

COVID-19 Parent/Guardian Communication Guide

Parents, every year, we ask you to take a moment to talk to your family about what you want them to do should a weather-related emergency cause Lexington County School District One to delay school one morning, to dismiss school early one afternoon, or to close school entirely.

We still want you to do that. But even more important this year, we want you to have a backup plan for weather-related shifts in instructional models and for the potential impact of COVID-19 on instructional models for your child, your child's classroom, or even your child's school.

For instance, in the past, we closed schools due to bad weather, water main breaks, etc. Now, we might shift from a face-to-face learning model to an e-learning (virtual) model instead of closing schools.

The same idea applies to COVID-19-related shifts in instructional models. We will use our own data that we monitor carefully daily and the information provided to us by public health officials and medical experts to make these decisions.

We need your help outside of the school day, too. Please make sure that your student and your family are not engaging in high-risk activities outside of school. Wear masks in public and avoid large group gatherings. For example, this is not the time to host a big family "sweet 16" birthday party unless masks and social distancing are possible. Events like this make it harder for us to stay in school.

We know you have questions about what will happen at school. First, know this. When a student or staff member in one of our schools tests positive for COVID-19, we will exclude that person from school and begin contact tracing immediately.

As part of that contact tracing, if your student has had direct exposure (close contact for more than 15 minutes within less than six feet) to an individual who has tested positive for COVID-19, you will receive a telephone call from your school nurse followed by an email.

If your student has been in a classroom setting but farther than six feet from an individual who has tested positive for COVID-19, there will still be contact tracing. As a result, you will receive an email from your school nurse.

We hope the following detailed explanation helps you understand our process.



As always, our goal is to send you timely, accurate and clear information. We will make all decisions related to COVID-19 using our own data that we monitor carefully daily and the information provided to us by public health officials and medical experts.

We will do everything we can to make our schools as safe as possible.



What should a parent/guardian do if their student or another member of their household tests positive for COVID-19?

1. Call your child’s school nurse or school administrator immediately.
2. If you receive those positive test results after school closes or on the weekend, contact your school principal or assistant principal by email. Their email addresses are posted on each school’s page on the [district’s website](#).

What will the district do then?

1. A district nurse will send your contact information to the South Carolina Department of Health and Environmental Control.
2. School staff will also send DHEC the names and contact information of other students or staff who have had close contact (direct exposure of more than 15 minutes within less than six feet) to the individual with the positive test.
3. You will receive a telephone call from your child’s school nurse followed by an email with further instructions.
4. If your child tested positive, your child will stay at home for at least 10 calendar days.
5. If your child tested positive, his/her school-age brothers, sisters or other students in your home will also stay at home.
6. Your child’s teacher will follow-up with your child about instruction.

What will the district do if my child has had direct exposure (close contact for more than 15 minutes within less than six feet) to an individual who has tested positive for COVID-19?

1. First, remember that direct exposure (more than 15 minutes within less than six feet) to the individual with the positive test is the criteria that triggers our process in most situations.
2. If your child was directly exposed (more than 15 minutes within less than six feet) to the individual with the positive test, you will be called by the school nurse.
3. If your child has had direct exposure at school to someone (staff or student) who tested positive for COVID-19, you will also receive an email that includes more information, including a fact sheet from DHEC.

What will the district do if my child has been in a classroom with an individual who has tested positive for COVID-19 – even if my child was not a close contact?

1. Exposure of less than 15 minutes, more than six feet away will prompt an email notice.
2. Your child’s school will notify you by email when there is any individual with a positive COVID-19 test in your child’s classroom setting and let you know that we will monitor your child.

Important Note

1. Keep in mind that due to privacy laws (FERPA and HIPAA), we are unable to share the name or any other identifying information of a student or staff member who tests positive for COVID-19.



What happens if the district decides to shift a classroom, grade level or school from face-to-face instruction to e-learning instruction only?

If the district makes a decision to shift a classroom, grade level or school from face-to-face instruction to e-learning instruction, parents/guardians and staff will receive an email notification and other information.

The district will make decisions to shift based on health and safety. Before we shift an instructional model, we will investigate and determine the impact on the classroom, grade level or school.

We want to keep students safe and to make the decision that has the least impact on the educational setting.

When we decide to shift, we will attempt to send an email to parents/guardians no later than 6 p.m. This is why keeping your contact information up to date is critically important.

1. We will email you using the email address(es) you provided. Those email addresses are kept in [PowerSchool](#) and used in [SchoolMessenger](#).
2. Since, in most cases, we will use SchoolMessenger to email you, you should make sure you have your information up to date in your SchoolMessenger account. You can use the [SchoolMessenger website](#) to check your preferences and information.
3. SchoolMessenger also allows parents/guardians and staff to set their consent state (“yes” or “no”) for each telephone number associated with their account.

