

School-Level Communicable Disease Management Plan
Template For School Year 2024-2025



KairosPDX

School/District/Program Information

District or Education Service District Name and ID: PORTLAND PUBLIC SCHOOLS (PPS)

School or Program Name: KairosPDX

Contact Name and Title: David Shephard, School Administrator

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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>PPS Communicable Diseases Info</p> <p>PPS has adopted the MESD communicable disease management plan (CDMP) linked [here]</p> <p><u>KairosPDX Family Handbook Section on Communicable Diseases:</u></p> <p>MANAGING ILLNESS AND EXPOSURE All sick or ill students must stay at home for 24 hours (48 hours if vomit or diarrhea). Students may only return to school after remaining symptom-free for 24 hours (without the use of fever-reducing medicines).</p> <p><u>Communicable Diseases</u> As communicable diseases continue to exist in our community, KairosPDX will continue to strive to keep our students safe. The school’s goal is to maintain full-time, in-person instruction and the health and wellbeing of our KairosPDX students, staff, families and community are of utmost importance.</p> <p>We rely on the guidance of the Oregon Department of Education (ODE), Oregon Health Authority (OHA), Center for Disease Control (CDC), PPS, Multnomah Educational Services Department (MESD) and our Local Public Health Authority (LPHA), public health professionals who are the experts in protecting the community against the spread of communicable diseases.</p> <p><u>Layered Health and Safety Measures Approach</u> Based on guidance from the Recommending Agencies listed above, KairosPDX will adhere to the Layered Health and Safety Measures Approach. Layering health and safety measures will help us to maximize full-time, in-person learning and reduce disruptions for students, staff and families. Every layer matters and helps keep</p>

Plan Types	Hyperlinks and Descriptions
	<p>students in class. The Layered Health and Safety Measures Approach includes:</p> <ul style="list-style-type: none"> ● Recommend COVID-19 Vaccines ● Require Hand Hygiene ● Isolate and Exclude (detailed below) ● Keep Airflow and HEPA Air Filters Circulating ● Regular Environment Cleaning and Disinfecting ● Training and Education <p><u>Exclusion</u></p> <p>Exclusion is keeping students off-site if they exhibit a symptom of a communicable disease. The guidance is to be fever-free for 24 hours without fever reducing aid before returning to campus.</p> <p><u>Symptom-Based Exclusion Guidelines include:</u></p> <ul style="list-style-type: none"> ● Headache with stiff neck and fever: may be a serious condition, seek medical attention, may return after fever-free for 24 hours without fever reducing aid. ● Diarrhea: 3 or more loose stools in 24 hours OR sudden onset, may return 24 hours after resolution or cleared by medical provider. ● Vomiting: at least 1 unexplained episode, may return 24 hours after resolution or cleared by medical provider. ● Skin rash or sores: new rash not previously diagnosed by medical provider OR rash increasing in size OR new unexplained sores or wounds OR draining rash, sores, or wounds which cannot be completely covered with a bandage and clothing; may return after rash is resolved, draining rash, sores or wounds are dry or can be completely covered or after cleared by medical provider. ● Eye redness and drainage: unexplained redness or one or both eyes AND colored drainage from the eyes OR eye irritation with vision changes OR eye irritation that may impact active participation in usual school activities; may return after symptoms resolve or cleared by medical provider. Note – eye redness alone, without colored drainage, maybe considered for attendance per CDC guidelines and School Administrator assessment. ● Jaundice: new or uncharacteristic yellowing of the eyes or skin, may return after cleared by a medical provider. ● Behavioral change: lethargy, confusion, uncharacteristic change that prevents active participation in usual school activities; may return after symptoms resolve or cleared by medical provider.

Plan Types	Hyperlinks and Descriptions
	<ul style="list-style-type: none"> Major health event: students requiring more care than school staff can safely provide which may include emergency room treatment, a hospital stay, surgical procedure, loss of a caregiver or family member; may return after health and safety are addressed, written instructions for medical providers may be required. <p>Inform the school immediately if your student is diagnosed with a communicable disease such as COVID-19, strep throat, chicken pox, head lice, diphtheria, measles, meningitis, mumps, whooping cough, plague, rubella, scabies, staph infections, and tuberculosis or any other highly contagious illness. A notice will be sent home informing families that exposure may have occurred.</p>
<p>Exclusion Measures Exclusion of students and staff who are diagnosed with certain communicable diseases. OAR 333-019-0010</p>	<p><u>Exclusion</u> Exclusion is keeping students off-site if they exhibit a symptom of a communicable disease. The guidance is to be fever-free for 24 hours without fever reducing aid before returning to campus.</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><u>Isolation Space</u> We provide isolation rooms in the Main Office that are monitored by staff for students who have illnesses and are waiting for family to pick them up.</p>
<p>Emergency Plan or Emergency Operations Plan OAR 581-022-2225</p>	<p>KairosPDX Emergency Plan 2023-24</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. 	David Shephard, School, Administrator	James Jones, Acting Operations Manager

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 events, informing continuous improvement of the planning, prevention, response, and recovery system. 	<p>David Shephard, School, Administrator</p>	<p>James Jones, Acting Operations Manager</p>
<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. 	<p>David Shephard, School, Administrator</p>	<p>James Jones, Acting Operations Manager</p>
<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. 	<p>David Shephard, School, Administrator</p>	<p>James Jones, Acting Operations Manager</p>

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Communications Lead <i>(staff member responsible for ensuring internal/external messaging is completed)</i>	<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. Share communications in all languages relevant to the school community. 	David Shephard, School, Administrator	James Jones, Acting Operations Manager
District Level Leadership Support <i>(staff member in which to consult surrounding a communicable disease event)</i>	<ul style="list-style-type: none"> Has responsibility over communicable disease response during periods of high transmission in the 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. 	David Shephard, School, Administrator	James Jones, Acting Operations Manager
Main Contact within Local Public Health Authority (LPHA)	<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. 	David Shephard, School, Administrator	James Jones, Acting Operations Manager
Others as identified by team	n/a		



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.)

- [Communicable Disease Response Flowchart](#)
- [OHA Symptom-Based Exclusion Chart](#)
- [Family Guide for Preventing Illness and Contagious Disease in School](#)



Suggested Resources:

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

Table 3.

Centering Educational Equity

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.

OHA/ODE Recommendation(s)	Response:
Describe how you will ensure continuity of instruction for students who may miss school due to illness.	KairosPDX’s instructional and student support team works closely with students and families to ensure continuity for students who are absent due to illness, including assigning individualized makeup work, frequent family contact, and approaching makeup work with an understanding of the need for time to complete such missed assignments. We also work to ensure that the students and their families are informed of the support available from our staff.
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.	KairosPDX serves a community that has a majority of students and families who identify as Black and Brown who were disproportionately impacted by the pandemic. Related to the mission of serving our families, we center our everyday practices on equity. KairosPDX works closely when needed with the LPHA to ensure that all safety measures are working to protect our most vulnerable populations. Additionally, KairosPDX works closely with its family liaison and Family Council to identify families with highest needs, and we offer targeted support for a variety of needs, including food security and assisting families with access to wraparound resources in the community.
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.	KairosPDX recognizes that our community was disproportionately impacted by the global pandemic. Our communicable disease and exclusion policies also take into account the need, at times, for student and family support. Our family liaison and Family Council work to identify families who need differentiated or additional support. Differentiated plans for students who are disproportionately impacted by communicable diseases are crafted in concert with the School Administrator, classroom teachers, and student support teams.
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	We conduct All Staff training around the most recent communicable disease plans implemented by our campus to ensure that all employees are aware of and trained on implementing regular health lessons and to utilize regular hand washing and sanitizing measures.



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 Preventing the Spread of Infection in K-12 Schools](#)
7. [Supports for Continuity of Services](#)

Table 4.

Communicable Disease Mitigation Measures

<p>OHA/ODE Recommendation(s) Layered Health and Safety Measures</p>	<p>Describe what mitigating measures the school will implement to reduce and respond to the spread of communicable disease and protect in-person instruction?</p>
<p>Immunizations</p>	<p><i>Shots are required by law for children in attendance at public and private schools, preschools, child care facilities, and Head Start programs in Oregon. Nearly every place that provides care for a child outside the home requires shots or a medical or nonmedical exemption to stay enrolled.</i></p>
<p>Face Coverings</p>	<p>Students and staff are permitted to wear face coverings and are encouraged to do so in the event they are exposed to communicable illnesses and exhibit no symptoms that would exclude them from attendance.</p>
<p>Isolation</p>	<p>We provide isolation rooms in the Main Office that are monitored by staff for students who have illnesses and are waiting for family to pick them up.</p>
<p>Symptom Screening</p>	<p>n/a</p>
<p>COVID-19 Diagnostic Testing</p>	<p>KairosPDX makes available COVID-19 test for staff and students to take home upon request.</p>
<p>Airflow and Circulation</p>	<p>KairosPDX operates one (1) to two (2) airflow and circulation and filtering devices in each room on campus.</p>
<p>Cohorting</p>	<p>KairosPDX relies on the guidance of the Oregon Department of Education (ODE), Oregon Health Authority (OHA), Center for Disease Control (CDC), PPS, Multnomah Educational Services Department (MESD) and our Local Public Health Authority (LPHA), public health professionals who are the experts in protecting the community against the spread of communicable diseases. We report cohorts to our LPHA in accordance with its guidelines.</p>
<p>Physical Distancing</p>	<p>n/a</p>
<p>Hand Washing Hand Washing</p>	<p>To prevent the spread of communicable diseases, students must wash hands frequently with soap for 20 seconds at a time or utilize the use of the hand sanitizer stations that are available throughout the building. Practice cough/sneeze etiquette: Cover your mouth and nose when coughing or sneezing, throw the tissue in the trash, and then wash your hands.</p>

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?
Cleaning and Disinfection	KairosPDX employs custodial staff onsite during the school day and after hours for deep cleaning and disinfection. We also provide regular training to all staff on following cleaning and disinfection protocols.
Training and Public Health Education	KairosPDX provides regular training to all staff on following safety protocols.

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.

LINK HERE where this plan is available for public viewing.

Date Last Updated: **10/30/24**

Date Last Practiced: