

# Salem City School District

205 Walnut Street  
Salem, New Jersey 08079  
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**Dr. Amiot Patrick Michel**  
*Superintendent*

**Herbert Schectman**  
*Business Administrator*

**Pamela Bates Thomas**  
*Director of Special Services*

August 24, 2020

Dear Parents/Guardians:

In the absence of widespread and immediately available testing, schools need to regularly assess the health of staff and students. To that end, the Salem City School District has partnered with Qualtrics COVID19 Symptom Checker and Contact Tracing System to assist in keeping our staff and students safe.

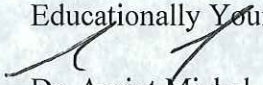
Therefore, students/parents **must** complete this screening tool **before** school **every morning** for each of your school-aged children by **7:15am**. The Staff/Student Symptom Checker is built in line with current CDC guidelines in which respondents and students' families will receive an automated notification indicating if certified to be inside the school building and/or if and when they may return to school.

Failure to complete the screening tool every morning will result in your child being denied entry into their respective school building(s). The Qualtrics Symptom Checking and Contact Tracing is being used in multiple states, municipalities, and educational institutions.

Under your student's email account (which the IT Department is currently creating), you will receive an email which will simply say: "Take Survey" which you will then complete. Your child(ren) email information (see sample below) will be sent to you on Wednesday morning August 26<sup>th</sup>, for you and your child(ren) to become familiar with completing the survey.

Thank you in advance for your cooperation!

Educationally Yours,

  
Dr. Amiot Michel

**Sample**

**Student Name:** Jane Doe

**Student Email:** 2025JDoe@salemcitysd.org

**qualtrics.<sup>XM</sup>**

**Graduation Date:** Class of 2025

**Student Email Password:** Shs01200089