



## Travel Notification for Orange County Students and Staff

If you plan to travel to China, Iran, Italy, or South Korea, the Department of Health and Centers for Disease Control and Prevention are requiring that you notify school officials of your family travel plans before leaving. The notification letter should be submitted to your child's school nurse **before your trip.**

The Newburgh Enlarged City School District is required to notify the Orange County Department of Health regarding the travel of our families to identified affected areas. It is important for families to continue to monitor the CDC travel alerts as additional areas may be added: <https://wwwnc.cdc.gov/travel>

We are also **strongly encouraging families** to complete the form if they are traveling outside the United States, to a non-affected area or within the United States to a highly-populated area (i.e., amusement parks, etc.). In having information on other travel, it will help us in preparing for the return of students who traveled to areas that may later be identified as an affected area.

-----

### ***Student or Staff Information:***

Student or Staff Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_

Grade & School: \_\_\_\_\_

Parent/Legal Guardian name:  
\_\_\_\_\_

Parent/Legal Guardian Contact Information: \_\_\_\_\_

### ***Trip Information:***

Travel Destination(s): \_\_\_\_\_

Departure Date: \_\_\_\_\_

Return Date: \_\_\_\_\_

*Please turn over for additional information*

***Transportation - Select all that apply***

- Airplane
- Bus
- Private Car
- Ship/Cruise
- Taxi

---

***To be completed by School Personnel:***

**School Name:** \_\_\_\_\_

**School Address:** \_\_\_\_\_

**School Contact Name:** \_\_\_\_\_

**School Contact Telephone:** \_\_\_\_\_

***To be completed by the Department of Health:***

**Travel to designated geographic area of interest - Yes or No**

**If yes, country name:**

**Letter of Clearance**

**Issue Date:**

**Issued By:**