

Symptom Screening Checklist for ALL Employees, Students and Visitors

Before anyone can enter your building on a workday or school day, they must be screened by designated school personnel. School nurses are the primary contact to ensure that all staff members have been screened each day.

Individuals do not only need to have their temperature checked to ensure they do not have a fever of 100.4 or greater, they also must be asked the three state mandated screening questions before entering the building.

Please refer to the NCDHHS Symptom Screening Checklist:

- [Elementary School Students](#)
 - This screening form should be used when parents are dropping their students off.
- [Middle/High School Students and any person entering the building](#)
 - This screening form should be used for middle and high school students as well as any adult entering the building.

Students

- When screening individuals prior to entering the building, any student exhibiting symptoms OR answering “Yes” to any screening form questions will need to be isolated immediately. Arrangements should be made for the student to be picked up promptly.

Adult Staff and Visitors

- Adult staff or visitors exhibiting symptoms OR answering “Yes” to any screening form questions will not be allowed access to the building for any reason, and should promptly vacate school grounds.

We are required to document any person showing signs of fever, symptoms, or answering “Yes” to screening questions.

Please see the attached [Symptom Screening Checklist Log](#)