

# AUTISM SERVICES, INC.



## **Contact Tracing, Protocols for Symptomatic Individuals, And Protocols for Positive Cases**

If an employee or student tests positive for COVID-19, the Education Director, or an employee designated by the Education Director, will notify the Erie County Department of Health and offer to assist with contract tracing efforts.

ASI will maintain schedules that identify all students' and staff members' whereabouts throughout the school day. This documentation can be utilized to assist with any required contact tracing required by the Erie County Department of Health.

To assist in the event of possible contract-tracing activities, a visitor log will be maintained in the main office. All visitors are required to sign this log and are not permitted entry to the building otherwise.

ASI will comply with the directives of the NYS Department of Health regarding partial or total program closures.

If it is discovered that a student is displaying symptoms of COVID-19 while present at school, the following actions will be taken:

1. The student will be taken to a designated room to separate the student from others. Students should always be supervised by staff members according to their designated supervision needs, even when waiting in this designated room.
2. The student's parents will be notified and asked to pick up their child immediately.
3. If the student's family does not respond to communication attempts, ASI reserves the right to contact 911 emergency responders and request that the student be transported to a health care facility for further evaluation.
4. Consistent with New York State Department of Health Guidance, student's may not return to school until all of the following occurs:
  - a. ASI receives documentation from a health care provider following evaluation.
  - b. ASI receives documentation indicating a negative COVID-19 diagnostic test result.
  - c. The student has resolved symptoms.

ASI strongly encourages staff members to stay home if not feeling well. Staff member screening questions are required upon entering the building, with instructions to leave immediately if not passing any screening questions. In addition, temperature checks for staff and visitors are required, and those with elevated temperatures above 100.00 degrees Fahrenheit will not be permitted entry into the building. ASI may prohibit school staff members from working as needed, and in accordance with agency-wide procedures and screening criteria surrounding staff travel, disclosure of symptoms of COVID-19, or identified positive cases of COVID-19.