**Contact Tracing Form**

**Direct Contacts**

**Positive Case:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **School:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Grade:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date(s) Tracing:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Look up student’s schedule for the day(s) you’re conducting contact tracing.

\*Look at seating charts to identify the students sitting around the individual that’s positive.

\*Look up mask status in “opt-out form”. If student’s name appears in form, then they’ve been identified as a close contact. (search by last name)

\*Look at seating charts for lunch. Anyone sitting near (less than 6 feet) of positive student is a direct contact.

\*Ask about vaccination status by either calling the parents or asking the students in private (not around other students). Elementary aged students aren’t yet eligible for the vaccine.

**List any students that have been verified as a close contact to the positive case:**

Covid Return Date Calculator: <https://covid-tracing.netlify.app/>

*\*”End of Quarantine Date” is the day the student can return to school.*

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| **Student: First, Last Name** | **Return Date** |
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\*Email this form (if done electronically) to Andrew Martin and/or Colleen Cheatham.

\*This form can be turned in as a hard copy if not done electronically.