



New Horizon School Exposure Management Plan 2021-2022

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New Horizon School Compliance Task Force

New Horizon School has created a School Compliance Task Force which consists of the School Nurse/Compliance Officer and Administration. This team is established now for managing compliance and educating all constituents for all COVID-19 safety protocols for in-person instruction and any on-campus activities. The Head of School and School Nurse/Compliance Officer serve as liaisons to DPH in the event of outbreak at the school.

Parent and Student Education

Parent/Student Mandatory Orientation Meetings are planned prior to on-campus instruction to *educate* faculty, staff, students and parents in COVID-19 education, health & safety protocols and good hygiene practices. Teachers will continue to provide guidance and training to students in the classroom on an ongoing basis, once instruction begins.

The Contingency Plan for full or partial closure of in-person school operations are as follows:

1- case in cohort = Entire cohort will be asked to quarantine for 10 days from exposure and provide a COVID-19 test result on or after the 5th day from exposure.

2- cases on same campus = All cohorts on campus will be asked to quarantine for 10 days and provide a COVID-19 test result on or after the 5th day of quarantine.

3- cases on any campus = Entire school will quarantine for 10 days and provide a COVID-19 test result on or after the 5th day of quarantine.

Minimizing Exposure/Testing:

NHS will hold mandatory COVID-19 testing for all students, family members and staff prior to the start of school. All students, family members and staff must get tested before returning to campus. Once school begins, NHS will implement surveillance testing every week for all students and staff regardless of vaccination status. Surveillance testing can be used to identify asymptomatic or pre-symptomatic cases, in order to exclude cases that might otherwise contribute to in-school transmission.

NHS will have a nurse on site to administer testing. We are working with OmniPathology Lab to provide the PCR tests with its own personnel administering the test, with the cost billed to the families' insurance. If families and students miss the scheduled test dates on campus (typically on Wednesdays), they will be responsible for making their own testing appointment through other testing facilities and providing the school with results no later than the Saturday prior to the next week of school. Without test results, the student will not be permitted to be back on campus.

The school will also require symptomatic testing. This testing is used for individuals with symptoms of COVID-19, either at home or at school. In this situation, the school guidance requires that these individuals stay home. The guidance includes the possibility of return to school in the case of a negative test for SARS-CoV-2 and 24 hours after fever is resolved and symptoms are improved.

Response testing will also be used to identify positive individuals once a case has been identified in a given stable group. Response-based testing can be provided for symptomatic individuals or for asymptomatic individuals with known or suspected exposure to an individual infected with SARS-CoV-2.

Testing will be a tool the school uses to mitigate risk and exposure to others. A negative test provides information only for the moment in time when the sample is collected. The school will not rely solely on test results.

OmniPathology Lab
 11 West Del Mar Boulevard, Suite 203
 Pasadena, California 91105
 Phone: (626) 744-5339
 Email: info@omnipathology.com

What to do if there is a Confirmed or Suspected Case of COVID-19 in the School?

The following are the steps that will be taken immediately upon notification of school officials that any member of the school community (faculty, staff, student or visitor) tests positive for, or has symptoms consistent with COVID-19:

Actions to take if there is a confirmed or suspected case of COVID-19 in a school			
	Student or Staff with:	Action	Communication with school community
1.	COVID-19 symptoms (e.g., fever, cough, loss of taste or smell, difficulty breathing) Symptom screening: per CDC Symptom of COVID-19 .	<ul style="list-style-type: none"> • Send home if at school. • Receive testing (If positive, see #3, if negative, see #4). • School/classroom remain open. 	<ul style="list-style-type: none"> • No action needed.
2.	Close contact (†) with a confirmed COVID-19 case.	<ul style="list-style-type: none"> • Send home if at school. • Exclude for 10 days, with a test after day 5 of exposure. • School/classroom remain open. 	<ul style="list-style-type: none"> • Consider school community notification of a known exposure. No action needed if exposure did not happen in school setting.
3.	Confirmed COVID-19 case infection.	<ul style="list-style-type: none"> • Notify the LHD. • Exclude from school for 10 days from symptom onset date or, if asymptomatic, for 10 days from specimen collection date. • Identify school contacts (†), inform the LHD of identified contacts, and exclude contacts (possibly the entire stable group (††)) from school for 10 days with a test after day 5 of exposure. 	<ul style="list-style-type: none"> • School community notification of a known case. • Notification of persons with potential exposure if case was present in school while infectious.

		<ul style="list-style-type: none"> • Disinfection and cleaning of classroom and primary spaces where case spent significant time. • School remains open. 	
4.	Symptomatic person tests negative or a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition.	<ul style="list-style-type: none"> • May return to school after 24 hours have passed without fever and symptoms have started improving. • School/classroom remain open. 	<ul style="list-style-type: none"> • Consider school community notification if prior awareness of testing.

Person(s) Who Develop Symptoms of COVID-19 While OFF CAMPUS

1. **Students and/or employees** who develop symptoms of COVID-19 while off campus and receive a lab confirmed positive test must notify the school and stay away from campus until they are symptom-free for 24 hours, have completed a 10-day isolation period and seen by a medical professional.
2. Testing resources are available for individuals through their own medical provider or visiting <https://covid19.lacounty.gov/testing/> for free testing.
3. Employees or students who are isolating may be able to work or study remotely during this time to protect the safety of the entire school community.

Guidelines for Home Isolation

Individuals who test positive for COVID-19 must stay home and separate themselves from others until home isolation ends.

If an individual has symptoms, he/she/they must stay home until:

- There is no fever for at least 24 hours (without the use of medicine that reduces fevers) AND
- Respiratory symptoms have improved (for example, cough or shortness of breath) AND
- At least 10 days have passed since symptoms first appeared

If an individual tested positive for COVID-19 but never had any symptoms, he/she/they:

- Must stay home for 10 days after the test was taken, BUT if the individual develops symptoms, he/she/they need to follow the instructions above.

Screening of Person(s) Prior to Entering Campus

Screening is conducted before students, staff and visitors may enter the school. The screening checks for the following symptoms (new cough, shortness of breath or difficulty breathing, fever of 100.4 or above, fatigue, sore throat, chills, headache, muscle or body aches, a new loss of taste or smell, congestion or runny nose, nausea, vomiting, diarrhea), exposure to COVID-19, and isolation and quarantine orders. This screening can be done remotely through the Family Portal.

Upon arrival a staff member will verify that screening was conducted prior to entrance and is clear to come on to campus. Then individuals will have a temperature check with a no-touch thermometer to verify no fever upon entrance.

*Any individual who answered “**yes**” to the screening questions or has a temperature higher than 100.4 **will not be allowed on campus and should NOT come to school and stay in remote learning.***

Person(s) Who Develop Symptoms ON CAMPUS

Students and/or employees who develop symptoms of illness while at school will be separated from others right away, in a sick room through which others do not enter or pass.

Employees who develop symptoms of illness will be sent home. Teachers requiring a substitute will have emergency sub plans in place to maintain learning continuity.

If possible, nurse/designated individual will place a surgical mask (if not wearing a face covering) on the student with fever and/or cough as soon as possible after moving them to the isolation area in the sick room.

Students will remain in sick room with continued supervision and care until picked up by an authorized adult to go home.

The nurse will triage students in the Health Office, recognizing that not all symptoms are COVID-19 related.

Janitorial staff will immediately conduct disinfecting in areas where faculty/staff/child/cohort were on campus, following cleaning and disinfecting guidelines.

School Compliance Officer will do the following:

1. Distribute informational materials that are to be given to the case (or appropriate family member/s if the case is a child) covering regulations governing self-isolation and links to sites with further information.
2. Stay in communication with the employee, student, family or visitor regarding diagnosis.

Exposure Management: 1-COVID-19 Confirmed Case On Campus

1. Once the case (student or employee) is confirmed by laboratory test, the School Compliance Officer will instruct the case to follow US Centers for Disease Control and Prevention (CDC) home isolation instructions.
2. The case will work directly with Department of Public Health, in regard to the DPH Case and Contact Investigation Program to collect additional information and issue the Health Officer Order for Case Isolation.
3. The NHS Compliance Officer will generate a list of students and/or employees with exposure to the case while infectious.
 - *A **case** is considered to be infectious from 2 days before their symptoms first appeared until the time they are no longer required to be isolated (i.e., no fever for at least 24 hours,*

without the use of medicine that reduce fevers AND other symptoms have improved AND at least 10 days have passed since symptoms first appeared). A person with a positive COVID-19 test but no symptoms is considered to be infectious from 2 days before their test was taken until 10 days after their test.

- A person is considered to have been exposed if they are one of the following:
 - An individual who was within 6 feet of the infected person for more than 15 minutes within a 24-hour period, even if a non-medical face covering was worn;
 - An individual who had unprotected contact with the infected person's body fluids and/or secretions of a person with confirmed or suspected COVID-19 (e.g., being coughed or sneezed on, sharing utensils or saliva, or providing care without using appropriate protective equipment).
 - Being present in the same cohort or classroom as the infected person
- 4. Students and employees that are identified to have had an exposure to the case at school are notified by the NHS Compliance Officer or Head of School of the exposure through a School Exposure Letter via email or school data base system and are required to quarantine for 10-days.
 - Pasadena Public Health or LA County Department of Public Health will contact exposed students and employees directly to collect additional information and issue the Health Officer Order for Quarantine.
- 5. NHS Compliance Officer and Head of School will inform the wider school community about the school exposure and precautions being taken to prevent spread of COVID-19.

Exposure Management: 2-COVID-19 Confirmed Cases at School within a 14-day period

1. All protocols laid out in 1 Confirmed Covid Case above are REQUIRED of employees and students and are to be followed by NHS Compliance Officer and administration after identifying 2 laboratory confirmed cases or suspected cases (students and/or employees) within a 14-day period.
2. NHS Compliance Officer and administration determines whether the 2 cases are epidemiologically linked, meaning two individuals were both present at some point in the same setting during the same time period while either or both were infectious.
 - Determination of epidemiological links between cases may require further investigation to assess exposure history and identify all possible locations and persons that may have been exposed to the case while infectious at the site. NOTE: Epidemiologically linked cases include persons with identifiable connections to each other such as sharing a physical space (e.g. in a classroom, office site on campus, or gathering), indicating a higher likelihood of linked spread of disease in that setting rather than sporadic transmission from the broader community.
 - If epidemiological links do not exist, the school continues with routine exposure management.

- If epidemiological links exist, the school reinforces messages to students and employees on precautions to take to prevent spread at the school, including implementation of site-specific interventions.
3. NHS Compliance Officer and Head of School will inform the wider school community about the school exposure and precautions being taken to prevent spread of COVID-19.

Exposure Management: for > 3 COVID-19 Confirmed Cases at School within a 14-day period

The school is required to identify a cluster of 3 or more laboratory confirmed cases (students and/or employees) within a 14-day period and should proceed with the following steps:

1. Report the cluster to PPHD within 1 business day.
2. Complete the Line List for Cases and Contacts.
3. If epidemiological links do not exist, the school continues with routine exposure management. The PPHD will review the Line List for Cases and Contacts to determine whether the outbreak criteria have been met. The ACDC team will contact the school within 1 business day to advise on next steps.
4. If outbreak criteria are not met, the school continues with routine exposure management.
5. If outbreak criteria are met, the DPH Outbreak Management Branch (OMB) is activated.
6. PPHD will coordinate with the school on outbreak management for the duration of the outbreak investigation.
7. Safety Compliance Task Force will submit requested information, including updates to the Line List for Cases and Contacts, to the OMB Investigator until the outbreak is resolved.

*Prior to reporting a cluster to the PPHD, School Compliance Task Force will determine whether at least 3 cases in the cluster have epidemiological links.

- If epidemiological links exist between at least 3 cases in the cluster, the school reports the cluster to PPHD at nursing@cityofpasadena.net or by calling (626) 744-6089.

COVID-19 Outbreak Criteria for K-12 Schools

The criteria for an outbreak include: at least 3 confirmed cases with symptomatic or asymptomatic COVID-19 within a 14-day period in a group* with members who are epidemiologically linked, do not share a household, and are not a close contact of each other outside of the campus.

**School groups include persons that share a common membership at school (e.g., classroom, school event, school extracurricular activity, academic class, sport teams, clubs, transportation). Epidemiological links require the infected persons to have been present at some point in the same setting during the same time period while infectious.*

If there is an outbreak at the school, the Department of Public health will advise the campus to close physically and resume all operations remotely. During the closure, DPH and the school will be working on what steps will be taken to research the outbreak and notify parents, faculty and staff of the date of return to campus.