



Laurens Central School

Contact Tracing Plan

1. After receiving notice of a positive confirmed COVID case, the Superintendent, who serves as the school's COVID Resource (C.R.) designee, will reach out to the Otsego County Department of Health to ascertain information needed to begin the contact tracing process.
2. The Superintendent will have logged investigative information starting from the date of an initial screening of a possible case. This will help ensure accurate information is reported and will assist the Otsego County Health Department with the contact tracing process.
3. The Superintendent will assist the Otsego County Department of Health in contacting all individuals and families who were potentially exposed and will notify all families and staff (using the mass notification system) of the existence of a positive case in the District. No personally identifiable information will be released through that mass notification.
4. The District will ask for a "Release from Isolation or Quarantine" letter from the Otsego County Department of Health when appropriate.