

SYMPTOMATIC/POSITIVE COVID-19 case

ACTION STEPS v 7.29.20

1

Communicate, Isolate/Quarantine

If an individual is symptomatic or has received a positive COVID-19 diagnosis, the individual will be isolated from all buildings and other employees, students and families. Notification will be sent out to staff and students as necessary.

2

Internal Investigation of Areas/Contacts

With a positive case, facilities will contain any spaces that may be at risk, relocating staff and students as necessary. The individual will be interviewed to identify anyone who was within 6 feet of them for 15 minutes or longer within 48 hours prior to when symptoms first appeared.

3

Contact Employees Who Were in Close Contact

With a positive case employees and/or families will be notified of close contact exposure and will be directed to quarantine based on guidance from the health department. If any close contacts should develop symptoms within the quarantine period, or have a positive test result, they will need to contact the District immediately.

4

Clean, Ventilate and Disinfect

With a positive case, facilities will close access to contaminated areas. Where applicable, windows and doors will be opened and ventilation increased. Cleaning and disinfecting will occur as directed by the Waukesha County Health Department.

5

Communicate

The District will follow up with any employees and families that are impacted by the positive case. They should self-monitor and avoid contact with people who are high risk. They may also be contacted by the health department.