

North Collins CSD
August 14, 2020

Contact Tracing
(Excerpt from the NC reopening plan)

North Collins Schools will report a COVID case in their school to the Erie County Department Of Health (ECDOH) by completing an informational form at <https://www3.erie.gov/covidform>. ECDOH contact tracers contacts cases to place them in isolation and obtain names and contact information of close contacts (within 6 ft for more than 10 mins during contagious period). Contact tracers will work with schools to identify close contacts in schools and place them in quarantine and encourage them to get a COVID test.

ECDOH Flowchart:

<https://www2.erie.gov/health/sites/www2.erie.gov.health/files/uploads/pdfs/IsolationandQuarantineFlowChart.pdf>

If an employee is determined to be an essential employee and a close contact who is asymptomatic, that employee will be able to continue working if they monitor symptoms, including temperature, twice daily, mask, and socially distance. If they develop symptoms they will have to leave school and get tested.

The important task of contact tracing is dependent on the accuracy of our records to assist the Erie County Department of Health. The following records will be utilized to assist the ECDOH when contact tracing occurs:

- Attendance records to determine who was present and onsite (both students and teacher/staff attendance records);
- Bus route rosters;
- Substitute employee records (substitute teachers, aides, etc.) through the AESOP absence management system;
- Our building visitor logs, which provides the date and entrance/exit time of all visitors.