



## CONTACT TRACING PLAN

CAACS will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school grounds, including students, staff, and visitors. In the case of an individual testing positive, CAACS will develop and maintain plans to support local health departments in tracing all contacts of the individual, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program. Confidentiality will be maintained as required by federal and state law and regulations. CAACS will cooperate with all state and local health department contact tracing, isolation, and quarantine efforts. A Contract Tracer from the NYC Department of Health may make contact with parents and/or employees to identify those potentially infected. A form letter via email will be sent to parents making them aware of any positive cases reported for CAACS. **It is important to note that a confirmed positive case is not an automatic trigger to close school.** The CAACS Principal will give guidance for all incidents related to employee and student exposure to COVID-19 and/or COVID-19 related symptoms.