

**@HSDHealth Message “Reporting and Follow-up Procedures”**

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Sent 9/23/2020

Dear Haddonfield Families and Staff:

Greetings. We are reaching out today to clarify certain issues and to answer questions that have arisen over the last few days related to the reporting of a positive COVID-19 case. Rest assured that we are committed to providing the members of our school community with factually accurate information in the most efficient manner, while also protecting the privacy rights of individuals.

Positive test results are reported to the county Department of Health (CCDoH), most typically by doctors and/or individuals. When the information is verified, the county then notifies the district. The district will then notify the community and work with the CCDoH on the next steps.

Regarding the case we reported Tuesday:

- The county has been supplied with details and contact information of any individuals that may have been in close contact with the student who attends Central Elementary, Cohort B.
- The contact tracers are using timelines based on onset of symptoms and dates of positive test results
- The contact tracers use exposure guidelines defined as within 6 feet, without a mask, and for at least 15 minutes to be considered a “close contact.” If your child’s contact with this individual falls within these parameters, the county will contact your family.
- Our communications with the CCDoH have revealed that the student was asymptomatic and contracted the virus outside of school.
- The positive test was taken on Friday, September 18. The [CDC Guidelines for contact tracing](#) has a look back for asymptomatic patients 2 days before positive specimen collection.
- The student who received a positive test was not in school during the contact tracing “look back” period. The County Communicable Disease investigator indicated the focus will be outside of the school environment.

As reminders, you can help us keep our community safe and healthy by following the recommended guidelines:

- By completing your daily COVID questionnaire accurately
- Staying home when you are sick;
- Washing hands often with soap for at least 20 seconds;
- Covering coughs and sneezes and properly disposing of tissues;
- Limiting close contact with people who are sick and not sharing food, drinks, and utensils;
- Wearing a face covering while in school ([additional mask guidance](#))
- If you or a member of your family tests positive for COVID-19, please contact the building principal and/or school nurse.