



The following statements are for use in the event your priest, a school staff member or a student tests positive for COVID-19, is exposed to someone who has tested positive or is awaiting test results. This is NOT a diocesan message, but rather a template statement that is to be personalized for your individual school.

If you receive notice from your local health department that a priest/staff member/student has tested positive or was exposed to someone who has, and this person has been present at school or any in-person school gathering, it is recommended that you inform those who were in attendance, post a notice on your website and make an announcement. The safety of all those in our faith community is of the utmost importance. Schools are encouraged to work in close consultation with their local and state health departments to assure appropriate recommendations and safety measures are followed.

If you have any questions regarding this type of communication, please contact Lori Paul at 920-272-8163 or lpaul@gbdioc.org.

Notice for Website or E-mail to Families:

Example #1 – A positive test

(Name of School) was notified (Day of week), (Date) that a staff member/student has tested positive for COVID 19. (NOTE: we do not name the staff members or the student for privacy purposes) They are in isolation and are self-monitoring until they are no longer able to spread COVID-19 to others. They are cooperating fully with local health officials in the tracing process. If you are experiencing any symptoms, please contact your medical provider and consider being tested. We will continue to strongly encourage everyone to take the precautions of wearing masks, observing social distancing, frequent hand hygiene, and sanitizing and disinfecting common areas and high touch surfaces. Please keep them in your prayers for their return to health.

Example #2 – Exposure to person who tested positive

(Name of School) was notified (Day of week), (Date) that a staff member/student was exposed to someone who tested positive for COVID-19 (outside/inside) of our school community. (NOTE: we do not name the staff members or the students for privacy purposes) They are self-quarantined for 14 days with an estimated return date of (Date). They are cooperating fully with local health officials in the tracing process. If you are experiencing any symptoms, please contact your medical provider and consider being tested. We will continue to strongly encourage everyone to take the precautions of wearing masks, observing social distancing, frequent hand hygiene, and sanitizing and disinfecting common areas and high touch surfaces. Please keep them in your prayers for their overall good health.

Notice for Response to Media Inquiry:

(NAME OF SCHOOL) issues the following statement regarding a positive school test. Our school has been notified of a new positive COVID case of our staff/student. They were present at school recently. This person was at school on the following day: Tuesday September 11, 2020. We will continue to take precautions in safe distancing, sanitizing, and disinfecting of common areas and high touch points. If you show any symptoms, please consider getting tested and staying home. We pray for those who are sick and we continue to pray for your health. May God bless you with peace and health.

FINAL NOTE: In addition to sharing this message on your website and with your families, consider adapting it to other communication channels your school may have (a Facebook post, a note in your bulletin, etc.). Please remember, these are template statements that are to be personalized for your individual school. The goal is to help families feel informed and that the necessary steps are being taken, so reaching out through multiple communication methods is important in reaching as many members of your community as you can.