



## Paris Special School District

1219 Highway 641 South  
Paris, TN 38242  
(731) 642-9322  
(731) 642-9327 Fax  
[www.parisssd.org](http://www.parisssd.org)

Dear Paris Special School District families and employees:

Because safety is a CORE value in Paris Special School District, it is our intent to keep you informed with an update on COVID-19 (coronavirus). We are monitoring and relying on guidance and information provided by our county and state public health offices. Given the recent and elevated attention to the COVID-19 (coronavirus) in national and local media, I want to reach out and share with you information and important health tips.

On 3/5/20, the first reported case of COVID-19 (coronavirus) was diagnosed in Tennessee. While there are no reports of this virus occurring in our region, we are making plans to increase prevention strategies and prepare a response if an outbreak occurs. We are using the resources provided by the U.S. Centers for Disease Control (CDC) and our local Emergency Management team to develop these procedures. We also are staying in close contact with the Tennessee Department of Health and the Tennessee Department of Education.

In addition to our routine cleaning procedures in the system and on our school buses, extra attention is being given to the following steps:

- Daily sanitization of classroom high-touch areas (doorknobs, desks, keyboards, etc.)
- Daily sanitization of bus seating and high-touch areas
- Communication of factual information regarding the COVID-19 virus
- Education to all students regarding proper handwashing techniques and other methods to reduce the spread of germs
- Continued monitoring of student and staff absenteeism
- Additional tracking of students' symptoms evident during nurse visits

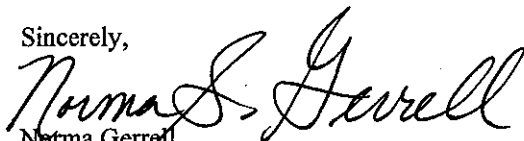
The PSSD Crisis Management Team is prepared should the virus impact our area.

Below are some general helpful tips from the CDC we can utilize to help ensure personal health:

- Remember it's not too late for a flu vaccination. See your health provider for additional information.
- Wash your hands with soap and water. If soap and water are not available, use an alcohol-based hand rub.
- If you are sick with flu symptoms, CDC recommends that you stay home for at least 24 hours after your fever is gone except to get medical care or for other necessities. (Your fever should be gone for 24 hours without the use of a fever-reducing medicine.)
- Avoid touching your eyes, nose, and mouth. Germs spread this way.
- Cough into the sleeve of your shirt or use tissues that are then properly disposed of after use.

For additional information regarding COVID-19 (Coronavirus), please refer to the CDC website:  
<https://www.cdc.gov/coronavirus/2019-ncov/about/index.html>

Sincerely,

  
Norma Gerrell,  
Director of Schools

**W.G. Rhea Elementary School**  
115 South Wilson Street  
Paris, Tennessee 38242  
(731) 642-0961  
(731) 642-5171 FAX

**Paris Elementary School**  
650B Volunteer Drive  
Paris, Tennessee 38242  
(731) 642-3675  
(731) 644-0734 FAX

**W.O. Inman Middle School**  
400 Harrison Street  
Paris, Tennessee 38242  
(731) 642-8131  
(731) 642-8209 FAX

# COVID-19 | What to do if you are sick with coronavirus disease 2019 (COVID-19)

If you are sick with COVID-19 or suspect you are infected with the virus that causes COVID-19, follow the steps below to help prevent the disease from spreading to people in your home and community.

## Stay home except to get medical care

You should restrict activities outside your home, except for getting medical care. Do not go to work, school, or public areas. Avoid using public transportation, ride-sharing, or taxis.

## Separate yourself from other people and animals in your home

People, as much as possible, you should stay in a specific room and away from other people in your home. Also, you should use a separate bathroom, if available.

**Animals:** Do not handle pets or other animals while sick. See COVID-19 and Animals for more information.

## Call ahead before visiting your doctor

If you have a medical appointment, call the healthcare provider and tell them that you have or may have COVID-19. This will help the healthcare provider or office take steps to keep other people from getting infected or exposed.

## Wear a facemask

You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) or pets and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then people who live with you should not stay in the same room with you, or they should wear a facemask if they enter your room.

## Cover your coughs and sneezes

Cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in a lined trash can; immediately wash your hands with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty.

## Avoid sharing personal household items

You should not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people or pets in your home. After using these items, they should be washed thoroughly with soap and water.



## Clean your hands often

Wash your hands often with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry. Soap and water should be used preferentially if hands are visibly dirty. Avoid touching your eyes, nose, and mouth with unwashed hands.

## Clean all "high-touch" surfaces every day

High touch surfaces include counters, tables, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables. Also, clean any surfaces that may have blood, stool, or body fluids on them. Use a household cleaning spray or wipe, according to the label instructions. Labels contain instructions for safe and effective use of the cleaning product, such as wearing gloves and making sure you have good ventilation during use of the product.

## Monitor your symptoms

Seek prompt medical attention if your illness is worsening (e.g., difficulty breathing). Before seeking care, call your healthcare provider and tell them that you have, or are being evaluated for, COVID-19. Put on a facemask before you enter the facility. These steps will help the healthcare provider's office to keep other people in the office or waiting room from getting infected or exposed.

Ask your healthcare provider to call the local or state health department. Persons who are placed under active monitoring or facilitated self-monitoring should follow instructions provided by their local health department or occupational health professionals, as appropriate.

If you have a medical emergency and need to call 911, notify the dispatch personnel that you have, or are being evaluated for, COVID-19. If possible, put on a facemask before emergency medical services arrive.

## Discontinuing home isolation

Patients with confirmed COVID-19 should remain under home isolation precautions until the risk of secondary transmission to others is thought to be low. The decision to discontinue home isolation precautions should be made on a case-by-case basis, in consultation with healthcare providers and state and local health departments.

## Preventative Measures from the CDC

As health care professionals, we encourage you to be proactive in advising students, families, and staff to:

- **Avoid close contact with people who are sick and stay home if you or someone in your household falls ill.**
- **Avoid touching your eyes, nose, and mouth - this is how germs spread.**
- **Cover your coughs and sneeze with a tissue and throw it immediately in the trash**
- **Clean and disinfect frequently touched surfaces and objects using spray or wipes.**
- **Wash your hands regularly with soap and water for at least 20 seconds.**
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol (Source: CDC).