

CANASERAGA CENTRAL SCHOOL

HOME OF THE INDIANS

Canaseraga Central School COVID-19 Guidelines

- If you (staff) or a CCS student is tested for COVID-19 due to illness; have your healthcare provider fax the lab result (positive or negative) to the secure nurse's office fax line: (607)545-6073. If it's during normal school hours, also call Nurse Porter at (607)545-6421, extension 106 to make sure it has been received. If it's after school hours, please email her instead at cporter@ccsdny.org regarding the situation.
- The above step is important for contact tracing purposes; the Local Health Departments are very busy and the sooner we are aware of a positive case, the quicker we can effectively protect our community.
- It's also required by the New York State Department of Health that we have a physical or electronic copy of negative test results before staff/student(s) are allowed back into the building following absence due to symptomatic illnesses.

Notice to all Staff or Families of Students who have been Quarantined or placed under Isolation by the Department of Health, due to COVID-19 infection.

First of all, thank you for following the Stay-At-Home Order given by the Public Health Department to try and reduce the spread of disease. The Canaseraga Central School District appreciates your help in trying to minimize the impact on our community during the current health crisis.

In an effort to make everyone's return into the CCS building easier; we wanted to make a simple checklist. The following steps must be completed **before** each person's return, whether they were quarantined or isolated.

- If you live in Allegany, Livingston or Steuben County, you will receive **Quarantine or Isolation Orders** and then when your time period is complete, a **Quarantine Release or Isolation Release Notice**. A copy must be provided to Nurse Porter, in one of three ways.
 1. If you provided your email, the order will have been sent from Commcarehq, please forward it to Nurse Porter at cporter@ccsdny.org. **OR**
 2. Make a copy of the order you requested be mailed to your home address and deliver it to the school. **OR**
 3. If you haven't received any official notification of quarantine or isolation, other than by text message: Screenshot the final day of monitoring text received from the contract tracers. **Note:** must contain the full date/time stamp & forward to cporter@ccsdny.org. If using this option & you get an official notice at a later date, forward as noted above.
- **Important step!** After you have provided the above paperwork to Nurse Porter, you **must** wait for confirmation, either by phone or email from her, to give final clearance for the staff/student to return to the school building.

We want to thank all of you again for your patience and understanding as we work through this process together. As always, if you have any questions, please don't hesitate to call Nurse Porter or Mr. Groff at the school.