



COVID-19 ACTION STEPS



Identify

- 1. Follow screening procedures for students and staff
- 2. Identify possible cases of COVID-19



Isolate

- 1. Isolate the individual if in the school building
- 2. Provide direction to the individual and/or family for when it will be safe for the individual to return based on public health guidelines



Report

- 1. Report cases of COVID-19 to District COVID-19 Coordinators
- 2. Report positive test cases of COVID-19 to the MN Department of Health



Trace

- 1. Interview individual and review schedule to identify potential close contacts
- 2. Trace who has been in close contact with the individual



Communicate

- 1. Communicate to the school community via email there has been a positive test case
- 2. Communicate via phone call to those individuals/families who have been in close contact of the need to quarantine for 14 days



Clean

- 1. Close impacted space for up to 24 hours and identify temporary alternative space
- 2. Clean and disinfect space impacted