**SAMPLE: STUDENT VERSION**

**CLASSROOM COVID-19 NOTIFICATION**

Good evening,

We learned today that a person in your xxx class has tested positive for COVID and may have attended class when they were infectious to others. The person who tested positive is recovering in isolation and we wish them well.

**This email is not a notification of being in close contact of someone with COVID, and is just a general notification of potential exposure.** The potential exposure occurred during any classes held (range of dates based on positive case infectious period). If class was not held during this time, it is unlikely that you and others were exposed while the individual was infectious to others.

You may learn from the person who tested positive for COVID or from the Whatcom County Health Department that you were a close contact. Close contact is defined as being within 6-feet of a person with COVID for at least 15 minutes over 24 hours.

We recognize that individuals may be concerned about being exposed to COVID. The [Student Health Center website](https://studenthealth.wwu.edu/if-you-are-direct-contact) has the most up to date information on what you should do if you have been exposed to COVID. We encourage you to review this information, as well as what is provided below.

**If you are vaccinated and were not a close contact:**

* You do not need to quarantine at this time. You can continue going to class and participating in on-campus activities.
* You do not need to get tested, unless you develop symptoms or are later notified you were a close contact.

**If you are vaccinated and were a close contact:**

* Get tested for COVID 5-7 days after you were last exposed. You can make an appointment at the Student Health Center through your [MyWesternHealth Patient Portal](https://mywesternhealth.wwu.edu/), or get tested in elsewhere in the community.
* If you test positive,notifythe Student Health Center by sending a message through your [MyWesternHealth Patient Portal](https://mywesternhealth.wwu.edu/) (if the test did not come from the SHC)

**If you are NOT vaccinated, regardless of if you were a close contact:**

* Quarantine immediately by staying home other than for medical care
* Contact the Student Health Center by sending a message through your [MyWesternHealth Patient Portal](https://mywesternhealth.wwu.edu/). A nurse will contact you with further instructions and to arrange COVID testing.

**If you develop** [symptoms of COVID](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)**,** such as cough, fever, shortness of breath, chills, sore throat, muscle pain, loss of taste or smell, unexplained headache, and gastrointestinal symptoms:

* Regardless of vaccination status, notify the Student Health Center by sending a message through your [MyWesternHealth Patient Portal](https://mywesternhealth.wwu.edu/). A nurse will contact you with further instructions.

As a reminder, the most important things we can all do to limit the spread of COVID-19 are:

·        **Get**[vaccinated](https://www.ehs.washington.edu/covid-19-prevention-and-response/uw-covid-19-vaccination-policy/)**against COVID-19.**

·        **Stay home and away from others when you are sick or experiencing symptoms.**

·        **Wear a face covering.**

·        **Wash hands often**with soap and water for at least 20 seconds. If water is not available, use hand sanitizer.

·        **Avoid touching your eyes, nose, or mouth** with unwashed hands.

·        **Avoid contact with people who are sick.**

Please note that this guidance has been created in conjunction with the Student Health Center. For more information, visit the [COVID Recovery Status website](https://www.wwu.edu/coronavirus) or the [Student Health Center COVID information page](https://studenthealth.wwu.edu/covid-vaccines).

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| Western logo |   | **COVID Support Team**Western Washington University516 High Street, Bellingham WA 98225covidsupport@wwu.edu[*WWU COVID-19 Information*](https://www.wwu.edu/coronavirus) |