Cary Christian School

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| **Quick Response Spread Sheet**  |
|  | **Staff Response** | **Program Response** | **Cleaning Response** | **Communication Response** | **Health Department** |
| **Indirect Exposure** | NothingAdditional | Nothing Additional | Nothing Additional | No Communication | Nothing Needed |
| **Symptoms** | Staff member with symptoms removed from general school population; return to program protocols;  | Student Removed from general school population.  | add additional cleaning when symptoms present; cleaning of a particular student desk should take place within 3 hours of symptoms | Nothing Needed  | Nothing Needed |
| **Direct Exposure** | Jim/HR notified of direct exposure; 10-day quarantine required. | Jim/HR notified of any direct exposures removed from program; sent home to quarantine for 10-days.  | maintain cleaning protocols in place. | communicate with the direct exposures only.  | Robbie/Jim will notify  |
| **COVID Diagnosis** | Jim/HR notified of direct exposure; 10-day quarantine required. | Jim/HR notified of any direct exposures removed from program; sent home to quarantine.  | deep clean protocols carried out | All Communication.  | Robbie/Jim will notify  |
| Email to parents: Just a heads up… we will communicate if your student has a DIRECT EXPOSURE or there is a COVID POSITIVE CASE at CCS.  |
| STAFF: Just a heads up… we will communicate if you have had a DIRECT EXPOSURE or there is a COVID POSITIVE CASE at CCS.  |

  *This chart was adapted from the YMCA’s COVID protocols*