

School/Bus Case Information Letter

Date:

Dear Parent/Guardian/Staff,

The purpose of this letter is to inform you that an individual from **School Name or Bus Company/Route Number** has tested positive for COVID-19. Wellington-Dufferin-Guelph Public Health (WDGPH) and the school/bus are taking all necessary steps to prevent the further spread of the virus both in the school and in the community. *

What will Public Health do?

- WDGPH will contact the individual(s) who tested positive for COVID-19 as well as the school and bus consortium/company (if applicable).
- WDGPH will contact (by phone or letter) all students, staff, visitors who are determined to be a **high-risk contact** of the individual(s) who tested positive.
- **Staff/students who are not contacted by Public Health, are not considered a high-risk contact.** They should continue to monitor and screen for symptoms of COVID-19 daily, practice hand hygiene, wear a face covering, and practice physical distancing.

What will the school and/or bus company do?

- The school/bus will provide WDGPH with information about who the individual was in close contact with while at school (including before and after school care) and on the school bus. *
- The school/bus will clean and disinfect all areas where the individual may have been.
- The school/bus will work with Public Health to develop a plan to protect all students and staff, and prevent the spread of COVID-19.

What should you do?

- Continue to monitor and screen for symptoms of COVID-19 using the [COVID-19 School and Child Care Screening tool](#) daily.
- Staff or students who develop symptoms of COVID-19 should immediately isolate from others and follow the guidance in the screening tool.
- If you receive a call or letter from Public Health, follow the directions provided.

How do you get more information?

Visit the school website for more information. Also visit the “For Schools” section of the WDGPH website wdgpublichealth.ca

***Note:** Personal health information may be provided to schools only for the purpose of contact tracing. The name of the individual who tests positive for COVID-19 will not be disclosed publicly to parents, staff or other students unless it is deemed necessary by Public Health, or unless given permission to do so by the individual, or their parent or guardian.



519-822-2715 or
1-800-265-7293
wdgpublichealth.ca