

School District of Mellen  
2021-2022 COVID Protocols

Step 1: The office is notified of a positive student or staff case.

Step 2: The principal sends out Close Contact forms to staff to identify student and staff close contacts.

Step 3: School close contacts are determined by the information provided.

- If a student is within 3 feet of a confirmed positive case for more than 15 minutes, wearing a mask or not, he/she is a close contact.
- If a student is within 6 feet of a confirmed positive case for more than 15 minutes and is not wearing a mask, he/she is a close contact.
- If a student is within 3-6 feet of a confirmed positive case for more than 15 minutes and is properly wearing a mask, he/she is not a close contact.
- If a student is within 6 feet of a confirmed positive case for less than 15 minutes, he/she is not a close contact.

Step 4:

**SCHOOL CLOSE CONTACTS:**

The Student Services Secretary contacts parents/guardians of students identified as being Close Contacts. Close contacts are required to quarantine for 5 days from the last day of exposure and upon return wear a mask for 5 days.

If the student receives a negative test and he/she is asymptomatic, he/she can return and would need to wear a mask (10 days from date of exposure).

- A negative test must be from the onsite clinic or a medical facility/pharmacy (not at home tests).
- Proof of a negative test needs to be sent to Jennifer Peters, our Student Services Secretary, at [jpeters@mellendiggers.org](mailto:jpeters@mellendiggers.org).

**HOUSEHOLD CLOSE CONTACTS:**

- Household Close Contacts need to quarantine for 5 days and upon return wear a mask for 5 days.
- If parents/siblings are asymptomatic, they can return sooner with a negative test and wear a mask for 10 days from the date of exposure.

Step 5: The 2021-22 COVID Quarantines and Must Remain Home spreadsheet is updated with student names and return dates.

Other notes: If we receive documentation from a county health department, the quarantine that is longer will be followed (health dept. or district).