

HILDALE SCHOOL: SAFE SCHOOL PLAN

COVID Safety Policies & Procedures
Updated 11/21/22



General Information

The CDC, State of California, and the San Mateo County Offices of Health and Education's current guidance is reflected in these policies.

Vaccinations:

1. All students and staff are required to be vaccinated against COVID-19. There is no requirement currently for boosters; nevertheless, boosters remain strongly recommended.
2. All students and staff are required to be vaccinated against Influenza.
3. All parents and visitors who wish to volunteer at school are required to provide a copy of their vaccination to the office.

Hygiene:

1. Children will be instructed to wash their hands before entering the classrooms throughout the day.
2. Children who test negative for COVID and who have a little sniffle may come to school if they regularly wash their hands and wear a mask inside while symptomatic. If a child is regularly coughing or sneezing, they should stay home until symptoms improve.

HVAC:

1. All buildings are outfitted with an iwave HVAC system with air filtration at a MERV-13 rating.
2. Air purifiers with anti-virus UV lights are located in each classroom.

Masking:

1. Masks are recommended, but not required, to be worn indoors, unless:
 - a. Cases of COVID in San Mateo County are above 100 cases per 100,000 people, OR
 - b. If directed to do so by the Center for Disease Control (CDC) or California Department of Public Health (CDPH) or San Mateo County Office of Health.
 - c. In the two above situations, masks are required.
2. If a member of a student or staff's household is currently positive, **students and staff must wear a mask at school for a) the duration of the household member's positive result, plus b) 3 days after they are no longer positive, plus c) they have tested negative between Days 3 and 5.**
3. **Close contacts** must wear a mask until they receive a negative test between Days 3 and 5 of exposure.
4. Cloth masks are no longer an acceptable face covering. Masks may be surgical masks, KF94, N95, or KN95 (or similar) to qualify for an acceptable face covering.

Most Effective	More Effective	Effective	Least Effective
<ul style="list-style-type: none">• N95 (also best for wildfire smoke)	<ul style="list-style-type: none">• KF94• KN95• Double Mask• Fitted Surgical Mask	<ul style="list-style-type: none">• Surgical Mask	<ul style="list-style-type: none">• Fabric mask with three or more cloth layers

Testing:

1. Symptomatic testing is conducted whenever a child experiences symptoms.
2. Response testing is conducted when there is a known close contact.
3. Screening testing will be conducted at the discretion of the administration and based on the current environment.
4. Screening testing will be conducted weekly for the first two weeks of the year, immediately upon return from breaks, and if the cases in the county or at the school begin to rise beyond expected levels.
5. Over the counter (OTC) COVID-19 testing is required by the school for all students and staff prior to returning from breaks or if students have been sick at home. Families who travel via plane should also test between Days 3-5 of return home.
6. All families will need to register and provide consent for their children through PrimaryHealth so that the school may administer tests and test results. Only one parent from each family is able to receive results through their system.

Gatherings & Field Trips:

1. When possible, assemblies and events shall be held outside.
2. Meetings (Parent-Teacher Conferences, etc.) will be offered remotely or in-person.
3. Vaccinated parents may chaperone. Testing or wearing of masks in cars will be required at the discretion of the driving chaperone.

Traveling:

1. People who travel via plane are required to test and quarantine according to the current [CDC guidelines](#).
2. Please self-test immediately upon return and again within 3-5 Days after returning (or sooner if symptomatic).
3. Masks must be worn until a negative test is received between Days 3-5 after arrival.
4. Monitor for symptoms for up to 10 days.

Virtual Learning:

1. Due to the strain caused by teaching both in person and virtually simultaneously, Hilldale is only offering virtual learning if a child with COVID is asymptomatic (or symptoms have dramatically improved) and who is testing positive on an antigen test (and therefore cannot come to school).
2. Virtual learning is not available for sick or symptomatic students as it is necessary for these children to rest and recover.
3. Virtual Learning is not available for those who are traveling or who are choosing to remain at home for any reason.

Responding to Symptoms & Positive Tests

Symptoms of COVID-19 can include fever, runny nose, congestion, cough, difficulty breathing, sore throat, body aches, vomiting, diarrhea, loss of sense of smell or taste, pink or irritated eyes.

Common Symptoms of COVID-19 (CDPH)

- Headache
- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue (tiredness)
- Muscle or body aches
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Responding to Symptoms for a Child who is at Home:

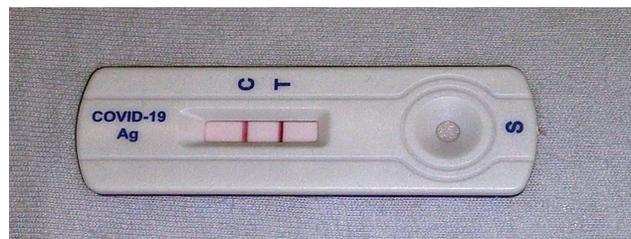
If a child is feeling ill or experiencing symptoms of illness (whether at night, on the weekend, or in the morning), parents must:

1. Contact Mr. Lee, Office Manager, at Garson.Lee@HilldaleSchool.org and Ms. Clayton, Principal, at Sasha.Clayton@HilldaleSchool.org.
2. Test your child at home.
3. Report the test results to the school.
4. Keep the child out of school (unless minor sniffles or symptoms are known to be due to allergies).
5. Monitor the child's symptoms.
6. Return the child to school only after a negative test result *AND* when the child is fever-free for 24 hours (without fever-reducing medication) *AND* when symptoms have improved.

Responding to Symptoms for a Child who is at School:

If a child or staff presents symptoms when at school, the school will:

1. Test the child with an antigen test.
2. Call parents for an immediate pick up (unless symptoms are very minor and COVID is not present) and report test results.
3. Inform the parents of the appropriate course of action before returning to school if the antigen test was negative:
 - a. The child is **required** to be fever-free for 24 hours (without fever-reducing medication), *AND*
 - b. The symptoms have improved.
4. The parents must:
 - a. Report any test results to the school.
 - b. Monitor the child's symptoms.
 - c. Return the child to school only when they meet the preceding requirements.
5. If the antigen test was positive, the child immediately becomes a case. See below "Responding to a Positive COVID test."



Responding to a POSITIVE COVID test:

If the symptomatic student gets a POSITIVE test result:

The child becomes a case and must follow a minimum 5-day quarantine from the onset of symptoms. The day the child developed symptoms will become Day 0, and the student may return to school *after* Day 5 *if*:

1. The case tests negative for COVID on an antigen test, *AND*
2. The case does not develop any new symptoms, and any previous symptoms improve, *AND*
3. The case is fever free for at least 24 hours (without medication).
4. NOTE: A case may not return to school if they are positive on an antigen test (for as long as it takes) as this indicates that they are still contagious. Hilldale does not adhere to a 10-day maximum quarantine period.

If a child receives a positive COVID test from a routine screening and is asymptomatic:

The child becomes a case and must follow a minimum 5-day quarantine from the date of the first positive test. The day the child tested positive will become Day 0, and the student may return to school *after* Day 5 *if*:

1. The case tests negative for COVID on an antigen test, *AND*
2. The case does not develop any symptoms.
3. NOTE: A case may not return to school if they are positive on an antigen test (for as long as it takes) as this indicates that they are still contagious. Hilldale does not adhere to a 10-day maximum quarantine period.

In all POSITIVE cases:

1. The case should also notify all close contacts* outside of school.
2. The case's class (and teachers) are notified that a child has tested positively in their class.
3. No quarantine is required unless they become symptomatic. The class will be tested immediately and between Days 3-5.
4. The case wears a mask indoors at school for a minimum of 10 days from the start of their isolation (even if testing negative), as is recommended by CDPH.

If the symptomatic child tests POSITIVE for COVID and has a sibling who tests NEGATIVE:

1. Only the case is sent home, but the sibling is asked to mask. The sibling is tested regularly and is monitored for symptoms.
2. See "**Responding to a POSITIVE COVID test**" section above for the case.

Responding to a Close Contact:

1. *Close Contact means sharing with a person, whether symptomatic or asymptomatic, during the person's infectious period, the same indoor space or outdoor space for fifteen minutes over a twenty-four-hour period, whether that fifteen minutes occurs in one unit of time, or over a series of incremental periods. Close contact in an outdoor space is defined as being within six feet of an infected person for that fifteen-minute cumulative period.
2. Indoor space is defined as less than or equal to 400,000 cubic feet per floor. (Examples include a home, a clinic waiting room, or an airplane.) Spaces such as offices or waiting areas fully separated with floor-to-ceiling walls are considered distinct indoor air spaces.
3. Outdoor space means outside or in an indoor space with more than 400,000 cubic feet per floor. (Examples include open-plan offices, warehouses, large retail stores, manufacturing, or food processing facilities.)

4. Infectious period for a **symptomatic** person is from two days prior to the onset of symptoms through Day 10. If a fever is present, the person must be fever free for an additional 1 Day post Day 10 and if symptoms have improved.
5. Infectious period for an **asymptomatic** person is from two days prior to the positive test result through Day 10 unless a negative test result is obtained between days 5-10. (The person is considered not infectious, but still required to wear a mask in indoor spaces through Day 10.)
6. No quarantine is required unless the close contact becomes symptomatic.
7. The close contact should be tested immediately and between Days 3-5 (whether at school or at home).
8. The close contact should wear a mask indoors at school until cleared on the second test between Days 3-5 of the contact with the positive case.

Responding to a Case in your Household:

1. The sibling(s) and parents (and all household members) should test immediately and at intervals during the time the household member is positive.
2. The case should be isolated from the family and should wear an N95 mask (or similar) if leaving their isolation area (i.e. to use the bathroom).
3. The household members must monitor for symptoms and are strongly recommended to mask in any shared spaces at home.
4. Once the case tests negative, household members should test again in 3-5 days and continue to monitor for symptoms for 10 days.
5. The negative child or sibling may attend school throughout the duration of the household member's positive test, but must wear a mask when indoors (or outdoors in very close proximity).
6. If an additional family member(s) become symptomatic or test positive, the process resets for the family member.

COVID Communication Systems

The Hilldale webpage "[Safe School Plan \(COVID\)](#)" under the Parents Section is kept up to date with the latest information and resources for parents as situations develop and change. Close contacts will be notified directly by email. A dashboard of cases and vaccination status is maintained on the website, but the parent email board will no longer be maintained. Schools are required to report all cases of COVID where students or staff were exposed at school.

Visitors & Volunteers

According to the Cal-OSHA, volunteers who are on campus supporting school functions are considered workers and therefore their vaccination status must be verified. For those who are unvaccinated, testing is required every time the volunteer is helping.

1. All visitors and volunteers must be up to date with their vaccinations or test negative on a school administered antigen test.
2. Visitors and volunteers must sign in every time they come onto campus in the main office to assist with contact tracing.