



# ACADEMY HILL

Est. 1986

PreK-8

## Initial 2021 – 2022 COVID-19 Safety Protocols

### All Students and Staff

(Academy Hill strongly recommends that all eligible students and staff are vaccinated as soon as possible. As of 8/1/2021, all staff is fully vaccinated.)

#### Masking

Required indoors; optional outdoors.

Note: Masks should meet the suggested requirements found on the Massachusetts state COVID-19 website (<https://www.mass.gov/info-details/covid-19-mask-requirements>). Students and staff may wear disposable, three layer masks or reusable cloth masks.

If choosing a reusable cloth mask, it should:

- Cover your nose and mouth,
- Fit snugly but comfortably against the side of the face,
- Be secured with ties or ear loops,
- Include multiple layers of fabric,
- Allow for breathing without restriction, and
- Be able to be laundered and machine dried without damage or change to shape.
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When putting on and taking off a mask, do not touch the front of it, you should only handle the ties or ear straps, and make sure you wash the cloth mask regularly. Wash your hands or use hand sanitizer after touching the mask.

**All Students and Staff**  
**(Academy Hill strongly recommends that all eligible students and staff are vaccinated as soon as possible. As of 8/1/2021, all staff is fully vaccinated.)**

	Please note that according to the guidance, gaiters are only permitted if they include multiple layers and are able to be secured with ties or ear loops. Bandanas are not permitted.
Testing	Please see the addendum for test protocol. Academy Hill will participate in the Massachusetts Department of Elementary and Secondary Education/CIC Health symptomatic and “test and stay” testing programs, if approved and available. Consent for participation is required.
Distancing	Maximum distance (at least 3 feet) will be observed in each classroom, within a structured environment. Appropriate distance will be encouraged while outdoors.
Cohorts	Each lower school grade level and the middle school are considered cohorts. Cohorts that have reached a critical mass of vaccinated students may mix indoors.  <i>Academy Hill’s COVID Response Team will determine when a cohort has reached a critical mass of vaccinated students, and may then adopt this practice.</i>
Contact Tracing, Quarantine, and Isolation	In the event of a positive COVID-19 case on campus, Academy Hill will use contact tracing, quarantining, and isolation, in accordance with state guidelines. Please see the addendum for current guidance.
Hand Washing	Required for all upon entry to the building and throughout the school day.
Health Monitoring	All members of the community are encouraged to stay home when feeling ill.

**All Students and Staff**

**(Academy Hill strongly recommends that all eligible students and staff are vaccinated as soon as possible. As of 8/1/2021, all staff is fully vaccinated.)**

Snacks/Lunch	Food is to be consumed outdoors whenever possible. If not possible to eat outside, food will be consumed in classrooms. If snacks or lunch are taken indoors, talking is to be kept to a minimum until a critical vaccination mass is reached.
Ventilation	Academy Hill will maintain use of Medify Air filters throughout the building. Windows will be left open to maximize air flow in populated areas.
Travel	Unvaccinated students who travel via airline should be prepared to provide a negative COVID test administered 4 to 5 days after travel has concluded, and/or to quarantine for 10 days post travel.

Additional notes: Students may resume use of cubbies and lockers, but will visit these common areas only while masked and for a defined time during the day. Students and staff may resume the use of the Art, Music, French and Spanish rooms. Latin/Classics classes will be conducted in homerooms. At this time, singing may take place outdoors only, and while students are spaced 10 feet apart. Students should bring their camp or beach chairs to school on the first day of classes, as we will continue to utilize our outdoor classroom spaces as often as possible. At this time, the Good Morning Show and Forum programs will continue to take place in student homerooms. Parent observers are not permitted. The before and after school programs will continue to operate as pre-paid, registration only for Trimester 1.

## Parents/Guardians/Visitors

(by appointment only)

Tours/Visits	To be conducted after school hours only.
Health Screening	Required of all visitors for entry, with option to provide vaccination status.
Masking	Required indoors; optional outdoors.
Contact Tracing, Quarantine, and Isolation	In the event of a positive COVID-19 case on campus, Academy Hill will use contact tracing, quarantining, and isolation, in accordance with state guidelines. Please see attached addendum.
Hand Washing	Required for all upon entry to the building and throughout the school day.

Additional notes: At this time, the only events to be hosted at Academy Hill will be hosted outdoors and in consultation with the COVID Response Team. The only exception is the fall AISNE accreditation visit, to be conducted for ½ day on October 1. Please see email for news and updates regarding the New Family Picnic, Back to School BBQ, Back to School Information Nights, and other scheduled activities.

### COVID-19 RESPONSE TEAM

#### Academy Hill Staff:

Melissa Earls, Head of School *ex officio*  
David Wells, Chair of the Board of Trustees *ex officio*  
Kelli Brodhagen, Director of Administration  
Christopher Zaluga, Director of Finance  
Danielle Mazur, Lead Teacher

#### Healthcare Advisors:

Kelly Binnall  
Dayna Campbell  
Christopher Dow  
Priya Malik  
Jacob Smith  
Anupama Thambi

## Symptoms, Contact Tracing and Quarantine Protocol

This addendum outlines the list of COVID-19 symptoms, provides the definition of a close contact, and outlines situations where close contacts are exempt from COVID-19 testing and quarantine response protocols including isolation, quarantine, and Test and Stay (if available).

### **Section 1: COVID-19 symptoms**

Below is the full list of symptoms for which caregivers should monitor their children, and staff should monitor themselves.

Unvaccinated individuals and any close contacts presenting these symptoms should follow testing and quarantine response protocols as outlined in Section 2 of this document.

Vaccinated individuals who are not close contacts should follow the testing and quarantine response protocols if they are experiencing symptoms **in bold**. These individuals may also seek clinical guidance to assess the need for PCR testing if they have other symptoms on this list.

#### *COVID-19 symptoms list:*

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

### **Section 2: Definition of a close contact**

Close contacts are defined as individuals who have been within 6 feet of a COVID-19 positive individual while indoors, for at least 15 minutes during a 24-hour period. Please note that the at-risk exposure time begins 48 hours prior to symptom onset (or time of positive test if asymptomatic) and continues until the time the COVID-19 positive individual is isolated. In general, close contacts should follow the testing and quarantine response protocols in Section 2 of this document. However, certain close contacts are exempted from testing and quarantine response protocols as noted below.

*Close contacts who are exempt from testing and quarantine response protocols*

The following close contacts are exempt from testing and quarantine response protocols:

- Asymptomatic, fully vaccinated close contacts: Individuals who are asymptomatic and fully vaccinated are exempt from testing and quarantine response protocols.
- Classroom close contacts: An individual who is exposed to a COVID-19 positive individual in the classroom **while both individuals were masked, so long as the individuals were spaced at least 3 feet apart**, is exempt from testing and quarantine response protocols.
- Carpool close contacts: Individuals in vehicles must be masked according to federal requirements. **As such, individuals who are masked in vehicles when windows are open are exempt from testing and quarantine response protocols.**
- Close contacts who have had COVID-19 within the past 90 days: An individual who has been previously diagnosed with COVID-19 and then becomes a close contact of someone with COVID-19 is exempt from testing and quarantine response protocols if: 1) The exposure occurred within 90 days of the onset of their own illness AND 2) The exposed individual is recovered and remains without COVID-19 symptoms.

Note: To be a close contact, the 15 minutes must occur within a 24-hour period. Multiple brief or transitory interactions (less than a minute) throughout the day are unlikely to result in 15 minutes of cumulative contact and do not meet the definition of close contact.

### **Section 3: Recommended testing and quarantine response protocols**

This section outlines testing and quarantine response protocols for individuals – students and staff – who test positive for COVID-19, close contacts who are not exempt from testing and quarantine response protocols, and symptomatic individuals. Each scenario outlines the duration of any recommended quarantine or isolation, the conditions to be met in order for the individual to return to school, and any additional considerations.

#### **Overview of Protocol Categories:**

- **Protocol A: For individuals who test positive for COVID-19**
- **Protocol B: Protocol for asymptomatic close contacts**
- **Protocol C: Protocol for symptomatic individuals**

#### ***Protocol A: For individuals who test positive for COVID-19***

Protocol A for individuals who test positive

- Duration: Self-isolation for COVID-19 positive cases is a minimum of 10 days after symptom onset or after positive PCR or antigen test, if asymptomatic.
- Return to school: After 10 days and once they have: 1) Been without fever for 24 hours (and without taking fever-reducing medications); and 2) Experienced improvement in other symptoms; and 3) Individuals who do not meet these criteria after 10 days may receive clearance from either public health authority contact tracers (the local board of health or Community Tracing Collaborative) or school health professional before returning to school.

Note: Return to school should be based on time and symptom resolution. Repeat testing prior to return is not recommended.

### ***Protocol B: Protocol for asymptomatic close contacts***

Close contacts who are not exempt from testing and quarantine response protocols and are asymptomatic follow the guidelines in Protocol B below.

**Please recall that all asymptomatic, fully vaccinated individuals are exempt from close contact testing and quarantine response protocols and therefore do not need to follow Protocol B. However, fully vaccinated individuals are expected to monitor for symptoms and stay home and get tested if they experience symptoms, in alignment with statewide guidance and Protocol C.**

Note: In some cases, individuals may be asked to follow specific testing and quarantine response protocols (including durations for quarantine/isolation) provided by contact tracers or local health officials which may differ from the recommended protocols below.

### **Protocol B for asymptomatic close contacts who are NOT exempt from testing and quarantine response protocols**

If available and approved, Academy Hill will participate in the statewide COVID-19 testing program to utilize the new Test and Stay protocol option to minimize the amount of time individuals are out of school. This testing and quarantine response protocol has been shown to be generally equivalent to quarantine for school-based contacts, and a safe alternative to at-home isolation. As part of Test and Stay, quarantine is still strongly recommended for individuals outside of school settings.

#### *Test and Stay explained*

- Duration of Test and Stay: 7 days from the date of exposure
- Return to School: Close contacts can remain in school and do not have to quarantine, as long as they: 1) Are asymptomatic, 2) Wear masks in school at all times, other than when eating or drinking. When these individuals cannot be masked (i.e., when eating or drinking) they should maintain 3 feet of distance from other individuals, 3) Take a rapid antigen test (e.g., BinaxNOW) on each school day and receive a negative result. When the 7 days from date of exposure includes weekends or holidays, individuals should quarantine on weekends, and if they remain asymptomatic, upon return to school be tested immediately. If the individual remains negative, they can stay in school.
- Close contacts should conduct active monitoring for symptoms through day 14, and self-isolate at home if symptoms develop.
- Note: If an individual has symptoms at the time they are designated as a close contact or develops symptoms during the Test and Stay period or the 14 days following initial exposure, they should follow the protocol for symptomatic individuals (Protocol C). If an individual tests positive at any time, they should follow the protocol for individuals who test positive for COVID-19 (Protocol A).

### **Protocol B-2: Traditional protocol (if school does not have access to rapid daily testing or family or adult individual chooses not to participate in Test and Stay)**

- Duration: Quarantine is at least 7 days from the date of exposure
- Return to School: After 7 days, returning on day 8, provided that they: 1) Remain asymptomatic, 2) Receive a COVID test (PCR or rapid antigen) on day 5 or later and receive a negative result, 3) Conduct active monitoring for symptoms through day 14, and self-isolate if symptoms develop.

- Note: If an individual has symptoms at the time they are designated as a close contact or within the 14 days following initial exposure, they follow the protocol for symptomatic individuals (Protocol C). If an individual tests positive at any time, they follow the protocol for individuals who test positive for COVID-19 (Protocol A).

### **Protocol B-3: Alternate protocol for those who choose not to receive a COVID test**

- Duration: Quarantine is at least 10 days from the date of exposure
- Return to School: After 10 days, returning on day 11, provided that they: 1) Have not experienced symptoms up to this point, 2) Conduct active monitoring for symptoms through day 14 and self-isolate if symptoms develop.
- Note: If an individual has symptoms at the time they are designated as a close contact or within the 14 days following initial exposure, they follow the protocol for symptomatic individuals (Protocol C). If an individual tests positive at any time, they follow the protocol for individuals who test positive for COVID-19 (Protocol A).

### ***Protocol C: Protocol for symptomatic individuals***

Protocol C applies to vaccinated and non-vaccinated individuals who experience the COVID19 symptoms listed in Section 1 applicable to their status.

### **Protocol C for symptomatic individuals:**

#### **Protocol C-1: Return to school post-symptoms with test**

- Duration: Dependent on symptom resolution
- Return to School: Individuals may return to school after they: 1) Have received a negative PCR test result for COVID-19, 2) Have improvement in symptoms, 3) Have been without fever for at least 24 hours without the use of fever-reducing medications.
- Note: If the symptomatic individual was a close contact who is not exempt from testing and quarantine response protocols, after symptoms resolve and they receive a negative PCR test, they should follow Protocol B-1 for Test and Stay. If Test and Stay is not available or the family or adult individual opts not to participate, they follow Protocol B-2 or B-3.

#### **Protocol C-2: Alternative protocol for symptomatic individuals who are not close contacts and choose not to receive a COVID test to return to school**

- Duration: Isolation is at least 10 days from symptom onset
- Return to School: After 10 days, returning on day 11, assuming they: 1) Have improvement in symptoms, 2) Have been without fever for at least 24 hours without the use of fever-reducing medication. 9