



STUDENT & FAMILY

SAFETY HANDBOOK

COVID 19 SAFETY - STAY AT HOME ORDER &
GENERAL SAFETY PROTOCOLS *

Updated December 7, 2020

(Effective December 8, 2020 – January 3, 2021)

Terra Marin School K-8, Terra Marin Micro-school K-5 & Terra Mandarin Preschool & TK

*Marin County Public Health will update guidance as additional evidence-based research and information becomes available.

Overview

The goal of Terra Marin School K-8 and Terra Mandarin Preschool & TK is to ensure a safer return to school for all students and staff after the December winter break. This handbook was developed in partnership with the Marin School Nurses Organization (MSNO) to create healthier school environments during the COVID-19 pandemic. **We are implementing enhanced health and safety practices and protocols** based on guidance from the Marin County Office of Education (MCOE), Marin County Health and Human Services (MCHHS), the California Department of Education (CDE), the California Department of Public Health (CDPH), and the Centers for Disease Control and Prevention (CDC).

Please follow these guidelines to help us maintain a safe and healthy learning environment:

- ❑ Instruct your child / children in proper face covering, hand hygiene and respiratory etiquette.
- ❑ Follow Marin County's [Stay at Home Order](#) effective Tuesday, December 8, 2020 thru Sunday, January 3, 2021.
- ❑ Our school will be allowed to remain open for in-person instruction during this new order, and may continue to bring students back for in-person instruction according to current guidance.
- ❑ **All gatherings with members of other households are prohibited.**
- ❑ **All families shall stay home or at their place of residence except to conduct allowable activities.**
- ❑ Maintain physical distance and wear face coverings.
 - Face coverings are required for all students and staff.
 - ❑ Instruct your child in safe wearing and removal of face covers. Ensure your child arrives at school with a face covering daily (pack a back-up face covering in their backpack).
- ❑ Plan for possible cohort or school closures.
- ❑ Review our school's [site-specific protection plan](#) (SSSPP). Talk to your child about precautions to take at school.
- ❑ Instruct your child to visit our school health/main office only if they feel sick.
- ❑ Check your household and child / children each morning for signs of illness.
 - Do not pre-medicate your child with symptomatic relief medications (e.g., ibuprofen [Motrin], acetaminophen [Tylenol], pseudoephedrine [Sudafed], diphenhydramine [Benadryl]) unless for known, chronic conditions; e.g., seasonal allergies; sinusitis)
 - Do not send your child / children to school if they or anyone in the household (e.g., caregivers, siblings) exhibit any symptoms of COVID-19. Per [CDC](#), people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.
- **Test or 10 -**
 - ❑ If your child has key symptoms of COVID-19 (cough • shortness of breath / difficulty breathing • loss of taste or smell) or any of the following symptoms (fever (100.4°F/38°C or higher) or chills • sore throat • headache • nausea or

vomiting • diarrhea), they must be tested for COVID-19 or evaluated by a healthcare provider. If not, they must stay home and isolate for 10 days.

- Students may return to school after they test negative for COVID-19 with copy of a negative test; *or*, after we receive clearance from a healthcare provider; *and*, their symptoms are improving; *and*, they are fever-free for 24 hours without the use of fever-reducing medications.
- Siblings and other household contacts must stay home until a negative COVID-19 test is confirmed or a healthcare provider provides an alternate diagnosis. They may not return to school until 10 days after last contact with the sick person (unless the sick person tests negative for COVID-19 or the healthcare provider provides an alternate diagnosis).
- If a student has body aches, fatigue, or congestion / runny nose, they may return to school 24 hours after symptoms have improved. Siblings and other household contacts do *not* need to stay home. **Important:** A Terra Marin School representative may require a healthcare provider evaluation if they suspect COVID-19.
- **Notify our Terra Marin administration** immediately if:
 - Your child is being evaluated for COVID-19. They may return to school if they test negative with copy of a negative test (if no history of COVID-19 exposure).
 - A household member is being evaluated for COVID-19. The household member must isolate / quarantine as appropriate.
 - Your child / children *must stay home* until the household member tests negative for COVID-19.
 - If the household member tests positive for COVID-19, your child / children must quarantine for 10 days from their last contact with the household member. Quarantine may be discontinued after 7 days IF an exposed person tests negative on Day 5 or later and remains asymptomatic. *
 - A household member is identified as a close contact to a known COVID-19 case. They must isolate / quarantine as indicated.
 - Your child has had close contact with someone who has tested positive for COVID-19. *They should be tested 5 days after their last contact with the person who has COVID.*
 - Your child must stay at home and quarantine for 10 days after their last contact with the person who has COVID-19. Quarantine may be discontinued after 7 days IF an exposed person tests negative on Day 5 or later and remains asymptomatic. *

More resources can be found at:

[Marin County Health and Human Services Coronavirus Information](#)

[Marin County Health and Human Services Coronavirus Information - Schools](#)

[Marin County Office of Education \(MCOE\) website](#)

[MCOE Rethinking Schools](#)

For questions about COVID-19, please call the Marin Health and Human Services phone call center at (415) 473-7191 [9:30 a.m. to noon and 1 to 5 p.m. weekdays]. Interpreter services are available.

If you have questions regarding the information above, feel free to reach out to Wendy Xa (415-505-3158 or wendy@terramarin.org) or Shauna Sullivan (shauna@terramarin.org).

Preventive Measures

Daily Home Symptom Screening

Marin County Public Health requires [daily home symptom screening](#) before sending your child / children to school.

Students should not be re-tested for COVID-19 within 3 months of initial COVID-19 infection. If they develop symptoms consistent with COVID-19, they should be evaluated by a healthcare provider.

Symptoms

- If your child / children have *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea), they must schedule COVID-19 testing and/or visit with a healthcare provider.
 - Siblings and other household contacts must stay home until a negative COVID-19 test is confirmed or a healthcare provider provides an alternate diagnosis (e.g., migraine, strep throat). They may not return to school until 10 days after last contact with the sick person (unless the sick person tests negative for COVID-19 or the healthcare provider provides an alternate diagnosis).
 - The sick person may return to school after they test negative for COVID-19 (with copy of a negative test) or after being evaluated by a healthcare provider and given an alternate diagnosis (with clearance from healthcare provider to return to school);
 - if symptoms have improved **AND** the sick person is fever-free for > 24 hours w/o fever reducing medications.
 - If the sick person is not tested or evaluated by a healthcare provider, they must stay at home and isolate for at least 10 days (**Test or 10**).
- If your child / children have any of the following symptoms (body ache • fatigue • congestion / runny nose), they may return to school after symptoms have improved.
 - Siblings and other household contacts do not need to stay home.
 - COVID-19 testing and/or healthcare provider evaluation are *not* necessary unless required by a school representative who suspects COVID-19.
- If a household member (incl. caregiver) has *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea • body ache • fatigue • congestion / runny nose)
 - They should contact their healthcare provider or schedule testing immediately.
 - Students and staff must stay home until their household member tests negative for COVID-19.
 - If the household member tests positive for COVID-19, your family must [quarantine](#) for 10 days from their last contact.*
- Students with known underlying health conditions may be at increased risk of severe illness. These health conditions may include diabetes (Type I and II), immune system deficiencies, or chronic respiratory conditions. If your child has a chronic health condition,

please consult with your child's healthcare provider to determine if/when it is safe to attend school.

- If a child has a known condition with a chronic symptom (e.g., asthma, migraine), their healthcare provider may provide documentation and recommendations about how to evaluate symptoms in the daily checks (e.g., cough, difficulty breathing)

Close Contact/Potential Exposure

- If a household member is being evaluated for COVID-19 or has a known COVID-19 exposure, the household member must [isolate/quarantine](#) as [appropriate](#). Your child / children must stay home until the household member tests negative for COVID-19. If the household member tests positive for COVID-19, your child / children must quarantine for 10 days from their last contact. *
- If your child / children had close contact (within 6 feet of an infected person for at least 15 minutes) with a person who has tested positive for COVID-19, they must stay at home and [quarantine](#) for 10 days after their last contact with the person who has COVID-19. *Your child / children should be tested for COVID-19 five days after their last exposure.* Quarantine may be discontinued after 7 days IF an exposed person tests negative on Day 5 or later and remains asymptomatic. *

Arrival at School and Departure from School

As you know, schedules for arrivals have been strategically coordinated to prevent mixing of classroom cohorts. There are designated areas for entry to and exit from our school.

- Parents will need to stay in the car when they drop off their child / children.
- Students will need to go directly to their designated classroom or meeting location for daily student health check in.
- Physical distancing protocols will be followed to minimize contact between students, families and staff.

Physical Distancing

Marin County Public Health recommends that physical distancing of six feet be maintained between adults and students; four to six feet distance is permissible between students within a classroom or instructional area. Terra Marin K-8 & Terra Mandarin Preschool & TK have the following measures in place to ensure students stay at least 6 feet apart while in lines, hallways, and at all other times:

- Tape on floors and sidewalks to indicate 6 feet distance
- Signs on walls to serve as a reminder to stay 6 feet away from others
- One-way routes in some hallways
- Classroom seating/desks spaced 6 ft apart
- Outdoor learning spaces utilized when practicable

Gatherings, Visitors, and Field Trips

Generally, visitors (including parents) will not be allowed on campus. Student assemblies, parent meetings, field trips, special performances, and student assemblies will be conducted via a virtual platform whenever possible.

Shared Objects

The following guidelines are being practiced at Terra Marin & Terra Mandarin Preschool in regards to shared objects:

- Discourage students from sharing items that are difficult to clean, sanitize or disinfect.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies or other areas.
- Limit sharing of supplies between students and disinfect between uses if sharing is unavoidable.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (*e.g.*, assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between uses.

Water Access

Students are to bring a **personal labeled water bottle of their own from home that they do not share**. All drinking fountains have been disabled in order to reduce virus transmission.

Food Guidelines and Food Services

Terra Marin & Terra Mandarin Preschool are adhering to the following guidelines:

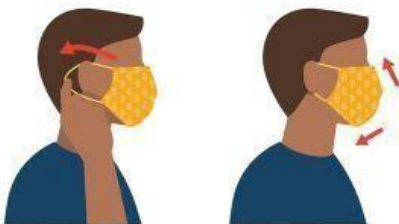
- Students should bring hearty snacks to sustain them throughout their day at school.
- Students will be safely separated by cohorts while maintaining the social distance standards with proper disinfection after each use. The safety of children with food allergies will be ensured.
- If food is offered at any event, we will have pre-packaged boxes or bags for each attendee instead of a buffet or family-style meal.
- Students are required to wash hands or use hand sanitizer before and after any snack time.

Health and Hygiene Practices

Face Coverings

California has mandated that face coverings will be required in indoor settings for everyone over the age of two. This is part of a statewide effort to help stop the spread of COVID-19. Face coverings are **required** to be worn by all staff and students unless exempt for medical reasons, **in which case a healthcare provider's note is required**. If a student does not have a face covering or has lost theirs, one will be provided for them. Students who refuse to wear their face covering will be sent home.

Face coverings may be removed for meals, snacks, or when it needs to be replaced. When a face covering is temporarily removed, it should be placed in a sealable plastic container or bag provided by parents (clearly marked with the student's name).



[Face coverings](#) should not be placed on:

- Children younger than 2 years old
- Anyone who has trouble breathing or is unconscious
- Anyone who is incapacitated or otherwise unable to remove the face-covering without assistance

[Acceptable face coverings](#)

A face covering means: a covering made of fabric that covers only the nose and mouth and surrounding areas of the lower face. Early research shows a high thread-count cotton outperforms low thread-count and synthetic materials. Examples include: a cloth face cover, homemade ear loop mask, neck gaiter, or surgical mask



Unacceptable face coverings

- Halloween or plastic masks, ski masks with holes for the nose or mouth, or masks that have a one-way valve designed for easier breathing (the valves are often a raised plastic disk about the size of a quarter, on the front or side of the mask)
- Face coverings worn by students must be appropriate and meet district dress code requirements (*e.g.* no inappropriate fabric patterns, no Halloween masks, no hate symbols, *etc.*)



Wearing face coverings correctly

- Wash your hands before putting on your face covering
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Avoid touching the face-covering while it is on. If you do need to touch or adjust the face covering, wash your hands right away.

Removing face coverings correctly

Be careful not to touch your eyes, nose, and mouth when removing. Wash hands immediately after removing. Consult the CDC's guidance, "How to Safely Wear and Take Off a Cloth Face Covering" ([English](#)) ([Spanish](#))

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place covering in the washing machine (learn more about [how to wash face coverings.](#))

Hand Hygiene

Frequent hand hygiene is one of the most important preventative practices to help slow the spread of COVID-19 and is encouraged at school. Hand hygiene stations are accessible on campus.

Students and staff are required to wash or sanitize their hands upon arrival to school each day before entering the classroom. Time for hand hygiene is scheduled throughout the day including before eating and before returning to the classroom after recess.

Five steps to proper handwashing

1. Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
2. Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
3. Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.
4. Rinse your hands well under clean, running water.
5. Dry your hands using a clean towel or air dry them.

[Handwashing is a Family Activity](#)



How to use hand sanitizer

- Apply the hand sanitizer to the palm of one hand (read the label to learn the correct amount).
- Rub the sanitizer over all the surfaces of your hands and fingers until your hands are dry. This should take around 20 seconds.

Cough Etiquette and Other Important Health and Hygiene Practices

Please help us teach your child / children these important preventative measures to reduce the spread of COVID-19 and other illnesses.

- Cough and sneeze away from other people, and into a tissue or into the crook of the elbow, throw the tissue into the trash right away and wash hands.
- Avoid touching the eyes, nose, and mouth with unwashed hands.
- Avoid close contact with anyone who is sick.
- Maintain a six (6) foot physical distance from others outside your home. Keeping distance from others is especially important for individuals at higher risk for severe illness.

- Please discuss the importance of physical distancing measures while not at school, including discouraging students from gathering elsewhere.

Encourage your child to ask questions and express their feelings with you and their teachers. Remember that your child may have different reactions to stress; be patient and understanding. Prevent stigma by using facts and reminding students to be considerate of one another.

Immunizations

Immunization requirements for admission to school remain unchanged for the 2020-2021 school year. According to the California Department of Public Health's Shots for School website <https://www.shotsforschool.org> "Even with current school closures, immunization requirements for admission to school or child care in California for the 2019-2020 and 2020-2021 school year remain in place."

Flu Vaccine

Marin County Public Health strongly recommends that all Marin County residents 6 months and older get their seasonal flu vaccine. Visit <https://flu.marinhhs.org/where-get-vaccinated> to find out where to get vaccinated.

School Health Office

If a child develops symptoms at school, parents / guardians will be contacted to pick up their child within 30 minutes. If the school is unable to reach the child's parents within 5 minutes, the emergency contact will be called to pick up the child. The student cannot wait in an isolation area for the rest of the school day.

Parents / guardians, teachers, and staff should instruct students to visit the school health office only if they are sick or injured. The school health office is a high-risk area that should only be used if medical assistance is necessary. If the health concern is not urgent, teachers and staff will attempt to resolve the matter with first aid interventions before sending a student to the school health office.

If you or your children are feeling worried or anxious, they can sometimes present with physical symptoms (e.g., headache, abdominal pain). Help your child learn how to deal with that anxiety in a healthy way.

Isolation Protocol: If a Student Develops Symptoms at School

If a student develops a fever of 100.4°F or higher and/or symptoms consistent with COVID-19, your child will be placed in an isolation area and observed until they are picked up. Students must be picked up within 30 minutes by you or your identified emergency contact.

- Parents / guardians must always have a plan for picking up their child. Siblings and/or other household members attending school may also require pick-up (see below).
- If a student starts exhibiting symptoms, staff will assure the student is wearing a mask. If not, the student will have a mask placed on them and isolated.
 - Symptomatic students should be picked up **within 30 minutes** by their parent or guardian (or the emergency contact if the school is unable to reach the parent after 5 minutes). **The student cannot wait in an isolation area for the rest of the school day.**
- When the parent arrives to pick up their child, stay in the car, call the office, and wait for the child to be escorted outside. Parents and other visitors are not allowed on campus during this time. **You may contact us at 415-906-2220 when you arrive and we will walk your child out to you.**
 - If your child / children have *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea), they must schedule COVID-19 testing and/or visit with a healthcare provider.
 - Siblings and other household contacts will be sent home.
 - Students may return to school after they test negative for COVID-19 (with copy of a negative test) or after they are evaluated by a healthcare provider and given an alternate diagnosis (with clearance from healthcare provider to return to school).
 - If they are not tested or evaluated by a healthcare provider, they must stay at home and isolate for at least 10 days (**Test or 10**). **Siblings and household contacts may not return to school until 10 days after last contact with the sick person (unless the sick person tests negative for COVID-19 or the healthcare provider provides an alternate diagnosis).**
 - If your child / children have any *one* of the following symptoms (body ache • fatigue • congestion / runny nose), they may return to school after their symptoms have improved. Siblings and other household contacts will *not* be sent home. COVID-19 testing and/or healthcare provider evaluation are *not* necessary unless required by a school representative who suspects COVID-19.
- Please **inform Wendy Xa (415-505-3158)** as soon as possible if your child / children are diagnosed with COVID-19.
- **Important Note:** Children who are [isolating](#) or [quarantining](#) at home cannot participate either in in-person instruction or in any extra-curricular activities (incl. youth sports).
 - Isolation (Separating from others if you have COVID-19): People who are in isolation should stay home until it's safe for them to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom (if available).

- Quarantine (Staying home if exposed to COVID-19): People in quarantine should stay home, separate themselves from others, and monitor their health.

MIS-C

Some children infected with COVID-19 develop an extremely rare condition called [Multisystem Inflammatory Syndrome in Children \(MIS-C\)](#). Children with MIS-C may have a fever and various symptoms, including abdominal (gut) pain, vomiting, diarrhea, neck pain, rash, bloodshot eyes, or fatigue. Contact your healthcare provider immediately if your child has any of these symptoms.

When to Stay Home from School

Students should **NOT** come to school:

- If your child / children have *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea), they must schedule COVID-19 testing and/or visit with a healthcare provider.
 - They must schedule COVID-19 testing and/or visit with a healthcare provider.
 - Siblings and other household contacts must stay home until a negative COVID-19 test is confirmed or a healthcare provider gives an alternate diagnosis (e.g., migraine, strep throat). They may not return to school until 10 days after last contact with the sick person (unless the sick person tests negative for COVID-19 or the healthcare provider provides an alternate diagnosis).
 - The sick person may return to school after they test negative for COVID-19 (with copy of a negative test) or after being evaluated by a healthcare provider and given an alternate diagnosis (with clearance from the healthcare provider to return to school);
 - if the sick person's symptoms have improved **AND** the person is fever-free for > 24 hours w/o fever reducing medications.
 - If the sick person is not tested or evaluated by a healthcare provider, they must stay at home and isolate for at least 10 days (**Test or 10**).
- If your child / children have *any* of the following symptoms (body ache • fatigue • congestion / runny nose), they may return to school after symptoms improved.
 - Siblings and other household contacts do not need to stay home. COVID-19 testing and/or healthcare provider evaluation are *not* necessary unless required by a school nurse who suspects COVID-19.
- If a household member (incl. caregiver) has *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea • body ache • fatigue • congestion / runny nose).
 - They should contact their healthcare provider or schedule testing immediately.
 - Students and staff must stay home until their household member tests negative for COVID-19.
 - If the household member tests positive for COVID-19, your family must quarantine for 10 days from their last contact.*
- If they had close contact with a person who tested positive for COVID-19 (e.g., relative, friend). If your child has had close contact with someone who has tested positive for COVID-19, they must stay at home and quarantine for 10 days after their last contact with the person who has COVID-19.*
- Students with known underlying health conditions may be at increased risk of severe illness. These health conditions may include diabetes (Types I and II), immune system deficiencies, or chronic respiratory conditions. If your child has a chronic health condition, please consult with your child's healthcare provider to determine if/when it is safe to attend school.

Any student or staff member who has tested positive for COVID-19 or who has been exposed to COVID-19 must stay home from school and follow Marin County Public Health's [At Home Quarantine & Isolation Safety Guidance](#). Parents / guardians must notify the school immediately if their child or household member tests positive for COVID-19 or if a household member may have been exposed to COVID-19. This information will

be kept confidential. *Quarantine may be discontinued after 7 days IF an exposed person tests negative on Day 5 or later and remains asymptomatic.

When to Return to School

“My child tested positive for COVID-19 but had no symptoms.”

If your child continues to have no symptoms, they can return to school after 10 days have passed since they had a positive viral test for COVID-19. Retesting is not required and not advised. If your child develops symptoms after testing positive, contact your healthcare provider.

“My child tested positive for COVID-19 and had symptoms.”

A child who tested positive for COVID and had symptoms can return to school 10 days after their symptoms first appeared *and* their symptoms have been improving *and* they have been fever-free for 24 hours without the use of fever-reducing medications.

“My child stayed home or was sent home because of COVID-19 symptoms.”

- If your child / children had *any* of the following symptoms (cough • shortness of breath / difficulty breathing • loss of taste or smell • fever [100.4°F/38°C or greater] or chills • sore throat • headache • nausea or vomiting • diarrhea), they may return to school after they test negative for COVID-19 (with copy of a negative test) or after being evaluated by a healthcare provider and given an alternate diagnosis (with clearance from healthcare provider to return to school);
 - Symptoms must be improved **AND** child / children must be fever-free for > 24 hours w/o fever reducing medications.
- A school nurse may require COVID-19 testing and/or healthcare provider evaluation if they suspect COVID-19 in a child with body ache • fatigue • congestion / runny nose.

“My child or a household member was exposed to COVID-19 (at school or at home).”

If your child or household member was exposed to COVID-19, they must stay at home and [quarantine](#) for 10 days after their last contact with the COVID positive person. Your child / children should be tested for COVID-19 *five days after their last exposure*. They must complete a 10-day quarantine. Quarantine may be discontinued after 7 days IF an exposed person tests negative on Day 5 or later and remains asymptomatic. * Contact your healthcare provider to review isolation and quarantine orders.

If your child develops symptoms during quarantine, they may not return to school until 10 days after their symptoms first appeared *and* their symptoms have been improving *and* they have been fever-free for 24 hours without the use of fever-reducing medications.

“My child was diagnosed with another illness / communicable disease.”

Depending upon the illness, a clearance from the student’s healthcare provider may be required for return to school after illness. School Notices will be sent for other diseases ([as indicated](#)) according to the [MCOE Student Health Manual](#).

Reference: Marin County Public Health [At Home Quarantine & Isolation Safety Guidance](#).

Communications

School Actions and Communications in Case of Possible Exposure at School

Families will be notified of school or cohort closures and any restrictions in place to prevent COVID-19 exposure (*e.g.*, limited hours of operation) as soon as possible.

Marin County Public Health Protocols on the Onset of Symptoms, Potential Exposure to and/or Close Contact with an Individual Testing Positive for COVID-19 in a School/Classroom Setting

Tier 1 (Purple) & Stay Home Order

	Scenario	Action	Communication
1	A student or staff member, or anyone in their household, either exhibits COVID-19 symptoms or has a temperature of 100.4 degrees or above.	<ul style="list-style-type: none"> • Report information to administrator, send home • Contact Healthcare provider/Public Health for testing (recommend testing) • See COVID-19 Handbook for return to school protocols • School/Classroom OPEN 	<p>To: Family of Symptomatic Student</p> <p>Notification:</p> <p style="color: #4a90e2; text-align: center;">Symptom Notification Card: Instructions for Families</p>
2	A family member or someone in close contact with a student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> • Report information to administrator, send home, quarantine for 10 days • Contact Healthcare provider/Public Health for testing (recommend testing) • School/Classroom OPEN 	<p>To: Student Families and Staff</p> <p>Template Letter:</p> <p style="color: #4a90e2; text-align: center;">Household Member or contact w/ C19+</p>
3	A student or staff member tests positive for COVID-19.	<ul style="list-style-type: none"> • Report information to administrator, send home, isolate as per Public Health • Families of Students and Staff: quarantine and contact Healthcare provider/ Public Health • Classroom CLOSED for 10 days from last exposure • School Remains OPEN 	<p>To: Student Families and Staff</p> <ul style="list-style-type: none"> • Phone call and • Template Letter: <p style="color: #4a90e2; text-align: center;">Confirmed C19+ in Cohort</p>
4	A student or staff member tests negative for COVID-19 after symptoms or confirmed close contact.	<ul style="list-style-type: none"> • May return to school 24 hours after symptoms resolve • 10 day quarantine required for close contact with COVID-19 positive case • School/Classroom OPEN 	<p>Consider notification to families and staff if prior awareness of testing.</p> <p>Template Letter:</p> <p style="color: #4a90e2; text-align: center;">Negative Test Cohort Member</p>

Marin Public Health
(415) 473-7191
COVID19Schools@marincounty.org

The Rethinking Schools Task Force
<https://bit.ly/MCOERethinkingSchools>
RapidResponse@marinschools.org

Updated 12/8/2020

Attendance Policies

To report an illness or absence, please contact our main office at 415-906-2220.

- Parents / guardians should inform the school immediately if their child / children *or household member* (incl. caregiver):
 - 1) is being evaluated for COVID-19; or
 - 2) if they test positive for COVID-19; or
 - 3) if they may have been exposed to COVID-19.

Contact Wendy Xa at 415-505-3158 or Shauna Sullivan at shauna@terramarin.org. This information will be kept confidential.

- Student absences related to illness or quarantine are considered excused absences (Ed Code 48205).

Community Clinics in Marin County

You can find a list of community health centers and clinics in Marin County on the [Redwood Community Health Coalition's website](#). These health centers and clinics are dedicated to providing high quality, affordable health services to families and children and will serve uninsured/underinsured families.

For questions about COVID-19, please call the Marin Health and Human Services' call center at (415) 473-7191. The call center is open from 9:30 a.m. to noon and 1 to 5 p.m. on weekdays. Interpreter services are available.