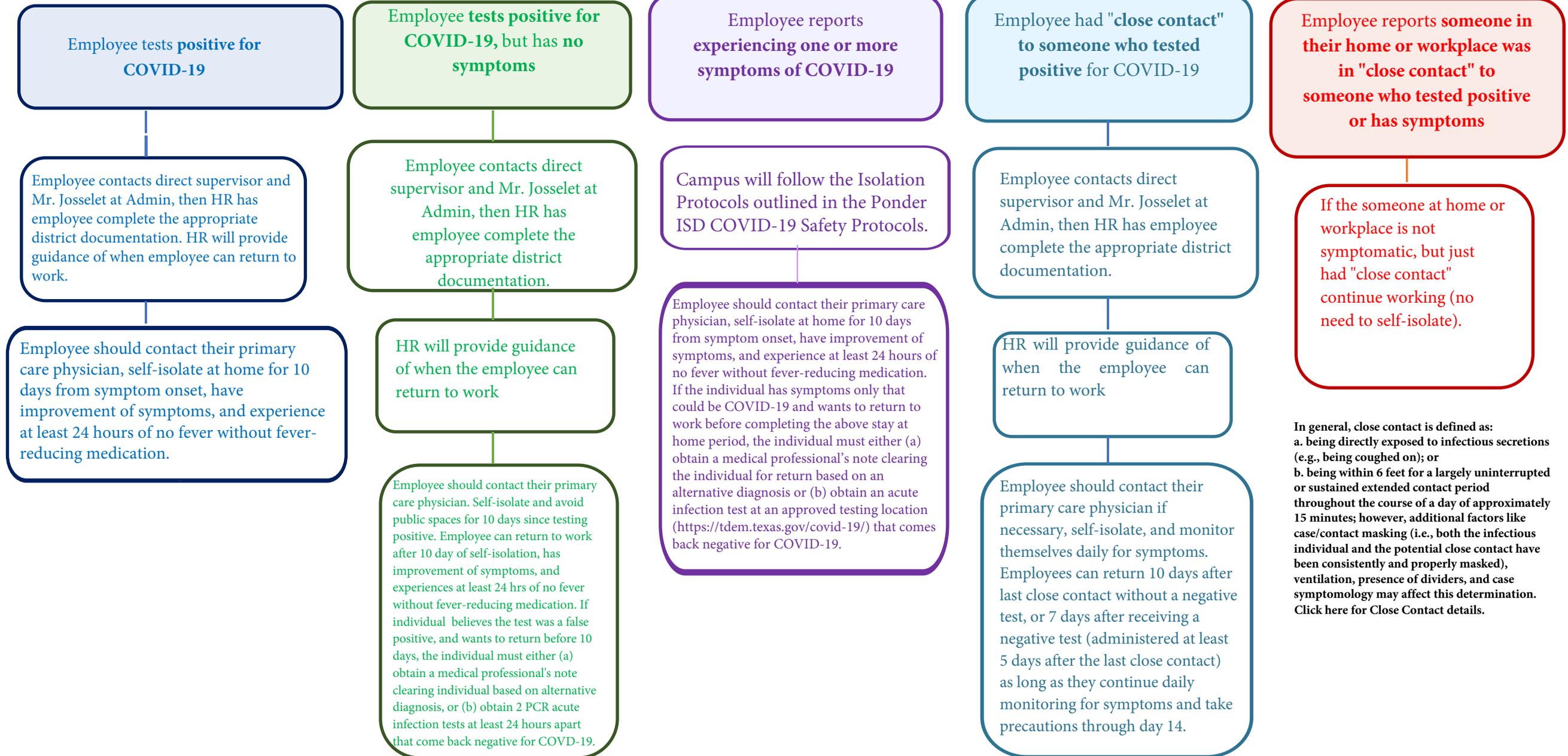




Please note that this is a fluid document that could change based on updated guidance from TEA. For specific details from TEA's health guidance click [HERE](#).

## Ponder ISD COVID-19 Employee Process Map



In general, close contact is defined as:  
a. being directly exposed to infectious secretions (e.g., being coughed on); or  
b. being within 6 feet for a largely uninterrupted or sustained extended contact period throughout the course of a day of approximately 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination. Click here for Close Contact details.



# Ponder ISD COVID-19 Student Process Map

Student or parent reports student is positive for COVID-19

Parent notifies the campus and student transitions to virtual learning (if necessary).

The student may return to campus after 10 days from symptom onset and/or positive test, improvement of symptoms have occurred, and at least 24 hours have passed with no fever, without the use of fever-reducing medication.

If student was on campus in the last 48 hours...

Campus identifies any other student or staff member who had close contact with the individual.

Student tests positive for COVID-19, but has no symptoms

Parent notifies the campus and student transitions to virtual learning. Student may not enter the bus or building.

The student may return to campus after 10 days have passed from positive test result, improvement of symptoms have occurred, and at least 24 hours have passed with no fever, without the use of fever-reducing medication. If individual believes the test was a false positive, and wants to return before 10 days, the individual must either (a) obtain a medical professional's note clearing individual based on alternative diagnosis, or (b) obtain 2 PCR acute infection tests at least 24 hours apart that come back negative for COVID-19.

If student was on campus in the last 48 hours...

Campus principal will work with Student Services to notify of possible exposure to all staff and parent/guardian of students who were exposed.

Student reports experiencing one or more symptoms of COVID-19

Campus will follow the Isolation Protocols outlined in the Ponder ISD COVID-19 Safety Protocols.

The student should contact their primary care physician, self-isolate at home for 10 days from symptom onset, have improvement of symptoms, and experience at least 24 hours of no fever without fever-reducing medication. If the individual has **symptoms only** that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) obtain an acute infection test at an approved testing location (<https://tdem.texas.gov/covid-19/>) that comes back negative for COVID-19.

Student had "close contact" to someone who tested positive for COVID-19

Student should not enter the bus or building. If present at school, follow Isolation Protocol outlined in PISD COVID-19 Safety Protocols. Student should contact their primary care physician if necessary, notify their campus, and remain home to self-isolate. Students can return 10 days after last close contact without a negative test, or 7 days after receiving a negative test (administered at least 5 days after the last close contact), as long as they continue daily monitoring for symptoms and take precautions through day 14.

Student reports someone in their home was exposed\* to someone who tested positive or has symptoms

If the someone at home is not symptomatic, but just 'exposed,' student may come to school and participate in activities (no need to self-isolate or notify any staff or students).

In general, close contact is defined as:  
a. being directly exposed to infectious secretions (e.g., being coughed on); or  
b. being within 6 feet for a largely uninterrupted or sustained extended contact period throughout the course of a day of approximately 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination. [Click here for Close Contact details.](#)

All students and staff who were exposed will be required to follow "close contact" protocols as outline in TEA's Public Health Planning Guidance. Those persons will need to monitor daily their symptoms at home, and contact their campus if symptoms and/or a positive test occurs.

## *Individuals Confirmed or Suspected with COVID-19*

1. Any individuals who **themselves** either: (a) are test-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
  - In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
    - i. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
    - ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
    - iii. at least ten days have passed since symptoms first appeared.
  - In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.
  - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
  - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain an acute infection test (at a physician's office, [approved testing location](#), or other site) that comes back negative for COVID-19.
  - If the individual has tested positive for COVID-19 and believes the test was a false positive, and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain two PCR acute infection tests (at a physician's office, [approved testing location](#), or other site) at least 24 hours apart that come back negative for COVID-19.

## Close Contact

This document refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on); or
- b. being within 6 feet for a total of approximately 15 minutes throughout the course of a day ; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.