

School-wide Communications

If a positive student or staff COVID case is reported, the following communications procedure will be followed:

1. Administrative assistant or department supervisor immediately notifies superintendent or executive director.
2. Superintendent notifies facilities, SHC, Executive Director, HR, and contracted agency doctor.
3. Agency doctor notifies Clark County Public Health.
4. Clark County Public Health (CCPH) will begin an investigation and gather impacted staff/student contact information; CCPH may interview impacted students and/or staff.
5. Facilities will commence cleaning identified areas as needed.
6. The superintendent will send out the COVID notification to All Staff and through Skyward to parents.
7. If necessary, the superintendent will send out a COVID exposure parent letter to students identified as close contacts. *Students in the residential system will automatically be considered close contacts by cottage cohort due to the higher risk factors of living in close quarters.*
8. Any staff who self identify as a close-contacts must immediately notify their supervisor and are required to follow up with HR on next steps regarding leave use.

Situational Guidance

When a Family Member is Sick

When someone else in the household is symptomatic and they have not been tested or are waiting for test results, the school will address these situations on a case-by-case basis.

However, the following guidance can be followed:

- If the sick sibling or household member has *any* class A symptoms (fever, cough, chills, loss of sense of taste/smell, shortness of breath), **all other household members should stay home until the sick person has their test results.**
 - If the test is **negative**, the other household members may return to work/school as long as they are not sick
 - If the test is **positive**, the family should remain home in quarantine. Notify WSD of the positive test.
- If the sick sibling or household member has class B symptoms (fatigue, headache, muscle/body aches, sore throat, congestion or runny nose, nausea or vomiting, diarrhea), the other household members can report to work/school as long as they are healthy. **The sick individual should be encouraged to get tested.**
 - If the test is **negative**, the other household members may continue to attend work/school as long as they are not sick
 - If the test is **positive**, the family should immediately report home to quarantine. Notify WSD of the positive test.
- If the sick sibling had any close contact with a positive COVID case recently and is now exhibiting symptoms, **the entire household needs to quarantine**