

COVID-19 SCHOOL GUIDANCE

Saginaw County



HEALTH DEPARTMENT

Contact Tracing

Schools have unique responsibilities as both an employer to staff and teachers and as a service provider to students and families.

Schools should have policies and procedures in place so they are prepared to respond quickly upon receiving notification that a staff member, volunteer or student tested positive for COVID-19. These procedures will ensure that districts can confidentially notify families who have been exposed and that facilities are disinfected in a timely manner. The steps recommended below will allow the health department to provide robust contact tracing and are intended to help schools take necessary safety precautions while awaiting further information from the health department.

01

Upon receiving notification that someone within the school has tested positive for COVID-19, immediately **contact the local health department** of the county where the staff member, volunteer or student lives (their county of residence). If Saginaw, please call the Saginaw County Health Department at (989) 758.3887. You will need to disclose the identity of the person, their address, date of COVID-19 diagnosis, and dates of attendance (dating back 2 days, or 48 hours, from the date of diagnosis).

02

Immediately determine whether the staff, volunteer or student has had contact with others. If possible, ask the staff, volunteer or student to identify who he/she has come into contact with over the past 2 days.

03

The health department can help assist you in determining close contacts.

Close contact is generally considered someone who has had less than 6 feet distance with a staff, volunteer or student for more than 15 minutes.

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04

Notify families and other staff who may have come into contact with the positive staff, volunteer or student within the past 2 days that they may have been exposed to COVID-19, and may wish to see a healthcare provider. The

health department may have guidance as to whether home quarantine or self-monitoring are required based on the level and nature of exposure. The following language can be used to notify those who have been exposed:

- a. As we continue to work through the COVID-19 pandemic, one of our many priorities includes the health and safety of our staff, volunteers and students. Therefore, you are receiving this notice because you have been identified as someone who has been in close contact with a teacher, staff member or other student within the school who has tested positive for COVID-19. Out of abundance of caution, we want to notify you as a precautionary measure so that you can monitor your health for the next 14 days and seek advice from your healthcare provider.

You may also communicate your cleaning protocol and social distancing mitigation strategies to alleviate fears and concerns.

05

Those identified as close contacts of the confirmed positive case should be sent home for a 14-day quarantine period, even if they test negative for COVID-19. Notify

these people that they will be receiving contact directly from their local health department or designee to perform daily monitoring with them. Daily monitoring will entail having them take their temperature twice daily and report any signs and symptoms. If they develop symptoms, they should not return to school until they have gone 72 hours without a fever without using fever-reducing medications, respiratory symptoms have improved, and 10 days have gone by since symptoms first appeared. Quarantined teachers and students may still participate in virtual learning, if available.

06

Determine where the confirmed positive case was within the building(s) and apply cleaning and disinfection protocols, or arrange for a professional cleaning of the classroom and common spaces.

