

## **LAUREL Recommended COVID-19 Mitigation Procedure for Essential and Nonessential Visitors**

Health Screening Protocol during COVID-19:

Screening, monitoring and testing are essential components of limiting the spread of COVID-19. An important part of keeping our school safe is actively encouraging individuals to stay home if they are ill and emphasizing to all the importance of knowing the symptoms of COVID-19. Health screens for COVID-19 symptoms is a recommendation of state and local regulatory agency policies. Therefore, it is imperative to assess for fever and COVID-19 signs/symptoms (or absence of fever and COVID-19 signs/symptoms) of those individuals entering our school.

NOTE: The Essential / Nonessential Visitor COVID-19 Screening Form will be used to vett **ALL** visitors.

Visitors with essential duties or business are considered key components of school function and are allowed in school buildings with prior established permission from the Regional Superintendent or Director of LAUREL

Visitors (including a students' parents/guardians/family or others) coming to the school to pick up a student or to conduct any other business are determined to be nonessential for function of the school environment.

Visitors will be asked to answer the following COVID-19 screening questions. Any "yes" answer to the questionnaire indicates a potentially high risk for spreading COVID-19 to others. At this time, it is best practice to preclude that individual entrance into the school building. If non-admittance is the outcome of the screening process LAUREL staff, while maintaining your COVID-19 exposure safety, will politely offer appropriate assistance or provide optional ways for the visitor to conduct their business without entering the school building.

Upon successful completion of the questionnaire and admittance into the school building, please direct the "Essential Visitor" to sign in via Raptor. An "Essential Visitor" will be allowed to proceed with their prior established function while adhering to the COVID-19 mitigation guidelines adopted by LAUREL. All others who are "Nonessential Visitors" will be directed to the designated waiting area and asked to follow the recommendations of state and local regulatory agency policies for social distancing and appropriate face covering.

The designated waiting area is to be considered a shared common area, therefore, appropriate cleaning and disinfection of the area with an EPA registered product should be completed on a regular basis as recommended by the CDC.

# LAUREL ESSENTIAL / NONESSENTIAL VISITOR COVID-19 SCREENING FORM

**Temperature Reading:** Registering equal to or greater than 100.4 degrees Fahrenheit? YES NO

**Have you had any of the following symptoms within the last 2-14 days?**

- **Fever or chills** YES NO
- **Cough** YES NO
- **Shortness of breath or difficulty breathing** YES NO
- **Fatigue** YES NO
- **Muscle or body aches** YES NO
- **Headache** YES NO
- **New loss of taste or smell** YES NO
- **Sore throat** YES NO
- **Congestion or runny nose** YES NO
- **Nausea or vomiting** YES NO
- **Diarrhea** YES NO

**In the last two weeks, have you been diagnosed with or treated for COVID-19?** YES NO

**In the last two weeks, did you care for or have close contact with someone diagnosed with COVID-19?** YES NO

**In the last two weeks, have you visited a long-term care facility or nursing home?** YES NO

**In the last two weeks have you worked or volunteered in a healthcare facility?**

**In the last two weeks, have you traveled outside of the local area?**  
YES NO