This guidance serves as a process flow for schools to use with minimal direction from Spokane Regional Health District (SRHD) to expedite response to COVID-19 cases. Schools should notify SRHD when cases are identified, and work through this process in tandem with public health rather than sequentially.

1. Identification of confirmed/probable case who was infectious while in school.
2. General notification about case(s) in school to parents [Use General Notification Letter template].
3. Specific notification about case(s) in classroom(s) to advise of quarantine and/or symptom watch and/or testing recommendations [Use Class Notification Letter template].
4. School COVID-19 response team identifies close contacts and/or exposed students as outlined below, and quarantines exposed students/staff. School COVID-19 response team is responsible for drafting quarantine letters for students and their families [Use Quarantine Letter template].

Baseline Quarantine Recommendations:
SRHD recommends quarantine of all students in the classroom who were seated adjacent to the ill student based on seating charts or assignments.

- If there is no assigned seating in the classroom, all students who shared the classroom with the case while infectious should be quarantined for 14 days.
- For bus exposures, SRHD recommends quarantining students who were seated on both sides of the aisle within one row behind and two rows in front of the ill student.

Quarantine recommendations do not change based on face covering/mask usage of exposed individuals.

Implementing Phased Approach for Increasing Incidence Rates:
High incidence rates or increasing case counts in the school may require a move to a phased approach for quarantine guidance:

- Level 1 – quarantine of all students in classrooms or groups where there are 2 or more cases in 14 days that are epidemiologically linked and not close contacts in another setting
- Level 2 – quarantine all students who shared a classroom with a single case in the last 14 days OR if there is no assigned seating in the classroom
- Level 3 – quarantine all students in the school

It should be noted that there may be multiple “schools” within a building if there is a hybrid schedule where different cohorts attend schools on different days or time periods. Each of these schedules may be at a different level of quarantine restriction based on their own case numbers and case distribution. To be considered a distinct “school” or compartment there can be no overlap of hallways, lunch areas or socialization.
Triggers for movement to a more restrictive level:

1. Absolute number of cases in each school:
   a. Move to Level 2 when there are 3 cases AND 10% of classes (only classes, not other groups) having cases
   b. Move to Level 3 when there are 6 cases AND 20% of classes (only classes, not other groups) having cases

2. Illness absenteeism number for students ill with COVID-like symptoms with possible infectious risk in school:
   a. Move to Level 2 when illness absenteeism rate is 7-12% for 3 consecutive days
   b. Move to Level 3 when illness absenteeism rate is >12% for 3 consecutive days

3. Consider closing the building when one school compartment has been quarantined AND where there is school-based transmission with staff.