STUDENT ABSENCES DURING COVID-19
Quarter 2 protocols

Covid-19 protocols are in place for the health and safety of all SMS students, teachers, staff, and families. The policies below are presented to you to help us support student learning and all of our protocols.

Student absence will be reported in the following manner:

- Call Student Services Secretary - 214.351.5688 ext. 5140
         or
- Email absences@stmonicaschool.org

Possible causes for absence during this semester:

1. **STUDENT IS ILL - SHOWING SYMPTOMS**

   - If a student is absent due to symptoms of illness (COVID-19 or any alternative diagnosis of illness) he or she will NOT report to class either in-person or virtually until feeling better or symptoms have resolved. If the student has been absent for 3 or more days, they must have a doctor's note to return to class. Homework/classwork may be uploaded to google classroom/Seesaw for student access at a later time. When uploading is not feasible, homework/classwork will be placed on the homework cart in McManus between the two doors by the entrance.
   - If one child is home due to illness, siblings must remain at home as well. The children will not return to school until the child who is ill has been fever-free without fever-reducing medication for 24 hours and symptoms have improved.

2. **STUDENT IS ILL - COVID-19 DIAGNOSIS - NOT EXPERIENCING SYMPTOMS**

   - If a student is absent due to a confirmed COVID -19 diagnosis, he/she must stay home for 10 days, according to isolation protocols set forth by the CDC.   With a COVID-19 infection a student might be **asymptomatic** (not feeling any symptoms) and capable of participating in virtual instruction. In such situations, the student will be allowed to join class

virtually and will **not** be counted absent. Please allow up to 24 hours for the teachers/school to set up for distance learning.

3. **STUDENT IS REQUIRED TO QUARANTINE - BUT <u>NOT</u> ILL**

- If a student was exposed to an individual who is experiencing COVID-19 symptoms or the individual has a confirmed positive COVID-19 diagnosis, the student is required to stay home (quarantine) for 14 days.
- Per the County Health Department: "If one member of the household is being tested for COVID-19, all members of the family remain at home until the results are available."
- The student cannot "test out" of quarantining. Absences due to such situations will be handled the following way:

    - Parents will notify the teachers and the school nurse that their child is starting a quarantining period. **The teacher will have 24 hours to prepare and add the student to his/her virtual classroom**.
    - During the quarantining period the student will **not** be counted absent as long as she/he reports to class virtually every day.
    - If the student develops symptoms during the quarantine period he/she will be considered ill and will **not** join classes, but will follow "Student is ill" protocols as described in #1.

4. **STUDENT IS TRAVELING OR STAYING HOME FOR ANY OTHER REASON UNRELATED TO ILLNESS OR QUARANTINE**

- If a student is absent and his or her absence is **NOT** related to an illness, quarantining or doctor's appointment, **the absence is unexcused**. The student WILL NOT be allowed to join class virtually.