



November 9, 2020

Dear Staff,

Jefferson Local Schools and Madison County Public Health are deeply committed to the safety and health of our students and staff. As part of that commitment to the entire school community and in accordance with Ohio Department of Health orders, we are informing you that a staff member at Norwood Elementary has been diagnosed with COVID-19.

We are working closely with Madison County Public Health (MCPH) to identify people who may have been in contact with this person during their infectious period. Anyone identified as a close contact will be notified separately by Madison County Public Health, by phone or email, as a part of their COVID-19 investigation process. **If you are not contacted directly by MCPH you are not considered a close contact, are not quarantined, and may continue to report to school.**

We ask all parents and staff to take these steps to help limit the spread of COVID-19 and keep our schools open:

1. Continue to check yourself for COVID-19 symptoms daily. The symptoms of COVID-19 include fever (over 100°F), chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, or diarrhea. If you have any of these symptoms please stay at home and consult with your doctor.
2. If you or anyone in your household develops symptoms or tests positive for COVID-19, they should immediately isolate at home and contact Madison County Public Health at 740-852-3065.

Although our cleaning procedures have been strengthened this year, additional attention will be given to areas in the school as appropriate. We continue to work within the safety guidelines established by the Ohio Department of Health and Madison County Public Health to create a safe and healthy environment for our students and staff. For the latest information please visit our school website or covid.madisonph.org.

Sincerely,

William Mullett, Superintendent
Melissa Ferguson, District Nurse