

Hawkins County Schools
COVID-19 Health Services Management Guide
Updated 2-4-2022

Attendance/Documentation

Student: As with all illnesses, attendance procedures require a doctor note for medically excused absences. Documentation is required for all COVID absences including isolation and quarantine.

- Home test kits are not accepted as documentation for school absences. Please note: As of 2/7/2022, the health department will no longer provide isolation/quarantine letters to individuals who have been tested outside of the health department. The health department will only provide notes for those being tested (Notes will not be provided for the rapid tests distributed through the health department). If a student tests positive with a home test kit, the student will need to be retested at their local health department, health care provider, or pharmacy to receive their documentation for absences.
- Quarantine is no longer required per TCA 14-4-101(b). However, quarantine decisions are made by parents in consultation with medical advice. If a parent makes the decision to quarantine their child, Hawkins County Schools will honor that decision. Please remember that documentation from your medical provider is required for these absences, as the health department will no longer provide documentation.
- Student COVID absences should be coded "D" in Skyward attendance as long as the student is able to complete work and communicate with teacher/s via distance learning. When the school receives a student's medical provider/HD documentation, the data clerk will need to go back in, verify work completion/communication with teacher, and formally code the student's absence as a D.

Staff: A medical note is required when taking three or more consecutive days of sick leave. Employees' sick leave balances will be used for all absences.

Communication

Your school nurse is the primary point of contact for COVID concerns. Please direct COVID calls from families and staff to your school nurse. She will be able to answer questions and review the current TN Dept. of Health recommendations. Please notify your nurse of all staff/student positive cases for our HCS COVID dashboard. As a reminder, confidentiality is important. Please keep student/staff health information private and only share with those that have a need to know. Due to privacy rights, please do not contact/call families based on hearsay.

Positive Cases/Isolation

HCS refers to the TN Dept. of Health *Releasing Cases and Contacts from Isolation and Quarantine*. Students/staff must be fever free for 24 hours, without the use of fever reducing medications, before returning to school/work. Upon return to school, the school nurse will complete a clinic note, notifying the teacher/office that the student is fever free.

Healthy Practices

- Parents should monitor their child and staff should self-monitor for possible symptoms of COVID including cough, cold symptoms, sore throat, congestion, shortness of breath, headache, GI upset and temperature. If you are ill, please stay home. If you exhibit possible COVID symptoms during school hours, please see your school nurse for further assessment. The parent/guardian will be responsible for making decisions regarding treatment.
- If a student/staff should become ill, a mask will be provided. The student will be isolated from other students to the best extent possible until picked up by parent/guardian.
- **Clinic Visits:** If student or staff needs the services of a nurse, please remember that all non-emergency clinic visits will be made by appointment only.
- Healthy habits: Cover your cough, frequent hand washing, hand sanitizer, avoid touching your eyes, nose and mouth, don't drink or eat after others and frequently clean surfaces that are touched often. Additional disinfecting materials are available in your school.
- Social distance to the extent possible.
- PPE (masks, gloves, face shields) are available through the school as needed. Wearing a mask is a personal decision.
- COVID-19 testing and vaccination are personal decisions. COVID testing is free through the Hawkins County Health Department. Please call your local health department for hours. Church Hill: 423-357-5341 Rogersville: 423-272-7641