***OPTIONAL TEMPLATE LETTER***

*Published December \_\_\_, 2020*

*The language below may be used in your communications with your community, as requested in our recent Tuesday morning call with Superintendents and local public health officials. This language may be useful as a part of your personalized correspondence to the community related to this updated DPH and CDC guidance. Please modify as much as needed, or develop your own letter to ensure this communication captures the unique local approach of your district.*

Dear School Community:

***[PERSONALIZED INTRO]***

On December 2, 2020, the Centers for Disease Control and Prevention (CDC) published **new COVID quarantine guidance**: [Options to Reduce Quarantine for Contacts of Persons with SARS-CoV-2 Infection Using Symptom Monitoring and Diagnostic Testing | CDC](https://www.cdc.gov/coronavirus/2019-ncov/more/scientific-brief-options-to-reduce-quarantine.html). On December 16, 2020, the Connecticut State Department of Public Health (CT DPH) published [**updated guidance**](https://portal.ct.gov/-/media/DPH/HAI/COVID19-CTquarantineguidance12-16-20v2.pdf)that aligns with the CDC quarantine guidance. This new guidance says that quarantine can be shorter than 14 days.

I am sending this letter to you to tell you how this new approach to quarantine length applies in our schools. After talking to our local health department, we [***Name of School District*]** will be adopting the CDC and DPH recommendations, as described in this letter, which means most individuals will be able to return to school after 10 days of quarantine. Please ensure you read the guidance carefully, as there are a number of steps you must take even after 10 days to continue monitoring your symptoms and carefully continuing your mitigating strategies, such as mask wearing and hand washing.

You will notice that DPH and CDC recommendations allow for an even shorter quarantine (7 days long), with a negative test. You need to be tested at least 5 days after you were exposed, and have a negative test result taken no more than 2 days before your get out of quarantine. This will require coordination to secure a testing date, and confirmation of results before any return to school. Just like when you quarantine for 10 days, you must checks for symptoms daily and be careful to wear masks and wash hands and stay out of crowds after the quarantine is done.

When you are notified of being a close contact, you will get more information about quarantine options from the school nurse and/or the local public health department.

**[Put in local details of your IMPLEMENTION PLAN here or attach – ie communication/contact plan for quarantines, notification of return to school etc]**

**[*CLOSING*]**

Please feel free to call **[*Name and Contact Information for COVID Liaison]*** for any questions about this. Thank you very much for your understanding and patience during this difficult time.