

Exposure/Contraction Procedures

Note: The below policies and procedures are subject to change in accordance with official guidelines from city, state, or federal authorities.

For the safety of fellow students, faculty, staff, and clients, it is **vitaly important** that those who suspect that they or someone in their bubble (person or people with whom one is in frequent, close contact, often unmasked) has contracted or has been exposed to COVID-19, cold, flu, conjunctivitis (pink eye), measles, or any other communicable illness to inform TLC, get tested, and isolate. Failure to comply with TLC's exposure/contraction policies and procedures may result in disciplinary action, up to and including dismissal.

If you or someone in your bubble believe they may have been exposed to any communicable illness, has a fever, or is experiencing any of the following symptoms, **do not come to the TLC campus:**

Fever (99.6+)	Red, watery eyes
Chills	Runny nose
Cough	Loss of sense of smell/taste
Sore throat	Rash
Shortness of breath/difficulty breathing	Small, white spots inside the mouth
Muscle or body aches	

Students who have been exposed to COVID-19, cold, flu, measles, or any other communicable illness must contact the Co-Director, Mark Dauenhauer directly at markd@tlcschool.com to schedule a phone call. Mark will conduct contact tracing and establish next steps for returning to class. **Students with real or suspected illness that are scheduled for clinic, must contact the MTI-on-Duty at 512.374.9222, ext. 30 immediately.** The MTI-on Duty will cancel/hold all appointments at no cost or penalty to the student.

TLC requires any student with real or suspected illness to get tested and/or be cleared by a physician. Test results and/or doctor's note must be submitted to the Co-Director. **No student may return to campus without being cleared by the school Co-Director.** Re-entry will include one of the following (as determined by the Co-Director):

1. See your doctor, clinic, or urgent care to be tested. If you test negative for communicable illness, documentation should be emailed to the Co-Director who will clear you to return to class. You will be required you to wear a mask on campus for at least the first week of your return.
2. For exposure to Covid-19, you can take a Binax-NOW Home test (we will only except this brand). These can be found at CVS and Walgreens. If you test negative, documentation should be emailed to the Co-Director who will clear you to return to class. You will be required you to wear a mask on campus for at least your first week back.
3. If you test positive for Covid-19 – You will need to isolate and will not be permitted to return to campus until cleared. You will need to retest after ten (10) calendar days have elapsed and you are symptom free. If you test negative, documentation should be emailed to the Co-Director who will clear you to return to class. You will be required you to wear a mask on campus for at least your first week back.
 - a. IF you continue to test positive but are symptom-free, you will need to submit a note from a doctor to the Co-Director who will clear you to return to campus. You will be required you to wear a mask on campus for at least your first week back.
4. For exposure to or diagnosis of cold, flu, norovirus, conjunctivitis, or any communicable illness not otherwise addressed follow re-entry instructions provided by the Co-Director. You will be required you to wear a mask on campus for at least your first week back.

5. For exposure to or diagnosis of measles, you must isolate off campus for 8-9 days. If you are well, the Co-Director will clear you to return. You will be required you to wear a mask and gloves on campus for at least your first week back. Additionally, forearm work may be limited (if applicable).
 - a. Those you came in contact with you are considered exposed. They will be informed and will also be required to isolate, mask, and wear gloves as above.

Students that are sick or awaiting results should limit their exposure to others so they can resume classes as soon as they are cleared to do so.

Students who miss class because of real or suspected illness will need to make-up classes in the make-up room. Provided you follow these procedures, make-up fees will be waived, effective the date you notified the Co-Director.