



WOODLAWN UNIT SCHOOL DISTRICT #209

Eric Helbig, Superintendent



Woodlawn High School
300 North Central Lane
Woodlawn, IL 62898
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Eric Helbig
Principal



Woodlawn Grade School
301 South Central Lane
Woodlawn, IL 62898
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Sandra Kabat
Principal

Dear Parents/Guardians,

This letter is to inform you of the illness procedures that Woodlawn Unit School District #209 will follow in accordance with the Illinois Department of Public Health (IDPH) and Jefferson County Health Department (JCHD) guidelines regarding COVID-19.

1. Should a student and/or staff complain of any **ONE** of the following symptoms, they will be placed under supervision in the designated sick room and sent home:

Fever of 100.4 or greater

Nasal congestion or runny nose

New cough (not explained by asthma)

Nausea/vomiting/diarrhea

Difficulty breathing/shortness of breath

Headache

Loss of taste and/or smell

Muscle/body aches

Sore throat

New and unexplained fatigue

Chills

* Medical conditions will be considered when sending home student/staff

2. Should a student be sent home sick, their family members will also be sent home and can be picked up in the office.
3. Should a student or staff member be sent home for any of the above symptoms the individual is to remain at home for 10 days, symptoms must be improving, and fever free for 24 hours without the use of fever reducers (Tylenol, Ibuprofen, etc.).
4. It is highly recommended that the student or staff member be COVID tested, just a mild symptom can result in a positive test.
5. If the student/staff is **NOT** tested for COVID, they are to remain home for at least 10 days **AND** may return when symptoms have improved **AND** has not had a fever for 24 hours without the use of fever reducers.
6. If the student/staff has tested **POSITIVE** for COVID, they are to remain at home for at least 10 days **AND** may return with clearance from JCHD.
 - A. Once a **POSITIVE** result has been identified within the school, the family will be notified and then the school will be notified by JCHD.
 - B. Contact tracing will begin within the school. If your student is deemed a close contact (contact that is within 6 feet for at least 15 minutes), you will be notified in the next 24 hours by the JCHD. Your student will then need to quarantine for 14 days at home **AND** follow up with JCHD.



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- C. JCHD and Woodlawn Unit School District #209 will release a joint statement regarding the positive case that does not disclose any identifying information other than announcing the positive case in Woodlawn Unit School District #209. No name, age, gender, or grade will be included.
 - D. If a student/staff is tested during quarantine and the test is negative, the student/staff must fulfill the 14 day time frame. Student/staff cannot test out of quarantine.
 - E. If a quarantined student/staff develops symptoms, they will then be referred for testing and will begin the isolation procedure for a POSITIVE case.
 - F. NOTE: Family members may be quarantined for longer than 14 days based on their contact with a POSITIVE case in their family. The quarantine period begins from the LAST KNOWN CLOSE CONTACT time frame. JCHD will provide further guidance to your family.
 - G. Please follow up with your student's teachers and administration regarding remote learning/homework during quarantine and isolation period.
7. Students **MAY** return to return to school before the 10 day period under the following conditions:
- A. A NEGATIVE COVID test **AND** symptoms have improved **AND** the student is fever free for 24 hours without the use of fever reducing medicine.
 - B. An alternate diagnosis (flu, strep, allergies, etc.) and is verified by their primary care provider with a note they may return to school.
 - C. Siblings may return once COVID has been ruled out.

We understand that this is a lot of information to go through and there are many questions as guidelines are being updated frequently by IDPH and JCHD. We will do our best to keep you informed with all the changes as they come out using letters sent home, the school website, and social media. We also want to thank you for working with us to keep our students and staff safe and to reduce the spread of not only COVID but other illnesses.

If you have any questions or concerns, please do not hesitate to ask!

Sincerely,

Becky Webb, RN