

**Holly Hills Elementary School**  
**500 Ogden Drive**  
**Westampton, NJ 08060**  
(609)267-8565  
(609)702-9744 (fax)



Jennifer Murray  
Principal  
[jmurray@westamptonschools.org](mailto:jmurray@westamptonschools.org)

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Good afternoon,

Today we learned that one of our staff members has tested positive for COVID-19. That staff member is fully vaccinated, asymptomatic, and has worn a mask in the school building at all times. They have been adhering to the minimum distances required in a classroom setting.

We have consulted with the Burlington County Health Department to ensure that our actions are appropriate and safe. Contact tracing has been conducted and all close contacts have been notified.

This letter is just to inform you of the situation as your child was in class with the teacher for about 45 minutes this week. Everyone was masked and safely distanced, so it is likely that your child was not considered a close contact. If your child was determined to be a close contact, you would have received additional notice.

I want to emphasize again that the staff member is fully vaccinated, asymptomatic, masked, and was distanced from all students. This makes transmission highly unlikely. However, we felt it important that we communicate with you about any concern. As always, we ask you to be on the lookout for symptoms of COVID-19 and take proper precautions. Thank you.

Sincerely,

*Jennifer Murray*

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