



Edgewood High School is fully committed to safeguarding the health and safety of all students and employees. As statistics show, wearing masks, social distancing and proper hand washing are key components to keeping our Edgewood community and school safe. We also ask our community members to limit the amount of people they share close contact with, inside and outside of school, to reduce their chances of exposure to COVID-19.

All students, faculty, staff and visitors, regardless of position or authority, must comply with the following policies:

Wearing Masks/Face Coverings:

- Masks will be required at all times on campus, both inside and outside, unless participating in an outdoor activity.
- Students are required to provide their own mask and must follow appropriate dress code.
 - If a student forgets their mask, one will be provided by Edgewood High School.
 - Face coverings should be changed or cleaned daily.
 - Shields may be worn, but not without a mask.



Social Distancing:

- Social distancing of 6 ft. will be followed throughout the building, including bathrooms.
- Students desks in classrooms will be 6 ft. apart.
- Students not in class will be assigned to a location that will be supervised.
- Markings will be placed throughout the building to show proper social distancing requirements.



Proper Hand Washing/Hand Sanitizing Procedure:

- It is required to wash hands with soap and warm water or use hand sanitizer frequently during the following times:
 - At the beginning of each school day
 - Between classes
 - When switching tasks
 - Before and after using shared equipment (*e.g., copiers, computers, etc.*)
 - After using the restroom
 - After removing gloves (*i.e. when assisting with restroom needs, or when working in the food service areas*)
 - After touching mask
 - Before and after lunch and breaks
 - After sneezing, coughing, or blowing nose
 - When hands are visibly soiled
 - Prior to leaving school for the day

Cough and Sneeze Etiquette:

- Proper cough and sneeze etiquette should be followed:
 - Cover mouth and nose with a tissue when coughing or sneezing
 - Throw used tissues in the trash
 - If no tissues are available, cough or sneeze into elbow, not hand
 - Wash hands after coughing or sneezing
 - If Coughing or sneezing becomes frequent and/or disruptive, student or employee must leave and be evaluated by a healthcare provider to rule out COVID-19

Personal Responsibility:

- A signed daily Home Health Check form (temperature, no symptoms) is required daily before entering the building.
- A signed Public Health COVID-19 Document is required prior to the beginning of the school year.
- A signed Crusader Covenant will be required before school starts indicating that they will adhere to all EHS safety measures.
- An expectation that all Edgewood members make good decisions to keep themselves and others safe by limiting the amount of people they share close contact with, in their bubble, both inside and outside of school.





All students, faculty, staff and visitors, regardless of position or authority, must comply with the following procedures:

Facility Cleaning Procedure:

- All rooms in our facility will be equipped with hand sanitizers.
- Desks and work areas will be disinfected by individuals after each use.
- Bathrooms, locker rooms and showers will be disinfected;
 - by individuals after each use.
 - with electrostatic sprayers of EPA registered disinfectant throughout the day.
- Water Fountains have been converted to bottle-filling only. Students are encouraged to bring their own reusable water bottles.
- Rooms will be disinfected with electrostatic sprayers with EPA registered disinfectant on a nightly basis.
- Rooms/spaces will be disinfected after each class of the school day.
- All rooms using air handling filters have been updated to new MERV 8 filters which provide improved air filtration for allergies and the microparticles that are associated with the Covid virus.
- Air purification has been added in the old wing of the building that does not have access to the air handling system yet. The Aprilaire portable air purifier is tested to remove 99.97% of viruses, allergens etc., including Covid virus-sized particles with its three stage HEPA type filtration.
- Edgewood has established a sign-off with our vendor to assure that our cleaning requirements have been met nightly;
 - Proper training and use of cleaning supplies to address COVID-19 are being used in the building.
- Students will not be issued a locker for the first semester. This will be re-evaluated for second semester.
- Edgewood has identified Bill Bollig as the person in charge for facility cleaning who will strive to ensure:
 - All employees understand facility cleaning and hygiene procedures.
 - The cleaning frequency of the facility is increased, including the restrooms, health offices, and isolation areas.
 - High-touch surfaces are disinfected multiple times a day.
 - Only EPA approved disinfectants effective against COVID-19 are used.
 - Ensure hand-washing sinks in break rooms and restrooms are stocked with soap and single-use towels.
 - Employees should not share equipment or tools.
 - Provide sanitizer wipes to employees for wiping baskets, door handles, and other frequently touched areas.
- All employees are responsible for:
 - Replenishing or letting the facilities team know when cleaning supplies are low.
 - Performing cleaning as scheduled.
 - Using proper disinfecting supplies.
 - Notifying staff and maintenance when unsanitary areas are detected.

Food Service:

- Food Services will be provided for lunch only with all Dane County Health requirements and procedures being followed;
 - Social distancing requirements will be met with seating limitations of 4 per table.
 - Tables will be divided with plexiglass dividers.
 - All food will be pre-packaged and meet the Dane County Health guidelines.
 - Cash will not be accepted, only EHS swipe-cards.
- Students may bring their own lunch.

Communication:

- Health guideline information and reminders will be provided on a regular basis;
 - Posted throughout the building.
 - Posted on our Social Media outlets.
 - Published on our website.
 - Sent in Emails
 - Sent in our Inside Edge weekly newsletter to parents.
- All HIPAA privacy protocols will be followed.



WE ARE EDGEWOOD STRONG

— EHS —

EDUCATION • HEALTH • SAFETY





Outbreak Response Plan:

In the event that a student and/or a staff member contracts COVID-19, the Edgewood will take the following steps:

If a faculty or staff member contracts COVID-19:

The affected staff member may choose to work remotely with the approval of their supervisor. The employee may choose to take, and/or may be required to take leave. Such leave may include sick leave, FMLA leave, FFCRA leave, and/or other approved leave for which they are eligible. The employee may not return to work on-site for at least 14 days from the date of exposure or 10 days from the onset of symptoms and until they are fever free for 24 hours without fever-reducing medication/s and their respiratory symptoms are improving. If it is determined through contact tracing that an employee was infected with COVID-19 due to an exposure at work, they may apply for Worker's Compensation.

Contact tracing will be completed through Public Health Madison and Dane County (PHMDC). Positive results are automatically being forwarded to PHMDC by the testing agencies, and one of their contact tracers will be in touch with individual(s) testing positive for COVID-19. Any employee who tests positive must notify the administration or the school nurse office, within 24 hours, as Edgewood is required to notify PHMDC of all positive employee cases so the contact tracing team may respond as quickly as possible.

Communication to faculty and staff will include the following: Notification from Administration and school nurse of a confirmed case, and any subsequent health protocol responses that may be required and/or recommended, including access to COVID-19 testing. Any such communication, including all written and verbal communication, will comply with confidentiality requirements outlined in State Statutes, HIPAA laws, and Board policy.

Communication to families will include the following: The school nurse will send a power school message to the student/ families and employees who may be affected, indicating that a staff member has been diagnosed with a positive case of COVID-19, and is under the supervision of PHMDC. The message will include that PHMDC will contact individuals who may have come into close contact with the affected staff member. The message will also include recommendations for self-monitoring symptoms at home, contacting one's healthcare provider, and options for COVID-19 testing. Any such communication, including all written and verbal communication, will comply with confidentiality requirements outlined in State statute, HIPAA laws, and Board policy.

If a student contracts COVID-19:

The affected student will be excluded from attending school and any co-curricular activities in-person, and may receive instruction through distance learning. The administration will follow its policies and procedures for providing educational services to a student who is unable to attend school due to a medical condition. The student may not return to school for at least 14 days from the date of exposure or 10 days from the onset of symptoms and until they are fever-free for 24 hours without fever-reducing medication/s and their respiratory symptoms are improving.

Contact tracing will be completed through Public Health Madison and Dane County (PHMDC). Positive results are automatically being forwarded to PHMDC by the testing agencies, and one of their contact tracers will be in touch with individual(s) testing positive for COVID-19. The Edgewood School Nurse or representative will notify PHMDC of all positive cases to ensure prompt contact tracing, per PHMDC recommendations.

Communication to faculty and staff will include the following: Notification from Administration and the school nurse of a confirmed case, and any subsequent health protocol responses that may be required and/or recommended, including access to COVID-19 testing. Any such communication, including all written and verbal communication, will comply with confidentiality requirements outlined in State Statutes, HIPAA laws, and Board policy.

Communication to families will include the following: Notification from the school nurse to any affected student cohorts and employees the student may have exposed, that a student in the school has been diagnosed with a positive case of COVID-19. This communication will be similar in format to Influenza and/or Strep Throat warnings. Families will be advised that PHMDC may be in contact with them for contact tracing if the affected individual may have been in close contact with their child. The message will also include recommendations for self-monitoring symptoms at home, contacting one's healthcare provider, and options for COVID-19 testing. Any such communication, including all written and verbal communication, will comply with confidentiality requirements outlined in State Statute, HIPAA laws, and Board policy.





COVID-19 Protocol for Positive Test, Exposure, or COVID-like Symptoms

- **Parent/guardians** will be instructed to notify the Principal, attendance/sick call line, or School Nurse within 24 hours if their student is positive for COVID-19, or has been exposed to COVID-19. This allows us to keep all students as safe as possible through early notification.
- **School Nurse/designee** will notify parents/guardians of affected students, staff or faculty, of exposure, and communicate return date.
- **In case of a positive test for COVID**
 - Affected student, staff or faculty member will quarantine for 14 days
 - Close contacts (all students, staff or faculty within 6 feet for 15 minutes), will follow exposure protocol listed below.
 - Quarantine for contacts will be imposed whether there are negative tests or positive tests on those exposed students/staff/faculty.
 - Quarantine will continue from the positive test for 14 days and until 24 hours after symptoms end, whichever is longer.
 - School Nurse/designee will be notified. They will notify PHMDC for contact tracing purposes, per PHMDC recommendations.
- **In case of an exposure to someone who has tested positive for COVID-19**
 - Students, staff or faculty members who have been exposed to a positive case of COVID-19, and have no symptoms, will quarantine for 10 days after exposure, regardless of a negative test or if no test was taken.
 - i. If symptoms occur after an exposure, student, staff or faculty must be tested for COVID-19. If positive, refer to procedures for a Positive Test. If negative, a second test must be completed 12 days after symptom onset to confirm negative test.
 - If tested, testing should be twice, per Public Health Madison and Dane County (PHMDC), first test should be at least 3-5 days after initial exposure and the second 12 days after initial exposure.
 - i. If either test is positive, refer to the Positive Test directions above.
 - ii. If both tests are negative, and student, staff or faculty remains asymptomatic, continue quarantine for 10 days from exposure as directed by PHMDC
 - iii. May return after 2 negative tests, and 10 days of quarantine, and at least 24 hours symptom free without the use of medication.
 - All students, staff or faculty within 6 feet of the person exposed to a positive COVID case, will be notified of the possible exposure by school nurse. Affected student, staff or faculty may also be contacted by PHMDC contact tracing team.
 - Any co-curriculars the student, staff or faculty attended will be suspended until a test result is received.
- **To return to activities/class**, a student, staff or faculty must provide a letter from their medical provider, or public health designee, with a release date to return to activities.
- **All students, staff and faculty** will be screened for COVID-like symptoms, as defined by PHMDC/DHS/CDC, by families at home, prior to any in-person attendance to classes or co-curriculars, and report screening results to the health office/designee in their building, or the district designee in charge of the co-curricular activity.
- **Any student, staff or faculty presenting** with COVID-like symptoms at home prior to school or a co-curricular activity, or in the course of a school day or a co-curricular activity, must not participate until evaluated by a Medical Professional.
- **Any student, staff or faculty with COVID-like symptoms** will provide documentation from a Medical Professional or Public Health designee clearing student, staff or faculty to return to in-person participation in school/activity.
- **COVID-19 symptoms include:**
 - Fever (greater than 100) or chills (sustained and uncontrollable)
 - New or worsening:
 - i. Cough
 - ii. Shortness of breath or difficulty breathing
 - iii. Fatigue
 - iv. Muscle or body aches
 - v. Headache
 - vi. New loss of taste or smell
 - vii. Sore throat
 - viii. Congestion or runny nose
 - ix. Nausea or vomiting
 - x. Diarrhea

