尊敬的家长/教职员工/委员会：

在XX日，我们了解到[学校/儿童保育中心/机构名称]我们学习社区中有一名确诊新冠（COVID-19）的人员。我们建议您采取措施来帮助限制COVID-19的传播，即使您的孩子没有症状。

**您可以做的重要事宜：**

* 确保您的孩子佩戴[口罩](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html)。
* 确保您的孩子[洗手](https://www.cdc.gov/handwashing/when-how-handwashing.html)。
* 如果您的孩子生病了，请让其留在家中。
* 如果您或您的孩子出现[COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)症状，请致电您的初级保健提供者。

**疑似暴露者会收到通知：**

与检测结果为阳性者[密切接触](https://apps.health.vermont.gov/COVID/faq/#4575)的任何人可能都已暴露于该病毒，并且将被要求进行预防性隔离，这意味着，在家中自我隔离14天，避免与他人接触。在[此处](https://apps.health.vermont.gov/COVID/faq/#4618)了解有关预防性隔离的含义的更多信息。

如果您被确定为疑似暴露者，则[学校名称/儿童保育中心/机构名称]或卫生部门的人员将会通知您，并提供有关预防性隔离的信息和指导以及其他建议。如果卫生部来电，请确保接听电话或回电。

[了解有关学校出现病例时具体措施的更多信息。](https://apps.health.vermont.gov/COVID/faq/#4738)

**COVID-19是什么？**

COVID-19由一种新型冠状病毒引发，是2019年发现的一种疾病。冠状病毒是一种病毒，因其表面的冠状突起而得名。冠状病毒种类繁多，其中一些可引起呼吸系统疾病，如感冒。COVID-19的特定症状包括：

* 发热或发冷
* 咳嗽
* 呼吸急促或呼吸困难
* 疲劳
* 肌肉酸痛或全身酸痛
* 新出现的味觉或嗅觉丧失
* 咽喉痛
* 鼻塞或流涕
* 恶心或呕吐
* 腹泻
* 头痛

**COVID-19如何传播？**

COVID-19的传播主要来自与COVID-19感染者的密切接触。目前认为，在人们说话、咳嗽或打喷嚏时，病毒会通过飞沫在人与人之间传播。飞沫可传播的距离不到6英尺。当来自其他人的飞沫进入您的口部或鼻部时，您可能会将其吸入肺部。这种病毒可以通过无症状者传播。

**父母和监护人如何协助防止COVID-19传播？**

* 如果您的孩子生病了，请让其留在家中。
* 确保您的家庭成员经常用肥皂和清水洗手，每次持续20秒钟。
* 确保您家庭中的每个成员在咳嗽和打喷嚏都用纸巾或肘部遮住口鼻，然后洗手。
* 如果您在公共场所无法与他人保持6英尺距离，则请佩戴口罩。

**我们正在与卫生部合作，以确保社区安全。**

* 我们将继续遵循卫生部关于[良好健康开始](https://education.vermont.gov/documents/guidance-strong-healthy-start-health-guidance)以及[儿童保育和校外看护](https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID19-Health-Guidance-Childcare-Summer-Programs.pdf) 的指导。
* 我们根据卫生部的指导对[机构/学校名称]进行了清洁和消毒。
* 患病员工和儿童恢复健康后才能复工复学。
* [了解卫生部针对有人COVID-19检测结果为阳性的应对措施。](https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID-19-Flowchart-When-Someone-Tests-Positive.pdf)

了解有关[在佛蒙特州进行检测](https://www.healthvermont.gov/response/coronavirus-covid-19/testing-covid-19)的更多信息。

感谢您的理解，出于医疗隐私法律的原因，我们无法发布COVID-19患者的姓名。我们将会继续与您沟通更改和更新。在您的参与下，我们相信可以为您的孩子创建一个安全有趣的体验。

如果您有任何疑问，请随时通过[联系信息]与我联系。

非常感谢，

Dear families/staff/Board:

On XX date we learned about a person in our learning community with Coronavirus Disease 2019 (COVID-19) at [school/child care/facility name]. We recommend that you take action to help limit the spread of COVID-19, even if your child is not experiencing symptoms.

**The most important things you can do:**

* Make sure your child is wearing [a mask](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html).
* Make sure your child is [washing their hands](https://www.cdc.gov/handwashing/when-how-handwashing.html).
* Keep your child home if they are sick.
* Call your primary care provider if you or your child has [symptoms of COVID-19](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html).

**People who may have been exposed will be notified:**

Anyone who was in [close contact](https://apps.health.vermont.gov/COVID/faq/#4575) with the person who tested positive may have been exposed to the virus and will be asked to quarantine, which means staying home and away from other people for up to 14 days. Read more about what it means to quarantine [here](https://apps.health.vermont.gov/COVID/faq/#4618).

If you are identified as someone who may have been exposed, someone from either [name of school/child care/facility name] or the Health Department will notify you and will provide information and guidance on quarantine and other recommendations. If the Health Department calls, make sure to answer the phone or call them back.

[Learn more about what happens when there is a case in a school.](https://apps.health.vermont.gov/COVID/faq/#4738)

**What is COVID-19?**

A new coronavirus causes COVID-19, which is an illness that was discovered in 2019. Coronaviruses are a type of virus that are named for the crown-like spikes on their surface. There are many kinds of coronaviruses including some that cause respiratory illnesses, like the common cold. The specific symptoms of COVID-19 include:

* Fever or chills
* Cough
* Shortness of breath or difficulty breathing
* Fatigue
* Muscle or body aches
* New loss of taste or smell
* Sore throat
* Congestion or runny nose
* Nausea or vomiting
* Diarrhea
* Headache

**How does COVID-19 spread?**

COVID-19 spreads mainly from having close contact with someone who has a COVID-19 infection. The virus is thought to spread by droplets from person to person when they speak, cough, or sneeze. Droplets travel less than 6 feet. When droplets from another person get in your mouth or nose you can inhale into your lungs. This virus can be spread by people without symptoms.

**How can parents and guardians help prevent COVID-19 from spreading?**

* If your child is sick, keep them home.
* Make sure members of your household wash their hands often using soap and water for 20 seconds.
* Make sure every member of your household covers their coughs and sneezes with a tissue or their elbow, and then washes their hands afterwards.
* Wear a mask in public when you cannot stay 6 feet apart from other people.

**We are working with the Health Department to keep our community safe.**

* We continue to follow the Health Department’s guidance for a [Strong and Healthy Start](https://education.vermont.gov/documents/guidance-strong-healthy-start-health-guidance) and for [Childcare and Out-of-School-Time Care](https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID19-Health-Guidance-Childcare-Summer-Programs.pdf) .
* We cleaned and disinfected the [facility/school name] per the Health Department guidance.
* Sick employees and children will not return to work until they are healthy.
* [Learn about the Health Department’s response when someone tests positive for COVID-19.](https://www.healthvermont.gov/sites/default/files/documents/pdf/COVID-19-Flowchart-When-Someone-Tests-Positive.pdf)

Learn more about [getting tested in Vermont](https://www.healthvermont.gov/response/coronavirus-covid-19/testing-covid-19).

Thank you for understanding that, due to medical privacy laws, we are not able to release the names of the individuals with COVID-19. We will continue to communicate changes and updates with you. With your participation, we believe we can create a safe and fun experience for your children.

If you have any questions, please feel free to reach out to me at [contact information].

Many thanks,