

School-Level Communicable Disease Management Plan

For School Year 2023-2024



School/District/Program Information

District or Education Service District Name and ID: **Three Rivers School District - ID # 2055**

School or Program Name: **Fleming Middle**

Contact Name and Title: **Brian Miller - Principal**

Contact Phone: **541-476-8284**

Contact Email: **brian.miller@threerivers.k12.or.us**

Table 1.

	Policies, protocols, procedures and plans already in place Provide hyperlinks to any documents or other resources currently utilized in your school/district. Consider adding a brief description about how each is used within your school.
School District Communicable Disease Management Plan OAR 581-022-2220	This is the link to the Three Rivers School District Communicable Disease Plan: https://docs.google.com/document/d/1my0FzTmHqJZlrAm-Ely4HuI2KUheZNET/edit#heading=h.gjdgxs We use this plan to provide guidance in health related situations.
Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases. OAR 333-019-0010	This is the link to the Three Rivers School District Board Policy on Communicable Diseases: https://policy.osba.org/threersd/J/JHCC%20D1.PDF https://policy.osba.org/threersd/J/JHCC%20R%20D1.PDF
Isolation Space Requires a prevention-oriented health services program including a dedicated space to isolate sick students and to provide services for students with special health care needs. OAR 581-022-2220	This is the link to the Three Rivers School District Communicable Disease Plan: https://docs.google.com/document/d/1my0FzTmHqJZlrAm-Ely4HuI2KUheZNET/edit#heading=h.gjdgxs We use this plan to provide guidance for isolation in the event of a health situation.
Emergency Plan or Emergency Operations Plan OAR 581-022-2225	These are links to several Three Rivers School Board policies regarding safety and emergency plans. https://policy.osba.org/threersd/search.asp?si=75853865&pid=r&nsb=1&n=0& charset =windows-1252&bcd=%F7&s=threersd&query=safety https://policy.osba.org/threersd/search.asp?si=75853865&pid=r&nsb=1&n=0& charset =windows-1252&bcd=%F7&s=threersd&query=safety https://policy.osba.org/threersd/search.asp?si=75853865&pid=r&nsb=1&n=0& charset =windows-1252&bcd=%F7&s=threersd&query=safety



Policies, protocols, procedures and plans already in place

Provide hyperlinks to any documents or other resources currently utilized in your school/district. Consider adding a brief description about how each is used within your school.

Mental Health and Wellbeing Plans such as those prepared for [Student Investment Account](#) (optional)

Through COVID we have added 3 new positions (2 Health Aides and 1 LPN) and 3 Mental Health Coordinators to support our students and staff around mental health and physical health. These additional staff are front line and in our buildings each day. They are a part of our district wellness team and stay in close contact with our building admin and counselors.

Additional documents reference here:



SECTION 1. Clarifying Roles and Responsibilities

Identifying roles central to communicable disease management. Clarifying responsibilities related to communicable disease response is a first step in keeping communities healthy and safe. In general, decisions of school health and safety reside with school and district officials. Together with local public health officials, school/district administrators should consult a variety of individuals when making decisions about health and safety in school.

Table 2. Roles and Responsibilities

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Building Lead / Administrator	• Educates staff, families, and students on policies regarding visitors and volunteers, ensuring health and safety are being maintained. • In consultation with district leadership and LPHA staff, determines the level and type of response that is required/necessary. • Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners.	Brian Miller, Principal	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201
School Safety Team Representative (<i>or staff member knowledgeable about risks within a school, emergency response, or operations planning</i>)	• Trains staff at the start of the academic year and at periodic intervals on communicable disease management procedures. • Leads debrief of communicable disease event, informing continuous improvement of the planning, prevention, response, and recovery system.	Brian Miller, Principal Donna Davis, Registrar	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201
Health Representative (<i>health aid, administrator, school/district nurse, ESD support</i>)	• Supports building lead/administrator in determining the level and type of response that is necessary. • Reports to the LPHA any cluster of illness among staff or students. • Provides requested logs and information to the LPHA in a timely manner.	Brian Miller, Principal	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
School Support Staff as needed (<i>transportation, food service, maintenance/custodial</i>)	Advises on prevention/response procedures that are required to maintain student services.	Brian Miller, Principal	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201
Communications Lead (<i>staff member responsible for ensuring internal/external messaging is completed</i>)	- Ensures accurate, clear, and timely information is communicated including those who may have been exposed, a description of how the school is responding, and action community members can take to protect their health. - Shares communications in all languages relevant to school community.	Brian Miller, Principal Dawn Lasater, Office Manager	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201
District Level Leadership Support (<i>staff member in which to consult surrounding a communicable disease event</i>)	- Has responsibility over communicable disease response during periods of high transmission in community at large. May act as school level support to Building lead/Administrator activating a scaled response. - Responds to media inquiries during the communicable disease event and ensures that those responsible for communication are designated speakers.	David Valenzuela Superintendent 541-862-3111 ext 5217	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Main Contact within Local Public Health Authority (LPHA)	- Notifies Building Lead/Administrator of communicable disease outbreak and offers recommendations for appropriate response. - Key spokesperson to communicate on health-related matters with community members, health facility staff, and other local community partners.	Stephanie Allen-Hart Director of Student Services 541-862-3111 ext 5201	David Valenzuela Superintendent 541-862-3111 ext 5217
Others as identified by team			



Section 2. Equity and Continuity of Education

Preparing a plan that centers equity and supports mental health

Preparing a school to manage a communicable disease case or event requires an inclusive and holistic approach to protect access to in-person learning for all students. In this section suggested resources are offered to help prepare for communicable disease management while centering an equitable and caring response.

Centering Equity

Identify existing district or school plans and tools that can be utilized when centering equity in prevention, response, and recovery from incidents of outbreaks (e.g., district or school equity plans/stances/lenses/decision tools, Equity Committee or Team protocols, district or school systems for

including student voice, existing agreements or community engagement or consultation models, Tribal Consultation¹, etc.)

- Three Rivers School District Equity, Diversity, and Inclusion Plan
https://docs.google.com/document/d/1ngydjO88bR-OrHRZWg_cmKkrrjOS7YPXeGhOBScuF3I/edit
- [Three Rivers School District Equity Lens](#)
- Oregon Department of Education [Equity Decision Tools](#)
- [Oregon Data for Decisions Guide](#)
- [Oregon's COVID-19 Data Dashboards](#) by Oregon Health Authority COVID-19
- [Community Engagement Toolkit](#)



Suggested Resources:

1. [Equity Decision Tools](#) for School Leaders
2. [Community Engagement Toolkit](#)
3. [Tribal Consultation Toolkit](#)

Table 3. Centering Educational Equity

OHA/ODE Recommendation(s)	Response:
Describe how you will ensure continuity of instruction for students who may miss school due to illness.	We have a tracking system set up in our Student Information System that alerts school staff when a student is out multiple days in a row. A call is made home and if a student will be out due to an illness and works with parent/student and teacher to assist with school work, access to a computer etc. In addition, our nurse staff will do a follow up call to ensure family has needed support.
Describe how you identify those in your school setting that are disproportionately impacted by communicable disease and which	TRSD Nursing staff made a call to each family/individual that tested positive for COVID or had COVID like symptoms. In that call they would ask questions pertaining to access to testing, access to medical and any other needs such as food, technology, school work etc. We are continuing that support that worked so well with all of our communicable diseases and extended absences.

¹ Tribal Consultation is a separate process from stakeholder engagement; consultation recognizes and affirms tribal rights of self-government and tribal sovereignty, and mandates state government to work with American Indian nations on a [government-to-government](#) basis.

OHA/ODE Recommendation(s)	Response:
students and families may need differentiated or additional support.	
Describe the process by which the school will implement a differentiated plan for those that are disproportionately impacted, historically underserved or at higher risk of negative impacts or complications related to communicable disease.	If it was determined a family had a need as stated above the building administrator would be notified and outreach would begin.
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	To ensure that the above mentioned strategies are understood, implemented, and monitored for success, TRSD nursing staff received training from Josephine County Health Department, Oregon School Nurses Association, and online professional development. These training strategies will be replicated in the 2023-2024 school year. As needed, nursing staff will retrain appropriate school personnel to ensure the strategies are adhered to.



Section 3. Communicable Disease Outbreak Prevention and Response:

Implementing mitigation activities, responding to periods of increased transmission, resuming baseline level mitigation, and debriefing actions to improve the process

Planning for and implementing proactive health and safety mitigation measures assists schools in reducing communicable disease transmission within the school environment for students, staff, and community members. Communicable disease, including norovirus, flu and COVID-19, will continue to circulate in our communities and our schools. Schools will utilize different mitigation measures based on local data, and observation of

what is happening in their schools (e.g., transmission within their facilities and communities.) In the following section, teams will document their school's approach to the CDC, OHA and ODE advised health and safety measures at baseline, during increased transmission.



Suggested Resources:

1. Communicable Disease Guidance for Schools which includes information regarding:
2. Symptom-Based Exclusion Guidelines (pages 8-12)
3. Transmission Routes (pages 29-32)
4. Prevention or Mitigation Measures (pages 5-6)
5. School Attendance Restrictions and Reporting (page 33)
6. [CDC Guidance for COVID-19 Prevention in K-12 Schools](#)
7. [Supports for Continuity of Services](#)

Table 4. Communicable Disease Mitigation Measures

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Immunizations	<i>CDC, OHA, and ODE recommend COVID-19 vaccination for all eligible individuals. Please include whether your school will offer COVID-19 vaccine clinics or notices about where to access vaccines in your community. Shots are required by law for children in attendance at public and private schools, preschools, child care facilities, and Head Start programs in Oregon. Nearly every place that provides care for a child outside the home requires shots or a medical or nonmedical exemption to stay enrolled.</i>
Face Coverings	Face Coverings will remain optional unless TRSD is directed by Josephine County Health and or ODE to require them.
Isolation	TRSD will follow the Communicable Disease Board Policies and Communicable Disease Plan.
Symptom Screening	If any student or staff is exhibiting outward signs of illness, the school makes an informed decision on whether the child is able to stay at school (in consultation with the TRSD Communicable Disease Plan).
COVID-19 Diagnostic Testing	<i>OHA offers schools a diagnostic testing program to all public and private K-12 schools in Oregon. Please indicate whether your school will offer diagnostic testing.</i> TRSD will continue to provide testing kits to staff and students on site and assist with getting test kits to a home if needed.

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
Airflow and Circulation	Ventilation systems will be checked and maintained monthly by maintenance staff under the guidance of the maintenance manager. Staff are encouraged to use the Help Desk System to request assistance with any specialized needs beyond the regular maintenance. Schools will consider the need for increased ventilation in areas where students with special health care needs receive medication or treatments. District maintenance will monitor and regulate all fresh air systems to ensure maximum ventilation. Facilities will be cleaned and disinfected at least daily to prevent transmission of the virus from surfaces in accordance with CDC's Guidance on Disinfecting Public Spaces. Three Rivers School District maintenance/custodial staff checks HVAC filters regularly, replaces them quarterly and when necessary, and ensures proper functioning of the HVAC system in each building. Three Rivers School District maintenance/custodial departments maintain and clear debris from all intake ports that provide outside air to the HVAC system.
Cohorting	At this time, TRSD will not be requiring cohorting.
Physical Distancing	TRSD will not be requiring physical distancing, but we will continue to encourage using outdoors spaces and social distancing when possible.
Hand Washing	TRSD will continue to encourage hand washing/hand sanitizing before meals and after using the restroom.
Cleaning and Disinfection	TRSD will continue to follow COVID-19 cleaning protocols in all of our buildings. All disinfectants will be used safely and in accordance with manufacturer protocols. Disinfectant products will be kept away from students.
Training and Public Health Education	All Three Rivers School District schools will collaborate with LPHA, nurses, and other health professionals to determine priorities and maintain a prevention-oriented health services program for all students in accordance with OAR 581-022-2220 as guided by OHA. This includes space to isolate sick students and services for students with special health care needs.

OHA/ODE Recommendation(s) Layered Health and Safety Measures	Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?
	Each school will provide age appropriate hand hygiene and respiratory etiquette education to endorse prevention. This includes parent communication, social media campaigns, information on public websites, newsletters, signage in the school setting. All health plans will be developed collaboratively with TRSD School Nurses and LPHA.

PRACTICING PLAN TO BE READY

Training exercises are essential to preparedness ensuring individuals understand their role in a communicable disease event. Exercises can also help identify gaps in the planning, thereby building upon and strengthening the plan over time. Schools, districts, and ESDs should schedule to exercise this plan annually and when any revisions are made to update the plan. The plan, or component(s) of the plan, can be tested through conversations, practice exercises, or other activities.

INSERT THE LINK where this plan is available for public viewing. <https://www.3riverssd.org/parents/student-health-and-school-based-care>

Date Last Updated: **August 3, 2023**

Date Last Practiced: August 23, 2023