



Testing & Tracing Plan

Safety is the top concern as Hope Hall prepares to re-open school for the 2020/2021 school year. We are closely monitoring all guideline from the New York State Department of Health and the New York State Department of Education to ensure we do everything possible to keep our Hope Hall community safe. Full details can be found in our re-opening plan.

Specific guidelines Hope Hall will use for testing & tracing include:

Temperature Checks and Screening Procedures

1. For Students

- During morning drop off times
 - Students will enter through the bus door.
 - All students will be screened by Hope Hall staff member by taking their temperature.
- Daily records will be kept to indicate that temperature has been taken.
- After 8:15am
 - Students will enter the school at the main High School door
 - Report directly to the nurse's office for a temperature check
 - RN will record that temperature has been taken.
- An optional daily electronic questionnaire will also be available to complete at home. This questionnaire will not circumvent the need to have temperature checks upon arrival to the building

2. For Faculty & Staff

- An optional daily electronic questionnaire will be available to complete at home
- If at home questionnaire is not completed, all faculty & staff must enter the main High School door and complete the screening process
 - Staff will sign their name in the log book in the appropriate space to verify they have completed the screening and show no known symptoms of COVID-19.
- Self-screening and temperature checks assess the following:
 - Temperature
 - Symptoms
 - Information regarding being around and/or caring for someone who has tested positive.
 - If they themselves are waiting on results or tested positive.

3. For Visitors (Including guests and contractors)

- Visitors, guests and contractors must make appointments to enter the building.
- Upon arrival, the main office will be notified via buzzer
 - A trained staff member will go over screening questions with visitors.
 - Staff member will sign their name in the log book in the appropriate space to verify that the screening has been completed and the visitor has no known symptoms of COVID-19.
 - Training will be conducted by the RN
 - Staff screeners will wear appropriate PPE, personal or provided by Hope Hall.

Quarantine, Isolation, and Return to School

- Quarantine/Isolation
- If an individual presents to the health office with COVID-19 symptoms, the RN will immediately quarantine and isolate the individual in the designated isolation room.
- RN will wear appropriate PPE, remain with the individual, and continue assessing them until their guardian arrives.
- Return to School
- In order to return to school, the individual must see a health care professional and provide documentation of the visit to the Health Office.
 - If NOT diagnosed with COVID-19 by a health care provider
 - Individual can return to Hope Hall either;
 - After they are fever free, without fever reducing medicines, for at least 24 hours, and;
 - After they have felt well for at least 24 hours.
 - Or, if diagnosed with another condition and the health care provider has written a letter clearing them for school, they may return immediately.
- If diagnosed with COVID-19
 - Individual may return to school when it has been at least 14 days since they first experienced symptoms and;
 - It has been at least 3 days since they have had a fever, without using fever reducing medications; and
 - It has been at least 3 days since symptoms have improved.

Tracing and Tracking

- Metrics
- RN will collaborate with Monroe County Department of Health (DOH) regarding confirmed positive cases within the area.
 - RN will work with school administration to determine if/when a school-wide closure is needed to help mitigate a rise in cases.
- Notification
- RN will notify Monroe County DOH immediately upon being informed of any positive COVID-19 test result, including students, staff and visitors.
- Tracing Support
- Hope Hall will assist the Monroe County DOH with contact tracing by maintaining a log of visitors, including date, time and destination
- Hope Hall will maintain accurate attendance records and schedules for students and staff.
- Hope Hall will assist the Monroe County Health Department in tracing all contacts of individuals, as needed.