

KIPP Albany Community Public Charter Schools

Contact Tracing and Testing

MONITORING

SCREENING

All staff, students and families at KIPP Albany will receive guidance on how to be aware of the common symptoms of COVID-19 and will conduct daily health screenings prior to entering the school building – ideally before leaving home. Students and staff with a fever of 100°F or higher and/or symptoms of possible COVID-19 infection will be asked to remain at home and will be provided information on how to contact a local health care provider for assessment and testing.

All staff and students will be required to complete a daily screening questionnaire certifying they are symptom-free and have not tested positive, been in contact with anyone who has tested positive or displayed symptoms, or traveled internationally or to a higher-risk state (as designated by the Governor) in the last 14 days. Additionally, anyone who has taken fever-suppressing medicine, like Tylenol, in the last 24 hours will be asked to stay home until 24 hours has passed.

All students or staff who do not prescreen prior to arriving at school will have their temperature checked by a KIPP Albany staff member (generally the health coordinator), who will be wearing enhanced PPE and using barriers as possible. Anyone with symptoms, including a temperature, will be sent to the isolation space and sent home as soon as a parent or guardian can transport them. For students, the parent or guardian will be given a prepared information packet on how to obtain further medical care or testing and information on serious signs or symptoms associated with COVID that would necessitate seeking immediate medical attention. The packet will also include guidance on when a student could return to school.

School visitors and vendors will be strictly limited to anyone with essential business. All other visitors and vendors will not be allowed to enter the building. Any visitor admitted to the building will follow the same health screening protocol as staff and students and their contact information will be recorded.

HEALTH TESTING PROTOCOLS

Each building will have a designated health coordinator (primary: school nurse; back-up: staff member trained in health and safety). This health coordinator will work closely with the local health department to ensure staff and students are directed to accessible testing sites as needed.

HEALTH TESTING RESPONSIBILITY

KIPP Albany will work closely with the local health department to determine which staff or students should be referred for COVID-19 testing.

EARLY WARNING SIGNS

Each school's health coordinator, in consultation with KIPP Albany's executive team and pandemic coordinator, will work with local health authorities and Albany City and County to monitor infection rates, particularly at the school sites, to determine if larger scale interventions, testing, or shutdowns are required. Additionally, the health coordinator and other school staff will work with local health departments to ensure contact tracing records are maintained and provided as needed.

CONTAINMENT

SCHOOL HEALTH OFFICES

All traditional health/nursing offices in each school will be reserved for students with medical needs outside of COVID-19 symptoms (first aid, medicine dosage, etc). Any staff or student with COVID-19 symptoms will be taken to a separate isolation space and will not enter the nurse's office.

ISOLATION

EACH SCHOOL WILL HAVE A DEDICATED ISOLATION SPACE (NOT THE NURSE'S OFFICE) FOR ALL STAFF AND STUDENTS EXHIBITING COVID-19 SYMPTOMS. THE SPACE WILL BE SET UP TO ACCOMMODATE MULTIPLE STAFF OR STUDENTS AT ONCE (USING THE "FOUR CORNERS" METHOD OF SEPARATING TO THE LARGEST EXTENT POSSIBLE DISTINCT AREAS), WILL HAVE A SINK/WATER ACCESS AND BE DISINFECTED AFTER EVERY USE.

SAMPLE ISOLATION SPACE EXPERIENCE

1. STUDENT STATES IN CLASS THEY ARE EXPERIENCING A HEALTH ISSUE.
2. A TRAINED STAFF MEMBER, IN APPROPRIATE PPE, MEETS THE STUDENT AT THE CLASSROOM DOOR AND ASKS SCREENING QUESTIONS.
3. IF THE ANSWER TO ANY COVID-19 SCREENING QUESTION IS YES, THE STUDENT WILL BE TREATED AS COVID-POSITIVE AND TAKEN DIRECTLY TO THE ISOLATION SPACE.
4. IN THE ISOLATION SPACE, STAFFED BY THE HEALTH COORDINATOR, THE STUDENT WILL LOGGED - FOR CONTACT TRACING - AND BE SOCIALLY DISTANCED AND IN A CLEAN, DISINFECTED ENVIRONMENT TO WAIT FOR PARENT OR GUARDIAN PICK-UP.
5. UPON DISMISSAL (WHICH WILL BE CONDUCTED AS SOON AS AN APPROVED ADULT CAN GET TO THE SCHOOL), THE STUDENT AND ADULT PICKING THE STUDENT UP WILL BE SENT HOME WITH PREPARED INFORMATION PACKET ON HOW TO OBTAIN FURTHER MEDICAL CARE OR TESTING AND INFORMATION ON SERIOUS SIGNS OR SYMPTOMS ASSOCIATED WITH COVID THAT WOULD NECESSITATE SEEKING IMMEDIATE MEDICAL ATTENTION. THE PACKET WILL ALSO INCLUDE GUIDANCE ON WHEN A STUDENT COULD RETURN TO SCHOOL.

COLLECTION

ONCE A STUDENT IS BROUGHT TO THE ISOLATION SPACE, THEIR PARENT OR GUARDIAN WILL BE CONTACTED AND ASKED TO PICK UP THEIR CHILD AS SOON AS POSSIBLE. WHEN THE ADULT ARRIVES AT THE SCHOOL BUILDING, THEY WILL NOT COME INSIDE BUT RATHER THE STUDENT WILL BE BROUGHT OUTSIDE THE BUILDING BY THE HEALTH COORDINATOR. UPON DISMISSAL, THE STUDENT AND ADULT PICKING THE STUDENT UP WILL BE SENT HOME WITH A PREPARED INFORMATION PACKET ON HOW TO OBTAIN FURTHER MEDICAL CARE OR TESTING AND INFORMATION ON SERIOUS SIGNS OR SYMPTOMS ASSOCIATED WITH COVID THAT WOULD NECESSITATE SEEKING IMMEDIATE MEDICAL ATTENTION. THE PACKET WILL ALSO INCLUDE GUIDANCE ON WHEN A STUDENT COULD RETURN TO SCHOOL.

INFECTED INDIVIDUALS

ANY INDIVIDUAL WITH A SUSPECTED CASE OF COVID WILL NOT BE ALLOWED TO RETURN TO SCHOOL UNTIL AFTER FOURTEEN DAYS FROM THE APPEARANCE OF SYMPTOMS OR WITH A NEGATIVE COVID TEST, WHICHEVER IS FIRST. STUDENTS AND PARENTS/GUARDIANS WILL BE GIVEN A PREPARED INFORMATION PACKET ON HOW TO OBTAIN FURTHER MEDICAL CARE OR TESTING AND INFORMATION ON SERIOUS SIGNS OR SYMPTOMS ASSOCIATED WITH COVID THAT WOULD NECESSITATE SEEKING IMMEDIATE MEDICAL ATTENTION. THE PACKET WILL ALSO INCLUDE GUIDANCE ON WHEN A STUDENT COULD RETURN TO SCHOOL AND THE INSTRUCTIONS TO SELF-QUARANTINE UNTIL A NEGATIVE TEST RESULT IS RECEIVED OR 14 DAYS HAVE PASSED.

EXPOSED INDIVIDUALS

Students or staff that have been exposed to COVID-19 will be required to stay out of school for 14 days. Schools will consult with local health officials to determine who is an "exposed" individual and must stay out of school. Depending on guidance, a negative COVID test may be required before a return to school.

HYGIENE, CLEANING AND DISINFECTION

As mentioned previously, KIPP Albany will rely on NYSDOH, CDC, and best practice guidance to ensure the ongoing cleaning and disinfection of all classrooms, shared spaces, and outdoor facilities.

Additionally, with our proposed hybrid model, all buildings would be thoroughly deep-cleaned before the alternating cohort of students and teachers returned for in-person instruction

Should a student or staff member begin to exhibit COVID-19 symptoms during the day and require isolation, we will work with the custodial team to disinfect the room immediately to allow remaining students and staff back into the room quickly.

IN THE EVENT OF A POSITIVE TEST, OR UNTIL A NEGATIVE TEST, THE AFFECTED STUDENT OR STAFF MEMBER WOULD BE REQUIRED TO SELF-ISOLATE AT HOME (14 DAYS FOR A POSITIVE TEST) AND WILL NEED TO BE CLEARED BY A DOCTOR IN ORDER TO RETURN TO THE BUILDING.

CONTACT TRACING

KIPP Albany commits to working with all relevant local and state contact tracing efforts to the fullest extent possible. This includes maintaining student and staff attendance and cohort and pod data, transportation data, and a record of all visitors to the school building. All documentation will be made available to public health officials upon request, in the event of a confirmed case or multiple confirmed cases in the community. Confidentiality will be maintained as required by Federal and State law and regulations.