

What to do if a Person is Symptomatic at School



If a person has one or more of these symptoms:

- ☐ Fever ($\geq 100.4^{\circ}\text{F}$) or chills
- ☐ Shortness of breath or difficulty breathing
- ☐ Muscle or body aches
- ☐ New loss of taste or smell
- ☐ Cough (new, changed, or worsening)



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

If they do not receive an alternative named diagnosis from a health care provider **OR** do not get tested



They test **POSITIVE** for COVID-19



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

AND



Isolate at home

They can return to school after five 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**
3. They continue to wear a mask around others for an additional 5 days



Identify close contacts

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

- ☐ Congestion or runny nose
- ☐ Nausea, vomiting, or diarrhea
- ☐ Headache
- ☐ Fatigue
- ☐ Sore throat



They should isolate at home

Was **only ONE** symptom present?

NO

YES

Did the symptom resolve within 24 hours **OR** are they consistent with a diagnosed chronic illness?

NO

YES

Are they a known **close contact**?

NO

YES

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

see **tree 2**

Identify and Care for Close Contacts at School



If there is a COVID-19 positive person at school, **is the exposed person (close contact):**

- ☐ Ages 18 or older and up-to-date on their COVID-19 vaccines?^{**} **OR**
- ☐ Ages 5–17 with a completed primary series of a COVID-19 vaccine? **OR**
- ☐ Has the close contact been confirmed with COVID-19 in the last 90 days?

YES

NO

NO

Do they have symptoms?

YES

YES

Do they have symptoms?

NO

Remain at school

No need to quarantine but they should:

1. **Get tested five days** after known exposure
2. Continue **wearing a mask** in all public indoor settings
3. **Watch for symptoms** for 10 days after close contact

Test for COVID-19

Test for COVID-19

Is the **exposed person a student** **AND** is the school offering **Test to Stay**?



They test **NEGATIVE** for COVID-19



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



They test **NEGATIVE** for COVID-19 with an antigen test **AND** do not get a confirmatory viral test **OR** test positive with a confirmatory viral test^{***}

They test **NEGATIVE** for COVID-19 with an antigen test **AND** test negative with a confirmatory viral test^{***}

YES

NO

Quarantine at home

They can return to school after five days have passed since last close contact if:

1. They test negative on or after day five since last close contact
2. Continue wearing a mask around others for an additional five days
3. Watch for symptoms for 10 days after close contact

Follow Test to Stay protocol

Students, teachers, and staff may do a modified quarantine and continue in-person learning if:

1. They **test negative at least two times during the five days** after last close contact **AND**
2. Continue wearing a mask around others **AND**
3. They **do not have COVID-19 symptoms** **AND**
4. They do not participate in social gatherings or community activities outside of school



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



Isolate at home

They can return to school after five 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**
3. They continue to wear a mask around others for an additional five days

^{**} A person is [up to date on their vaccines against COVID-19](#) when they have received their primary series AND additional doses or booster doses when eligible based on health status and age.

^{***} Confirmatory viral test may be a NAAT or an additional antigen test

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. Use the setting prioritization guide in the [K–12 Supplemental Consideration](#) document and consider the following:
 - High Priority Settings (Focus contact tracing efforts here)**
 - ☐ Bus rides/routes
 - ☐ Indoor classrooms where students do not consistently distance or wear masks (e.g., younger children, those with a mask exemption, etc.)
 - ☐ Health room
 - ☐ Indoor breakrooms and workrooms (staff only)
 - ☐ Indoor and outdoor school-affiliated activities, especially those that are aerosol-generating (sports, performing arts, cheer, speech/debate, etc.) that take place before, during, or after school
 - Low Priority Settings**
 - ☐ Indoor classrooms where ALL students, teachers, and staff were wearing masks*
 - ☐ Outdoor classrooms
 - ☐ Indoor meal locations
 - ☐ Hallways/stairwells and other locations used during transitions periods
 - ☐ Restrooms
 - ☐ Any outdoor activities or locations (classrooms, meals, PE, etc.) *except for aerosol-generating activities (sports, performing arts, cheer, speech/debate, etc.)*
- ☐ **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](#).

*If students are seated at least 3 feet apart and consistently wearing masks in a school setting, they are not considered close contacts.