

**2020-2021**

**Jordan Catholic School**



## *Principal's Message*

*Jordan Catholic School is committed to the wellness and safety of all students and employees. This plan is a comprehensive "plan" based on what we know. This is a fluid document that can change at any given time based on the circumstances that surround our community and directives given to us by the Governor of Illinois, the Bishop and the Office of Catholic Schools in the Diocese of Peoria.*

*We are monitoring the Covid 19 news regionally and locally, taking necessary precautions to prevent the entering and spread of viruses and germs, cleaning high-contact areas such as towel dispensers, door knobs, light switches, desks, keyboards, etc. Status is fluid and we monitor the matter consistently and thoroughly.*

*Jordan Catholic School will continue to evaluate our facility, teacher-student ratio and health guidelines to ensure continuity of learning on a safe campus. We are facing a Monumental task that continually challenges our ability to adjust to the 'new normal' while grappling the budget and economic recovery efforts.*

*This handbook provides our families with an overview for a safe reopening of our school. It addresses school operations, requirements, guidelines and contact information in addressing the ongoing Covid 19 situation.*

*Please know that the decision to return to school and options of Virtual Academy or in Person Instruction were given to us from the Office of Catholic Schools in the Diocese of Peoria.*

*This handbook will be updated as conditions change throughout the 2020-2021 school year.*

*Thank you for your support and understanding as we reinvent our school's designs to optimize learning for our students and refocus our professional development to include distance learning support to our teachers and staff.*

## **Office of Catholic Schools (OCS) Diocesan Plan**

*This is an Executive Summary of the protocols and procedures, known as OCS Diocesan Plan, for reopening buildings for in-school student attendance at the Catholic Diocese of Peoria elementary and secondary schools.*

*There are three guiding principles of the OCS Diocesan Plan for the reopening of our schools:*

- *Our school buildings will provide a safe and faith-filled environment for our students*
- *The course of the pandemic in Illinois remains fluid. As such, this OCS Diocesan Plan may be updated on a continual basis as pandemic data and guidelines are regularly reviewed*
- *OCS asks that our school families assist us in serving the common good and work in cooperation with not only their diocesan school, but also with the Office of Catholic Schools to the best of their ability*

*The OCS Diocesan Plan was created from discussions and advisement of the medical community, Illinois Catholic School superintendents, Diocese of Peoria pastors and principals, Catholic Mutual Group, the diocesan Offices of the Bishop, the Chancery, and the Office of Catholic Schools. Guidance documents from the Illinois Department of Public Health, Illinois State Board of Education, Centers for Disease Control and Prevention, and the Governor of Illinois' Restore Illinois plan were also studied. For more information, please refer to the Acknowledgments and Resources sections of this plan.*

*2. The 2020-2021 school year will have 176 instructional days*

*3. Families will choose which learning option they prefer. This learning option will remain in effect for one full quarter. After that time, a family may switch their learning plan option*

- *Option One: Return to Learn in the classroom (Face-to-Face). Routine as follows:*
  - *Students will wait outside the classroom following social distancing guidelines.*
  - *Sanitize their hands upon entering the building*
  - *Temperature checked by a homeroom teacher outside of the classrooms*
  - *Remove home face covering and put on school issued face covering*
  - *Enter the Classroom*
  - *Walk to assigned seat in the classroom*
  - *Adhere to social and physical distancing guidelines within the classroom*
  - *Ask for permission to leave their seat/classroom*
  - *Wait for teacher to dismiss*
- *Option Two: Return to Learn in a Virtual Academy\**
  - *Families choosing our Virtual Academy can switch to full time in-person learning at the end of each quarter or when social distancing restrictions allow.*
  - *Full-time Virtual Academy, five days a week with student's teacher(s). Routine as follows:*
  - *Login at designated class times.*
  - *Keep the web camera on so that the teacher knows you are present*
  - *Live instruction will be the only thing recorded.*
  - *Complete 'exit' pass as required by teacher (may vary for each teacher and grade)*
  - *Follow rules of the Jordan Catholic School Technology User Agreement*
  - *All other classroom rules are in effect for each student attending class virtually. Infractions will result in a meeting with the principal.*

*\*Due to class size some families, who are able to do so, may be asked to choose Option Two if all attempts at social distancing a classroom have been exhausted*

A complete copy of this Executive Summary can be viewed in FACTS SIS (formerly known as RenWeb), our student management system - under Resources.

### **Priorities of Jordan Catholic School**

- Health and Safety of our students, faculty and staff
- Education and Student Learning
- Communication

### **Communication**

#### **From School to Parent**

We will be using RenWeb alerts, Classroom Dojo for Grades K-1, Google Classroom for grades 2-8

#### **From Parent to Teacher / School**

Emailing teachers will be the easiest way to share information with them, and calling the school office directly will be the easiest way to contact staff and non teaching personnel.

### **Transition into the 2020-2021 School Year**

As we transition into the new school year of 2021, we will be attending M- F from 8:00am to 3:10pm. As we return to school we will introduce our students to the 'new normal' of our school environment, assess student learning needs, run through schedules and review/revise any needed adjustments to our Return to Learn Plan. Your child(ren)'s well-being, and our staff's, is of utmost importance to us. We will work with the local health department for guidance on all matters related to COVID -19.

### **Arrival**

Students can not enter into the school building before 7:30 am. (exception: Preschool/PreK or K-8 students enrolled in Childcare or Before Care programs, students eating breakfast between 7:00-7:30am) Students arriving between 7:35 am and 8:00 am will be directed to their home room.

Breakfast in the cafeteria from 7:00-7:35. Social Distancing will be enforced.

We will be using the 5th/6th- Gym Door and the Front Door for student entrance in the morning. Parents will have two lines of vehicles formed in the parking lot. Last names that begin with the letters A-M will be dropping off their students at the Front Doors (24th Street). Last names that begin with N-Z will be dropping off their students at the 5th/6th-Gym Door, and their line will run through the parking lot if needed.(more information to come with a map before school starts). Upon arrival at the doors, a staff member will greet the students and have them use the hand sanitizer stations and take their temperatures (anyone with a temperature over 100.4 will be sent home immediately.) All students will then proceed to their homerooms. Staff members will allow students into the building, spaced apart by family, to ensure social distancing.

All students and staff shall wear a mask when entering the building at the beginning of the school day.

## **Dismissal**

Dismissal will begin at 3:10 pm.

For the intention of a fluid dismissal, we are asking parents to have a sign in their front windshield that has the following information on it:

1 - Each child's first and last name 2 - Each child's homeroom teacher

Staff will work together with communication to have all siblings ready together at their assigned door to be released once parents arrive. Students will exit through their assigned door. Students with last names A-M will be picked up at the front doors (24th street entrance) and students with last names starting N-Z will be picked up at the 5-6 Gym Doors. Staff will accompany students as they are dismissed.

Parents are instructed to remain in vehicles and social distancing will be enforced.

## **Before School and After School Childcare for Preschool/PreK- Aged children**

Childcare before and after class time for our preschool/PreK-aged students will be located in the open preschool classroom w/ the exterior door facing the parking lot. Parents will use the doorbell on the door, and a staff member will come to you for checking out your child.

Childcare before Preschool/PreK 8:00 am start of class runs 6:30-8:00 am. All students will be greeted at the door located in the classroom. Students will be temperature checked before entering the building, and must have a mask on. At 8:00 am students will be escorted to their preschool classrooms.

Childcare after Preschool/PreK 11:00 pm dismissal of class runs 3:00-5:30 pm. All students attending Preschool/PreK childcare after our 3:10 pm dismissal will be escorted to the open preschool classroom. If they go outside, a sign will be posted on the door to notify parents of their location. When you arrive to pick up your children, please ring the doorbell, and they will escort your child to you so you can sign them out and take them home.

## **Aftercare for students in K-8 (3:10-5:30)**

**Fees Charged:** 3:10-5:30 PM Aftercare Rates apply.

Children in grades K-8 will have their designated location in the building for Aftercare. Aftercare will run from normal hours from 3:00 to 5:30pm **at the regular Aftercare Rate and will be located in the gym.**

**Pick-Up:** If parents are picking up after 3:10, all parents must pull up to the 5th/6th-Gym doors in which the walkie talkie will be located hanging on the door. Please use this to call to aftercare staff who will be located in the gymnasium. A staff member will escort your child to the door for you to sign them out.

## **Attendance**

Daily attendance will be taken for face-to-face and virtual classroom instruction at 8:05 am.

## **Athletics**

Awaiting more guidance from IESA. Information will be shared as it is received and reviewed. Mr. Mark VanNatta will update families with information as often as needed.

## **Band**

*There will be no band this year*

## **Choir, Theatre, Christmas Programs**

*These programs are canceled for the school year*

## **Extracurricular Activities**

*Best judgment practices will be used in determining whether extracurricular activities can be scheduled safely.*

## **Clubs, Chess, etc**

*All past clubs and organizations that have gatherings after school, are currently postponed and will not meet until further notice.*

## **Dress Code**

*The Dress Code is required by all students attending class in-person or attending our Virtual Classroom unless otherwise stated. Spiritwear may be worn every Friday, and PE uniform is to be worn on PE days.*

## **Masks or Face Coverings**

*All individuals will cover their mouths and noses with a face covering (mask) while on the school premises and in the classrooms. School is providing masks for all students to wear while in the building. Masks may be removed in special circumstances, i.e. when eating or drinking while stationary, or engaged in outside activities or outside class instruction.*

### **To and From School:**

- *All individuals shall be responsible for wearing their 'home' mask to and from school.*
- *Parents/Guardians are responsible for providing their child with masks or cloth face coverings for arrival and dismissal.*
- *If a pre-existing medical condition prohibits a student from wearing a mask during school hours, then that child must be enrolled into the virtual academy.*
- *Face Shields will be provided to faculty/staff members who work in close contact with students unable to physically distance themselves.*

### **During School:**

- *Students will be provided with 2 masks, free of charge. Determining whether these go home or stay at school will be a decision made once we see how school will look.*
- *It is the parent's responsibility to wash the masks often enough to ensure students have masks available for school.*

## **Medical Care**

*Students will continue to receive ongoing medical care, including administration of approved medicines, prescriptions, and basic first aid. Staff will wear masks and gloves when administering to a student.*

### **Internal Traffic Flow**

*Traffic flow will be designed with the intent of keeping student sections physically apart throughout the building. Markings and signs will direct the flow of traffic while navigating through our school.*

*Students will travel through hallways, into bathrooms and cafeteria (when applicable) within their own homeroom and within their designated time to keep hallway traffic at a minimum.*

*Student locker assignments for Grades Five through Eight will be spread out. There is to be no sharing of lockers. Students within their homeroom will follow their locker scheduled time.*

### **Signage and Health Promotion**

*Signs have been posted in hallways, bathrooms, classrooms and cafeteria promoting everyday health measures. Markings have been placed in the building as reminders to 'distance' in our goal to prevent the spread of germs and illness. Everyone is expected to adhere to these directives.*

*Sanitizing stations are available and regularly maintained at the entrances of school, inside classrooms, administration office, cafeteria and library. The hand sanitizer provided on the campus will contain at least 80% alcohol. Sinks for handwashing will be located in restrooms or classrooms with a sink. All students and staff are expected to wash or sanitize their hands frequently, including upon arrival, before and after meals/snacks, after bathroom use, after coughing, or sneezing, in between classes, and before dismissal.*

*Behaviors that will be taught and encouraged:*

- *Avoid touching your eyes, nose and mouth.*
- *Avoid close contact with people who are sick, coughing, or sneezing*
- *Cover your cough and sneezes*

*Keeping six (6) feet apart in the school setting is not always feasible; however we will practice proper social distancing by maintaining a six (6)-foot distance to the fullest extent possible.*

### **General Facility Cleaning, Hygiene and Shared School Supplies**

*Spray bottles of cleaning disinfectant are readily available in each classroom and shared spaces for use throughout the day. Common surfaces in shared spaces (offices, bathrooms, handrails, doorknobs, keyboards, etc) will be cleaned multiple times per day.*

*Physical barriers (sneeze guards and partitions) have been installed in shared areas where it is difficult for individuals to remain at least three to six feet apart.*

*Windows and interior doors will be opened to increase circulation of outdoor air as much as possible. Notify the school if this will pose a health risk to your student (allergies, triggering an asthma attack, etc)*

*Interior doors will be kept open to eliminate the need to use door handles if fire codes and student safety allow.*

*Food and Drink will not be shared (including student snacks, lunches and birthday treats).*

*All classrooms will have increased bathroom breaks in their schedules for bathroom needs and handwashing purposes. Sanitizing stations have been scattered throughout the building and contain at least 60 percent alcohol. Individual hallways of classrooms are creating a schedule for bathroom breaks. We will handle all bathroom emergencies on a case by case basis*

*Sharing of supplies such as pencils, markers, etc are eliminated. Students shall maintain their school supplies in individually labeled containers, cubbies, etc. School will be providing a container for each student to store their supplies in.*

*All chromebooks will be assigned to an individual student, and only that student will be allowed to use that device. After each usage, the students are responsible for cleaning their own device. In the case of forced remote learning, all devices and chargers will be going home with students and will be continued to be cleaned after each usage at home.*

### **Classrooms**

*Classrooms and learning environments have been modified to maintain the physical distance recommendations of three (3) to six (6) feet. Classrooms will be cleaned and disinfected daily. Each classroom has its own supply of disinfectant and cloths for needed wipe down throughout the day stressing high-touch areas, such as light switches, door knobs, desks and desk chairs, etc.*

- *In keeping with health and safety guidelines, we are maxing our classrooms at the following number of students.*
  - *3 year old preschool & 4 year old PreK = 16 students*
  - *Kindergarten - 4th Grade = 19 students*
  - *5-6th grade = 18 students*
  - *7-8th grade = 20 students*

*Jordan Catholic School is divided into five cohorts (pods):*

- *Preschool / PreK*
- *Grades Kindergarten through One*
- *Grades Two through Four*
- *Grades Five through Six*
- *Grades Seven through Eight*

*In each of these classrooms every effort has been made to physically separate students as much as possible to help mitigate risk. Excess furniture, file cabinets and bookshelves, as well as carpeted reading areas, have been removed to maximize classroom capacity and maintain student social distancing. We are using all possible space outside the classrooms and building as well. We are encouraging our teachers to use all outside space around the building to hold classes when possible.*

### **Preschool and PreK Classrooms**

*Classroom Supplies: Supplies are limited to essential use only and are cleaned frequently.*

*Snacks: Students will be separated as much as possible (3-6 feet or more). Students may remove masks while eating. Students will be responsible for bringing their own snacks on a daily basis.*

*Naptime: Children will not share bedding or nap mats and will be spread out as much as possible. Masks will be removed as children will be at least 3-6 feet apart.*

### **Middle School and Junior High**

*Students will try to remain in their classroom for all core subjects. Teachers will move from classroom to classroom for instruction.*

### **Specials' Classes**

*There will be no music class this year. Art, PE, & Technology, have all been worked on to fit in the schedules. These may be placed in the virtual academy when possible as well. There will be no Drama or Band for this coming school year. We will not hold Enrichment Math at the 5-7th grade levels.*

### **Resource Teachers and Support Sites**

*Ms. Carlsten will be working with the K-4 teachers to meet all of the needs of the students who receive resource. This will look different at each grade level depending on the student's needs and classroom dynamics.*

*Mrs. Ridenour will be working with the 5-8th graders to meet all of the needs of the students who receive resource. Their resource rooms are located in the same place as prior years.*

*Mr. Walsh will be located in his same spaces as prior years and will be available Tuesday, Wednesday, & Thursday mornings.*

*Mrs. Marten will be located in her same space as prior years and her schedule will be shared once solidified based on the needs of the students.*

### **Bathrooms**

*Classrooms have always had a bathroom schedule to limit congestion in the hallways and bathrooms. Students will wear masks to the bathroom and remain socially distant. Minimizing urinal and sink accessibility in the bathrooms will help us ensure student distancing and safety.*

*Each grade level unit will continue to use their own assigned bathroom.*

*Students will be allowed to use the bathroom outside of their scheduled time and when needed.*

### **Lunch**

*Lunch will be delivered to all classrooms for students that ordered the lunch in Grades PreK-2nd, & 7-8th. 3rd grade will eat in the cafeteria and 4th grade will eat in the MP Room during the 11:00-11:30 lunch period. 5th grade will eat in the cafeteria and 6th grade will eat in the MP Room during the 12:05-12:35 lunch period. Tables are spread apart in the cafeteria and MP room to allow space in between all students*

### **Recess**

*Recess schedules will continue as normal, but students will remain with their homerooms during this time.*

*Designated recess areas have been established and students will adhere to the physical distancing guidelines.*

*Recess equipment will be assigned to grade levels and will be cleaned after each recess use.*

*Masks may be removed outdoors.*

*As students enter the building, masks will be worn and hand sanitizer used.*

### ***Visitors, and Volunteers (including Parents)***

*Visitors and Volunteers will have extremely limited access to the building during this pandemic time and their needed assistance shall be approved by the principal to ensure that health and safety protocols are followed.*

*Parents are asked to schedule an appointment if they need to meet with the principal or a staff member. Parents will be limited to the main office area only.*

*Accurate records will be kept of all visitors, including reason for the visit, contact information and locations visited within the building.*

*Non-essential visitors are restricted from entering the building.*

### ***Student Travel***

*Students will self-quarantine after traveling to another country or to another state that is experiencing Covid 19 outbreaks.*

*Parents should inform the school immediately if they display Covid-19 symptoms during the self-quarantine period. The school will then follow the Infection Protocol in such an instance.*

### ***Special Events (Holy Masses, Assemblies, Field Trips, etc)***

*Large group gatherings of special events will be avoided or conducted virtually.*

*Field Trips are prohibited during the Covid 19 pandemic.*

***Mass will be held on Tuesday and Thursday mornings at 8:30 am. Students in grades K-4 will attend on Tuesdays and students in grades 5-8 will attend on Thursdays.***

### ***Substitute Teachers***

*Substitute teachers will not be brought in unless necessary. When a teacher is out sick, and we know in advance that this is the case, arrangements will be made to cover that class internally. Since all teachers at a given grade level are working together on the virtual academy platform, students will be able to use the classroom routines of the other teachers as needed if their homeroom teacher is absent....in the case where we are out of coverage. We understand that this may mean siblings also need to be home in these situations, but as a staff we feel this is the safer option instead of bringing someone new into the building to come in contact with the staff and students.*

## **Infection Protocol**

### **Jordan Catholic School is not accepting the COVID 19 Rapid Test**

#### **INFECTION PROTOCOL-WHAT TO DO IF SOMEONE GETS SICK**

##### **DEFINITION OF EXPOSURE TO COVID-19**

*To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus. Close contact includes living in the same household, caring for a sick person with the virus, being within 6 feet of a sick person with the virus for at least 15 minutes (in a 24 hour period) with or without the use of a face covering, or being in direct contact with secretions from the sick person.*

##### **PREVENTION**

*As outlined in the Health and Safety section, temperature checks of all students and employees will be taken on arrival each morning. Any student, employee (or volunteer) who has a temperature above 100.4 degrees Fahrenheit will be sent home and encouraged to contact a doctor. Schools will provide professional development in regard to the signs and symptoms of COVID-19 as provided by OSF Healthcare, local public health departments, Catholic Mutual Group, or other medical agencies.*

*Frequent hand washing and hand sanitizing are built into daily schedules.*

*Food consumption will be limited to designated times and in designated areas.*

*Eliminating sharing of food, drinks, personal items, etc.*

*Stay hydrated. Students will need to bring their own water bottles.*

*Ventilation will be increased as much as possible to circulate outdoor air. Classrooms and offices will open windows and doors when possible. Windows and doors will not be opened if doing so will pose a safety or health risk to children in the facility. All classrooms will have an air purifier running during school hours.*

##### **RESPONSE TO COVID-19 SYMPTOMS**

###### **Contact:**

*Person is without symptoms but has been made aware a COVID exposure has occurred (family, community, work).*

*Get tested at least 5 days after the exposure. Testing done prior to 5 days from the exposure may be falsely negative due to insufficient viral reproduction time.*

*Need to stay home and monitor symptoms while awaiting a test result.*

*Check temperature and symptoms twice a day. Any symptoms should be reported and quarantine begins immediately until test results are returned.*

*Family contact (see below).*

###### **Symptomatic:**

*Anyone who is symptomatic for COVID (with or without) known exposure will be sent home immediately.*

*Should also go for PCR nasal testing immediately. Return to work will be guided by test results and CDC criteria.*

**Symptoms for COVID include:**

*fever of 100.4 degrees, loss of taste/smell, fatigue/achy muscles, sinus/nasal, sore throat, nausea/vomiting/diarrhea, cough, shortness of breath.*

*It is recommended that a student's parents or employee contact their pediatrician or doctor to discuss the symptoms and arrange for an evaluation.*

**Quarantine (no work/school) until:**

*COVID negative or an alternate diagnosis is made (ear infection, strep, flu, etc.)*

*If the pediatrician or doctor feels that an alternate diagnosis is confirmed or likely, the student or employee can return with a physician/APN/PA note AND cessation of symptoms for at least 24 hours without fever reducing medication (Acetaminophen and Ibuprofen).*

*If the student or employee does not seek medical evaluation, does not receive COVID testing, or no alternate diagnosis is discovered, they should be considered a presumptive COVID positive case and shall remain out of school for 10 days from the on-set of symptoms PLUS at least 24 hours from resolution of fever reducing medication (Acetaminophen and Ibuprofen).*

*No need to notify classmates/colleagues unless COVID test is positive.*

**COVID19 Positive:**

*Quarantine minimum 10 days with 24 hours from resolution of fever-reducing medication (Acetaminophen and Ibuprofen).*

*Even if not symptomatic, quarantine.*

*Any confirmed case of COVID19 within the school will lead to notification of faculty, staff, students, etc., who have pertinent exposure in order that monitoring can begin.*

**ISOLATION PROTOCOL**

*If any student, employee or volunteer is COVID19 positive, the principal or school nurse will immediately contact the Rock Island County Health Department. While every situation is unique, the following steps will likely be implemented:*

- 1. The student, employee (or volunteer) will be sent home and monitored for ongoing symptoms, as described above.*
- 2. The principal or school nurse will notify all parents and employees that are directly involved. Note: it is essential that the privacy of the impacted student or employee be protected.*

*Principals should not disclose the specific identity of the infected individual to parents or any employees who do not need to know. For example, it would be appropriate to inform a grade level teacher or classroom teacher if a student in the teacher's class has been diagnosed with COVID-19. However, the principal should not inform other teachers in the school (or any parent).*

3. The student or employee's classroom/work area will be thoroughly cleaned. Windows in the area will be opened to maximize airflow.

4. The principal will carefully monitor the health of students and teachers who are part of the infected individual's cohort (in the high school, the entire school population will be notified). If more than three students or employee in the cohort are diagnosed with COVID-19, the entire cohort will quarantine and shift to remote learning. Principals will contact the Superintendent of Schools for further instructions before initiating a Cohort Quarantine.

The principal will work with the Rock Island County Health Department to decide if and when some or all of the cohort members will return to school.

The principal will continue to closely monitor the health of all non-quarantined students and employees.

In cases of widespread infections in a school (particularly multiple cohorts), an entire school may be quarantined. Principals will work with the Rock Island County Health Department in determining if a school-wide quarantine is needed.

Students will be allowed to complete and submit academic work while quarantined.

### **Nurse's Office / Sick Bay**

If a student shows signs of illness at school, they will be sent to the Nurse's Office or Sick Bay. Students who have a temperature over 100.4 degrees will be sent home. Any student sent home shall remain home until symptom-free for 24 hours, without the use of medication.

### **Showing Signs of Illness**

**Student:** If a student shows signs of illness at school and/or is exhibiting a fever of two or more other Covid 19 symptoms, they will be immediately separated from others and sent to the Nurse's Office or Sick Bay for evaluation. If deemed necessary to go home, students will wait in the supervised sick bay area to be picked up by their parent or Emergency contact person. Once called, it is the expectation that students get picked up as soon as possible.

If it is determined that the illness is not Covid-19 either through a test or a doctor's diagnosis, the student may return to school when symptoms subside and with a doctor's note confirming the negative Covid-19 diagnosis.

If a student does not seek medical attention, students must isolate and not return to school until they have met CDC's criteria to discontinue home isolation which currently includes:

- 24 hours with no fever and without fever-reducing medication; and
- improvement in other clinical symptoms; and
- 14 days since symptoms first appeared

Students will be allowed to complete and submit work remotely during time away from school.

If a student is positively diagnosed for Covid-19, follow the Isolation Protocol found in the next section below.

**Employees:** If an employee is exhibiting Covid-19 symptoms, they will immediately be sent home.

Employees that test positive for Covid-19, or that do not receive a negative diagnosis, must not return until they have met CDC's criteria to discontinue home isolation, which currently includes:

- *24 hours with no fever and without fever-reducing medication; and*
- *improvement in other clinical symptoms; and*
- *14 days since symptoms first appeared*

*If an employee is positively diagnosed for Covid-19, follow the Isolation Protocol.*