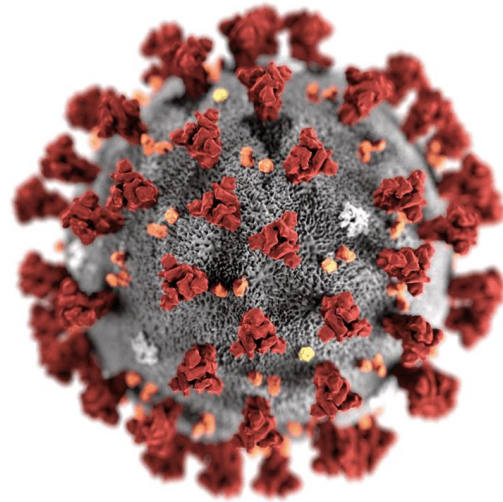


ASD COVID-19 SITE SUPERVISOR

Supporting Employee Health

2/2

COVID-19: Prevention



REBELEM

This Photo by Unknown author is licensed under [CC BY-NC-ND](#).

It Takes a Team

- COVID-19 Site Supervisor- Designate a back-up or Co-Supervisor
- School Nurse-Screening Lead
- Custodian-Cleaning Lead

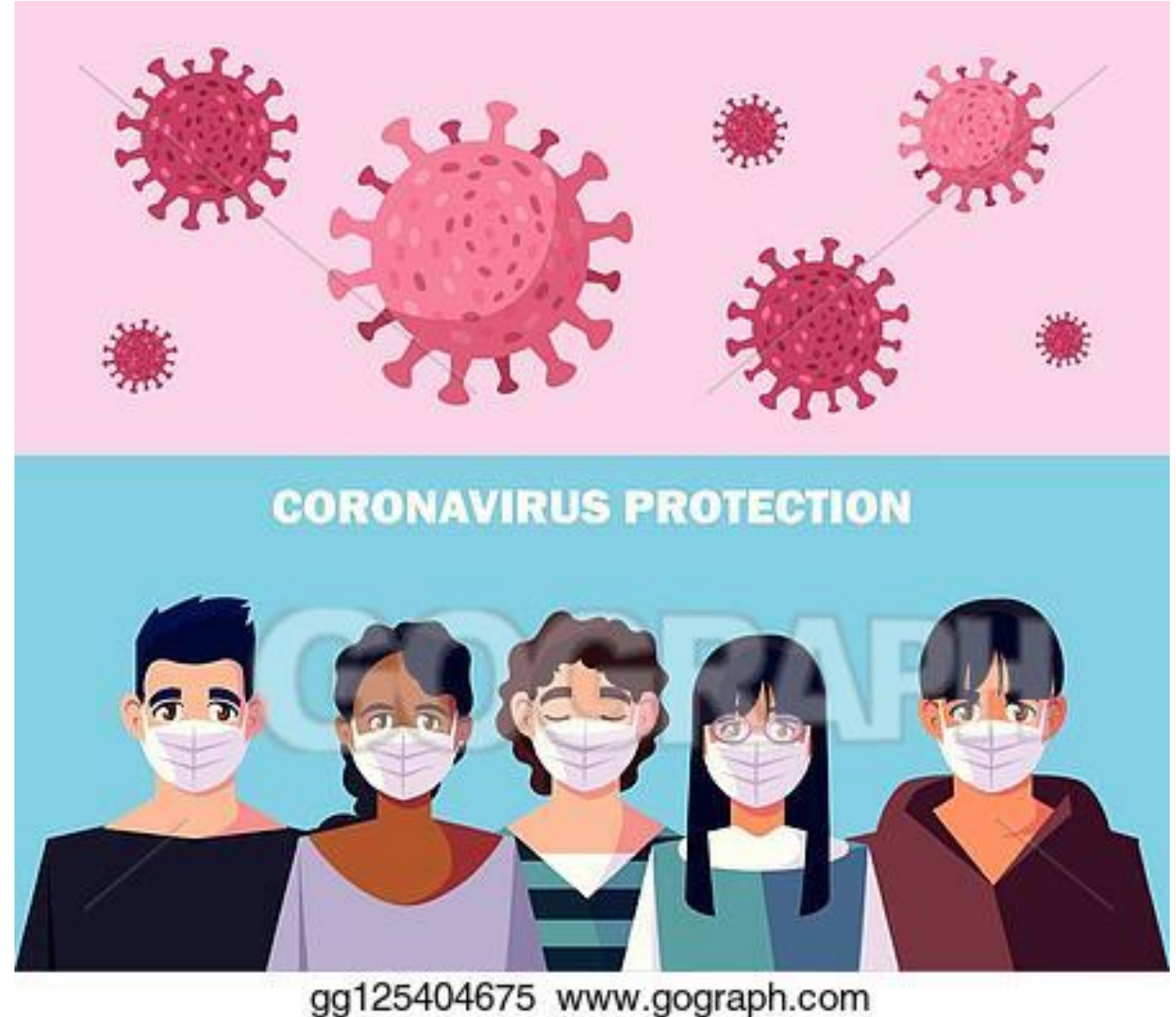
The Link that Holds it Together



- Provide resources and information about COVID-19 to staff, students, and families.
- Gather information about close contacts and notify staff members if exposed to a confirmed COVID-19 individual.
- Help determine isolation/quarantine period. Refer staff to Human Resources for leave information.
- Communicate with custodial staff for disinfecting when required.
- Manages external and internal communication regarding outbreak status. Serves as a liaison to District COVID-19 Supervisor.

Monitor Masks or Cloth Face Coverings

- Make sure masks are available for all staff, students, and visitors.
- Make sure staff and students are wearing cloth coverings/mask correctly.
- <https://www.youtube.com/watch?v=etZK-GrUYgM>
- Any variations to mask/cloth coverings must be approved by HR.



Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Stay Home With Any New Symptoms

Daily Wellness Checks

- Ensures all staff complete the mandatory daily wellness check within 30 minutes of arrival.
- Visitors complete paper wellness check upon arrival, includes substitutes and student teachers.
- Skyward-Human Resources-Employee-Wellness Check
- Blank, Green or Red

Red-Failed Response

Yes to Symptoms

Yes to Exposure

Or Yes to Both Question

Building Nurse-Screening Lead

Failed Response needs follow up-
Building Nurse can provide support
by;

- Answering questions you might have.
- Help collect information about symptoms, test results, or potential exposure to others in the building.
- Help with building contact tracing.
- Determine how long someone needs to quarantine if exposed to confirmed COVID-19 individual, or isolate if they test positive for COVID.
- Communicate information to the District COVID-19 Supervisor.

What Information to Gather?

- Were you exposed to someone COVID-19 positive?
- If yes, who?
- When were they last at school?
- When did they start experiencing symptoms?
- What symptoms are they experiencing?
- What rooms did the person visit?
- Who did they have close contact with?
- What is their personal contact information? Birth date. Health Department request.

Close Contact Definition

Anyone who has been within 6 feet of a person with confirmed COVID-19 for at least 15 minutes cumulative within a 24-hour period.

(> 15 minutes and < 6 feet of separation)

Direct contact with body secretions, someone kissed you, coughed or sneezed on you, or you shared utensils.

Use of a mask or shield by COVID-19 positive person does not change the close contact definition.

(CDC and SKCPH)

**What about
a person
exposed to a
staff
or student
with
COVID-
19 like
symptoms?**

You can still come to work.

Monitor yourself for symptoms of COVID-19. **If you develop symptoms then stay home.**

If the symptomatic person later tests positive you quarantine.

Quarantine for 14 days, starting from the last day of close contact with COVID positive person.

Seek testing for COVID-19.

If you are tested for COVID-19 and test negative, you must still quarantine for the full 14 days.

Positive COVID-19 Test **OR** Symptoms and Not Tested

If a Positive COVID-19 test-

- Student or staff must stay home at least 10 days from the start of symptoms,
- **and** be fever free for 24 hours without fever reducing medication,
- **and** an improvement of symptoms.

If close contact with a confirmed COVID-19 individual, and are having symptoms, but are not tested-

- Student or staff must stay home for at least 10 days from the start of symptoms,
- **and** fever free for 24 hours without fever reducing medication,
- **and** an improvement of symptoms.

Symptoms and **Not** Exposed to Confirmed COVID-19

- Encourage follow up with Health Care Provider, especially if symptoms worsen.
- **If NOT tested for COVID-19**-remain home at least 10 days after the onset of symptoms
- **and** until fever free for 24 hours,
- **and** improvement of symptoms

Symptom and No Known Exposure/ Negative Test.

If No known exposure or
a test **NEGATIVE** For COVID-19

- Can return 24 hours after fever has resolved,
- **and** symptoms have improved.
- OR
- With an alternative diagnosis from a healthcare provider you may return to work or school by following the guidance specific to your diagnosis.

Confidential but...

- Every employer should require every employee to disclose to the employer if they test positive for COVID-19 or have had close contact with someone who tested positive (and those employees should work from home and not be allowed to enter the building until medically cleared).

Separation Room (AKA Isolation Room)

- If a student or staff member develop symptoms of COVID-19 at school separate them from others until they go home. The ill person should continue to wear a mask, preferably an FDA surgical mask.
- Supervise from 6 feet.
- Consider rooms with window for ventilation.
- Consider having a cot as student may feel too ill to sit in a chair.
- Clean, disinfect and ventilate when the room is empty-completed by the custodian prior to re-using.

Custodian- Infection Control

- Knowledge of cleaning and disinfecting plan.
- Initiates cleaning and disinfection of all affected areas.
- Assures that affected areas are not used until cleaning is complete.
- Assures COVID separation area is disinfected.
- Monitors ventilation of spaces.
- Provides correct cleaning supplies to staff.
- Helps determine face shield sanitizing area for staff.

Cleaning and Disinfection Continued

- **NO** extra cleaning is required if a staff or student is sent home with symptoms of COVID-19.
- If student or staff report a positive COVID–19 test contact Geoff Lawson.
- Geoff will determine what extra cleaning/sanitizing/disinfecting needs to be done based on the exposure history. COVID Response Team may be required to go to a building for extra cleaning.

Local Testing Sites

- [Make reservations online](#)
[2701 C St SW, Auburn, WA 98001](#)
Open: Monday - Saturday, 9:30 am - 4:30 pm
Phone: (206) 477-3977
Languages: Interpretation available
- HealthPoint Auburn
[126 Auburn Ave, Auburn, WA 98002](#)
Phone: (866) 893-5717
Languages: Interpretation available
- UW Mobile Clinic at Auburn City Adventist Church
Available on Tuesdays, 7am-1pm
[402 29th St. SE Auburn, WA 98002](#)
Phone: (206) 744-0400
Languages: Interpretation available

Resources

- [SCKPH Covid-19 School Toolkit](#)
- [**COVID-19 Screening Flow Chart**](#)
- <https://www.cdc.gov/handwashing/videos.html>
- [What to do if you have confirmed or suspected coronavirus disease \(COVID-19\) \(PDF\)](#)
- [What to do if you were potentially exposed to someone with confirmed coronavirus disease \(COVID-19\) \(PDF\) - Updated 4/30/2020](#)
- [What to do if you have symptoms of coronavirus disease 2019 \(COVID-19\) and have not been around anyone who has been diagnosed with COVID-19 \(PDF\)](#)