

# Using the U-46 Self-Certify Weblink

## For Families



# Please self certify each day before entering school

The Illinois State Board of Education's guidance requires all individuals to self certify that they are free of the symptoms associated with COVID-19 before entering school buildings, facilities, or buses on a daily basis.

## Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

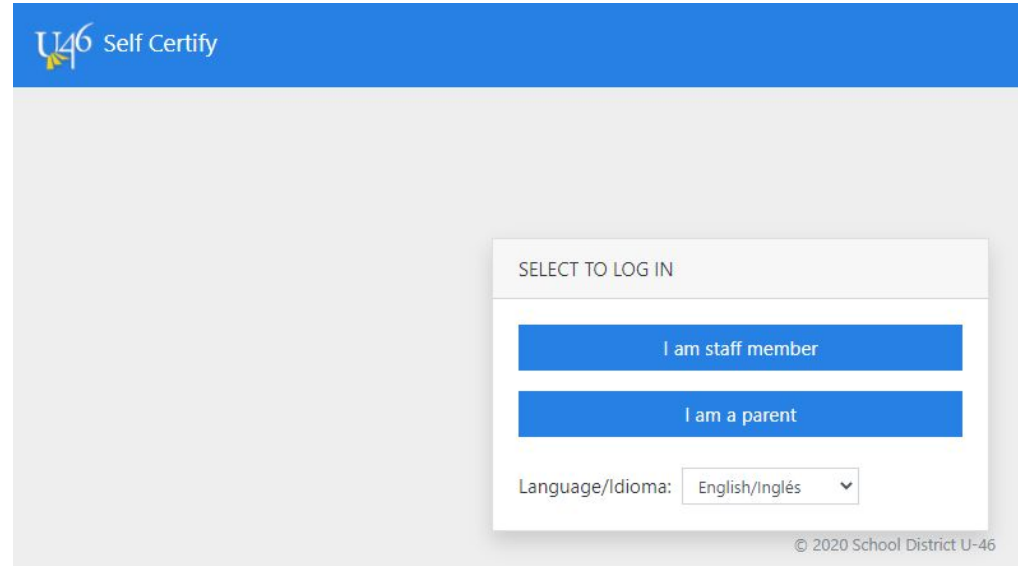


Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

# Self Certification - Staff

All U-46 staff must confirm daily that they have not come to work with any of the symptoms associated with COVID-19.

The website is:  
[district.u-46.org/selfcertify](https://district.u-46.org/selfcertify)



\*Staff who have children attending U-46 schools will be able to certify them at the same time.

# Self Certification - Staff

## What happens next?

Each day, a report is generated for all supervisors of the employees who report to that supervisor or to that department.

If **no** symptoms you will see →

Supervisors will check in with employees who:

1. Indicate having symptoms, or
2. Did not complete the self-certify requirement.

The screenshot shows the 'U46 Self Certify' web application. At the top, there is a blue header with the U46 logo and the text 'Self Certify'. On the right side of the header, there are links for 'Español/Spanish' and 'Mail'. Below the header, there are two main sections: 'School Reports' and 'Staff Reports'. The 'School Reports' section has a 'School:' dropdown menu with 'SELECT SCHOOL' and a 'Date:' field with '11/04/2020'. The 'Staff Reports' section has a 'Date:' field with '11/04/2020' and a checkbox labeled 'Include all staff under that report to me.' which is currently unchecked.



You are cleared to go to work.



**STOP** and do NOT go to work based on your responses for having symptoms of COVID-19.  
**NOTIFY YOUR SUPERVISOR.**

# Self Certification - Families

The website is: [district.u-46.org/selfcertify](https://district.u-46.org/selfcertify)

For families, the self certification process means we are asking that you please check temperatures at home, prior to sending your child to school.

**Thermometers** - We have thermometers at school for those who need one. Please just call the main office of your child' school and make arrangements to pick one up.

**Visitors** - As part of our “new normal” we are asking that all visitors make appointments prior to visiting a District school or facility, even if it is just to drop off an item.



# Self Certification - Families

Please log into the self certification application with the same Username / Password used to login to the Infinite Campus Parent Portal.

If you do not know your username or password, please visit:

<https://campus.u-46.org/campus/portal/parents/u46.jsp>

**Infinite Campus**

**SCHOOL DISTRICT U-46**

Parent Username

Password

**Log In**

[Help](#)

[Log in to Campus Student](#)

**Campus Parent**

**Announcements**

Tuesday 03/31/2020

**STUDENTS** - use your **student ID number** as your username.

**ESTUDIANTES** - Usar su **número de identificación de estudiante** como su nombre de usuario.

**FOR PARENTS** -  
[Click here if you forgot your username and/or password](#)

**Need a U-46 user account?**  
Fill out the [portal account form](#) to request a portal account *if you do not already have one.*

**PARA PADRES** -  
[Haga clic aquí si olvidó su nombre de usuario y / o contraseña](#)

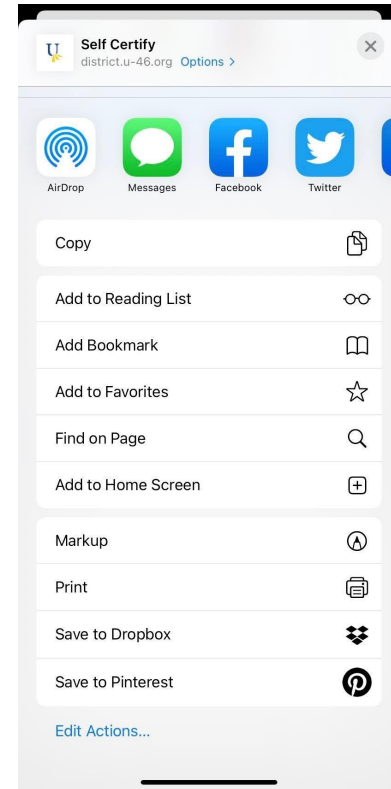
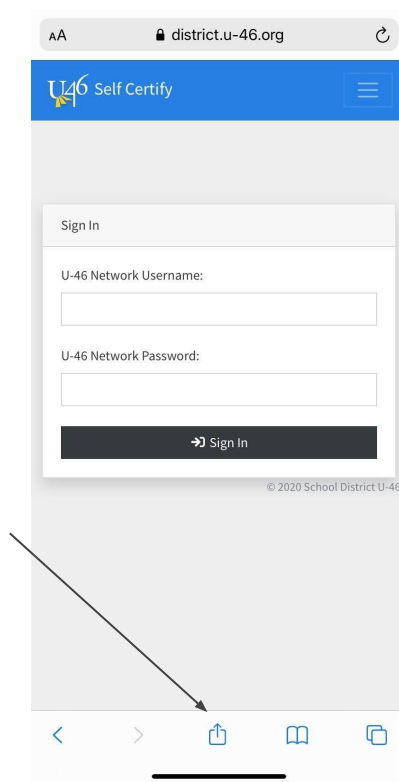
**¿Necesita una cuenta de usuario para el Distrito U-46?**  
Llene este formulario para solicitar una cuenta de usuario para el Portal de Padres.

# Self Certification - Staff and Families

The website is mobile friendly and can be added to your home screen on iPhone or Android.

For iPhone, follow these instructions:

- 1) Go to: **district.u-46.org/selfcertify** on your mobile browser (Safari)
- 2) Click on the “Share” button
- 3) Click “Add to Home Screen”
- 4) Save your U-46 credentials for ease of use
- 5) Your shortcut appears on your home screen

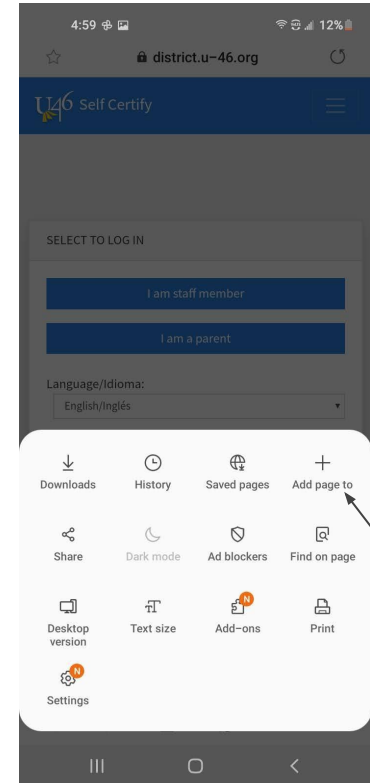
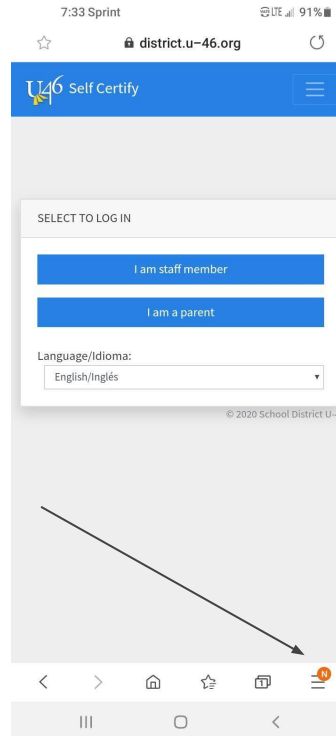


# Self Certification - Staff and Families

The website is mobile friendly and can be added to your home screen on iPhone or Android.

For **Android**, follow the instructions:

- 1) Go to: **district.u-46.org/selfcertify** on your mobile browser
- 2) Click on the three horizontal lines button
- 3) Click “**Add Page To**” and choose “**Home Screen**”
- 4) Save your U-46 credentials for ease of use
- 5) Your shortcut appears on your home screen





# What happens next? For students:

## No symptoms:

When a student is reported as not having any symptoms, nor a fever of 100.4 or above, a green check indicates all clear, go to school.



Clear -  
go to school

## Yes symptoms:

If yes for symptoms or a fever, and not due to a pre-existing condition:

A red indicator will inform you that your student needs to stay home and you must call the school to report the illness.



Please stay  
home.  
Call your school  
main office

# Self Certification - Student

## What happens if I do not complete this?

Each day, a report is generated for all students. This report is sent to the principal and school nurse.

The school nurses and principals will check in with all students who either:

1. Indicate having symptoms, or
2. Did not complete the self certification requirement.

The screenshot shows the 'U46 Self Certify' web application. At the top right, there are links for 'Español/Spanish' and 'Main'. The main content area is divided into two sections: 'School Reports' and 'Staff Reports'. In the 'School Reports' section, there is a 'School:' dropdown menu with 'SELECT SCHOOL' and a 'Date:' field with '11/04/2020'. In the 'Staff Reports' section, there is a 'Date:' field with '11/04/2020' and a checkbox labeled 'Include all staff under that report to me.' which is currently unchecked.



Please stay home.  
Call your school main office

# What if you were exposed to a COVID-19 confirmed case?

If you were exposed to a person confirmed to have COVID-19 within the past 14 days, please do the following:

**Parents:** If it is your child or someone in your household, please notify your school attendance line or school nurse.

**Staff:** If it is you or someone in your household, please notify your supervisor.

 Self Certify



Within the last 14 days if have you been in close contact (close contact is defined as six feet or less, with or without a mask for an cumulative time of 15 minutes or greater) with a person **confirmed** to have COVID-19 or someone in your household awaiting results of a COVID-19 test, please contact your school nurse if this is about a student or your supervisor if this is a staff member before going to work or school.

Thank you.

# Safety and Self-Certification Resources

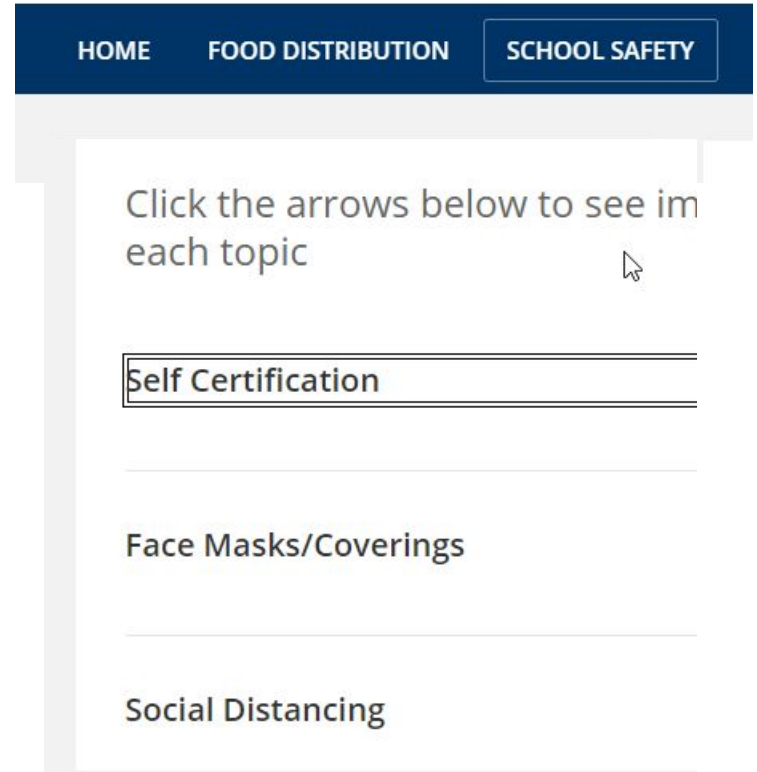


**SCHOOL COMMUN**  
News for U-46 Students

U-46 provides many pandemic safety resources at [u-46.org/covidsafety](https://u-46.org/covidsafety).

Scroll down the page to see more information on self certification, social distancing, cleaning procedures, and more.

The “[U-46 Safe and Ready to Learn](#)” and to “[Back to \(In Person\) School](#)” pages have downloadable flyers that can be printed and include a QR code for the self-certification website.



**Thanks for your  
cooperation as staff and  
students return to  
buildings for in-person  
teaching and learning.**