



September 23, 2020

Dear Parents, Faculty, and Staff:

Unfortunately, a staff member at Tacoma Baptist Schools was tested and diagnosed with COVID-19 on Tuesday, 09/22. HIPPA guidelines require us to keep their identity anonymous.

Upon contact tracing, we know this person:

- Identified initial, mild symptoms Wednesday, 09/16
- Believes it was contracted from an external source
- Had limited contact with faculty and no contact with students
- Has not been on campus since the re-opening of our elementary classrooms, Monday, 09/21
- Is at home under quarantine with their family

Per our [Fall 2020 Re-Opening Plan](#), the person who tested positive will not be returning to campus until:

- At least 24 hours have passed since recovery AND at least 10 days have passed since signs first showed up
- OR it has been at least 24 hours since recovery AND a healthcare provider provides a note that they no longer have COVID

Additionally, as per protocols:

- Staff members that have been in contact with this individual are using precaution and being tested as a preventative measure
- Unless your family has been contacted directly, we do **not** believe you or your child was exposed to this person
- We have notified the Tacoma Pierce County Health Department

The purpose of this letter is to notify you of the situation and to remind everyone of preventative measures.

The symptoms of COVID-19 include fever, cough, headache, body aches, diarrhea, nausea and vomiting. Some people have no symptoms at all, or the symptoms are so mild that they are not noticed. Some experience serious illness. If symptoms develop, the average time after exposure is about 5 days, but symptoms can appear anywhere between 2 and 14 days after exposure (the incubation period).

If you or your child develop any of the symptoms above, please contact your healthcare provider for further instruction.

As TBS moves toward our full re-opening, we may be more at risk for this infection. Please do everything you can when you are in public to keep a physical distance of at least 6 feet, wear masks in public and sanitize and wash hands frequently (adults and children).

How can you help keep our students in school?

Everyone has a role. As we partner together, please follow the steps provided by the Tacoma Pierce County Health Department:

- Stay close to home.
- [Wear a mask](#) when you leave home.
- [Limit your interactions](#) to a small circle of friends and family.
- [Keep gatherings small](#), and outside if possible where fresh air circulates.
- [Stay 6 feet apart](#) from others. Wear a mask when you cannot maintain 6 feet of space.
- [Get tested](#) for COVID-19 if you are experiencing symptoms, are Black, Latinx, Native Hawaiian, Pacific Island, American Indian, Alaska Native—or have participated in any gatherings—social, civic, business, political, athletic or otherwise.
- Wash your hands, cover your cough, and keep up your best hygiene and sanitation.

Schools are a vital part of our community—let's do our part to support them during these challenging times. For more information about COVID-19, visit tpchd.org/coronavirus.

Please keep TBS in prayer as we continue our in-person re-opening plan. Let's give praise for God's protection and petition for His continued providence.

Sincerely,
TBS Administrative Leadership Team