## COVID-19 Response Chart

When a Student, Teacher, or Staff member Has Symptoms, Is a Close Contact of Someone Infected, or Is Diagnosed with COVID-19

<table>
<thead>
<tr>
<th>Student or Staff Who:</th>
<th>Action</th>
<th>Communication</th>
</tr>
</thead>
</table>
| 1. Presents with COVID-19 Symptoms | • Send home  
• Recommend testing  
  ○ if positive, see #3  
  ○ if negative, see #4  
• School/classroom remain open | No action needed |
| 2. Is a close contact\(^1\) with a confirmed COVID-19 case | • Send home  
• Quarantine for 14 days from last exposure  
• Recommend testing (but will not shorten 14-day quarantine)  
• School/classroom remain open | Sample message to larger school community  
Sample message to community member who may be a contact |
| 3. Has a confirmed COVID-19 case infection | • Notify the local public health department  
• Isolate case and exclude from school for 10 days from symptom onset or test date  
• Identify contacts\(^1\), quarantine, and exclude exposed contacts (likely entire cohort\(^2\)) for 14 days after the last date the case was present at school while infectious  
• Recommend testing of contacts, prioritize symptomatic contacts (but will not shorten 14-day quarantine)  
• Disinfection and cleaning of classroom and primary spaces where case spent significant time  
• School remains open | Sample message to whole school community |
| 4. Tests negative after symptoms | • May return to school 3 days after symptoms resolve  
• School/classroom remain open | No action needed |

From **California Department of Public Health**