

## Notification of Close Contact

TO: \_\_\_\_\_

FROM: \_\_\_\_\_

DATE: \_\_\_\_\_

Dear \_\_\_\_\_,

You have been identified as a close contact to a COVID-19 positive case within our school/District. A close contact is someone who was within 6 feet of a COVID positive case for 15 minutes or more, or someone who had significant indoor contact with the case during the school day. Per District policy and by recommendation of the Kings County Department of Public Health, **you must stay home from school to quarantine for at least 10 days starting on \_\_\_\_\_**. During this time you should avoid contact with people who are not members of your household. You may be contacted by a Health Department worker for follow-up (known as contact tracing) during the quarantine period.

It is recommended that you get tested for COVID-19, especially if any symptoms develop during the time you are away from work. Some common symptoms include cough, fever or chills, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, sore throat, new loss of taste or smell, diarrhea and/or nausea or vomiting. **Please contact your primary healthcare provider to determine whether they offer COVID-19 testing.** Additional testing site options can be found on <https://covid19.ca.gov/testing-and-treatment/>.

**The attached Return to Work Guidelines must be followed to determine when you may return to work.** For any questions, please contact Ward Whaley, Director of Administrative Services. Please note: a negative COVID test will *not* shorten the length of the 10 day stay-at-home period.

Please know that the Hanford Joint Union High School District continues to take all recommended safety precautions to slow the spread of COVID-19. The stay-at-home policy is in place out of an abundance of caution to protect our students, teachers, and staff. If you have any questions or need additional guidance, please contact our school nurse at: 583-5902 ext. 4038.

Sincerely,

Ward Whaley- Assistant Superintendent of Administrative Services

## I have been exposed to COVID-19 at school/work, now what?

- ✓ **Stay home.** You should stay home for *at least* 14 days. They are considered to be on “quarantine.”
- ✓ Only leave your home to seek medical services. Call ahead before visiting your doctor.
- ✓ You should isolate from other family members if possible. Using their own bathroom and bedroom is strongly suggested. If the bathroom must be shared, disinfect between uses. When it is not possible to isolate from other family members, the exposed person should wear a face covering when in close proximity to family.
- ✓ Watch for symptoms, including:
  - o Cough
  - o Fever over 100.4 F
  - o Shortness of breath or trouble breathing
  - o New loss of taste or smell
  - o Nausea, vomiting, or diarrhea
  - o Sore throat
  - o Muscle or body aches
  - o Congestion or runny nose
  - o Headache
  - o Fatigue
- ✓ If you or a family member experience symptoms, contact your healthcare provider for further assessment and/or testing.
- ✓ You should wash hands often and cover coughs and sneezes.
- ✓ Clean all “high touch” surfaces daily. This includes things like light-switches, doorknobs, sinks, toilets, and tables.
- ✓ For more information on COVID-19 resources visit [covid19.ca.gov](https://www.covid19.ca.gov), or call 833-422-4255 or your local health department at 559-584-1401.
- ✓ For information on what resources are available locally, call 211.

*If anyone in the family experiences emergency warning signs of COVID-19, including trouble breathing, pain or pressure in the chest, new confusion, inability to wake or stay awake, or bluish lips or face, call 911.*

## What can I expect when the Health Department contacts me?

- The Health Department worker will identify themselves as a nurse, contact tracer, or case investigator from the Kings County Department of Public Health. They will ask to speak to you.

- The worker will notify you of your exposure.
- They will *not* share information about who may have exposed you. This information is confidential.
- You will get free, confidential testing, regardless of income, health insurance, or immigration status.
- They will help you understand your infection risk. They'll tell you what to do immediately to prevent further spread.
- They will stay in touch to see if you or other family members develop symptoms.
- If you have symptoms, they will get you tested quickly.
- They may ask questions about the places you have been and the people you've spent time with.
- Your personal information is confidential and will not be shared. They will not ask about your immigration status.

