

# Required Visitor Screening Process

## Visitors to Campuses and District Buildings

Parents/guardians and other adults can visit schools IF it is critical to the academic success of the student and essential to school operations. During these visits, parents/guardians and other visitors must follow virus prevention and mitigation requirements of the school. To minimize potential exposure, parents/guardians and any other guests will not be allowed in the building for non-academic purposes (e.g., lunch, walking students to class, etc.)

## Visitor Screening

Campuses must screen all visitors who come onto campus. This includes parents, guardians, or caregivers who share a student's household.

### Questions to Ask

1) Visitor full name



2) Have you had any symptoms of COVID-19?



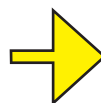
YES



3) Have you had close contact with an individual who is lab-confirmed with COVID-19?



YES



Visitor must not be allowed to remain on campus. Please explain that anyone with symptoms or close contact may not be on campus so as to minimize potential spread. Please ask them to return home and contact their physician for guidance.

### Screening Expectations

- 1) When asking individuals if they have symptoms for COVID-19, schools must only require the individual to provide a "YES" or "NO" response. Schools should NOT ask for specific symptom confirmation. Schools are not entitled to collect information during screening on the specific health information of an individual beyond the fact that they are symptomatic.
- 2) Anyone who is not willing to answer the screening question must be asked to leave the campus.
- 3) Once it is determined that individuals who responded "YES" to either of these questions has met the criteria for re-entry, the school MUST destroy those individuals' responses.