

## GAINESVILLE ISD COVID-19 QUICK GUIDE AND TESTING INSTRUCTIONS

The following instructions should be followed for any GISD Face to Face Student or GISD Staff member who is experiencing COVID 19 symptoms and needs tested.

- Student or Staff member **must contact the GISD HR Department at 940.665.4362 to schedule an appointment** to be tested. Appointments will not be made at the campus testing site all appointments will be made by contacting the HR department.

Two testing sites will be available:

- ❖ Robert E. Lee Intermediate School – 8:00 am – 11:00am
- ❖ Gainesville Junior High School – 1:00pm-3:30pm

- Once scheduled all students and staff will need to complete the registration at <https://register.txrapidtest.org/>
  - ❖ Registration requires demographic information to be entered as well as symptoms and date of onset.
  - ❖ Once registration is complete a QR code will be provided that you will need at the testing site. You can print the QR code or take a picture. **Have QR code + driver's license (all staff +students over 18) ready to present to nurse when tested.**
- Report to the campus at the designated area (maps available at [:www.gainesvilleisd.org](http://www.gainesvilleisd.org)). **Call the campus and let the secretary know you have arrived. Please stay in your car, a nurse will come get you.**
  - ❖ **Robert E. Lee Intermediate School (940.668.6662)** - Parking lot on east side of building near cafeteria entrance.
  - ❖ **Gainesville Junior High School (940.665.4062)** – Parking lot on north side of school near cafeteria. Enter from Hird street.
- Campus Nurse will conduct test. Once complete the Student or Staff member will leave and go home. Results will be sent to email or phone text designated during registration.
- Students who get tested need to notify their school nurse of the results (positive and negative) and follow guidance regarding returning to school.
- Staff who get tested need to notify the Director of Human Resources of the results (positive or negative) and follow guidance regarding returning to work.