

Absence or COVID case Report form

THE SAFETY OF OUR STUDENTS, STAFF, AND VISITORS REMAIN OUR TOP PRIORITY. TO PREVENT THE SPREAD OF COVID-19 AND REDUCE THE POTENTIAL RISK OF EXPOSURE TO OUR STUDENTS AND STAFF, WE ARE UTILIZING AN ATTENDANCE REPORTING FORM.



THIS FORM IS THE DAILY PRE-SCREEN TOOL FOR STUDENTS, STAFF, AND VISITORS/VENDORS. IT IS ALSO USED TO REPORT POSSIBLE OR CONFIRMED CASES OF COVID-19 AMONG STUDENTS AND STAFF.

**PLEASE FILL OUT THE ABOVE FORM IF
YOU:**

Have a child who
will be absent

Are a staff
member who will
be absent

Are reporting a
possible COVID-
19 Case

Are reporting a
positive COVID-
19 Case