Worcester County Public Schools is committed to keeping our students and staff healthy and safe in our schools. We appreciate your partnership in reinforcing these key safety practices each and every day.

**Symptom Check**
Stay home with symptoms or when sick

**Wash**
Keep hands clean by washing & sanitizing

**Distance**
Keep a safe distance from classmates

**Mask Up**
Be sure to properly wear a face mask

We also want to remind our families what our procedures are in the event that a student or staff member tests positive for COVID-19.

**Clean & Sanitize**
As outlined in the Responsible Return model, WCPS will follow CDC guidelines to clean areas where a positive case of COVID-19 has been. These practices extend beyond routine cleaning and disinfection to include, but are not limited to: closing off the isolation area used by the sick person, increase air circulation by opening doors and windows, temporarily turn off recirculation HVAC unit(s) to avoid contamination, cleaning and disinfecting all areas and equipment used by the person who is sick. Once the area has been appropriately disinfected, it can be opened for use.

**Exclusions**
In accordance with the guidance from MSDE and MDH, WCPS is sending home any students or staff who have symptoms of COVID-like illness (CLI). CLI includes a broad range of symptoms, and in most cases, these individuals are seen by a medical provider and receive another specific diagnosis or a negative COVID-19 test result. However, while we wait for that individual to seek medical care, the individual and any close contacts must stay out of school.

**Contact Tracing**
Upon notification of a student or staff member with COVID-19 positive test result, WCPS Coordinator of School Health Services Lauren Williams will work closely with our local Health Department, who will lead contact tracing efforts. Contact tracing will determine any students or staff members that may be considered "close contacts" of the person who tested positive. A "close contact" is defined as a person who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period. Close contacts can occur in the community, on the bus, or in the school building.

**Notification**
If your child IS identified as a "close contact":
You will likely have spoken to a member of WCPS staff. However, you will still receive a notification letter indicating that your child must remain out of the school building for 14 days from their last close contact with the ill person and monitor for symptoms during that time. The CDC recommends that individuals who have had close contact get tested, even if they do not have symptoms. A single negative test does not mean a person will remain negative at any time point after that test. Even if a close contact has a negative test, they should still self-isolate for 14 days. Students will be able to participate in distance learning while they are out of the school building, and your child's school will provide more detailed information.

If your child IS NOT identified as a "close contact":
If your child is in the same classroom as a child or staff member who has tested positive for COVID-19, but is determined to not be a close contact, your child has not experienced an exposure and can attend school as scheduled. Your family will receive a notification letter of the positive case, and your child will continue with in-person learning.

If you have any questions about this communication, please contact your child's school by calling the main office. Thank you for helping Worcester #StopTheSpread!
COVID-19 WORKFLOW

FOR COVID-LIKE ILLNESS

**DEFINITION OF COVID-LIKE ILLNESS**
- Any 1 of the following: cough, shortness of breath, difficulty breathing, new loss of taste or smell, OR
- At least 2 of the following: fever of 100.4 or higher (measured or subjective), chills or shaking chills, muscle aches, headache, sore throat, nausea or vomiting, diarrhea, fatigue, and congestion or runny nose

**STUDENT OR STAFF WITH CLI IDENTIFIED**

**IDENTIFY SPECIFIC SYMPTOMS AND THE DATE OF ONSET OF SYMPTOMS**

**CONTACT LAUREN WILLIAMS, COORDINATOR OF SCHOOL HEALTH SERVICES X5047 OR 410-334-0199**

**SEND HOME INDIVIDUAL WITH CLI WITH STAFF OR STUDENT SICK NOTE, COMMUNICATE WITH FAMILY IF STUDENT**

**FOLLOW UP WITH CLI INDIVIDUAL DAILY**

**IF NEGATIVE OR ANOTHER SPECIFIC DIAGNOSIS - RETURN TO SCHOOL**

**IF POSITIVE**

**IDENTIFY CLOSE CONTACTS AT WCPS IN 48 HOURS PRIOR TO THE ONSET OF SYMPTOMS OR POSITIVE TEST (WHICHEVER DEVELOPED FIRST)**

**PROVIDE CLOSE CONTACTS WITH NOTIFICATION LETTER AND SEND HOME TO AWAIT CONTACT FROM HEALTH DEPARTMENT WHO WILL MONITOR THEIR QUARANTINE AND PROVIDE A RELEASE LETTER WHEN THE STUDENT OR STAFF CAN RETURN**

**IDENTIFY PROXIMAL CONTACTS (OTHERS ON BUS, IN CLASSROOM, IN COHORT) AND PROVIDE WITH NOTIFICATION OF NO EXPOSURE**

**COVID-19 POSITIVE WORKFLOW**

**STUDENT OR STAFF WITH COVID-19 POSITIVE IDENTIFIED**

**IDENTIFY CLOSE CONTACTS AT WCPS 48 HOURS PRIOR TO ONSET OF SYMPTOMS OR POSITIVE TEST (WHICHEVER DEVELOPED FIRST)**

**CONTACT LAUREN WILLIAMS, COORDINATOR OF SCHOOL HEALTH SERVICES X5047 OR 410-334-0199**

**FOLLOW UP WITH STUDENT/PARENT OR STAFF PERIODICALLY THROUGHOUT TIME OUT OF THE SCHOOL BUILDING. REQUIRE COMMUNICATION AND DOCUMENTATION BEFORE RETURNING TO SCHOOL BUILDING**