



Contact Tracing at WCS

Below is a very brief overview of the contact tracing that takes place when we are notified that any staff or student has been either exposed to or tested positive for COVID 19. Our team takes this work very seriously, and we want our community to better understand this process.

Step 1: Notification

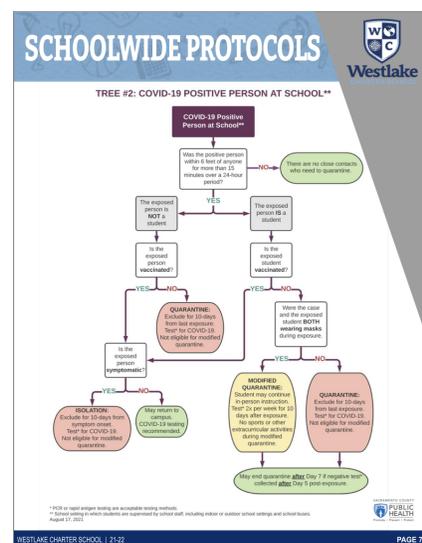
When families learn that any family member has been in close contact with a person that has tested positive for COVID 19, or has tested positive, please notify the school by emailing admin@westlakecharter.com. Once the school receives this notification, the school will begin contact tracing.

Step 2: Contact Tracing

The definition of close contact is to be within 6 feet of a person that tested positive, for more than 15 minutes cumulatively over a 24 hour period. So, the contact tracing team must determine if there was anyone who was a “close contact” on campus in the home room, advisory, subject specific, specialties and elective classrooms, as well as during lunch, breaks, recess, the walking school bus, and sports or school activities.

Step 3: Quarantine Decision Tree

Once we know who is considered a close contact, the Sacramento County Public Health decision tree, shown on pages 6, 7, & 8 of the [Health and Safety Guidebook](#), helps us determine who is required to quarantine, and who is eligible for a modified quarantine. The decision tree asks questions like were the students masked? Are they vaccinated? Do they live in the household with the person who tested positive? These questions determine if the student qualifies for a 10 day quarantine, a modified quarantine, or an early end quarantine with negative tests.



Step 4: Communicating with Families

Once the contact tracing has been completed, we individually call the guardians of any student who was found to be in close contact and consult with families regarding which option is available to them and their students. Once contact tracing and parent/guardian communications have been made individually, we will communicate with all families in each grade level that has had a positive case on campus, as well as update our COVID dashboard which can be found on our Return to Schools website as soon as possible.

Step 5: Quarantining

Students who are required to quarantine will be offered the opportunity to keep up with school work through Independent Studies. Unfortunately, Distance Learning is no longer an option due to a change in California legislation.