

MCPS School Staff

As we prepare for virtual learning for students and our most anxiously awaited winter break, we still need to be vigilant in protecting ourselves, our families, and our friends as much as possible.

MCPS will continue to contact trace individuals who have or are suspected to have COVID 19 as well as persons who may be close contacts.

In order to do this we need your cooperation by adhering to the following:

Contact your Administrator if:

1. You have COVID 19 symptoms
2. Someone in your immediate household has COVID 19 symptoms
3. You have been in close contact with someone who has tested positive for COVID 19 even if he/she does not live in your household
4. You or someone close to you has tested positive for COVID 19.
5. **School Administrator** should get a brief description and a contact number where you can be reached.
6. **School Administrator** should contact school nurse for follow up and provide the contact number.
7. **School Nurse** will contact the individual and gather all pertinent data required for the health department and provide supervisors with RTW dates.
8. **School Nurse** will complete the School COVID 19 log to be checked by Nurse Supervisor.
9. **Nurse Supervisor** will send data to SSHD.

Note: many RTW dates will most likely fall during our winter break schedule; however it is very important as we get closer to re-opening schools that we know staff who have dates that run close to or into the re-opening schedule.

Some reminders on how to protect yourself and others:

Do Your Part to Help Stop the Spread of COVID-19 by Staying at Home As Much As Possible.

- We are all safer at home, especially those who are at higher risk of **severe illness**. While we can't remove all risk of getting COVID-19, there are things we can do to lessen that risk.
- It is important to **maintain good social distance** (at least 6 feet) between yourself and others. Wash your hands often, stay home if you are sick, and disinfect high-touch surfaces frequently.
- Cover your mouth and nose with a **face mask** (also known as a cloth face covering) when around others in public places. Make sure that your mask fits and be sure to wear your mask properly; it should completely cover both the nose and mouth, fit snugly but comfortably against the sides of your face, and allow you to breathe without restriction.
- Remember that **if you have COVID-19**, have any **signs or symptoms**, or have been in **close contact with someone who has COVID-19**, you should stay home and away from other people to prevent spreading illness to others.

These are all very important ways to help prevent the spread of COVID-19.

You can find more information here: <https://www.vdh.virginia.gov/coronavirus/prevention-tips/>