiene (hand washing or sanitizing) upon arrival to school, before eating, before putting on and taking off masks, and before dismissal.
- **Physical distance greatly reduces the risk of transmission.** It is imperative that all students and staff strictly adhere to social distancing guidelines. DESE's team of medical advisors has stated the greater the physical distance the better, but that the minimum acceptable distance is 3 feet (American Academy of Pediatrics, 2020) when done in combination with face covering masks and other measures. **Duxbury Public Schools is striving for 6 feet when feasible.**

Definition: “Primary Point of Contact”

The School Nurse at each building will be the primary point of contact should a staff member, or student present as symptomatic or receive a positive test for COVID-19. The School Nurse will notify the Building Administrator/s. Collectively they will coordinate communication regarding possible COVID cases, specifically with contact tracing, notifying families, staff, administration, and maintenance as needed. Our Building Administrators will coordinate receiving students out of the classroom or off the bus and escorting patients to the health office if a nurse or assistant is unavailable due to patients in the health office. This pertains to students who are showing concerning symptoms and the bus company or the teacher called ahead. This helps facilitate the flow into the health office and minimizes increased cross exposure to other students, staff etc.

Definition: “Close Contacts”

Per the Massachusetts Department of Public Health (DPH), if a student or staff member tests positive for COVID-19, their close contacts will be defined as only those who have been within 6 feet of the individual for at least fifteen minutes cumulatively, while the person was infectious.



Options for individuals who are identified as Close Contacts

OPTIONS	CRITERIA	ACTIVE MONITORING
7 days of strict quarantine	<p>Release on Day 8 after last exposure IF:</p> <ul style="list-style-type: none"> ● A test (either PCR or antigen) taken on Day 5 or later is negative; AND ● The individual has not experienced any symptoms up to that point; AND ● The individual conducts active monitoring through Day 14 	Individuals must actively monitor symptoms and take temperature once daily. IF even mild symptoms develop or the individual has a temperature of 100.0 F, they must immediately self-isolate, contact the public health authority overseeing their quarantine and get tested.
10 days of strict quarantine	<p>Release on Day 11 after last exposure IF:</p> <ul style="list-style-type: none"> ● The individual has not experienced any symptoms up to that point; AND ● The individual conducts active monitoring through Day 14. ● No test is necessary under this option 	
14 days of strict quarantine	<p>Release on Day 15 after last exposure IF:</p> <ul style="list-style-type: none"> ● The individual has experienced ANY symptoms during the quarantine period EVEN if they have a negative COVID-19 test; OR ● The individual indicates they are unwilling or unable to conduct active monitoring. 	No additional active monitoring required

COVID-19 isolation and quarantine information

Isolating and quarantining are related but distinct approaches to limiting COVID-19's spread. **In short: Isolate if you're sick, quarantine if you have been exposed.**

You must isolate if you are symptomatic or have tested positive for COVID-19. This means you must be alone, without direct contact with anyone else, until you can no longer spread the virus. This typically lasts about 10 days.

You must quarantine if you were exposed to someone with COVID-19 but haven't shown symptoms or had a positive COVID-19 test. It's best if you can quarantine for 14 days. However, if 10 days after your exposure you have no symptoms, you can end quarantine. You can end your quarantine after 7 days if you get tested and are negative for the virus.

Resources are available to support you if you're required to isolate or quarantine, and need medical, housing, food, or other assistance.

Isolating and quarantining go far beyond the Commonwealth's [Stay at Home Advisory](#).

Common Symptoms of COVID-19

The single most important thing to do if any of the following symptoms are present is to stay home. Our collective health relies, in part, on individual attention and responsibility. Note that some symptoms of COVID-19 are the same as the flu or a bad cold; please do not assume it is another condition. When in doubt, stay home.

Below is the full list of symptoms for which caregivers will monitor their children, and staff will monitor themselves:^{1 2} **Please stay home if you have any of the symptoms listed:**

- Fever (100.0° Fahrenheit or higher), chills, or shaking chills
- Cough (not due to other known cause, such as chronic cough)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Headache (when in combination with other symptoms)
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea
- Fatigue, when in combination with other symptoms
- Nasal congestion or runny nose (not due to other known causes, such as allergies, and when in combination with other symptoms)

¹ Massachusetts DPH, [Testing of Persons with Suspect COVID-19](#). (2020, May 13).

² <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Test Sites

A list of local test sites will be made available to all students and staff when necessary. In addition, the Commonwealth of Massachusetts has made available a [list of test sites](#) and an [interactive testing map](#). As a reminder, staff and students who have symptoms will also contact their primary care physician for further instructions.

Quick Reference Guide for Individuals Who Are Symptomatic (but have not been identified as a Close Contact)

EVENT	LOCATION OF EVENT	TESTING RESULTS	REQUIRED ACTION
<p>Individual is symptomatic</p>	<p>If an individual is symptomatic at home, they will stay home and get tested. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, will be tested.</p>	<p>Individual tests negative</p>	<p>Return to school after they have tested negative, have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. In order to return to school, a copy of the negative test result is required.</p>
	<p>Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).</p>	<p>Individual tests positive</p>	<p>Remain home (except to get medical care), monitor symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer calls from the local board of health or MA Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days and until at least 24 hours have passed with no fever and improvement in other symptoms.</p>
	<p>If an individual student is symptomatic on the bus or at school, they will remain masked and adhere to strict physical distancing. Students will then be met by the nurse and stay in the medical waiting room until they are picked up. They will not be sent home on the bus.</p> <p>If an individual staff member is symptomatic at school, they will notify their supervisor so that coverage for their duties can be arranged, and then go home and get tested.</p>	<p>Individual is not tested</p>	<p>Remain home in self-isolation for 10 days from symptom onset, then return once 24 hours have passed with no fever and improvement in symptoms, without the use of fever reducing medication.</p>

Appendix A

When a student or staff member tests positive For COVID-19

1. Any DPS student or staff member who tests positive will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and is asked to answer calls from the local board of health or Massachusetts Community Tracing Collaborative. {For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms, without the use of fever reducing medications.}
2. The DPS student's parent/caregiver or the DPS staff member will inform the School Nurse that the individual has tested positive for COVID-19.
3. DPS School Administrators will determine whether the student or staff member was on school premises during the time frame that started two days prior to symptom onset (or testing positive if not symptomatic) until the time of isolation.
 - a. If so, the school will promptly close off areas visited by the COVID-19 positive individual until such areas can be cleaned and disinfected, if they have not been cleaned and disinfected already.
 - b. Promptly clean and disinfect the student's or staff member's classroom and any other facilities (e.g., extracurricular facilities) visited by the individual, if that has not been done already.
 - c. Promptly clean and disinfect the bus(es) the student or staff member was on, if any, and if not already done.
4. **CHANDLER and ALDEN ELEMENTARY SCHOOL (e.g., student has self-contained classroom throughout the day):**
 - a. Building Principal will send a communication to the other families in the student's class (e.g., cohort) that there has been a positive test without naming the individual student or staff member who tested positive.
 - b. DPS Communications sent to families/staff will:
 - i. Inform families & staff there was a positive test (not the specific individual) in the self-contained classroom.
 - ii. Instruct those now designated as **close contacts** to isolate. **Close contacts** must follow quarantine guidelines (see above: [Options for individuals who are identified as Close Contacts](#)).
 - c. If a DPS school finds out about the original COVID-19 positive test in the middle of a school day when the rest of the cohort is in class:
 - i. We will ensure these students are wearing masks. Extra masks will be provided by the school, if needed. Enforce strict physical distancing. Require students to wash their hands.

- ii. DPS Caregivers of students in the class or other close contacts will need to pick up students. Parents/Guardians will be asked to arrange pick up within 30 minutes by a responsible adult. Students with any symptoms may not ride the school bus to get home. DPS Caregivers and students, as well as staff, will wash their hands upon arriving at home and change their clothes as a precaution.
- iii. All **close contacts** should be tested. **Close contacts** must follow quarantine guidelines (see above: [Options for individuals who are identified as Close Contacts](#)).
- iv. The school will then instruct those students and/or staff members to get tested according to the same protocol as the student's cohort above.

2. **DUXBURY MIDDLE AND HIGH SCHOOL (e.g., no single self-contained classroom):**

- a. DMS or DHS will identify the student's or staff member's possible close contacts. The lookback period will begin two days before symptoms appeared (or two days prior to the date of the positive test if there were no symptoms) and include up until the time the student was isolated. Additionally, either school will consider students and staff members who were within 6 feet of the individual for 10-15 minutes in class, on the school bus, or at extracurricular activities.

Appendix B

When a student or staff member is identified as a Close Contact of an individual that tests positive

1. Current Massachusetts DPH guidance is that all close contacts of someone who has tested positive for COVID-19 should be tested.³
2. The DPS student or staff member who was in close contact with someone who tested positive for COVID-19 will be directed to be tested at one of Massachusetts's test sites.⁴ Sites may require pre-screening, a referral, and/or an appointment. An individual who does not wish to be tested will instead quarantine for 14 days⁵ and until asymptomatic.
3. Close contacts will isolate at home prior to testing and while awaiting test results.
4. In order to return to school, close contacts should be tested **Close contacts** must follow quarantine guidelines (see above: [Options for individuals who are identified as Close Contacts](#)).
5. **IF POSITIVE TEST:** The DPS student or staff member will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms. **FOLLOW STEPS UNDER:** "Protocol: Student / staff tests positive for COVID-19."

³ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

⁴ [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

⁵ <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

Appendix C

When a student is symptomatic at home

1. DPS families will monitor students at home each morning for the most common symptoms of COVID-19 (see list above).
 - a. **IF NO SYMPTOMS:**
 - i. Send student to school.
 - b. **IF ANY SYMPTOM:**
 - i. Do not send the student to school.
 - ii. Contact the School Nurse and inform them the student is staying home due to symptoms.
 - iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.⁶ An individual who does not wish to be tested may return to school 10 days from the start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication. Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).
 - iv. The student will get tested at one of Massachusetts's test sites.⁷ Sites may require pre-screening, a referral, and/or an appointment. Isolate at home until test results are returned.
 - v. Proceed as follows according to test results:
 1. **IF NEGATIVE:** Student stays home until they have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Students must communicate results to school nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.
 2. **IF POSITIVE:** Student will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer calls from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms.⁸ **FOLLOW STEPS UNDER:** "Protocol: Student / staff tests positive for COVID-19."

⁶ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

⁷ [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

⁸ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix D

When a student is symptomatic on the bus

1. Although DPS families are the most important first line of defense for monitoring symptoms, DPS bus drivers also play an important role in flagging possible symptomatic students.
2. If a student on the bus presents as symptomatic, the DPS bus driver and/or DPS bus monitor will ensure other students keep their masks on. DPS bus driver will also ensure that the student keeps required physical distance from other students.
3. DPS Bus driver will call ahead to the bus service dispatch. The dispatch will contact the DPS student's school to inform the school nurse of a possible symptomatic child.
4. The student will be met by school personnel as the bus arrives and taken to the nurses office.
5. Bus will be cleaned / disinfected.
6. School Nurse will assess the student for symptoms (see list above: "Most common symptoms of COVID-19").
 - a. **IF ANY SYMPTOM:**
 - i. Place the student in the designated medical waiting room.
 - ii. Contact caregiver for pick-up.
 1. Student waits to be picked up in the medical waiting room. Parents are asked to arrange pick up within 30 minutes by a responsible adult. Students with any symptoms may not ride the school bus to get home. Caregivers and students, as well as staff, will wash their hands upon arriving at home and change their clothes as a precaution.
 2. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.⁹ An individual who does not wish to be tested may return to school 10 days from the start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication. Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).
 - iii. Student will get tested at one of Massachusetts's test sites.¹⁰ Sites may require pre-screening, a referral, and/or an appointment.
 - iv. Isolate at home until test results are returned.
 - v. Proceed as follows according to test results:
 1. **IF NEGATIVE:** If the student does not have COVID-19, the student may return to school based upon guidance from their clinician and necessary management of another diagnosis. Student stays home until they have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Students must communicate results to school nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.

⁹ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

¹⁰ [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

2. **IF POSITIVE:** Student will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms.¹¹ **FOLLOW STEPS UNDER:** “Protocol: Student/staff tests positive for COVID-19.”
- b. **IF NO SYMPTOMS:**
 - i. If the evaluation shows the student does not have symptoms, send the student to class.

¹¹ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix E

When a student is symptomatic at school

1. Although DPS families are the most important first line of defense for monitoring symptoms, DPS teachers will play an important role in referring possible symptomatic students to the school nurse or other medical point of contact.
2. DPS Teacher ensures the student is wearing a mask that fully covers the nose and mouth at all times. (refer to mask policy)
3. Teacher calls the school nurse to inform them that a student needs to be assessed. Student will be escorted to the nurse's office if appropriate.
4. The DPS School Nurse (or school medical point of contact) will assess the student for symptoms (see list above: "Most common symptoms of COVID-19").
 - a. **IF ANY SYMPTOM:**
 - i. Place the student in the designated medical waiting room and contact caregiver for pick-up.
 1. Parents are asked to arrange pick up within 30 minutes by a responsible adult. Students with any symptoms may not ride the school bus to get home. Caregivers and students, as well as staff, will wash their hands upon arriving at home and change their clothes as a precaution.
 2. Students will not ride the school bus to get home.
 3. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.¹² An individual who does not wish to be tested may return to school 10 days from the start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication. Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).
 - ii. Student will get tested at one of Massachusetts's test sites.¹³ Sites may require pre-screening, a referral, and/or appointment.
 - iii. Isolate at home until test results are returned.
 - iv. Proceed as follows according to test results:
 1. **IF NEGATIVE:** If the student does not have COVID-19, the student may return to school based upon guidance from their clinician and necessary management of another diagnosis. Student will stay home until they have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Students must communicate results to school

¹² <https://www.mass.gov/doc/covid-19-testing-guidance/download>

¹³ <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?>

nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.

2. **IF POSITIVE:** Student remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms.¹⁴ **FOLLOW STEPS UNDER:** “Protocol: Student or staff tests positive for COVID-19.”

b. **IF NO SYMPTOMS:**

- i. If the evaluation shows the student does not have symptoms, send the student back to class.

¹⁴ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix F

When a staff member is symptomatic at home

1. DPS Staff will monitor themselves at home each morning for the most common symptoms of COVID-19 (see list above: “Most common symptoms of COVID-19”).
 - a. **IF NO SYMPTOMS:**
 - i. Come to work.
 - b. **IF ANY SYMPTOM:**
 - i. Do not come to work.
 - ii. Enter your absence into Frontline (Formerly AESOP) and contact the school nurse.
 - iii. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.¹⁵ An individual who does not wish to be tested may return to school 10 days from the start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication. Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).
 - iv. The DPS staff member will get tested at one of Massachusetts’ test sites.¹⁶ Sites may require pre-screening, a referral, and/or an appointment.
 - v. Isolate at home until test results are returned.
 - vi. Proceed as follows according to test results:
 1. **IF NEGATIVE:** If the DPS staff member does not have COVID-19, they may return to school based upon guidance from their clinician and necessary management of another diagnosis. Staff may return to school after they have tested negative, have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Staff must communicate results to school nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.
 2. **IF POSITIVE:** Staff member will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer calls from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms.¹⁷ **FOLLOW STEPS UNDER:** “Protocol: Student/staff tests positive for COVID-19”.

¹⁵ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

¹⁶ <https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?->

¹⁷ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix G

When a staff member is symptomatic at school

1. As noted above, DPS staff will not come to school if they are experiencing any symptoms of COVID-19. Staff will notify the school nurse symptomatic at home.
2. If a DPS staff member suspects any symptoms during the day, they will follow the DPS's protocols for getting another adult to cover their class mid-day, if needed, and see the school nurse to be evaluated for symptoms.
 - a. **IF NO SYMPTOMS:** The staff member will follow the school's standard protocols for being excused due to illness.
 - b. **IF ANY SYMPTOM:**
 - i. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.¹⁸ An individual who does not wish to be tested may return to school 10 days from start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication. Note: If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).
 - ii. The staff member will get tested at one of Massachusetts's test sites.¹⁹ Sites may require pre-screening, a referral, and/or appointment.
 - iii. Isolate at home until test results are returned.
 - iv. Proceed as follows according to test results:
 1. **IF NEGATIVE:** Staff may return to school after they have tested negative, have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Staff must communicate results to school nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.
 2. **IF POSITIVE:** Staff member will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24 hours have passed with no fever and improvement in other symptoms.²⁰ **FOLLOW STEPS UNDER:** "Protocol: Student/staff tests positive for COVID-19".

¹⁸ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

¹⁹ [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

²⁰ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix H

When a student or staff member is in the presence of a family member who is identified as a Close Contact

1. DPS Students and staff members whose family member is in quarantine due to being identified as a close contact are not considered exposed and therefore may continue to return to school assuming the family member follows the CDC guidelines for self-quarantine at home. Here is the link to follow for those guidelines. <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>
2. Remind families and/or staff of the list of COVID-19 symptoms for which to monitor.
3. DPS Students or Staff will continue to monitor themselves at home each morning for the most common symptoms of COVID-19 (see list above: “Most common symptoms of COVID-19”).
 - a. **IF NO SYMPTOMS:**
 - i. Come to work/school.
 - b. **IF ANY SYMPTOM:**
 - vii. Do not come to work.
 - viii. Contact the school nurse regarding symptoms and for coverage enter an absence in Frontline (formerly AESOP)
 - ix. Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested.²¹ An individual who does not wish to be tested may return to school 10 days from the start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication.
 - x. The staff member will get tested at one of Massachusetts’ test sites.²² Sites may require pre-screening, a referral, and/or an appointment.
 - xi. Isolate at home until test results are returned.
 - xii. Proceed as follows according to test results:
 1. **IF NEGATIVE:** If the staff member does not have COVID-19, they may return to school based upon guidance from their clinician and necessary management of another diagnosis. Staff may return to school after they have tested negative, have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever-reducing medications. Staff must communicate results to school nurses and bring a copy of the negative test result to the health office prior to re-entry and not be showing any COVID-19 symptoms.
 2. **IF POSITIVE:** Staff member will remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days **and** until at least 24

²¹ <https://www.mass.gov/doc/covid-19-testing-guidance/download>

²² [https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?-](https://www.mass.gov/info-details/about-covid-19-testing#where-can-get-a-test?)

hours have passed with no fever and improvement in other symptoms.²³ **FOLLOW STEPS UNDER:** “Protocol: Student/staff tests positive for COVID-19”.

²³ <https://www.mass.gov/doc/information-sheet-how-to-self-quarantine-and-self-isolate/download>

Appendix I

When there are multiple cases of COVID-19 in a school/district

1. If there is more than one confirmed COVID-19 case (students or staff) in the school at one time, or if there is a series of single cases in a short time span, DPS school leaders and the superintendent will work with the local board of health to determine if it is likely that there is transmission happening in school.

Appendix J

What is the current Massachusetts travel guidance?

[Please click link for current MA.GOV Travel Order](#)