

Student Daily Screening Instructions

All students entering the building will need to complete a COVID screening using Skyward. Upon entering the building, the screening must be shown to staff, and all students will have their temperature taken. Please be prepared to show your screening on your phone or iPad whenever you come on campus.

Step 1: Open Skyward Student Access. Your home screen will have today's screening.

The screenshot shows the Skyward interface with a sidebar menu on the left containing items like Home, Arena Scheduling, Gradebook, Attendance, Student Info, Schedule, Discipline, Test Scores, Management, Activities, Educational Milestones, and Academic. The main content area is titled 'Wellness Screening' and includes a notification 'You have unread messages' in the top right. The form contains two questions: '1. In the last 24 hours, have you experienced any of the following symptoms in a way not normal to you?' with a list of symptoms (Fever or chills, Cough, Shortness of breath or difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea) and radio buttons for 'Yes' and 'No'; and '2. In the last 14 days, have you been in close contact with a suspected or confirmed case of COVID-19 or tested positive yourself?' with radio buttons for 'Yes' and 'No'. A 'Save' button is located at the bottom of the form. Three black arrows point from the text steps to the first question, the second question, and the Save button respectively.

Step 2: Answer question 1

Step 3: Answer question 2

Step 4: Click *Save*

Green Check = Come to School

This screenshot shows the 'Wellness Screening' form with a green checkmark icon on the left. The text reads: 'Based on your responses, you are feeling well enough for school today. Please show this screen to OLCHS staff upon arrival to campus. You will have your temperature checked before entering the building.' A green arrow points from the text 'Green Check = Come to School' to the checkmark icon.

Red Exclamation Point = Stay Home

This screenshot shows the 'Wellness Screening' form with a red exclamation point icon on the left. The text reads: 'You are experiencing symptoms of an illness or have been in close contact with someone with a suspected illness. Stay home today! Report your symptoms to nurse@olchs.org or call 708.741.5640. An OLCHS Nurse will contact you and discuss further steps for care and returning to in-person instruction. Students who are well enough to join classes remotely, please have them connect. Students who are not well enough to attend classes, please report your absence to attendanceoffice@olchs.org or call 708.741.5860.' A red arrow points from the text 'Red Exclamation Point = Stay Home' to the exclamation point icon.

How to Video: <https://youtu.be/v5pHGndlaLc>