promise academy
HOLLYWOOD SPRING HILL

Acknowledgement of Receipt

I acknowledge that I have received a copy of Promise Academy's COVID-19 Parent/Student Handbook. I understand that this Handbook contains important information about the School's policies and procedures related to COVID-19, and I have read it and understand its contents and that the policies in it apply to me. I understand that this Handbook does not constitute an express or implied contract or give students or parents/caregivers any enforceable contractual rights and that the School may change these policies and protocols at any time.

Printed Name of Student: _____

Student Grade: _____

_____ _____

Printed Name of Parent/Guardian Signature of Parent/Guardian

_____

Date

Please detach and return this page to the school.

promise academy
HOLLYWOOD SPRING HILL

COVID-19 Parent/Student Handbook

Effective August 19, 2020

Introduction to this COVID-19 Parent/Student Handbook

Thank you for your patience and support as we weather this unprecedented global pandemic of COVID-19; since mid-March we have lived and worked under new rules and guidelines that we have never experienced before. We have faced this with determined optimism that we will get through this together as a community.

Promise Academy ("Promise Academy" or the "School") is committed to protecting the health and safety of all of its students during the COVID-19 pandemic. The School has developed this COVID-19 Parent/Student Handbook as a supplement to Promise Academy's Parent/Student Handbooks for Spring Hill and Hollywood. This COVID-19 Parent/Student Handbook is an informative booklet for parents and students setting forth the policies and procedures of the School during the COVID-19 pandemic and does not constitute an express or implied contract or give students or parents any enforceable contractual rights. Promise Academy reserves the right to amend the COVID-19 Parent/Student Handbook at any time. Parent(s)/legal guardian(s) will be notified of any changes made.

This COVID-19 Parent/Student Handbook contains the following policies and sections:

1. General COVID-19 Related Reminders and Rules
2. Mandatory COVID-19 Student Reporting, Screening, and Temperature Check Policy
3. COVID-19 Emergency School Closure Policy
4. Student Isolation Room and On-Campus Quarantine Policy
5. School Health and Safety Policy
6. COVID-19 Return to School Policy
7. COVID-19 Travel Policy
8. Acknowledgment of Receipt
9. Appendix A
10. Appendix B
11. Appendix C

1. General COVID-19 Related Reminders and Rules

As we move forward toward a return to campus, the School asks that you keep the following in mind:

- Each student has a major role and responsibility in how we work and how we behave in the community as we navigate our daily activities.

- We are all in this together and, regardless of the new normal, we will move forward together.

- All rules and guidelines, including those in this Handbook, are subject to change, even daily, as we assess the School, our students, and ongoing events.

- The guidelines in this Handbook are established to set appropriate behavior in light of the highly contagious nature of COVID-19. These guidelines do not guarantee protection from getting the virus, but are meant to mitigate the risk of infection.

- Promise Academy 2020-2021 School Year Reopening Plans may be found on the School's website at promiseacademy.com.

The following general rules are covered throughout this Handbook and should be observed at all times. These rules are subject to change as information about the pandemic continues to develop and evolve.

1. If you test positive for, are diagnosed with, or exhibit symptoms of the COVID-19 virus, STAY HOME and do not report to school. Parent(s)/caregiver(s) should notify Promise Academy via email at pwashington@promiseacademy.com or 901-805-6786 as soon as possible, who will provide you with guidance on the next steps to take consistent with the student's circumstances. A student's return to school will be determined by the timelines set in the School's COVID-19 Student Return to School Policy.

2. Practice safe behavior, which includes social distancing, wearing a face mask or covering at all times while on campus, practicing hand hygiene, and keeping your desk clean and disinfected.

3. Every student will be required to undergo on-campus temperature checks every day.

4. Hand sanitizer will be prominently positioned throughout the School. To practice good hand hygiene, you are asked to wash or sanitize your hands upon entering campus, after using the restroom, and on a regular basis throughout the school day.

5. The School has upgraded its janitorial services consistent with cleaning and disinfecting practices outlined by the CDC and OSHA.

6. When moving around the campus, please yield and step back from others, where possible. The School has increased the frequency of HVAC filter system changes.

7. To the greatest extent possible, at entry and exit points at the School, students should limit crowding and maintain social distancing.

8. Common areas will be restricted. Students should not congregate with others in common areas; and should not share food, plates, cups, or utensils.

2. Mandatory COVID-19 Student Reporting, Self-Screening and Temperature Check Policy

Promise Academy will monitor and screen its students and its workforce as part of the effort to reopen schools safely. Students should stay at home if they are ill. Promise Academy will be mandating that students and/or parents of students engage in evaluation of the student's health conditions on a daily basis. Daily onsite temperature checks of all students will be required for continued presence on campus.

A. COVID-19 Reporting

Pursuant to guidance published by the CDC, all parent(s)/caregiver(s) must report the following pertaining to each Promise Academy student to Promise Academy via email at pwashington@promiseacademy.com or 901-805-6786 immediately:

1. A positive COVID-19 PCR-RT test
2. A confirmed diagnosis of COVID-19 by a healthcare provider
3. Exposure to someone, including a family member, with a confirmed diagnosis or positive test for COVID-19

A student who reports being exposed to someone with a confirmed diagnosis or positive test for COVID-19; confirmed diagnosis of COVID-19; or positive COVID-19 test will be required to quarantine away from school. The parent(s)/caregiver(s) should keep the School updated on any change in the student's condition, including improvement or worsening of the originally reported symptoms or any new symptoms. The School will coordinate with the parent(s)/caregiver(s) and student as to when the student may safely return to school based on information the student provides and related considerations in accordance with Promise Academy's Student Return to School Policy.

Parent(s)/caregiver(s) should notify the Shelby County Health Department immediately if someone in their household (adults or school-aged children) has a positive COVID-19 test. Promise Academy will notify the Shelby County Health Department of any confirmed positive COVID-19 test.

B. COVID-19 Self-Screening

All parent(s)/caregiver(s) for every Promise Academy student must complete a COVID-19 Student Self-Screening Form prior to the student entering on campus.

The parent(s)/caregiver(s) of the student should keep Promise Academy updated on any change in the student's condition, including improvement or worsening of the originally reported symptoms or any new symptoms. The School will coordinate with the student as to when they may safely return to school based on information the student provides and related considerations in accordance with Promise Academy's Student Return to School Policy.

C. Onsite COVID-19 Temperature Checks

Promise Academy will be conducting daily temperature checks of all students. All temperature checks will be completed prior to a student being permitted to enter into the campus facilities. In addition to conducting daily temperature checks, the School will conduct in-person COVID-19 screenings to confirm whether a student has been exposed to or is experiencing symptoms of COVID-19.

All student temperature checks will be conducted by Promise Academy employees at designated locations using an infrared no-touch temperature scanner. School employees will be required to wear appropriate personal protective equipment ("PPE") during checks to maintain their health and safety and the health and safety of those students being scanned.

Promise Academy will not record any student's temperature but will note whether a student has a fever of 100.4° F or higher, the temperature identified by the CDC as a symptom of COVID-19. If the student's temperature is 100.4° F or higher, the student must leave campus.

Students should refer to Promise Academy's Student Isolation Room and On-Campus Quarantine Policy for further instruction and guidance.

D. Experiencing Symptoms While on Campus

"High-risk" symptoms for COVID-19 (symptoms which are common and relatively specific for COVID-19) include:

- Fever (temperature of 100.4° F or higher)
- Cough
- Shortness of breath/increased work of breathing
- Loss of sense of taste or smell

"Low-risk" symptoms of COVID-19 (symptoms that are more common and alone do not necessarily indicate COVD-19) include:

- Sore throat
- Nasal congestion/nasal discharge
- Nausea/vomiting/diarrhea
- Myalgias (muscle aches)
- Headache
- Fatigue

A student who begins to experience any of the symptoms of COVID-19 <u>while on campus</u> should inform the student's teacher, who will assist the student in immediately reporting to the School's Isolation Room immediately. That student will be temporarily quarantined for further evaluation. A student presenting with one (1) "high-risk" symptom or one (1) "low-risk" symptom of COVID-19 will be sent home.

A student presenting with one (1) "high-risk" symptom OR two (2) "low-risk" symptoms is considered to have a "COVID-like illness." Any sibling or other student living in the household of a student identified as having a "COVID-like illness" will be required to leave the School and isolate at home until it is determined if the ill student has COVID-19.

The student's parent and/or caregiver will be notified immediately and must pick up the student within one (1) hour of being provided notice. A Promise Academy employee will stay with the student until the student's parent or caregiver arrives. Promise Academy employees attending to ill students who may have COVID will don appropriate PPE under the circumstances, including N-95 masks, face shields, gowns, and gloves. Parents and/or caregivers are encouraged to provide at least three backup emergency contacts and phone numbers for such a scenario. Only approved adult emergency contacts as noted in the student's file will be permitted to pick a student up from School. "High-risk" individuals (someone who is at risk for severe COVID if infected, e.g. a grandparent older than 65 years) should not come pick up the student if possible. The student will remain in the Isolation Room until their parent and/or caregiver arrives for pick up. The parent and/or caregiver should call the School Main Office to notify Promise Academy when they have arrived on campus. The parent and/or caregiver must remain in their car. The parent and/or caregiver is strongly recommended to wear a mask or face covering in the car. A Promise Academy employee will bring the student out to the parent and/or caregiver. The parent and/or caregiver should not leave their car or enter any building on campus.

To the greatest extent possible, Promise Academy will notify employees and students about the presence of the COVID-19 case(s) in the School, but individuals will not be named. Promise Academy will contact and coordinate with the Shelby County Health Department, as appropriate and applicable. A Promise Academy employee will report all confirmed cases of COVID-19 – via diagnosis by a health care provider or positive PCR-RT test – to the Shelby County Health Department. Names of confirmed cases of COVID-19 will not be released to anyone except the Health Department.

Promise Academy will coordinate with the parent(s)/caregiver(s) of the student as to when they may safely return to school based on information the student provides and related considerations in accordance with Promise Academy's Student Return to School Policy.

E. COVID-19 Testing

In partnership with the City of Memphis, Promise Academy will provide regular (every 8 days) COVID-19 testing for students who are learning on-campus beginning August 20, 2020. The City of Memphis will sponsor the COVID-19 testing for the students in an effort to control and mitigate the spread of COVID-19 in our community. Regular testing is optional for the School's students attending School on campus, but is encouraged in order to help keep the community safe. The School will coordinate with the Shelby County Health Department as necessary and appropriate.

F. Cleaning and Disinfecting

Once a parent/caregiver or a student reports a student testing positive for, being diagnosed with, experiencing the symptoms of, or being exposed to COVID-19, the School will promptly clean and disinfect all surfaces, including equipment and supplies, in the student's classroom, as well as any common areas that the student may have used or visited.

G. Misconduct, Fraud, or Dishonesty

Parent(s)/caregiver(s) or students who engage in misconduct, fraud or dishonesty as it relates to their COVID-19 screening may be subject to discipline. Examples of misconduct, fraud or dishonesty include providing false information about their symptoms, failing to complete self-screening, and failing to engage in safe and healthy practices during temperature checks.

Promise Academy adopts Le Bonheur Children's Hospital and the University of Tennessee Health Science Center (UTHSC) algorithms for handling ill children and staff; see Appendix A.

3. COVID-19 Emergency School Closure Policy

Due to the ongoing developments of the COVID-19 pandemic, Promise Academy and its community must be prepared for the possible closure of the School and return to virtual learning.

A. Confirmed Case of COVID-19

Upon receiving information that an employee or student who was on campus has been diagnosed with COVID-19 by a health care provider or has tested positive for COVID-19 using a PCR-RT test, the School will coordinate with the Shelby County Department of Health to coordinate next steps, including requirements for contact tracing, cleaning and disinfecting, and possible campus closure. If a cluster of COVID-19 cases (two or more cases sharing a common source) occurs at School, or if widespread exposures have occurred as a result of an infected Promise Academy employee who spent time in multiple locations in the School, the School may need to be closed to allow for contract tracing and cleaning. Promise Academy will coordinate with the Shelby County Department of Health to ensure that campus is reopened safely and in the appropriate manner.

At present, this closure plan applies only to employees and students with confirmed cases of COVID-19 who were on campus in the forty-eight (48) hours prior to being diagnosed and taking a PCR-RT test that produced a positive result. This closure plan does not apply to employees or students who were off campus for at forty-eight (48) hours or more prior to being diagnosed with or testing positive for COVID-19.

B. Government-Mandated Shut Down

In the event that the federal, state, or local governments with jurisdiction over Promise Academy issue orders or regulations mandating school closures, Promise Academy will abide by the terms of those orders or regulations.

4. Student Isolation Room and On-Campus Quarantine Policy

In order to safely and quickly identify potential cases of COVID-19 and separate those potential cases from the Promise Academy community, the School has established an Isolation Room for use during the 2020-2021 school year. Each Isolation Room will be appropriately marked with signage. The Isolation Room will be operated and supervised by the School nurse at all times when a student is present in an Isolation Room.

As noted in the COVID-19 Reporting, Self-Screening and Temperature Check Policy, "high-risk" symptoms for COVID-19 (symptoms which are common and relatively specific for COVID-19) include:

- Fever (temperature of 100.4° F or higher)
- Cough
- Shortness of breath/increased work of breathing
- Loss of sense of taste or smell

"Low-risk" symptoms of COVID-19 (symptoms that are more common and alone do not necessarily indicate COVD-19) include:

- Sore throat
- Nasal congestion/nasal discharge
- Nausea/vomiting/diarrhea
- Myalgias (muscle aches)
- Headache
- Fatigue

A student who begins to experience any of the symptoms of COVID-19 while on campus should inform the student's teacher, who will assist the student in immediately reporting to the School's Isolation Room. That student will be temporarily quarantined for further evaluation. A student presenting with one (1) "high-risk" symptom or one (1) "low-risk" symptom of COVID-19 will be sent home.

A student presenting with one (1) "high-risk" symptom OR two (2) "low-risk" symptoms is considered to have a "COVID-like illness." Any sibling or any other student in the household of a student identified as having a "COVID-like illness" will be required to leave the School and isolate at home until it is determined if the ill student has COVID-19.

The student's parent and/or caregiver will be notified immediately and must pick up the student within one (1) hour of being provided notice by the School. A Promise Academy employee will stay with the student until the student's parent or caregiver arrives. Promise Academy employees attending to ill students who may have COVID will don appropriate PPE under the circumstances, including N-95 masks, face shields, gowns, and gloves. Parents and/or caregivers are encouraged to provide at least three backup emergency contacts and phone numbers for such a scenario. "High-risk" individuals (someone who is at risk for severe COVID if infected, e.g. a

grandparent older than 65 years) should not come pick up the student if possible. The student will remain in the Isolation Room with a Promise Academy employee until the student's parent and/or caregiver arrives for pick up. The parent and/or caregiver should call the School Main Office to notify the School when they have arrived on campus. The parent and/or caregiver must remain in their car. The parent and/or caregiver is strongly recommended to wear a mask or face covering in the car. A Promise Academy employee will bring the student out to the parent and/or caregiver. The parent and/or caregiver should not leave their car or enter any building on campus.

Per CDC guidelines, a Promise Academy employee will call 911 immediately for any student who exhibits one of the "Emergency Warning Signs," which are listed above in the COVID-19 Reporting, Self-Screening and Temperature Check Policy. The Promise Academy employee will notify the 911 operator that the student may have COVID-19. After calling 911, a Promise Academy employee will contact the student's emergency contact as soon as possible.

The School will coordinate with the parent(s)/caregiver(s) and student as to when the student may safely return to school based on information the student provides and related considerations in accordance with Promise Academy's Student Return to School Policy

To the greatest extent possible, Promise Academy will notify employees and students about the presence of the COVID-19 case(s) in the School, but individuals will not be named. Promise Academy will contact and coordinate with the Shelby County Department of Health, as appropriate and applicable. A Promise Academy employee will report all confirmed cases of COVID-19 – via diagnosis by a health care provider or positive PCR-RT test – to the Shelby County Department of Health. Names of confirmed cases of COVID-19 will not be released to anyone except the Department of Health.

Students with a non-emergency medical or health issue, including for first aid or an allergic reaction, may report to the School Nurse. Students should not report to the Isolation Room for non-emergency medical or health issues.

Aerosol-generating procedures, such as use of nebulized medications for asthma or airway suctioning (e.g. tracheostomy care), on the School's campus shall be minimized to the greatest extent practical and feasible. Nebulizers should only be used as a last resort. Families should obtain MDIs/spacers for children with asthma in place of nebulizers. For these procedures, Promise Academy employees should don appropriate PPE, which may include N-95 masks, face shields, gloves, and gowns. Aerosol-generating procedures should be done outdoors where possible in a private place to maintain confidentiality of the student. If not able to be done outdoors, these aerosol-generating procedures may be done in an Isolation Room. However, the Isolation Room must be left unoccupied after the procedure with the door closed for three (3) hours. A portable HEPA air filtering unit will be placed in the Isolation Room, if possible.

Face masks or coverings must be worn by everyone while in an Isolation Room, and everyone in an Isolation Room will be expected to practice strict social distancing, hand hygiene, and good respiratory etiquette, where possible. In addition to face masks or coverings, Promise Academy employees may wear face shields, gloves, gowns, and other personal protective equipment ("PPE"), as they deem appropriate.

The Isolation Room will be cleaned and disinfected daily, and specific areas in the Isolation Room will be cleaned and disinfected immediately after coming into contact with a student or employee who has presented with a fever; two or more of the symptoms of COVID-19; or one of the Emergency Warnings Signs of COVID-19.

Contact Tracing

Promise Academy will assist the Shelby County Health Department, as appropriate and applicable, in performing contact tracing when there is a COVID-19 case in the School. A student who reports testing positive for, experiencing the symptoms of, or being exposed to COVID-19, and who is required to quarantine pursuant to this policy, must complete a Student Contact Tracing Form. A student who reports experiencing symptoms of COVID-19 while on campus will be asked to complete the Student Contact Tracing Form before they leave campus, with assistance from the cohorting teacher and the nurse. A student who reports being exposed to, experiencing symptoms of, or testing positive for COVID-19 will be required to complete the Student Contact Tracing Form, with assistance from the cohorting teacher and the nurse, and submit it to the School principal and Dr. Washington within twenty-four (24) hours.

Promise Academy adopts Le Bonheur Children's Hospital and the University of Tennessee Health Science Center (UTHSC) algorithms for contact tracing; see Appendix B.

5. School Health and Safety Policy

Based on recommendations issued by the CDC and OSHA, Promise Academy has implemented the following health and safety practices for the campus. These practices are meant to minimize the risks students may face for exposure to COVID-19 and mitigate the continued spread of the virus.

A. Hand Hygiene

Students must wash their hands with soap and water for at least twenty (20) seconds upon arrival to campus, before and after meal and restroom breaks, after use of playground and other shared equipment, and regularly throughout the school day. If soap and water is not available, students may use hand sanitizer or alcohol-based rub that will be provided by Promise Academy.

Students also should avoid touching their face, eyes, mouth, and nose as much as possible while on campus.

B. Social Distancing

Students are required to maintain at least six (6) feet of space between themselves and others. At no times should students be within less than six (6) feet of other individuals for longer than 15 minutes, to the greatest extent possible. This distance requirement must be followed at all times while on campus, where possible, including outdoors. Students may not congregate or take breaks together, may not visit the desks or workspaces of other students (unless necessary to complete a task), and may not use other students' workspaces, desks, phones, computers, pens, or other equipment and supplies. Students are required to observe social distancing of at least six (6) feet apart while seated at desks or tables to the maximum extent possible.

Traffic patterns in the School will be clearly marked and should be observed at all times.

Students should not engage in physical contact of any kind with others on campus, including handshakes, embraces, fist bumps, or elbow bumps.

C. Respiratory Etiquette

Face coverings should not be removed for coughing or sneezing. If a mask or face covering becomes wet from coughing or sneezing, a spare mask or face covering will be provided to the student.

D. Mandatory Face Masks or Coverings

Students are required to wear a face mask or covering at all times when inside the school facility to the greatest extent possible and practical. All parent(s)/caregiver(s) are required to wear a face mask or covering at all times on campus. Students are required to wear a face mask or

covering outdoors when social distancing is not possible. Students are required to obtain and wear their own masks or coverings. Each student should bring two (2) masks or face coverings to campus each day. Fabric masks and coverings should be washed after each use and disposable masks must be disposed of after each use. If a student does not have their own face mask or covering, or if a student's face mask or covering breaks or is lost, Promise Academy will supply disposable masks. Face masks or coverings are not to be worn below the nose or the chin at any time while on campus.

Time throughout the school day will be scheduled for student "mask breaks" to take place outdoors. Social distancing must be maintained at all times.

Face coverings must cover the nose and mouth of the wearer for the purpose of forming a barrier to droplets or airborne particles that are coughed, sneezed or exhaled when talking. [1]

Face masks or coverings should be broadly consistent with Promise Academy dress code.

E. Food and Water

Students are encouraged to eat their meals outdoors, when appropriate and weather permitting, or at their desk, when appropriate, with social distancing measures strictly enforced. Students may purchase prepackaged meals at the School, in the event dining services are in operation. Students are also encouraged to bring their own utensils, plates, cups, and glasses, and bring their own water or bottled water. The School will provide one refillable water bottle to each student. Bottle filling stations on campus will be available, but the safest practice will be for students to supply their own drinking water.

F. Restrictions on Elevator and Stair Usage

Elevator use is restricted and should only be used by those with a physical need.

Each stairwell on campus will be restricted as to direction of traffic and usage and will be marked accordingly with signage.

G. Restrictions on Shared Objects

Sharing of equipment is discouraged to the maximum extent possible. Use of equipment, supplies, and other objects, including but not limited to books, games, learning aids, cameras and art supplies, must be limited to an individual student to the fullest extent possible and not shared among multiple students. To the extent these items are used by more than one student, the item will be cleaned and disinfected between each student's use by the teacher.

Students are required to carry all of their belongings with them as students move about campus and should therefore only bring to school those materials that they need each day.

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[1] Medical and disability exceptions may be requested, if needed, by contacting the School principal.

H. Restrooms

No more than two (2) people at a time are permitted in a multiple-stall restroom, unless otherwise unavoidable; and no more than one (1) person at a time is permitted in a single-stall restroom. Students must wash their hands for at least twenty (20) seconds prior to leaving the restroom and are encouraged to use a paper towel or tissue to open and close the restroom door when exiting.

Students are expected to follow these health and safety guidelines at all times while at school. Students who do not adhere to these policies may create a dangerous environment for themselves and others.

I. Medical or Disability Exceptions

Any student requesting medical or disability impact exceptions or accommodations relating to the policies herein should contact the School principal.

6. COVID-19 Student Return to School Policy

A student who has been exposed to, been diagnosed with, experienced symptoms of, or tested positive for the COVID-19 virus will be required to quarantine away from school and attend via remote learning. The School's 2020-2021 School Year Reopening Plans may be found on the School's website at promiseacademy.com. The School will allow a student to return to campus only after it determines that the student is unlikely to pose a direct threat to the health and safety of the rest of its community. The timelines referenced below are consistent with guidelines issued by the CDC at the time of the publication of this Handbook.

A. Mandatory Quarantine from School/Timelines for Return to School from Quarantine

1. Symptomatic Students

A student with a COVID-like illness (one "high-risk" or two or more "low-risk" symptoms) should be assessed by a physician and tested for COVID-19 (as well as influenza, RSV, group A *Streptococcus* depending on the signs and symptoms).

- If the test is negative, or another pathogen is identified and the person is not a contact of a COVID case, then he or she can return to school when symptoms have improved and afebrile for ≥ 24 hours.

- If the test is positive or no test is done (and no other pathogen identified), the student must stay home for minimum of 10 days and be afebrile with improving symptoms for ≥ 24 hours.

A student with an illness that is unlikely to be COVID-19 (single "low-risk" symptom resolving in 24-48 hours or non-infectious diagnosis e.g. migraine, allergies) may return to school when symptoms have improved and afebrile for ≥ 24 hours. However, if the student was in close contact with an individual known to have COVID-19, the student should be evaluated by a medical professional and tested to determine if the student can return to School or if the student requires isolation.

2. Asymptomatic Students

Anyone who is a contact of a known case of COVID must be isolated at home for 14 days from the date of last potential exposure to the COVID case. If there is ongoing exposure to the case in the household then the date of last potential exposure is 10 days after the onset of symptoms of the COVID case.

- If the student develops symptoms during this 14-day period, he or she should continue isolation for 10 days beyond the day of onset of symptoms and have improving symptoms for ≥ 24 hours and no fever.

- If the student remains asymptomatic during this 14-day period, testing for COVID is not recommended as the best timing for such a test is unknown and a negative test would not shorten the period of isolation.

Anyone who has not been exposed to a COVID case and is asymptomatic is not required to be tested.

Students are required to receive clearance from the Health Department, but not from a physician, to return to school when the isolation period has ended. The School will monitor absences and dates of isolation to approve the student's return to campus.

Promise Academy adopts Le Bonheur Children's Hospital and the University of Tennessee Health Science Center (UTHSC) algorithms for return to school; see Appendix C.

Household Contacts:

Household contacts must be quarantined for 14 days after the case has completed their (minimum) 10-day isolation period (whether the case is symptomatic or not)*.

If a household contact develops symptoms of COVID-19, they become a case. They should begin isolation as a case and consider getting tested.

*If the case can separate from household members for their entire isolation, household members may be treated as non-household contacts and begin quarantine after their last close contact with the case. To be considered a nonhousehold contact:

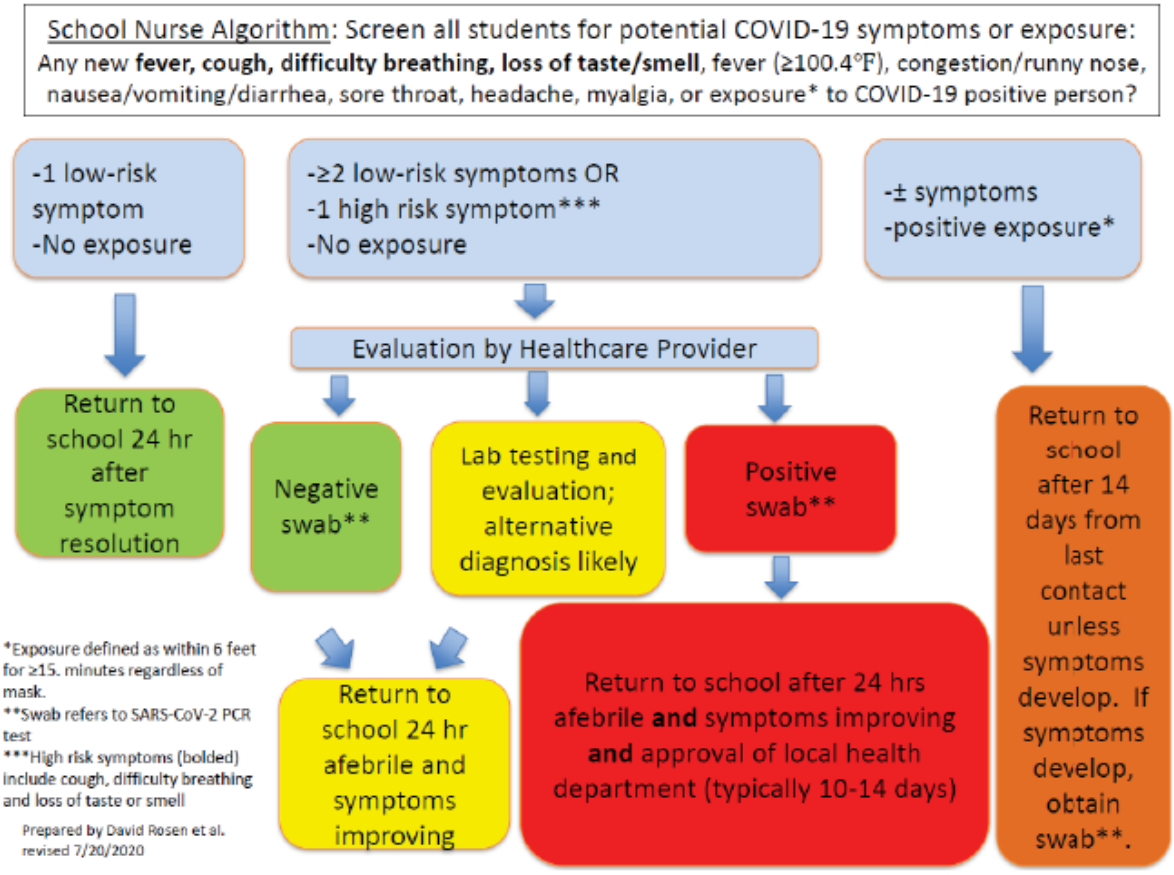
- The case must never be in the same room as household members.
- The case cannot share plates, cups, dishes or phones with others.
- The case should have their own bathroom. If that isn't possible, the household must conduct daily cleaning.

Non-Household Contacts:

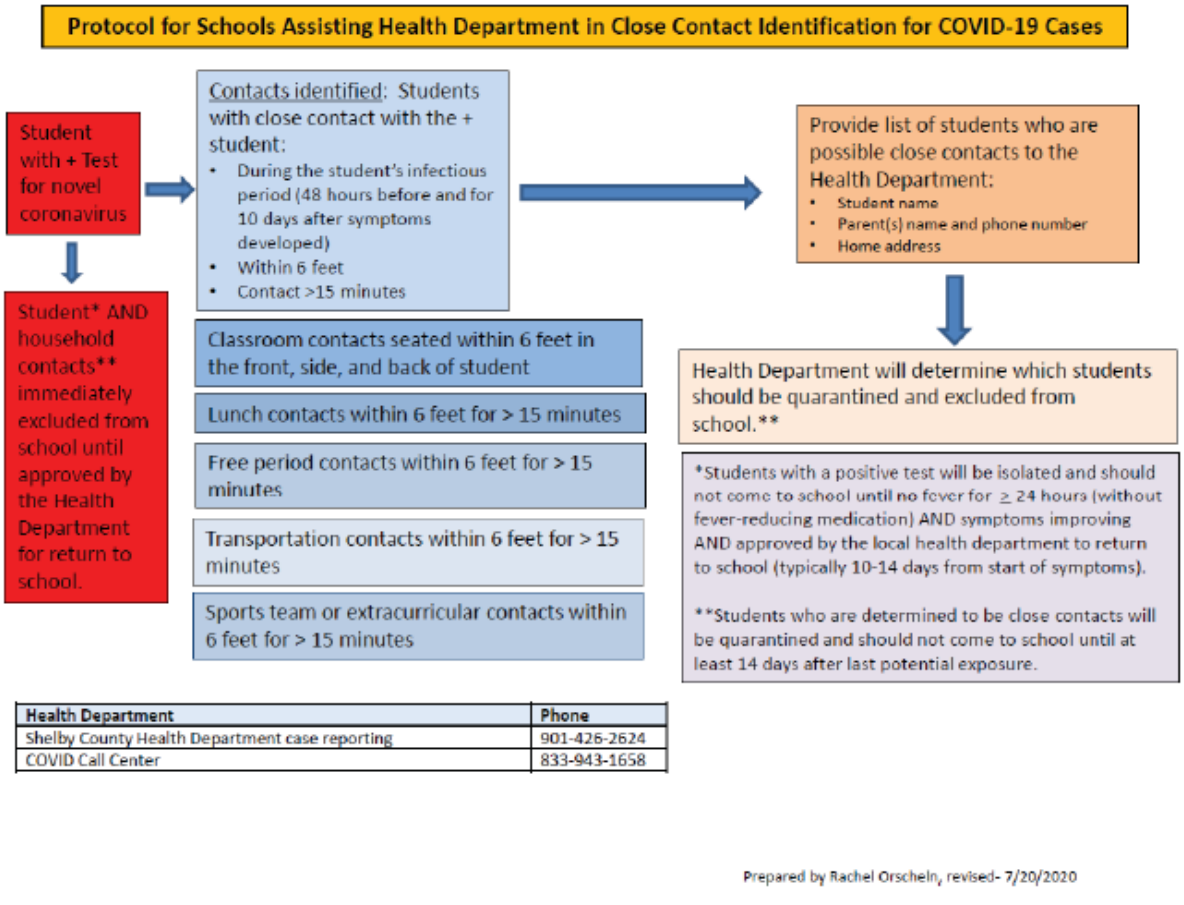
Must be quarantined for 14 days after the date of last exposure* to the case, regardless of whether the case was symptomatic.

*Exposure means contact with a case during the time period beginning two days prior to case's symptom onset (or specimen collection date if case is asymptomatic) through the end of the case's isolation period.

Appendix A


School Nurse Algorithm: Screen all students for potential COVID-19 symptoms or exposure:
Any new fever, cough, difficulty breathing, loss of taste/smell, fever (≥100.4°F), congestion/runny nose, nausea/vomiting/diarrhea, sore throat, headache, myalgia, or exposure* to COVID-19 positive person?
-1 low-risk symptom
-No exposure
-≥2 low-risk symptoms OR
-1 high risk symptom***
-No exposure
-± symptoms
-positive exposure*
Evaluation by Healthcare Provider
Return to school 24 hr after symptom resolution
Negative swab**
Lab testing and evaluation; alternative diagnosis likely
Positive swab**
Return to school after 14 days from last contact urless symptoms develop. If symptoms develop, obtain swab**.
Return to school 24 hr afebrile and symptoms improving
Return to school after 24 hrs afebrile and symptoms improving and approval of local health department (typically 10-14 days)
*Exposure defined as within 6 feet for ≥15. minutes regardless of mask.
**Swab refers to SARS-CoV-2 PCR test
***High risk symptoms (bolded) include cough, difficulty breathing and loss of taste or smell
Prepared by David Rosen et al.
revised 7/20/2020

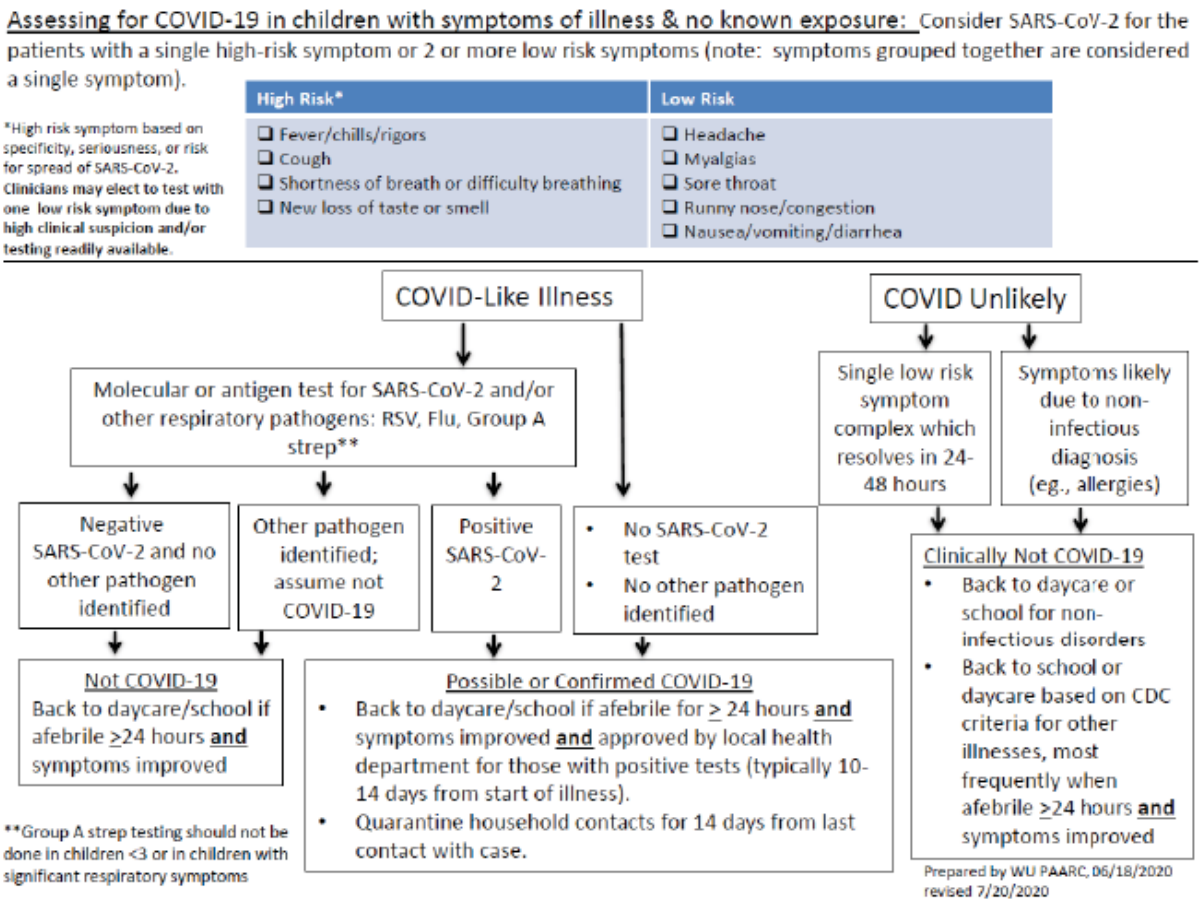
Appendix B



Health Department	Phone
Shelby County Health Department case reporting	901-426-2624
COVID Call Center	833-943-1658

Prepared by Rachel Orscheln, revised- 7/20/2020

Appendix C


Assessing for COVID-19 in children with symptoms of illness & no known exposure: Consider SARS-CoV-2 for the patients with a single high-risk symptom or 2 or more low risk symptoms (note: symptoms grouped together are considered a single symptom).
*High risk symptom based on specificity, seriousness, or risk for spread of SARS-CoV-2. Clinicians may elect to test with one low risk symptom due to high clinical suspicion and/or testing readily available.
High Risk*
❑ Fever/chills/rigors
❑ Cough
❑ Shortness of breath or difficulty breathing
❑ New loss of taste or smell
Low Risk
❑ Headache
❑ Myalgias
❑ Sore throat
❑ Runny nose/congestion
❑ Nausea/vomiting/diarrhea
COVID-Like Illness
COVID Unlikely
Molecular or antigen test for SARS-CoV-2 and/or other respiratory pathogens: RSV, Flu, Group A strep**
Single low risk symptom complex which resolves in 24-48 hours
Symptoms likely due to non-infectious diagnosis (eg., allergies)
Negative SARS-CoV-2 and no other pathogen identified
Other pathogen identified; assume not COVID-19
Positive SARS-CoV-2
• No SARS-CoV-2 test
• No other pathogen identified
Not COVID-19
Back to daycare/school if afebrile ≥24 hours and symptoms improved
Possible or Confirmed COVID-19
• Back to daycare/school if afebrile for ≥ 24 hours and symptoms improved and approved by local health department for those with positive tests (typically 10-14 days from start of illness).
• Quarantine household contacts for 14 days from last contact with case.
Clinically Not COVID-19
• Back to daycare or school for non-infectious disorders
• Back to school or daycare based on CDC criteria for other illnesses, most frequently when afebrile ≥24 hours and symptoms improved
**Group A strep testing should not be done in children <3 or in children with significant respiratory symptoms
Prepared by WU PAARC, 06/18/2020 revised 7/20/2020

RELEASING CASES AND CONTACTS FROM ISOLATION AND QUARANTINE

TN Department of Health

V7 – August 19, 2020

CASES

Must be isolated for a minimum of 10 days after onset and can be released after they are without fever for 24 hours (without fever-reducing medication) **and show improvement in symptoms. Some severely ill patients will need to be isolated for at least 20 days.**

Asymptomatic cases must be isolated for 10 days after their specimen collection date.

Notes:

- Lingering cough should not prevent a case from being released from isolation.
- If a follow-up PCR test is positive, cases do not need to re-enter isolation as long as they have completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.
- If a case has been released from isolation and symptoms return, individuals do not need to re-enter isolation as long as they have completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.

EXAMPLES

- A case that is afebrile and experiencing an improvement in symptoms on day 2 (and continues to do so) can be released from isolation 10 days after symptom onset.
- A case is afebrile on day 2, but symptoms return on day 6. The case is afebrile and experiencing an improvement in symptoms on day 12 and continues to do so for 24 hours. They can be released from isolation 13 days after symptom onset.
- An asymptomatic case that doesn't develop symptoms can be released from isolation 10 days after specimen collection.

HOUSEHOLD CONTACTS

A household contact is an individual who shares any living spaces with a case. This includes bedrooms, bathrooms, living rooms, kitchens, etc.

Household contacts must be quarantined for 14 days after the case has completed their (minimum) 10-day isolation period (whether the case is symptomatic or not)*.

If a household contact develops symptoms of COVID-19, they become a case. They should begin isolation as a case and consider getting tested.

*If the case can separate from household members for their entire isolation, household members may be treated as non-household contacts and begin quarantine after their last close contact with the case. To be considered a non-household contact:

- The case must never be in the same room as household members.
- The case cannot share plates, cups, dishes or phones with others.
- The case should have their own bathroom. If that isn't possible, the household must conduct daily cleaning.

EXAMPLES

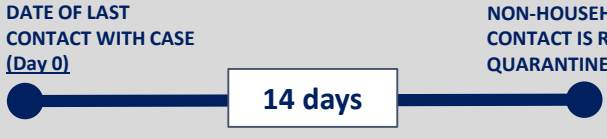
- A case is afebrile and experiencing an improvement in symptoms 2 days after symptom onset and continues to do so for 24 hours. The household contact must remain quarantined until 24 days after the case's symptom onset.
- A case is afebrile and experiencing an improvement in symptoms 14 days after symptom onset and continues to do so for 24 hours (day 15). The household contact must remain quarantined for 14 days after the case's isolation period ends (29 days after the case's symptom onset).
- A household contact of an asymptomatic case can be released 14 days after the case has completed their minimum 10-day isolation period.
- A household contact develops cough and fever during quarantine. They must now begin isolation as a case.

Notes:

- Household contacts will often need to remain at home longer than the initial case.
- If a case has been released from isolation and symptoms return, household contacts do not need to restart the 14-day period as long as the case has completed the minimum 10-day isolation and had symptom resolution for a minimum of 24 hours.

NON-HOUSEHOLD CONTACTS

Must be quarantined for 14 days after the date of last exposure* to the case, regardless of whether the case was symptomatic.



*Exposure means contact with a case during the time period **beginning two days prior to case's symptom onset** (or specimen collection date if case is asymptomatic) through the end of the case's isolation period.