



Sheepscot Valley Regional School Unit #12  
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Larry Dancer, Director of Operations  
Michael Flynn, Director of School Nutrition

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May 4, 2021

## COVID-19 **POSITIVE** CASE COMMUNITY NOTIFICATION LETTER

RE: This alert is specifically for the **Windsor Elementary School** community only.

Dear RSU 12 (**Windsor Elementary**) Students, Families, Staff, and Community,

This letter is to inform you that in the last two days there have been two individuals associated with **Windsor Elementary School**, in grade 5 and grade 7, who are considered to be positive for COVID-19. We are informing you out of an abundance of caution. Please monitor yourself/your student for signs and symptoms. Call a health care provider if symptoms start. It is important that you call a healthcare facility before you show up in person. Stay home if you are sick.

Due to the two positive cases for COVID-19, RSU 12 will be implementing the following for **Windsor Elementary School only**.

**All students who are considered close contacts with the individual(s) at Windsor Elementary School have already been contacted by the principal through email with directions to quarantine. Please check your email. Students will be contacted by their teacher with directions of work to complete during the remote learning time.**

COVID-19 is a respiratory illness that ranges from mild to severe. It can be more severe in adults 60 years and older and in those with underlying conditions. The virus mainly spreads when an infected person coughs or sneezes and an uninfected person breathes in the virus. Signs and symptoms include:

- fever or chills
- new loss of taste or smell
- cough
- sore throat
- shortness of breath or difficulty breathing
- congestion or runny nose
- fatigue
- nausea or vomiting
- muscle or body aches
- diarrhea
- headache

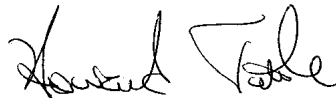
Please keep in mind that many things can cause respiratory illness, so students and staff should be up-to-date on influenza and routine vaccinations.

Maine CDC or a school representative will contact you directly if you are identified as a close contact of someone who tested positive. Close contacts will be asked to quarantine for 10 days from last exposure to the positive individual. A negative test result does not get an individual out of quarantine.

Maine CDC recommends prevention measures to prevent the spread of COVID-19. These measures include proper hand-washing with soap and warm water, which is especially important after using the bathroom, before eating, and after blowing your nose, coughing, or sneezing. When soap and water is not available, use an alcohol-based hand sanitizer with at least 60 percent alcohol. Avoid touching your eyes, nose, and mouth with unwashed hands and avoid close contact with people who are sick. Cover your cough or sneeze into a tissue, then throw the tissue in the trash. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Questions for individual schools can be directed to the building principal or the school nurse. For general district information, you can contact the RSU 12 Central Office. For general COVID-19 questions, dial 211 (or 1-866-811-5695). You can also text your ZIP code to 898-211 or email [info@211maine.org](mailto:info@211maine.org). Call a health care provider for questions about your symptoms. More information can be found at [www.maine.gov/dhhs/coronavirus](http://www.maine.gov/dhhs/coronavirus) or [www.cdc.gov/coronavirus](http://www.cdc.gov/coronavirus).

Sincerely,

A handwritten signature in black ink, appearing to read "Howard Tuttle". The signature is fluid and cursive, with the first name "Howard" and last name "Tuttle" clearly distinguishable.

Howard Tuttle  
Superintendent, RSU 12