

# School-Level Communicable Disease Management Plan

## The Valley School of Southern Oregon 2023-2024



### School/District/Program Information

District or Education Service District Name and ID: Medford School District 549C

School or Program Name: The Valley School of Southern Oregon

Contact Name and Title: Kris Von Wald, Executive Director Contact Phone: 541-842-3914

Contact Email: kris.vonwald@thevalleyschool.k12.or.us

Table 1.



## Policies, protocols, procedures and plans already in place

Plan Types	Hyperlinks and Descriptions
<p><b>School District Communicable Disease Management Plan</b>  <a href="#">OAR 581-022-2220</a></p>	<p>We adhere to the Medford School District Communicable Disease Management Plan:  <b>Main Document</b>  <a href="#">MSD Comprehensive Communicable Disease Management Plan updated 8/23</a>                      Including:                      MSD Communicable Disease Prevention Plan                      MSD Exposure Control Plan                      MSD Pandemic Response Plan                      Covid-19 Specific Considerations</p>
<p><b>Exclusion Measures</b>                      Exclusion of students and staff who are diagnosed with certain communicable diseases.  <a href="#">OAR 333-019-0010</a></p>	<p>We follow exclusion guidance provided by ODE and OHA. Applicable documents:                      OHA/ODE <a href="#">Communicable Disease Guidance for Schools</a>:  <ul style="list-style-type: none"> <li>• Symptom-Based Exclusion Guidelines</li> <li>• Transmission Routes</li> <li>• Prevention or Mitigation Measures</li> <li>• School Attendance Restrictions and Reporting</li> </ul> <a href="#">Exclusion Letter</a> (OHA) This letter is available through OHA in multiple languages.  <a href="#">Symptoms for Recommending Stay at Home</a> (ODE/OHA)  <a href="#">Isolation and Exclusion Guidelines</a> (ODE/OHA)</p>
<p><b>Isolation Space</b>                      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.  <a href="#">OAR 581-022-2220</a></p>	<p>We maintain space to support health needs for healthy students in the administration office of the school. In addition, we have a separate space that can be used as an isolation space for individuals who are exhibiting signs of or may have a contagious disease.</p>

Plan Types	Hyperlinks and Descriptions
<b>Emergency Plan or Emergency Operations Plan</b> <a href="#">OAR 581-022-2225</a>	School District Emergency Plan or Emergency Operations Plan: <ul style="list-style-type: none"> <li>• <a href="#">MSD Emergency Operations Plan</a></li> </ul>
<b>Mental Health and Wellbeing Plans such as those prepared for Student Investment Account</b> (optional)	<p>MSD has implemented the American School Counseling Association (ASCA) framework with a <a href="#">Comprehensive School Counseling Plan</a> K-12. Every school site has a student service team that has Multi-Tiered Systems of Support (MTSS) for social and emotional wellness.</p> <p>The Valley School has an on-site Social Emotional Wellness Coordinator who regularly meets with impacted students in one-on-one, group, and all-class settings. All students are able to access these mental health services. MSD and TVS also have a strong partnership with mental and behavioral healthcare agencies in our community, with personnel assigned to making student and family referrals. In the event of a crisis, MSD has a School Trauma Assistance Team deployed to that site.</p> <p>Applicable documents:  <a href="#">STAT Manual</a>  <a href="#">ODE MTSS for Mental and Behavioral Health</a></p>



## 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"> <li>• Educates staff, families, and students on policies regarding visitors and volunteers, ensuring health and safety are being maintained.</li> <li>• In consultation with district leadership and LPHA staff, determines the level and type of response that is required/necessary.</li> <li>• Acts as key spokesperson to communicate health-related matters within school community members, health partners, and other local partners.</li> </ul>	Kris Von Wald Executive Director	Lily Reishman Academic Director
School Safety Team Representative ( <i>or staff member knowledgeable about risks within a school, emergency response, or operations planning</i> )	<ul style="list-style-type: none"> <li>• Trains staff at the start of the academic year and at periodic intervals on communicable disease management procedures.</li> <li>• Leads debrief of communicable disease event, informing continuous improvement of the planning, prevention, response, and recovery system.</li> </ul>	Kris Von Wald Executive Director	Lily Reishman Academic Director

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Health Representative ( <i>health aid, administrator, school/district nurse, ESD support</i> )	<ul style="list-style-type: none"> <li>• Supports building lead/administrator in determining the level and type of response that is necessary.</li> <li>• Reports to the LPHA any cluster of illness among staff or students.</li> <li>• Provides requested logs and information to the LPHA in a timely manner.</li> </ul>	Kris Von Wald Executive Director	Tracy Boykin Office Manager
School Support Staff as needed ( <i>transportation, food service, maintenance/custodial</i> )	<ul style="list-style-type: none"> <li>• Advises on prevention/response procedures that are required to maintain student services.</li> </ul>	Kris Von Wald Executive Director	Tracy Boykin Office Manager
Communications Lead ( <i>staff member responsible for ensuring internal/external messaging is completed</i> )	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Shares communications in all languages relevant to school community.</li> </ul>	Kris Von Wald Executive Director	Lily Reishman Academic Director
District Level Leadership Support ( <i>staff member in which to consult surrounding a communicable disease event</i> )	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Responds to media inquiries during the communicable disease event and ensures that those responsible for communication are designated speakers.</li> </ul>	Kris Von Wald Executive Director	Lily Reishman Academic Director

School planning team members	Responsibilities:	Primary Contact (Name/Title):	Alternative Contact:
Main Contact within Local Public Health Authority (LPHA)	<ul style="list-style-type: none"> <li>• Notifies Building Lead/Administrator of communicable disease outbreak and offers recommendations for appropriate response.</li> <li>• Key spokesperson to communicate on health-related matters with community members, health facility staff, and other local community partners.</li> </ul>		



## Section 2. Equity and Continuity of Education: Preparing a plan that centers equity and supports mental health

### Centering Equity

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 Consultation<sup>1</sup>, etc.)

- [Family Outreach Goals 2023-24](#)
- [Equity Decision Tools for School Leaders](#)
- [Oregon Data for Decisions Guide](#)
- [Data for Decisions Dashboard](#)
- [Community Engagement Toolkit](#)
- [Tribal Consultation Toolkit](#)



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.	We provide a student-centered approach to teaching and learning and work through multi-disciplinary teams that communicate frequently about the progress of students in academics as well as in the area of social and emotional development and well-being. We provide additional learning support time and attention for students that creates a culture where students are encouraged and supported to keep up with and/or to catch up on schoolwork.

<sup>1</sup> 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 identify those in your school setting that are disproportionately impacted by communicable disease and which students and families may need differentiated or additional support.	Our multi-disciplinary teams and school administration identify areas of particular high impact across the student and family population by tracking behavior and progress at student level and conferring with parents.
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.	Our multi-disciplinary teams and school administration respond to areas of particular high impact across the student and family population and work together to create an individualized plan for student behavior and keeping track of progress, referring to district specialists if additional supports are required.
Describe what support, training or logistics need to be in place to ensure that the named strategies are understood, implemented, and monitored successfully.	Ongoing professional development is provided for the leadership team and school staff based on identified needs and/or requirements, and the plan for PD is reviewed, refined and adjusted as the school year and student experience evolves.

## Mental Health Supports

Schools are encouraged to continue to prioritize cultivating care, connection, and community to support the mental, emotional, and social health and well-being of students, families, staff, and administrators. 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 Communicable Disease or illness (e.g., counseling services; partnerships with community mental and behavioral health providers; school district suicide prevention, intervention, and postvention plan; School Based Health Center resources; tribal resources, etc.)



Suggested Resources:

1. [ODE Mental Health Toolkit](#)
2. [Care and Connection Program](#)
3. [Oregon Health Authority Youth Suicide Prevention](#)



**Table 4. Mental Health Supports**

OHA/ODE Recommendation(s)	Response:
Describe how you will devote time for students and staff to connect and build relationships.	We have a Health and Wellness teacher on site who will work along-side school staff and administration to support all students as well as run small groups, work with whole class cohorts and assist with the development of support plans.
Describe how you will ensure class time, and individual time if needed, for creative opportunities that allow students and staff to explore and process their experiences.	Our H&W teacher is available to schedule times for cohort groups, small groups, and/or individuals to work together to explore and process experiences.
Describe how you will link staff, students and families with culturally relevant health and mental health services and supports.	We will work with community partners and MSD specialists to connect families with necessary supports outside of school if needed.
Describe how you will foster peer/student lead initiatives on wellbeing and mental health.	The H&W teacher is leading a peer mentoring program for students to make connections and provide peer support and guidance between students of different ages, grades, and school experiences.



### 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.)



#### Suggested Resources:

1. [Communicable Disease Guidance for Schools which includes information regarding:](#)
  - a. Symptom-Based Exclusion Guidelines
  - b. Transmission Routes
  - c. Prevention or Mitigation Measures
  - d. School Attendance Restrictions and Reporting
2. [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	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 <a href="#">requires shots</a> or a <a href="#">medical</a> or <a href="#">nonmedical exemption</a> to stay enrolled.
Face Coverings	Universal masking is no longer required of adults or students, but welcomed and encouraged in baseline measures. At low community levels wear a mask based on your personal preference or when required by district.

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?
Isolation	The school will maintain supervised space to isolate the sick until parents or guardians can collect the student.
Symptom Screening	<p>This is a standard protocol for all levels of the pandemic/communicable disease. Communication with families and staff regularly about information of communicable disease symptoms, including COVID-19. If symptoms are present families are asked to keep their student home. The following measures are in place:</p> <ul style="list-style-type: none"> <li>● School will train school staff on the district’s flexible, non-punitive, and supportive paid sick leave policies and practices, designed to encourage sick workers to stay home without fear of retaliation, loss of pay, loss of employment, or other negative impacts.</li> <li>● School will create communications which include symptoms for communicable disease and instructions to families and staff if/when symptoms are present.</li> <li>● School will create a letter template for notifying families of illness within a classroom or communicable disease. The communication will include the message that staying home when sick can lower the risk of spreading communicable diseases.</li> </ul> <p>Applicable documents:  <a href="#">Communicable Disease Guidance for Schools</a></p>
COVID-19 Diagnostic Testing	OHA offers schools a <a href="#">diagnostic testing program</a> to all public and private K-12 schools in Oregon. The Valley School does not offer diagnostic testing at this time and until such time as it becomes a requirement for the school.
Airflow and Circulation	Ventilation is one component of mitigation strategies to prevent transmission of communicable disease in the school setting. Standard operating procedures have been established directing the inspection, maintenance, and filtration requirements of HVAC equipment as well as directions to maximize the ventilation of buildings by increasing fresh air intake, etc. Additional mitigation measures include the assessment of individual spaces to determine the need for portable HEPA filtration systems and, where needed, to ensure the filters are operating adequately.
Cohorting	Cohorting is not only a significant strategy to reduce COVID-19 spread it is the way in which students are grouped at The Valley School. Our school has a designed system to take attendance and monitor classroom settings.
Physical Distancing	If physical distancing becomes necessary, students and staff should maintain at least 3 feet of physical distance between individuals to the fullest extent possible.

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?
Hand Washing	<p>Implementation of routine hand washing, before/during/after preparing food, before/after eating, before/after caring for someone who is sick, before/after using the restroom or changing diapers, after blowing your nose/coughing/sneezing, PE, music, etc.</p> <ul style="list-style-type: none"> <li>● Staff will teach proper handwashing and covering coughs etiquette.</li> <li>● Post signs as well as model and teach to students.</li> <li>● Adequate handwashing supplies and access will be available.</li> <li>● Access to hand sanitizer with at least 60% alcohol for use.</li> <li>● Post signs as well as model and teach to students. Visual directions and posters are up across schools and district facilities about hand washing as well as cough etiquette.</li> </ul> <p>Applicable documents:  <a href="#">Handwashing in Communities: Clean Hands Save Lives   CDC</a>  <a href="#">Health Promotion Materials   Handwashing   CDC</a>  <a href="#">Respiratory Hygiene/Cough Etiquette   FAQs   Infection Control   Division of Oral Health   CDC</a></p>
Cleaning and Disinfection	<p>Our school has contracted with an independent janitorial service that regularly cleans and disinfects classroom surfaces, common areas and restrooms.</p> <p><a href="#">Operational Guidance for K-12 Schools and Early Care and Education Programs to Support Safe In-Person Learning   CDC</a>  <a href="#">Cleaning and Disinfecting Your Facility   CDC</a></p>
Training and Public Health Education	<p>The school has a communication protocol that includes informing families and staff of cases of communicable disease within the school community. These communications are meant to provide clarity and supporting materials to community members about the specific health and safety protocols in place at the school, and why these might differ from those of nearby schools or be different across school districts.</p>

**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.thevalleyschool.k12.or.us/health-procedures>