

School-Level Communicable Disease Management Plan
For School Year 2023-2024



**WOODLAND
CHARTER SCHOOL**

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School/District/Program Information

District or Education Service District Name and ID: _____ Three Rivers School District / Woodland Charter School 5063 _____

School or Program Name: _____ Woodland Charter School _____

Contact Name and Title: _____ Teri Rothenbach, Business Director _____

Contact Phone: _____ 541-846-4246 _____ Contact Email: _____ teri.rothenbach@woodlandcharterschool.org _____

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.

Plan Types	Hyperlinks and Descriptions
<p>School District Communicable Disease Management Plan OAR 581-022-2220</p>	<p>Here is the link to Woodland’s Communicable Disease Management Plan: https://www.woodlandcharterschool.org/wp-content/uploads/2020/08/Woodland-Charter-School-Health-Plan-with-Covid-addendum.pdf</p>
<p>Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases. OAR 333-019-0010</p>	<p>Woodland follows our Communicable Disease Management Plan as well as the criteria for exclusion per the COVID-19 Exclusion Summary Guidance provided by ODE. https://www.woodlandcharterschool.org/about-us/policies-notice/</p>
<p>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</p>	<p>This is the link to Woodland Charter School’s Isolation Protocol: https://www.woodlandcharterschool.org/wp-content/uploads/2021/08/Isolation-Protocol-for-Students-and-Staff.pdf</p>
<p>Emergency Plan or Emergency Operations Plan OAR 581-022-2225</p>	<p>We follow TRSD plans found here: https://policy.osba.org/threersd/search.asp?si=75853865&pid=r&nsb=1&n=0&_charset_=windows-1252&bcd=%F7&s=threersd&query=safety</p>

Plan Types	Hyperlinks and Descriptions
Mental Health and Wellbeing Plans such as those prepared for Student Investment Account (optional)	<i>Identify existing district or school plans and tools that can be utilized in supporting student and staff wellbeing and mental health during prevention, response, and recovery from incidents of a communicable disease outbreak.</i>
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	<ul style="list-style-type: none"> 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. 	Teri Rothenbach, Business Director	Chris Carmiencke, Education Director

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
	<ul style="list-style-type: none"> Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners. 		
<p>School Safety Team Representative <i>(or staff member knowledgeable about risks within a school, emergency response, or operations planning)</i></p>	<ul style="list-style-type: none"> 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. 	Heather Saunders, Office Manager	Amy Chamberlin, District Nurse
<p>Health Representative <i>(health aid, administrator, school/district nurse, ESD support)</i></p>	<ul style="list-style-type: none"> 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. 	Amy Chamberlin, District Nurse	Heather Saunders, Office Manager
<p>School Support Staff as needed <i>(transportation, food service, maintenance/custodial)</i></p>	<ul style="list-style-type: none"> Advises on prevention/response procedures that are required to maintain student services. 		

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
<p>Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i></p>	<ul style="list-style-type: none"> • 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. 	<p>Teri Rothenbach, Business Director</p>	
<p>District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i></p>	<ul style="list-style-type: none"> • 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. 	<p>Chris Carmiencke, Education Director</p>	
<p>Main Contact within Local Public Health Authority (LPHA)</p>	<ul style="list-style-type: none"> • 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. 	<p>Gwynne Head, Outbreak Team Josephine County Public Health</p>	
<p>Others as identified by team</p>			



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.)

- [Equity Decision Tools](#)
- [Community Engagement Toolkit](#)
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Suggested Resources:

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

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.

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.	When students are ill we expect them to rest and recover until they are well enough to return to school. As such we do not provide synchronous instruction for ill students. We do provide the opportunity to gain instruction from missed school days by providing them resources and support during the school day with the teachers. In some cases peer tutoring is utilized, and small group instruction on missed skill is provided in centers for both ELA and Math. Additional time for completion of missed work is expected as they need to stay up with current work as well.
Describe how you identify those in your school setting that are disproportionately impacted by communicable disease and which students and families may need differentiated or additional support.	TRSD Nursing staff or our Office Manager 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.
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 that a family had a need, outreach would begin through our administrative team.
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	Our district nurse receives training from Josephine County Health Department, Oregon School Nurses Association and online professional development. We engage in continuous communication and, when necessary, additional staff training to ensure current strategies are known and 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	CDC, OHA, and ODE recommend COVID-19 vaccination for all eligible individuals. Woodland will provide vaccination information as requested. We require students to be immunized per the current schedule or have a medical or nonmedical exemption on file.
Face Coverings	Face coverings will remain optional, but fully supported.
Isolation	Woodland will follow our Isolation Protocol and Communicable Disease Plan.
Symptom Screening	Families and staff are asked to screen for illness before attending school. In the event a student or staff members shows signs of illness at school, we will make an informed decision on whether they can remain at school.
COVID-19 Diagnostic Testing	Woodland is not currently offering diagnostic testing for COVID-19.
Airflow and Circulation	Our ventilation systems are maintained in accordance with the recommendations of the manufacturer and our maintenance team. We spend much of our day outside and keep windows and doors open as much as possible, weather permitting.
Cohorting	Woodland does not require cohorting at this time.
Physical Distancing	Though we don't require physical distancing, we encourage the use of outdoor eating as learning spaces as much as is practical.
Hand Washing	We encourage hand washing/sanitizing before and after meals and after using the restroom.
Cleaning and Disinfection	Our facilities are cleaned each evening and disinfected as necessary throughout the day, following standard protocols.

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?
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.

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.

<https://www.woodlandcharterschool.org/about-us/coronavirus-information/>

Date Last Updated: **August 15, 2023**

Date Last Practiced: **August 15, 2023**