

Home Base Learning Center Covid Policies & Procedures

As of 1/9/2022

When children and staff are together at school:

1. **Masking outdoors is optional** for all students, faculty, and families (during pickup, drop off, and volunteer time). Masking is encouraged outdoors when students are within 3ft for a prolonged period of time. **Masking is required indoors for everyone, regardless of vaccination status.**
 - a. With this in mind, all children will need to keep a mask on their person throughout the day and be prepared to put it on at any given time, either self-directed or when directed by a teacher.
2. Staff will aim to operate all programming outdoors as often as possible. Programming will be moved indoors in the event of dangerous or especially difficult conditions, such as:
 - a. Severe temperatures, below freezing or extreme heat/humidity
 - b. Persistent, torrential rain
 - c. Thunder/lightning
 - d. Significantly high wind
 - e. Dangerous animals or insects
3. Time inside buildings will be limited. When students and staff are indoors, at least two windows and/or doors will be open for ventilation unless weather makes this unreasonable. The Egan Center may be an exception to this.
4. Staff will aim to spend no more than 1 hour inside at any given time. If any parent prefers their child not be indoors for that amount of time at any point during the day, parents will be asked to keep their child home on days when this is likely. Otherwise, staff will contact families during the day and request that the student be picked up and brought home for the remainder of the day.
5. Students and staff will not share food.
6. Handwashing with soap and water will be encouraged throughout the day. Hand sanitizer will be supplied as needed and students will be encouraged to bring their own and have in their possession throughout the day.

If a student or staff member shows signs or symptoms of COVID-19 on campus:

Note: There will be two Health and Safety Staff (meeting or exceeding the training requirements of Health Care Supervisors) on property at any time programs are in operation. All staff will receive training by the Health and Safety Officer regarding the signs/symptoms of COVID 19 and procedures to follow for suspected cases.

1. Students or staff presenting with symptoms of COVID-19 while on campus will be immediately isolated in a designated area. Only approved health and safety staff will enter this area (while in full protective equipment). **Please see the Signs and Symptoms section below for further guidance.**

2. Discharge procedures will be conducted in accordance with property guidelines, with the health and safety staff remaining in the isolation/quarantine area to monitor/treat the ill student or staff member until they can be discharged.
3. Upon successful discharge of the individual, the area will receive a terminal cleaning in guidance with CDC and EPA for areas exposed to the coronavirus.

If a student or staff member shows signs or symptoms of COVID-19 at home or on campus:

1. In the event a student or staff member presents with COVID-19 symptoms, they will be asked to stay home and seek further guidance from a healthcare professional.
2. They may return to school if they meet the following Return to School Criteria:
 - They were tested as soon as possible, AND
 - They have been cleared after receiving a **negative PCR test**, AND
 - They are largely symptom-free. If they choose to return to school with even minor symptoms, they will be asked to wear a mask at all times, indoors and out, and to keep their distance from others. If any student or staff is unable to do this, they will be asked to stay home until clear of all symptoms.

If a student or staff member is a confirmed close contact of a positive case:

1. In the event a student or staff member is a confirmed close contact of a positive case they will be asked to stay home and seek further guidance from a healthcare professional.
2. They may return to school if they meet the following Return to School Criteria:
 - They were tested no sooner than 5-7 days since last known exposure, AND
 - They have been cleared after receiving a **negative PCR test**, AND
 - They have quarantined for a full 7 days, breaking quarantine on the 8th day, OR
 - If they have a positive test OR chose not to seek healthcare guidance, they have completed self-isolation *after* symptoms have subsided (for at least 10 days in accordance with MA DPH guidelines).
4. **11/5/2021 Update:** Any staff or student who is fully vaccinated is not required to quarantine following an exposure. They should still monitor for symptoms of COVID-19 for 14 days following an exposure. If they subsequently experience symptoms, they must follow the symptomatic protocols listed above.

If a student or staff member is confirmed or presumed positive for COVID-19:

1. **Updated 1/9/22:** If a student or staff tests positive or is presumed positive (chooses to self-isolate and not get tested) they:
 - ☐ Must isolate for 5 days, with day 0 being the date of the positive test.
 - ☐ May return to school on day 6 and must wear a well-fitting, effective mask (KN95, surgical, etc, NOT cloth) at all times for at least 5 additional days.
2. The staff will assist official entities in contact tracing with regard to providing names of all persons in attendance that are identified as close contacts and providing residences/contact information as necessary. This information will only be shared with public health officials in accordance with State regulations permitting the disclosure of protected information to investigators performing essential public health surveillance and epidemiological interventions.

Important note regarding household members: While MA DPH standards currently only require close contacts of confirmed or presumed positive COVID-19 cases to quarantine, HBLC aims to exceed these standards in the interest of community safety. Therefore, our policy will be the following:

- a. If a *household member* of any student or staff becomes symptomatic in accordance with the Signs and Symptoms guidelines below, the family is required to notify HBLC staff.
- b. HBLC staff will not disseminate any information about any symptomatic individuals, either students or household members, unless there is a positive test result. If any family wishes to share their symptomatic status with the community, they may do so at their own discretion.
- c. The student or staff member will be asked to stay home until the household member meets the Return-to-School Criteria above.
- d. Because of HBLC's diligence regarding social distancing and safety measures, a confirmed or presumed positive case of COVID-19 in a *household member* will not necessarily trigger a closure of school or move to remote learning.

Signs and Symptoms Guidance

Any student or staff member presenting with the following symptoms will be asked to stay home, or be sent home, regardless of COVID-19: **fever, vomiting, diarrhea**

Per CDC guidance, the following symptoms, or combinations thereof, will be considered COVID-19 symptoms and any students or staff presenting with these symptoms will be isolated and will follow the appropriate procedures above:

- **At least one** of the following symptoms: cough, shortness of breath, or difficulty breathing, new olfactory or taste disorder; **OR**
- **At least two** of the following symptoms: fever (measured or subjective), chills, rigors, muscle aches, headache, sore throat, nausea, vomiting, diarrhea, fatigue, congestion or runny nose; **OR**
- Severe respiratory illness with **at least one** of the following: clinical or radiographic evidence of pneumonia or acute respiratory distress syndrome (ARDS) **AND** no alternative more likely diagnosis.