

FCS COVID COMMUNICATION PLAN

- If a student or staff member receives a positive Covid-19 result DURING the school day, contact your school nurse or school administrator immediately.
 - tsmith@Forsyth.k12.ga.us – Principal
 - jgniadek@Forsyth.k12.ga.us – Brandywine Nurse
- If a student or staff member receives a positive Covid-19 result AFTER school hours, including weekends, contact your school principal or assistant principal by email.
 - tsmith@Forsyth.k12.ga.us – Principal
 - dtrempts@Forsyth.k12.ga.us – Assistant Principal K-2
 - mcossette@Forsyth.k12.ga.us – Assistant Principal 3-5
- School staff will submit the name and contact information for the individual with the positive test AND the name and contact information for those who have had direct exposure to the individual with the positive test to the Georgia Department of Public Health (DPH).
 - Direct Exposure (per the Department of Public Health) is defined as less than 6 feet for 15 or more consecutive minutes.
 - **The students who had direct exposure MUST stay at home until further guidance is provided by the Department of Public Health.**

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- If a student has had **direct exposure** to someone that tested positive for Covid 19, you will receive the e-mail below:
 - *Dear Parent/Guardian, You are receiving this email because your child, (NAME), has had direct exposure to an individual that has tested positive for COVID 19. The Georgia Department of Public Health (DPH) has been notified. **Your child must stay home until the DPH contacts you and provides further guidance, such as when your child may return to school.** During this time your child will be learning virtually from home using itslearning. Please monitor your child for any symptoms using the CDC Symptom Checker and the Georgia Department of Public Health Decision tree, both available at www.forsyth.k12.ga.us/restartforsyth Please contact your physician for health questions and contact your child's teacher for questions related to school/itslearning.*
 - Students staying at home due to direct exposure will temporarily transition to its learning with their current teacher.
- In addition to the direct exposure email above, **the school will notify parents/guardians by email when there is an individual with a positive Covid-19 test within your child's classroom.**

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- Our main method of communication will be e-mail. We will be using emails listed in Parent Portal accounts. All parent/guardians MUST have a Parent Portal account.
 - If you DO NOT have a Parent Portal account, visit <https://www.forsyth.k12.ga.us/portal> .
- Similar to inclement weather/school closures, parents/guardians MUST have a plan in case their child is transitioned temporarily or for an extended period of time to virtual learning from home.
- All parents/guardians MUST check their email frequently for updates. Emails will be sent between 5-10 pm and by 6:05 am depending on when we were notified.
- A daily list of positive student and staff member COVID-19 cases by school will be posted weekdays by 6 pm at www.forsyth.k12.ga.us/restartforsyth.

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- If a decision is made to close down a classroom or larger (grade level, school, etc) parents/guardians will receive a Parent Portal/Campus Messenger email and inbox message.
- Due to privacy laws, we are unable to share the name of a student or staff member that tests positive for Covid-19.
- For Covid-19 questions and more details, visit www.forsyth.k12.ga.us/restartforsyth





COVID-19 Communication Guide

Our main method of communication will be email. We will be using parent/guardian emails listed in Parent Portal. Visit <https://www.forsyth.k12.ga.us/portal> for all things Parent Portal, including setting up a new account and updating your email. Additional information is available at www.forsyth.k12.ga.us/restart.

#1: Student Tests Positive for COVID-19

Parent/guardian are responsible for notifying their school nurse or school administrator.

#2: Notify the Department of Public Health (DPH)

The school notifies the DPH of the positive student and those that have had direct exposure* to the student.

#3: Notify Parents/Guardians and Staff

The school sends a direct exposure email to the parent/guardian and notifies staff. The DPH contacts the parent/guardian or staff with next steps, such as when the student/staff member may return to school/work.

#4: Continue Student Learning

Impacted students are temporarily transitioned to virtual learning through itslearning.

#5: Share Additional Notifications

Elementary parents/guardians receive email notification concerning the positive case in their classroom. Week days by 6 pm the number of positive cases by school are posted at www.forsyth.k12.ga.us/restartforsyth.

#6: Continue Daily Preventive Habits

Check temperature before leaving for school, wear a mask if able, wash hands frequently, cover coughs and sneezes, and social distance when possible.

* Direct exposure per DPH: Less than 6 feet for 15 or more minutes of consecutive contact.