

**Hawai'i State Department of Health**  
Disease Outbreak Control Division



**When a Person at a K-12 School has COVID-19**

If the person with COVID-19 was at school while infectious and remained in the same space (e.g., class) throughout the day, consider notifying group members if they were exposed to a person with COVID-19. Notification is recommended if it will allow group members to take specific actions to protect their health or the health of others (e.g., test, wear a mask for 10 days following the exposure).

When performing notification, schools should rapidly identify the impacted group setting and notify any potentially exposed group members of contact with a person with COVID-19 infection, **while keeping the person's identity and personal health information confidential.**

If your school is experiencing a suspected outbreak, notify the Hawai'i State Department of Health (DOH) within 24 hours via the online COVID-19 Outbreak or Case Reporting Tool. The principal, supervisor or program contract manager is responsible for reporting the suspected outbreak to the DOH.

CDC provides guidance on [When and How to Clean and Disinfect a Facility](#) which is applicable to school settings.

**Notifying Potentially Exposed Individuals**

**Infectious period at school** = 48 hours prior to date symptoms started (if no symptoms, date positive test was collected) **until** date last at school

Date when the person with COVID-19 infection first reported having symptoms (if no symptoms, date positive test was collected):

\_\_\_/\_\_\_/\_\_\_

Date when the person with COVID-19 infection was last at school:

\_\_\_/\_\_\_/\_\_\_

Refer to [Isolation and Exposure Guidance for K-12 Schools](#) for guidance on isolation time durations for students. Refer to **Summary Guidance for Hawai'i K-12 Schools**