

COVID-19 Response Matrix

Effective: Monday, March 16, 2020

Possible scenarios where there has been no declaration from the Health and Human Services Secretary and no quarantine directive issued by the local department of health or government agency. Policies and procedures will be reevaluated as necessary.

Possible Scenario	CBA Student	CBA Employee	Guest of CBA or General Public	Contractor or Vendor
<p>Individual attends school prior to being confirmed as a COVID-19 case.</p>	<p>Contact Onondaga County Health Department and implement 24-hour closure. Investigate contacts that individual had within school environment. Investigation will inform further closures or precautions. Require minimum 14-day self-quarantine and a medical release to return to school.</p> <p>Perform complete cleaning and disinfecting.</p> <p>Additional Notifications: Faculty, Staff, Students, Parents, NYSED, NYS Department of Health</p>	<p>Contact Onondaga County Health Department and implement 24-hour closure. Investigate contacts that individual had within school environment. Investigation will inform further closures or precautions. Require minimum 14-day self-quarantine and a medical release to return to school.</p> <p>Perform complete cleaning and disinfecting.</p> <p>Additional Notifications: Faculty, Staff, Students, Parents, NYSED, NYS Department of Health</p>	<p>Contact Onondaga County Health Department and implement 24-hour closure. Investigate contacts that individual had within school environment. Investigation will inform further closures or precautions. Require minimum 14-day self-quarantine and a medical release to return to school.</p> <p>Perform complete cleaning and disinfecting.</p> <p>Additional Notifications: Faculty, Staff, Students, Parents, NYSED, NYS Department of Health</p>	<p>Contact Onondaga County Health Department and implement 24-hour closure. Investigate contacts that individual had within school environment. Investigation will inform further closures or precautions. Require 14-day self-quarantine and a medical release to return to school.</p> <p>Perform complete cleaning and disinfecting.</p> <p>Additional Notifications: Faculty, Staff, Students, Parents, NYSED, NYS Department of Health</p>

Possible Scenario	CBA Student	CBA Employee	Guest of CBA or General Public	Contractor or Vendor
Individual is well but is taking care of, or share a home with, someone with a case of COVID-19	Student may not attend school and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to school.	Employee may not attend school and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to work.	Individual must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to re-integrate into the population.	Individual may not perform services for CBA and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to work.
Individual appears to have flu-like illness when they arrive at school – or who becomes ill during the school day.	Student is isolated from others in the Athletic Training Room while wearing a surgical mask until they can be sent home. *Athletic Training Room will be vacated and temporarily moved to the outdoor stadium.	Individual is sent home and can only return to work with upon a doctor’s written directive.	Individual is sent home and can only return to CBA upon a doctor’s written directive.	Individual is sent home and can only return to perform duties at CBA upon a doctor’s written directive.
Individual is exposed by direct contact to documented case of COVID-19 (NYS DOH defines direct contact as within 6 ft).	Student may not attend school and must follow mandatory quarantine instructions from State health officials who will determine when it is safe for them to return to school.	Employee may not attend school and must follow mandatory quarantine instructions from State health officials who will determine when it is safe for them to return to work.	Individual must follow mandatory quarantine instructions from State health officials who will determine when it is safe for them to re-integrate into the population.	Individual may not perform services for CBA and must follow mandatory quarantine instructions from State health officials who will determine when it is safe for them to return to work.

Possible Scenario	CBA Student	CBA Employee	Guest of CBA or General Public	Contractor or Vendor
Individual wants to return to CBA after visiting CDC Warning Level 2 or 3.	Student may not attend school and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to school.	Employee may not attend school and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to work.	Individual must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to re-integrate into the population.	Individual may not perform services for CBA and must follow precautionary quarantine instructions from State health officials who will determine when it is safe for them to return to work.
Individual's home school district (district of residence) is closed due to a documented case of CONVID-19.	Student may not attend school at CBA and must follow precautionary quarantine instructions from their home district. Student may return to school after home district resumes instruction or when health officials have determined it is safe for them to return to school.	N/A	N/A	N/A

Note₁: If there is a closure, there is currently limited guidance from SED regarding NYS exams.

Note₂: As recommended by the CDC, during school dismissals, or closures, CBA may stay open for staff members (unless ill) while students stay home. Keeping facilities open a) allows teachers to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning; and b) allows other staff members to continue to provide services and help with additional response efforts

Note₃: Ensure confidentiality of all individuals who are confirmed to have CONVID-19 due to FERPA and ADA

Additional Responses and Policies:

- 1) CBA employees who are required to self-quarantine and have used their contractually allocated sick days, may be eligible for FMLA. In the event that these benefits and protections do not cover the complete quarantine or recovery period associated with COVID-19, CBA will extend PTO benefits until the employee is medically released by the treating physician. CBA reserves the right to require additional medical documentation for extended absences.
- 2) Employees with a pre-existing condition that would put them at an increased risk of death from the disease may request leave or to work remotely as an accommodation.
- 3) All school sponsored business travel for school employees is suspended.
- 4) All school sponsored field trips are suspended. This includes all school sponsored service oriented activities outside the building.
- 5) CBA employees are mandated to report personal or family illness to the school nurse.
- 6) Use of school facilities by outside organizations is suspended.
- 7) No non-essential visitors to the building.

As recommended by the NYS DOH:

- 1) All school sponsored domestic and international travel programs for students and staff are suspended.

As recommended by the CDC:

- 1) Wash your hands often with soap and water for at least 20 seconds;
- 2) Use an alcohol based hand sanitizer that contains at least 60 percent alcohol if soap and water is not available;
- 3) Avoid touching your eyes, nose, and mouth with unwashed hands;
- 4) Avoid contact with others when you are sick;
- 5) Cover your mouth and nose with a tissue or your sleeve (not your hand) when coughing or sneezing;
- 6) Routinely clean and disinfect frequently touched objects and surfaces;
- 7) Stay home when sick.

Continuing Pre-Cautionary Procedures

- 1) Objects such as desks, doorknobs, and keyboards are sanitized nightly;
- 2) School cleaning supplies align with the approved list of products proven to kill the coronavirus;
- 3) A commercial strength disinfectant sprayer is used on a regular basis;
- 4) Hand sanitizer is available in classrooms and throughout the hallways;
- 5) Disinfecting wipes and tissues are available in the classrooms;
- 6) CBA owned buses and vans are disinfected on a regular basis;
- 7) Where possible, classroom desks are separated to reduce the potential for disease transmission.

Important Contact Information and Resources:

New York State Department of Health COVID-19 Hotline: 1-888-364-3065

NYSED Resource Page: <http://www.p12.nysed.gov/sss/schoolhealth/schoolhealthservices/coronavirus.html>

NYSDOH's dedicated 2019-nCoV website at <https://www.health.ny.gov/diseases/communicable/coronavirus/>

NYSDOH directory of local health departments https://www.health.ny.gov/contact/contact_information/

New York State Center for School Health website at www.schoolhealthny.com

CBA School Nurse: Ms. Lori Walker lori.walker@cbasyracuse.org

CBA Attendance Office: attendance@cbasyracuse.org