

What to do if a Person is Symptomatic at School



If a person has one or more of these symptoms:

- Fever (>100.4°F) or chills
- Shortness of breath or difficulty breathing
- Muscle or body aches
- New loss of taste or smell



They should isolate at home AND get tested for COVID-19



They test **POSITIVE** for COVID-19 OR do not get tested



They test **NEGATIVE** for COVID-19 OR receive an alternative named diagnosis from a health care provider plus a negative test

- Congestion or runny nose
- Nausea, vomiting, or diarrhea
- Cough (new, changed, or worsening)
- Headache
- Fatigue
- Sore throat



They should isolate at home

Was **only ONE** symptom present?

NO

YES

Did the symptom **resolve within 24 hours**?

NO

YES

Are they a known **close contact**?

NO

YES



Isolate at home

They can return to school after 10 days have passed since symptoms first appeared if:

1. No fever within the past 24 hours (without medication)

AND

2. Symptoms have significantly improved

AND

Identify close contacts

See **Tree 2** and follow **COVID-19 Contact Tracing Checklist for K-12 Schools**

Return to school

They can return to school if:

1. No fever within the past 24 hours (without medication)

AND

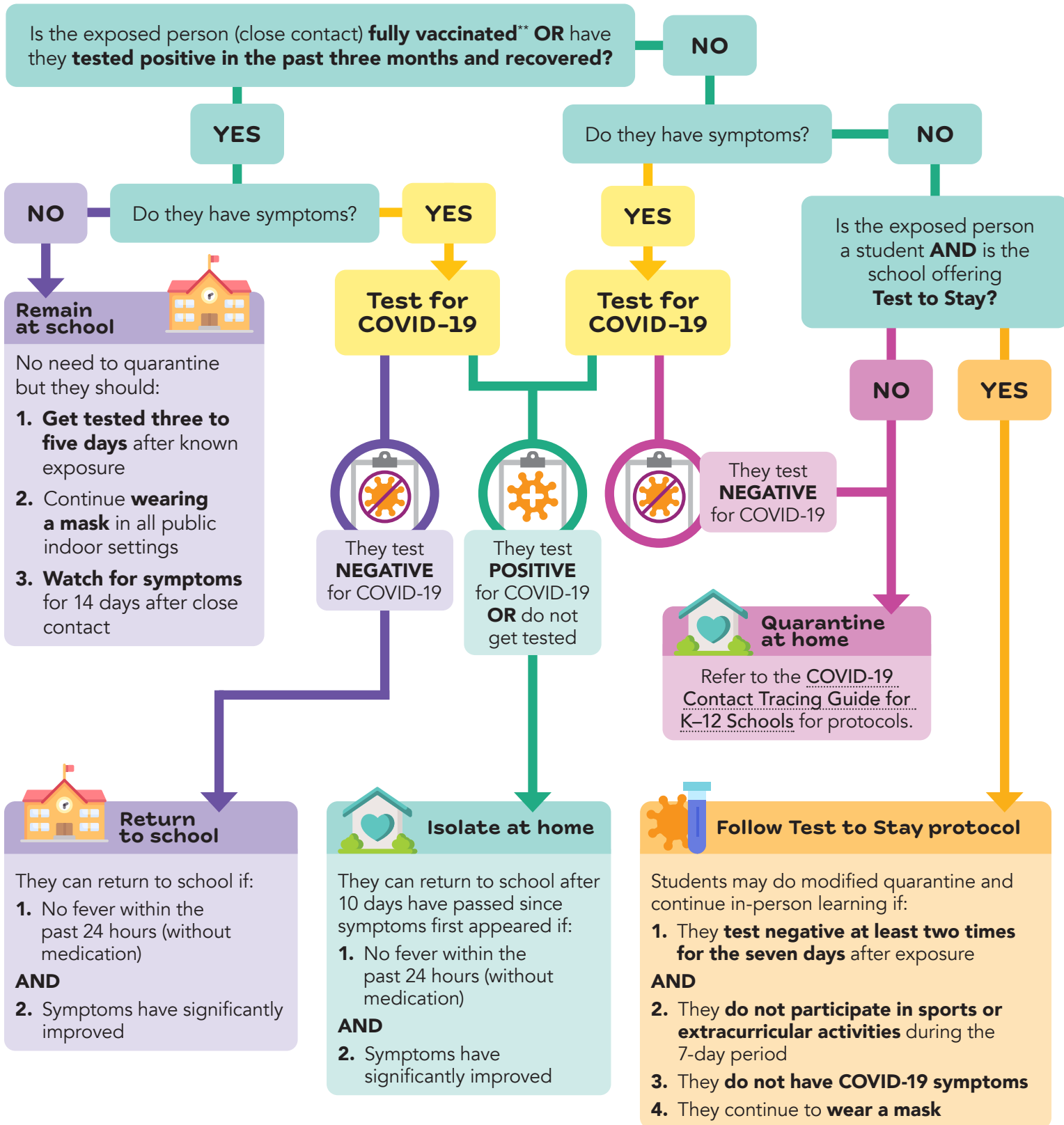
2. Symptoms have significantly improved



Identify and Care for Close Contacts at School



If there is a COVID-19 positive person at school:



A person is **fully vaccinated against COVID-19 when they've had two doses of the Moderna or Pfizer vaccine or one dose of the Johnson & Johnson vaccine and at least two weeks have passed since the last dose.

COVID-19 Contact Tracing Checklist for K–12 Schools



Use this checklist, along with the [K–12 Isolation and Quarantine Decision Trees](#) in this document and the supplemental document [COVID-19 Contact Tracing Guide for K–12 Schools](#) to conduct contact tracing for schools. For more detailed information about contact tracing, reporting cases, isolation, and quarantine, please see the [K–12 Supplemental Considerations](#) and [K–12 Requirements](#) documents.

- Contact the COVID-19 case** or their parent/guardian if the case is a minor.
 - Provide instructions for how long the case needs to isolate at home from school & other activities. See the [COVID-19 Contact Tracing Guide for K–12 Schools](#) for information on how long isolation should last.

- Notify your LHJ about any cases.** If needed, use the [School Case and Close Contact Reporting Line List Template](#).

- Determine contagious period for the case.**
 - Confirm the dates the case attended school during contagious period and go over their schedule, including classes and other school-associated activities. See the [COVID-19 Contact Tracing Guide for K–12 Schools](#) for information on identifying the contagious period.

- Identify all close contacts** in school and school-associated activities during the case’s contagious period. Some of this information may come from the case but can be supplemented using attendance records and seating charts. Consider the following settings:
 - Classroom – Student close contacts**
 - Any students who were less than three feet away from the case for a total of 15 minutes or more within 24 hours during the case’s contagious period.
 - Any students who were between three to six feet away from the case for a total of 15 minutes or more within 24 hours during the case’s contagious period *if masks were not consistently worn correctly*.
 - Classroom – Teacher and staff close contacts**
 - Any teacher or staff who was less than 6 feet from the case for a total of 15 minutes or more within 24 hours during the case’s contagious period.

Close contacts in all the settings below include any students or teachers/staff who were less than six feet away from the case for a total of 15 minutes or more within 24 hours during the case’s contagious period.

 - Lunchroom, breaks, recess
 - Sports, performance arts, or other extracurricular activities
 - Transportation
 - For staff, consider interactions with colleagues or additional meetings (e.g. staff meetings, parent-teacher conferences, break rooms)

- Use the decision trees** to determine the appropriate quarantine option for all close contacts. See the [COVID-19 Contact Tracing Guide for K–12 Schools](#) for additional information on quarantine.

- Notify all close contacts** and parents/guardians of all close contacts. Consider using the phone call or letter notification templates in the [K–12 Schools Contact Tracing and Case Investigation Toolkit](#). Notifications should include:
 - Whether and how long a close contact needs to quarantine at home, or if they are eligible for a modified quarantine through Test to Stay.
 - When close contacts should be tested for COVID-19, what type of test they should receive, and information about accessing testing.
 - What COVID-19-like symptoms to look for, and how long to watch for symptoms.

- Notify all students, parents/guardians, and staff who were in the same classroom or school** as the case(s), if agreed upon with your LHJ. Consider using the phone call or letter notification templates in the [K–12 Schools Contact Tracing and Case Investigation Toolkit](#).