



STATE OF HAWAII
DEPARTMENT OF EDUCATION
P.O. BOX 2360
HONOLULU, HAWAII 96804

OFFICE OF THE SUPERINTENDENT

March 6, 2020

TO: Complex Area Superintendents, Principals, Vice Principals, Public Charter School Directors, Registrars, School Health Assistants

FROM: Dr. Christina M. Kishimoto
Superintendent

SUBJECT: **Coronavirus (COVID-19) Updated Travel Guidance**

The purpose of this memo is to give updated guidance regarding school-sponsored travel abroad, and advisement from the Centers for Disease Control and Prevention (CDC) regarding travelers returning to Hawaii.

A COVID-19 informational page has been added to the Hawaii State Department of Education's (HIDOE) website, [HIDOE COVID-19 Information and Updates](#).

STUDENTS AND STAFF TRAVELING ABROAD

Effective immediately, **all school-sponsored travel to China, Italy, Iran, and South Korea (Warning Level 3) and Japan (Alert Level 2) is suspended until further notice.** This does not include **Hong Kong (Watch Level 1), Macau, or the island of Taiwan.**

ALL TRAVELERS RETURNING TO HAWAII

The Hawaii Department of Health (DOH) has been advised by the CDC that travelers from Warning Level 3 countries (currently including China, Italy, Iran, and South Korea) are instructed to "**stay home** and monitor their health for 14 days after returning to the United States."

Travelers from Japan (Alert Level 2) are being instructed to "monitor their health and limit interactions with others for 14 days after returning to the United States." These travelers are not required to stay home during those 14 days.

Only travelers returning from **mainland China** and **Iran** will be actively monitored by the DOH. Students and/or staff members from other Warning Level 3 or Alert Level 2 countries should inform their respective schools upon their return that they will be monitoring their health for 14 days.

Please be advised that since the DOH is only actively monitoring returning travelers from mainland China and Iran, schools may have students and/or staff members returning from other Warning Level 3 or Alert Level 2 countries. Schools shall identify those persons and ensure that they are following the guidance stated previously.

Schools may encounter students and/or staff members who have been prescribed an order from their health care provider to self-quarantine themselves for a specified number of days. This document holds the same value as a document received from the DOH. If this occurs, please report this to Dr. Marcia Nagao, Immunization Branch, DOH at (808) 586-8314. Also, please log the information at [HIDOE COVID-19 Reporting Form](#). This form will provide notification to Dr. Timothy Lino, Administrator, School Health Section; Lindsay Chambers, Communications Director, Communications Branch; and the appropriate Complex Area Superintendent. As needed, the HIDOE will work with the DOH to inform the school community.

OTHER GUIDANCE REGARDING SCHOOL-SPONSORED TRAVEL

- Complex Area Superintendents shall work with Principals who have student/staff/chaperone traveling groups (especially during Spring Break) to:
 - develop communication protocol with parent(s) and/or legal guardian(s) to ensure a thorough understanding of the trip itinerary details;
 - gather informed consent from all parent(s) and/or legal guardian(s); and
 - ensure that student medical records are with the lead staff member.
- Schools will need written contingency plans in the event of any emergency or unforeseen changes in travel itinerary, including:
 - extended layovers or change of airport/route;
 - travelers placed in quarantine;
 - travelers who may fall ill; and
 - continuation of learning should there be an extended disruption in the educational program.
- In the event that preplanned travel must be canceled, there may be some situations where refunds are not allowed and travel expenses will not be reimbursed.

As always, the safety, health and well-being of all students and staff of the HIDOE are paramount as we collectively address the outbreak of COVID-19. Please be advised that travel guidance will continue to change, and all travel plans are at risk. As updated guidance is received from the DOH and CDC, it will be shared with all of you.

To ensure that you are accessing the latest information, please refer to the following websites:

- [Hawaii Department of Health COVID-19](#)
- [CDC COVID-19](#)
- [CDC Coronavirus Disease 2019 Information for Travel](#)

For additional questions, please contact Dr. Timothy Lino at (808) 305-9787 or via email at timothy.lino@k12.hi.us.

CMK:tl

c: Deputy Superintendent
Assistant Superintendents
State Public Charter School Commission
Office of Student Support Services