



## Town of Webb UFSD

### COVID-19 Testing and Contact Tracing Information

The Governor of the State of New York has required that each school district prepare and submit a reopening plan including information related to COVID-19 testing and contact tracing. This information has further been dictated to be provided outside of the larger plan for easy reference. This document is meant to satisfy this new requirement for the members of our school community.

## COVID-19 Testing Protocols/Procedures

### Prior To Arriving at School:

All students and staff are to monitor their body temperature daily and not report to the school building or get on school transportation if they have a fever above 100 degrees or if they are unable to answer NO to all questions on the [COVID-19 Entry Questionnaire](#). To answer the question on travel you should refer to the most recent information from the [New York State Travel Advisory](#) site paying particular attention to the listing of restricted states.

### After Arriving at School:

In the event that a student or staff member becomes symptomatic during the school day they are to immediately report to or be sent to the school nurse for evaluation. If deemed to be symptomatic the individual will be isolated and monitored until an expedited departure from campus can be arranged. The student or staff member will be required to seek medical attention as appropriate. Before the individual can return to school medical clearance will be required from a medical professional or the appropriate symptom free quarantine period will be enforced. The medical professional may require that a COVID-19 test be performed based on their professional opinion, the presenting symptoms and the history of the patient. The Department of Health will be contacted and become an immediate advisor/partner in all potential COVID-19 positive situations within the school system.

### Primary Care Physician Contact:

It is always suggested that you immediately contact your primary care physician to be evaluated for any potential COVID-19 symptoms to allow for a proper diagnosis and treatment.

### COVID-19 Testing Site Locations:

Although we continue to work to bring testing opportunities closer to our location we are not aware of local testing options currently. This will be updated if the local testing situation changes.

If you wish to seek testing due to presenting symptoms or potential exposures you can go to the following New York State web address to find a testing site closest to you. When searching for “local” sites please note the various restrictions that may apply at the individual testing location. Some sites will also offer antibody testing if you are also looking for this information.

<https://coronavirus.health.ny.gov/find-test-site-near-you>

\*The Town of Webb UFSD is **not** a COVID-19 testing site. We will not be administering tests for the virus or antibodies nor are we required to do so. The actual testing is a function of the Department of Health and medical offices authorized to perform such diagnostic testing. In consultation with the local health department the Town of Webb UFSD can help with potential referrals for diagnostic testing of students, faculty and staff when needed.

#### Returning To School:

Whether a student or staff member becomes symptomatic at school or away from school the same protocols will apply before a return to school is permitted via medical clearance. Please refer to the [Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure](#) for more specific, situational information.

## COVID-19 Contact Tracing

#### Responsibility for Contact Tracing:

Contact tracing is a function of the Local and State Health Departments. The District will cooperate with the health department and their tracing process by providing relevant information as requested including demographic information from the student information system, seating charts (transportation and classroom), classroom sign out log information, and other information as requested and appropriate.

#### Process:

Should a student or staff member test positive for COVID-19 the District will be notified by the appropriate county health department depending on the home address of the individual (Herkimer, Oneida and Hamilton County Public Health Departments). Once notified the District will, as required, cooperate with the health department employees to identify potential proximate contacts which are defined as individuals having been in close contact (6 feet or less) with the COVID-19 positive individual for an extended period of time (10 minutes or longer). The health department will be responsible to identify, contact and ultimately determine the contacts potential exposure risk and mandated quarantine requirements if deemed necessary by the department.

The identified proximate contacts will be tested (if required) and monitored by the County Health Department employees and the appropriate medical professionals through the course of any quarantine. Once released from quarantine and deemed safe to return to school by the County Health Department employees and medical professionals the individual will receive documentation that will be provided to the school allowing them to return and under what, if any, restrictions.

## School Protocol for Symptomatic or Positive COVID-19 Student or Staff

