

NOTIFICATION OF POSITIVE COVID-19 CASE

[DATE]

Dear [CAMPUS NAME] Staff and Parents/Guardians,

This letter is to notify you that an individual who tested positive for COVID-19 was present at [CAMPUS NAME] on [LAST DATE OF ATTENDANCE]. Due to privacy requirements, we will not release the name of the individual or any other identifying details. The affected individual is now self-isolating at home.

According to the Centers for Disease Control and Prevention (CDC), the virus is thought to spread mainly between people who are in close contact with one another (within about six feet for more than 15 minutes, irrespective of whether the person with COVID-19 or the contact was wearing a mask or personal protective equipment). The CFISD Health Services department has begun a case investigation. We will contact all individuals determined to be in close contact with the person with COVID-19 while on campus. These individuals who were identified as close contacts will remain off campus until the end of their quarantine (14 days after their last exposure to the person with COVID-19) to ensure they do not have the virus. If you or your child do not receive notice of close contact and the need to quarantine, then you or your child was not identified as a close contact.

Symptoms usually appear 2-14 days after exposure. Symptoms can vary from mild to severe, and how long they last differ for each person. Some people can test positive for the virus without ever having any symptoms. If you or your child begin experiencing any of these symptoms in a way that is not normal, please contact your healthcare provider.

COVID-19 symptoms:

- Feeling feverish or a measured temperature greater than or equal to 100.0⁰ F
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Fatigue
- Headache
- Chills
- Sore throat
- Congestion or runny nose
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea
- Nausea or vomiting

The [LEAD Safely 2020-2021](#) plan details numerous health and safety protocols that have been implemented, such as daily self-screening for symptoms, frequent hand sanitizing, wearing of face masks, social distancing where feasible, installation of desk/table shields, and enhanced cleaning and sanitization of buildings. In addition, when an individual tests positive for COVID-19, affected areas will be deep cleaned and decontaminated, and all individuals associated with the campus will be notified.

CFISD remains committed to a safe learning environment for all students and staff. If you have any questions or concerns, please contact [CAMPUS NAME] at [xxx-xxx-xxxx].

Sincerely,

[PRINCIPAL NAME]

Principal

[CAMPUS NAME]