

Health Screening Protocol

Staff:

- All staff will be required to complete a health screening questionnaire prior to beginning work each day.
- All staff will be required to take their own temperature prior to work each day.

Students:

- All students will have their temperature taken by a staff member each day.
 - Students who arrive on the bus will be taken to their classroom and have their temperature taken by a staff member before they enter the room. Students who fail the temperature screen will be taken to the isolation room and the school nurse will be called (see symptomatic staff and student protocol)
 - Students who are transported by parent/guardians will have their temperature taken by a staff member through the open car window, before exiting the car. Students who fail the temperature screen will not be allowed to exit the car and will be transported back home by their parent/guardian. Staff will notify the school nurse who will follow up with the families via phone.
- Students will be unable to complete a screening questionnaire due to the nature of their disabilities. Therefore:
 - All parents/guardians will be sent the screening questions prior to the start of the school year and told to keep their child home if any screening question is positive.
 - Parents/guardians who drive their children to school will be asked the screening questions before the child's temperature is taken.
 - All parents/guardians will receive periodic reminders about the screening questions through the school messenger application.

Actions Taken/Procedures:

- Summit's Human Resources Director will update the screening questions as required by CDC or DOH.
- Summit's IT department will make the screening questions available in electronic format for staff members.
- Summit's HR department will review the staff screening questionnaires at the end of each day and will track any patterns that emerge.
- Summit nurses will train all staff on how to take student temperatures using non-contact thermometers.
- Staff will wear appropriate PPE, including masks and gloves when taking temperatures.
- Staff will appropriately clean thermometers between each use.

- Summit's nursing staff will track the students who fail the screenings and search for any patterns that emerge.
- Summit will not keep a record of personal health information (e.g., the actual temperature reading).

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