

OCUSD Return to School Protocols for Staff

Face Coverings

Consistent with guidance from the Illinois State Board of Education and the Illinois Department of Public Health, school staff **must** wear face masks at all times while in school buildings (except when eating or if necessary to play an instrument), on school buses, and outside when social distancing of six feet or more cannot be maintained. School staff are expected to wear a face mask to school each day. School staff who arrive at school without a face mask will be provided a disposable face mask at no cost.

The only exemptions to the face covering requirement are for individuals who have trouble breathing, who have medical conditions that make it difficult for them to wear a face mask, or who are otherwise unable to remove the face mask without assistance. Staff who are exempt from wearing a face mask may also be provided with appropriate accommodations to ensure the safety of the staff member and the school community. To request an exemption to the face covering requirement and an appropriate accommodation in lieu of a face mask, please contact Carmen Cripe, ccripe@ocusd.net. A note from your physician explaining the need for the exemption will be required if you are requesting an exemption from the face mask requirement. District personnel will contact those staff members requesting exemptions to discuss appropriate accommodations.

School staff who refuse to wear face coverings may be subject to disciplinary consequences consistent with Board Policy 5:290, *Employment Termination and Suspensions*.

Symptom Screenings

Prior to entering any District building on a daily basis, all employees must complete and submit the District's Health Screen Form (a link will be provided via text, e-mail and on the district's website under Corona Virus Update). This form shall self-certify that the employee does not have a temperature greater than 100.4 degrees Fahrenheit, is not exhibiting any of the known COVID-19 symptoms, and has not been in close contact with someone who has tested positive for COVID-19. The known COVID-19 symptoms are fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea. The employee's temperature must be taken daily and recorded on the District's Health Screen Form.

Presenting with Symptoms

Any employee exhibiting COVID-19 symptoms or having a temperature greater than 100.4 degrees Fahrenheit/38 degrees Celsius shall not enter District buildings and must remain at home or will be sent home.

If an employee has been sent home after exhibiting COVID-19 symptoms, the employee cannot return to school until after the employee has been fever free without fever reducing medication for 72 hours.

Employees exhibiting COVID-19 symptoms cannot return to school until they have a doctor's authorization and have been symptom free of all communicable illnesses for 72 hours in accordance with CDC guidelines. The doctor's authorization can be in the form of a negative COVID-19 test, a positive test for a disease other than COVID (i.e., the employee is suffering from a sinus infection) or another medical explanation ruling out COVID-19. If an employee is exhibiting COVID-19 symptoms and has not been tested, the employee must be symptom free for 10 days before returning to school.

If employees exhibit any symptoms of a communicable illness while at school, they will be immediately quarantined (to the extent possible) or sent home.

Sharing of Health Information

The District may share health screening information as necessary to protect the health and safety of employees in the District. If an employee tests positive for COVID-19 and the District determines that there is an articulable and significant threat to the health or safety of students or employees at the District, the District may disclose, without prior written consent, identifying information about the employee to the Illinois Department of Health and the county health department. Additionally, the District will need to engage in contact tracing and the District will notify other parents and employees that an employee has tested positive for COVID-19, but will not reveal the identity of that employee without consent or unless it is absolutely necessary to protect the health or safety of employees or other individuals. Unless necessary to protect the health or safety of employees or other individuals, the District shall keep employees health information confidential.

Quarantine

Employees who have tested positive for COVID-19 or employees who have had close contact with an individual who has tested positive for COVID-19 should isolate at home and monitor for symptoms for 14 days, unless the employee obtains a negative COVID-19 test. The District may, in its discretion, allow an employee to return to work earlier with a doctor's authorization, as long as he/she is symptom free of all communicable illnesses for 72 hours in accordance with CDC guidelines. Employees cannot return to school unless they meet the criteria of this policy. If the employee is able, they will be expected to provide remote teaching or support and be available consistent with the District's Remote Learning Plan.

Close Contact

School staff members who were in close contact with someone who tested positive for COVID-19 or are suspected of having the COVID-19 infection must isolate at home (quarantine) and monitor for symptoms for 14 days. Close contact means the staff member was within 6 feet, for more than 15 minutes, of the individual who tested positive for COVID-19 or are suspected of having COVID-19.

School staff members who were in close contact with someone who tested positive for COVID-19 or are suspected of having COVID-19 infection may be reported to the local health department for symptom monitoring and contact tracing. The District will comply with local and state health department guidelines and all confidentiality laws related to informing the school community

Adopted: