

# COVID-19 Policies and Procedures

## Lesley Ellis School

***\*\*These policies and procedures will be updated as additional recommendations, information, and testing becomes available. Last updated: 10/26/21***

The purpose for these policies and procedures is to mitigate the risk of contracting COVID-19 for everyone in the Lesley Ellis Community. Lesley Ellis School will follow guidance set forth by the Centers for Disease Control and the Massachusetts Department of Public Health. Policies will be reviewed and updated as necessary.

### **Before Coming to School**

Before coming to school, we ask you to do the following:

Complete daily attestation form after assessing your child for the following symptoms:

- Difficulty breathing or shortness of breath
- Fever (100.0° Fahrenheit or higher), chills, or shaking chills
- New loss of taste or smell
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea
- Cough (not due to other known cause, such as chronic cough)
- Sore throat, *when in combination with other symptoms*
- Headache *when in combination with other symptoms*
- Fatigue, *when in combination with other symptoms*
- Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*

***\*\*If your child has any of the above-listed symptoms, they must stay home and have written documentation of a negative COVID-19 test and resolution of symptoms before returning to school.\*\****

If your child's **ONLY** symptom is a cough:

- And it is due to a **known cause**, such as chronic cough or asthma, and is his/her only symptom (with the exception of runny nose/nasal congestion caused by allergies), your child may come to school.
- If your child's cough is **NOT** due to a chronic condition, he/she may not come to school and must have a negative test result for active COVID-19 before returning to school.

If your child has **ONE** of the following symptoms, he/she may come to school:

- Fatigue

- Headache
- Nasal congestion or runny nose
- Nasal congestion or runny nose *due to a known cause*, (such as allergies rather than an illness) does not “count” as a symptom and the student may come to school.
- Sore throat

If your child has any of the symptoms listed in this section, please **do not administer medications** such as Tylenol or Motrin before sending your child to school. These medications can mask other symptoms such as a fever and body aches.

### **Travel Safety**

The Commonwealth of Massachusetts previously issued specific state travel protocols relating to travel, COVID-19 testing, and quarantine. At present, Massachusetts is directing people to the Centers for Disease Control’s (CDC) instructions. These vary depending on an individual’s vaccination status.

For Domestic Travel: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/travel-during-covid19.html>

For International Travel:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid19.html>

### **Entering the Building**

Only students and faculty are allowed to enter the building. If any other person must enter the building for extenuating circumstances, they must attest to having no symptoms from the symptom checklist and in addition must wear a mask and wash their hands upon entry.

Everyone entering the building will wash their hands. Students and faculty must wear a face mask upon entry.

### **Drop-Off and Pick-Up**

Each student will be assigned a specific outdoor screening point and entry/exit point of the building.

Drop-Off:

1. Parents will bring students to their assigned entry point
2. Students will be screened as noted above, and attestation will be reviewed
3. Students will wash their hands
4. Students will be accompanied to their classroom by a staff member (depending on age)

### **Cleaning and Disinfecting**

Each day after school is over, our cleaners will disinfect all desks, tables, chairs, and shared common areas and objects including light switches, doorknobs, railings, bathrooms, etc.

### **Handwashing**

Students and staff will wash their hands on a regular basis including but not limited to the following times:

- Upon entering the building/arrival to school
- Before snack and lunch
- After using the bathroom
- Prior to leaving the building at the end of the day

Hands will be washed with soap and water at the above times listed. Hand sanitizer will also be readily available to students and staff. Students are also welcome to bring their own hand sanitizer if families prefer to do so.

### **Physical Distancing**

Lesley Ellis School will follow guidance from the CDC regarding physical distancing.

Outdoor spaces will be utilized as often as possible. When indoors, students will continue to follow physical distancing guidelines. Windows will be opened as often as possible (weather permitting) to encourage ventilation.

### **Masks/Face Coverings\*\***

Masks covering the mouth and nose will be worn at all times during the day by both faculty and students, with several exceptions. Exceptions to wearing a mask are below:

- When eating or drinking
- Designated mask breaks
- Nap/rest times for early childhood students
- Vaccinated students in grades 7 & 8 when outside (including faculty supervising them)

Students and faculty are required to provide their own masks from home and should bring at least two back-up masks each day. Extra disposable masks will be available in the health office for emergency use.

Students and faculty should wear/bring clean masks each day.

Masks with valves, neck gaiters and bandanas are not allowed for mask/face coverings

If your child is not able to wear a mask and has any of the symptoms listed in above, your child may not come to school until the symptom/s is/are resolved. Masking at school is Lesley Ellis School policy. If your child has a medical condition that does not allow for them to wear a mask or face covering, please notify Joe Ryan in the school health office immediately. **\*\*Children not able to wear a mask must present results of a negative PCR COVID-19 test two times per week.\*\***

### **Testing**

There will be times during the school year when the school will implement COVID testing for students and staff. Information and consent forms will be provided prior to any testing.

### **Groups/Cohorts at School**

All students will be in a cohort/classroom group. These groups will remain together through the school day and will be the same every day. Students who attend Early Morning Drop Off or Clubhouse will mix with a larger group of students.

### **Positive Cases of COVID-19 in the Lesley Ellis Community**

In the event of a positive case of COVID-19 in our community, we will follow direct guidance from the Arlington Board of Health, the Department of Public Health, and DESE. Our goal is to remain transparent and to continue to provide updates to our community in order to keep everyone healthy and safe.

### **During the School Day Sick Plan**

If a student falls ill while at school, the following will take place:

1. The student will continue to wear a face covering or mask, be separated from other students, and will immediately be sent to be evaluated by the school nurse.
2. With parental/guardian(s) consent, the student will be tested for COVID-19 with use of the BinaxNow Rapid Antigen Test. **\*\*Please note that if a parent or guardian does not wish the student to be tested at school, an outside test (pediatrician's office, walk-in clinic, etc.) will be required to determine when the student may return to school.\*\***
3. If the test is negative and is:
  - a. Administered due to a single non-primary symptom, a decision will be made in collaboration with the parents, the nurse and the student about disposition.
  - b. Administered due to a primary indicative symptom of COVID-19, the test must be confirmed by a PCR test. The student should be dismissed and remain home until the PCR results are back.  
If symptoms included fever, vomiting or diarrhea, the student should be free of these symptoms for 24 hrs (without the use of symptom suppressing medication) before returning to school, irrespective of COVID status.
4. If the test is positive:

- a. Remain at home for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms
  - b. Monitor symptoms
  - c. Notify personal close contacts
  - d. Answer the call from the local board of health or Massachusetts Community Tracing Collaborative to help identify close contacts to help them prevent transmission
  - e. Secure release from contact tracers (local board of health or Community Tracing Collaborative) for return to school
5. Spaces visited by the ill person will be cleaned and disinfected.
  6. Lesley Ellis School will notify the school community if a student or faculty member tests positive for COVID-19.

### **Summary: Student or Staff Member Symptomatic**

- If at home, stay home and get tested
- If at school, obtain rapid test from school nurse
  - If the test is negative and is:
    - i. Administered due to a single non-primary symptom, a decision will be made in collaboration with the parents, the nurse and the student about disposition (dismissal from school or remaining in class).
    - ii. Administered due to a primary indicative symptom of COVID-19, the test must be confirmed by a PCR test. The student should be dismissed and remain home until the PCR results are back.
  - If the test result is positive: quarantine for at least 10 days AND until at least 3 days have passed with no fever and improvement of other symptoms
  - If not getting tested: quarantine for 14 days.
- Alert school nurse (Joe Ryan) of symptoms and testing status.

### **Student or Staff Member Exposed to COVID-19 positive individual (close contact of a positive individual)**

Quarantine after being identified as a close contact is as follows:

- Strict quarantine: During this time period, you should remain at home, separate from other individuals.
  - In these guidelines, taken from the MA Department of Public Health, individuals have a time period between their strict quarantine and the end of their official quarantine period (which will last 14 days). During this period, individuals can resume their normal daily routines, including attending school/work, but must continue to monitor for symptoms. If any symptoms develop during this time, the individual will revert back to a strict quarantine until the end of the 14 days.

- Please be aware that this timeframe is based on the most recent contact with a positive individual. In strict quarantine there are four options:

### **Option #1: Test and Stay**

If a close contact is asymptomatic, they may attend school if:

1. They wear masks at all times in school, other than eating and drinking.
2. They participate in daily BinaxNow testing at school for 7 days and remain negative. On weekends, students should remain quarantined and if still asymptomatic, can return to school after the weekend and resume BinaxNow testing.
3. Individuals should conduct active monitoring for **symptoms** for a full 14 day period after exposure.

### **Option #2: Traditional Protocol**

The duration of quarantine is at least 7 days from the date of exposure. After 7 days, students may return to school on day 8 if:

- A test (either PCR or antigen) taken on Day 5 or later is negative; AND
- The individual has not experienced any symptoms up to that point; AND
- The individual conducts active monitoring through Day 14.

Individuals must actively monitor symptoms and take temperature once daily. IF even **mild** symptoms develop or the individual has a temperature of 100.0 F, they must immediately self-isolate, contact Joe Ryan and the public health authority overseeing their quarantine and get tested.

### **Option #3: 10 days of strict quarantine**

Release on Day 11 if:

- The individual has not experienced any symptoms up to that point; AND
- The individual conducts active monitoring through Day 14.

No test is necessary under this option.

Individuals must actively monitor symptoms and take temperature once daily. IF even **mild** symptoms develop or the individual has a temperature of 100.0 F, they must immediately self-isolate, contact Joe Ryan and the public health authority overseeing their quarantine and get tested.

**Option #4: 14 days of strict quarantine if**

- The individual has experienced ANY symptoms during the quarantine period EVEN if they have a negative COVID-19 test; OR
- The individual indicates they are unwilling or unable to conduct active monitoring.

Please be aware that these are **general guidelines** that we will follow as a school. In each situation where an individual has been identified as a close contact, we will work directly with that family and the local board of health to determine the appropriate plan.