



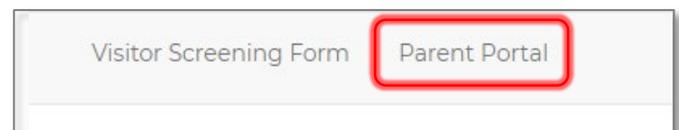
COVID-19 Health Screening User Guide for Families

GENERAL PROCEDURES FOR HEALTH SCREENING

- **A COVID-19 Health Screening must be completed** by parents/guardians before sending children to school each day.
- **The preferred method for completing the daily health screening is an electronic, web-based tool.** However, a paper option is also available and can be completed at home and sent to school along with the student. Instructions for the electronic and paper screening tools are provided below.
- **Temperatures are expected to be taken by parents and guardians daily,** as a component of the health screening. Students must be fever-free (temperature that is less than 100.4° F), without the use of fever-reducing medication, in order to go to school.
- **Parents and guardians will be contacted if their child arrives at school and has not had their screening completed.** A school staff member will work with the student and parent/guardian to complete the screening.
- **A member of the school-based COVID-19 Support Team will be assigned to provide to support to families** of any child who must stay home as a result of the daily screening.

USING THE ELECTRONIC SCREENING TOOL (PREFERRED SCREENING METHOD)

1) **Access the screening tool** at <https://screening.psd1.org> and click on the link that says 'Parent Portal'.

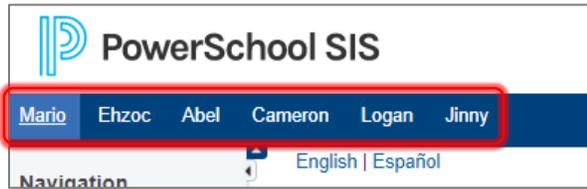


2) **Log into the PowerSchool Parent Portal** using your username and password.

First time using Parent Portal? Ask your school office for the unique Access ID & Password for each of your children, then [click here](#) to create an account.

COVID-19 Health Screening User Guide for Families

3) **Select the name of the child** for whom you will be completing the screening for.



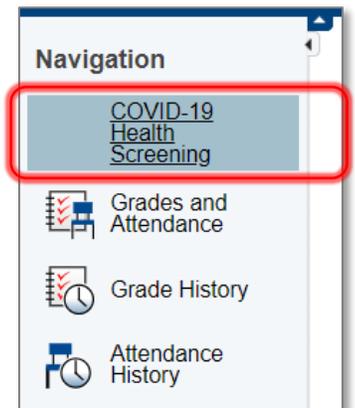
4) **Click on the 'COVID-19 Screening' button** in the navigation pane on the left to access the daily screening form.

5) **Complete the daily health attestation form** for the selected child.

The student's name, school and

Make sure to **take your child's temperature at home** and ensure that it is below 100.4° F.

If you do not have a thermometer at home, please indicate this in the comments section of the form. Upon arrival to school, your student will have their temperature taken by school staff.



 **If your child is well and meets the safety and health criteria to go to school**, a message in a green box will be displayed, acknowledging completion of the form.

 **If your child is unwell or does not meet the safety and health criteria to go to school**, a message in a red box will be displayed, asking that you keep your student home and to follow-up with your student's school. You will also receive a follow-up phone call from your student's school with additional instructions. Do not send your student to school until you have received confirmation from the school that it is okay to do so.

6) **Confirm your answers to the screening questions** and click in the check box.

7) **Submit the form** using the blue 'Submit' button.



COVID-19 Health Screening User Guide for Families

USING THE PAPER SCREENING TOOL

1) **Obtain a copy of the paper screening form** from the front office of your school or by printing your own copies.

- [English Screening Form](#)
- [Spanish Screening Form](#)
- Russian Screening Form (coming soon)

2) **Complete the form for your child.** Make sure to **take your child's temperature at home** and ensure that it is below 100.4° F.

If you do not have a thermometer at home, please indicate this on the form. Upon arrival to school, your student will have their temperature taken by school staff.



If your child is well and meets the safety and health criteria to go to school, send the paper form with them to school.



If your child is unwell or does not meet the safety and health criteria to go to school, please keep your student home and follow-up with your student's school. Do not send your student to school until you have received confirmation from the school that it is okay to do so.

FREQUENTLY ASKED QUESTIONS

What if I don't have access to the Parent Portal or am unable to log in?

Please contact your school for additional support with the Parent Portal. In the meantime, please use the Paper Screening tool.