

School Protocol When Student/Staff Tests Positive for COVID-19

The purpose of this document is to help schools and parents/guardians understand:

- *What will public health do if a student/staff tests positive for COVID-19?*
- *What will the school do if a student/staff test positive for COVID-19?*

It also answers the following questions:

- *What type of information will the school be asked to provide if staff/student tests positive?*
- *What type of information will public health provide the school if staff/student tests positive?*
- *Which information sheet should be provided to parents/guardians?*

School Protocol When Student/Staff Tests Positive for COVID-19

Student or staff tests positive for COVID-19

WDGPH contacts the staff, student (or student's parent/guardian) to conduct a risk assessment

Case and Contact Management team will work with School Public Health Nurse/Staff to ensure appropriate notification to the school

School provides information on student/staff who tested positive for COVID-19
(as soon as possible)

WDGPH will perform risk assessment to identify **high-risk** and **low-risk** contacts

School sends **School Case Information Sheet** home to all parents/guardians/staff

WDGPH will

- 1) Contact **high-risk contacts** to provide guidance for isolation and testing
- 2) Provide school with list of individuals who are considered **high-risk contacts** (e.g., class cohort)
- 3) Provide school with recommendations for infection prevention and control measures
- 4) Determine if an outbreak will be declared

Information needed may include:

- Attendance records
- Class/cohort lists and seating charts
- Before/after school child care lists
- Transportation lists & seating charts
- Updated contact info for students/staff
- Special assignments/programs/activities (e.g., Special Education)
- Records of essential visitors/sign-in or visitor logs

School sends out **WDGPH Letter to High-risk Contacts** with details of isolation period and fact sheets on how to self-isolate. **High-risk contacts** will be required to self-isolate at home for at least 14 days after they were in contact with student who tested positive.

Note: Personal health information may be disclosed to schools only for contact tracing. Schools have an obligation to protect the personal information of their students. Schools are not to disclose the identity of the case except to those other school board employees who require it as part of their job function. The identity of the case should not be disclosed publicly to parents, or to other students unless deemed necessary by public health or given permission to do so by the case or their guardian.