We were informed today, [insert date], that an [insert school name here] team member has tested positive for the COVID-19 virus. You may have interacted with this staff member [insert date of team member’s last visit to school campus]. We believe your limited time in the building helped to *reduce* your risk of exposure. Those who had direct contact with someone who has tested positive for COVID-19 will be notified and others who were physically present, but not considered close contact must continue to self-monitor for symptoms.

To address this matter, our custodial team will complete a thorough cleaning and disinfecting at [insert school name here]. Those areas will be clearly marked.

Testing information is provided below should you desire routing testing. Those notified of close contact *must* undergo testing.

| **Rapid Testing Covered By Insurance** | **Free Testing** |
| --- | --- |
| ***Trustcare (multiple sites)***  4880 I-55 Frontage Road North  Jackson, MS 39211  Hours:  Sunday: 1:00 PM - 7:00 PM  Monday - Friday: 8:00 AM - 8:00 PM  Saturday: 9:00 AM - 5:00 PM  Appointments: trustcarehealth.com or (601) 487-9199 | ***University of Mississippi Medical Center***  West Street Farmers Market  352 E. Woodrow Wilson  Jackson, MS  Open M-S 8am- 5pm  Appointment via [https://covidschedule.umc.edu/](about:blank)  Or (601) 496-7200  **Jackson Hinds Comprehensive Health Center**  3502 W. Northside Drive  Jackson, MS  OR  145 Raymond Road  Jackson, MS  (601) 362-5321 Ext. 1179 |

Please be reminded to practice general virus-prevention measures, including:

* Wearing a cloth face covering
* Washing your hands with soap and water often, or using hand sanitizer of at least 60% alcohol if soap and water are not available.
* Covering your cough or sneeze with a tissue or sleeve.
* Avoiding touching your face.
* Avoiding close contact with people who are sick.

The well-being of our employees and school community are paramount in Jackson Public Schools. JPS continues efforts to maintain essential services to scholars and families, while working to keep team members safe.

Sincerely,

Assistant Superintendent

Jackson Public Schools