

## **2023-2024 COVID Protocols**

This guidance is given by the Licking County Health Department (LCHD). These protocols are for all students and staff regardless of vaccination status.

**Positive cases (students and staff):** If you do a home test, it is highly recommended that you have it proctored. This will provide documentation for attendance or HR.

- **Students:** Please do not take a photo of a home test for confirmation and send it to attendance as this will not be accepted.
- The CDC recommendations suggest returning to normal activities when, for at least 24 hours, symptoms are improving overall.
- If a fever was present, you may return once it has been gone for 24 hours without fever-reducing medication.
- Once you resume normal activities, it is encouraged that you take additional prevention strategies for the following 5 days to decrease the spread of COVID. These include: enhancing hygiene practices, wearing a well-fitting mask, and keeping distance from others.

**Symptoms:** COVID symptoms range from mild to severe

- **Staff:** If you become symptomatic and need to take time off, please contact your direct supervisor and take time off per your assigned protocol.
- **Students:** If students are sick, please follow protocols for attendance and email building secretaries as needed.
- **Secretaries:** If you are notified of a student's positive case, please document their absence as required for tracking purposes done by the LCHD. You will still code their attendance as COVID positive within PowerSchool if you have received medical documentation. If you have just received a note from home, you would code the absence as excused, unless they are over the 65 hour limit for the year.

**Any changes that occur throughout the year will be communicated district wide as quickly as possible.**