

Contact Tracing

As noted in the New York State Department of Education's guidance to schools for reopening, Recovering, Rebuilding, and Renewing: The Spirit of New York's Schools, *"Contact tracing is a public health function performed by local public health departments to trace all persons who had contact with a confirmed case of COVID-19. This allows public health officials to put in place isolation or other measures to limit the spread of the virus. Schools must cooperate with state and local health department contact tracing. Schools can assist public health departments in knowing who may have had contact at school with a confirmed case by:*

To ensure the school district and its employees comply with contact tracing and disinfection requirements, the Schodack Central School District will do the following:

- Keep accurate attendance records of students and staff members;
- ensuring student schedules are up to date;
- keep a log of any visitors which includes date, time and where in the school they visited; and
- Assist local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.
- have a plan for cleaning, disinfection, and notifying the Rensselaer County Health Department, in the event of a positive case. In the case of an employee testing positive for COVID-19, CDC guidelines will be followed regarding cleaning and disinfecting your building or facility if someone is sick; <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- close off areas used by the person who is sick;
- open outside doors and windows to increase air circulation in the area;
- wait 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible;
- clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls, and copier machines;
- vacuum the space if needed. Use a vacuum equipped with a high-efficiency particulate air (HEPA) filter, if available;
- consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility; and
- workers without close contact with the person who is sick can return to work immediately after disinfection.

Confidentiality must be maintained as required by federal and state laws and regulations. School staff should not try to determine who is to be excluded from school based on contact without guidance and direction from the local department of health."

In the event an individual is identified as a confirmed case within a school, the Rensselaer County Health Department will determine a starting date for which the school will need to provide contact tracing information. This date will be 48 hours prior to the individual becoming symptomatic. To this end, the school district will need to keep records that will be made available to the Rensselaer County Health Department for those who may have been in close contact with the confirmed case. Any close contacts will be identified by the Rensselaer County Health Department. The district COVID-19 School Resource Person will be asked to assist the county with quarantine surveillance and the monitoring of contacts in connection with a confirmed case in a school.

If a student or staff member is identified by the Rensselaer County Health Department as a contact, they will be contacted by a county Case Manager and be instructed to quarantine for 14 days. Any contact identified by the Rensselaer County Health Department may not return to school until such a time as they are released from mandatory quarantine by the Case Manager.