

Protocol for Sending a Student to the Nurse's Office

- For all visits, staff will call the nurse's office before sending a student down to the office. Staff will notify the nurse's office of the reasoning for the visit. *If the call is a medical emergency, the nurse will take appropriate action.
- Student arriving to the office must stop at the door and knock. The nurse's office staff member will meet the student outside in the hallway wearing a face covering and face shield. The staff member will ask the student what his/her presenting symptoms are and check the student's temperature.
- If the student presents with any of the following: fever, sore throat, runny nose/congestion, chills, muscle pain, new lack of smell or taste, new controlled cough that causes difficulty breathing (for student with chronic allergic/asthmatic cough, a change in their cough from baseline), diarrhea, nausea or vomiting, abdominal pain, or new onset of severe headache, especially with a fever they will be sent to the isolation room. Students must be 6 feet apart (wearing his/her face covering) from each other and monitored for the entire duration in the isolation room. Isolation room trained staff member must wear a surgical mask, face shield, gloves and gown (as needed). A monitoring sheet must be completed for each student in the isolation room. Parents to be notified promptly, that their child will need to go home. Once the student has been picked up, the area will be disinfected. *If at any point in time the student is having difficulty breathing or shortness of breath, 911 will be called immediately.
- If the student presents to the nurse's office for: injuries, chronic care and/or daily medications they must continue to wear his/her face covering and may enter the nurse's office. *Respiratory exacerbations will be treated per his/her asthma plan and may go directly to the nurse's office. Nurse's office staff member will continue to wear his/her face covering and face shield in the nurse's office. Gloves will also be worn by staff for standard precaution procedures (when in contact with bodily fluids). Once care has been completed the student must wash hands prior to leaving and the teacher will be called before sending the student back to the classroom. The area used by the student will be disinfected.