



**Public Health**  
Prevent. Promote. Protect.  
Zanesville-Muskingum County

### **Our Mission**

Prevent. Promote. Protect. Public Health is our Passion!

September 7, 2020

Dear Parents/Guardians:

The Zanesville-Muskingum County Health Department (ZMCHD) has been notified of a confirmed case of the coronavirus disease (COVID-19) at Duncan Falls Elementary School. Out of our responsibility to you and your family, we are sending this notification to inform you that students and staff may have been exposed to COVID-19. Please remember that a confirmed case does not mean your child has been exposed.

At this time Duncan Falls Elementary School is working closely with ZMCHD to take the appropriate steps to manage the situation. This process includes identifying all individuals who were exposed to the confirmed case. If your child was exposed to the confirmed case, you will be contacted by the health department. You will receive directions on how to quarantine.

To protect the confidentiality of all students and staff, Duncan Falls Elementary School is not permitted to give out personal information related to this matter.

We would like to take this opportunity to encourage our families to continue practices that prevent exposure and the spread of COVID-19. These include:

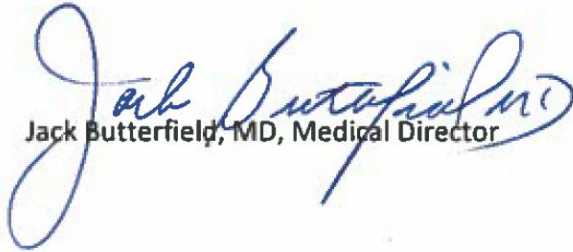
1. Wearing a mask whenever you are in public
2. Avoiding close contact with people who do not live in your household
3. Frequent and proper hand washing and hand sanitizer use.
4. Staying home if you feel sick

Please visit CDC for more information on [Talking to Children about COVID-19](#) and [Back to School Planning for Parents](#).

The safety of students and staff is the biggest priority for Duncan Falls Elementary School and it will continue to work with ZMCHD, monitor this situation, and take the necessary steps to keep the school healthy and safe.

Please contact us with questions and concerns. Please call us at 740-454-9741, email us at covid19@muskingumcountyoh.gov, or visit our website [www.zmchd.org](http://www.zmchd.org) for updates.

Sincerely –



Jack Butterfield, MD, Medical Director

**Health Department**

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