**How to use the Daily Symptom Checklist?**

|  |
| --- |
| **The symptoms of Covid- 19 are generic to many acute illnesses and chronic conditions. The initial symptoms of many people who test positive for Covid- 19 are often reported as similar to allergy symptoms. The Nevada County Health Department has mandated that all symptoms are regarded as possibly related to Covid- 19 symptoms.** |

* All staff and students must ask themselves the symptom questions and take their temperature daily prior to coming to an NJUHSD campus
* If a staff or student answers YES to one or more of the symptom questions or if their temperature is 100.4 or greater then they cannot enter the campus and they must contact the School Nurse for follow up instructions
* If at any time during the work/school day, a staff member develops one or more of the symptoms on the daily checklist, they must leave campus immediately and then contact the School Nurse. If a student develops one or more of the symptoms on the daily checklist, they must be sent to the Health Office.
* The staff or student must complete the required steps prior to returning to work/school and must present verification to the School Nurse
* Visitors to NJUHSD Campuses
	+ When the visitor arrives on campus they must complete the District Symptom Checklist which includes taking the visitor’s temperature. If the visitor answers YES to any of the symptom questions, then they are prohibited from staying on campus and should be referred to their physician for follow up.
	+ All visitors must sign in on a Visitor Log
	+ Visitors who have completed a wellness screening must be given a visitor badge or sticker identifying them as an approved visitor while on campus.
	+ Staff who visit a school site that is not their assigned site and/or who have multiple assigned sites MUST complete a Visitor Symptom Screening form that will capture their contact information in the event that tracing needs to occur. They should also follow the site’s regular sign in on the visitor log before entering the school site.