



HILLDALE SCHOOL: SAFE & HEALTHY SCHOOL PLAN

Safety Policies & Procedures for COVID & other contagions

GENERAL HEALTHY BEHAVIORS:

Hygiene & General illness:

1. Children are instructed to wash their hands before entering the classrooms and before eating throughout the day.
2. Children who test negative for COVID and who have a little snuffle may come to school if they regularly wash their hands and wear a mask inside while symptomatic. If a child is coughing or sneezing consistently throughout the day, they should stay home until symptoms improve.
3. Students who have a temperature (or who are symptomatic in other ways) even if negative for COVID, should stay home and test again the next morning. They can only return to school if symptoms are improving and it has been 24 hours since their fever broke.

HVAC:

1. 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.

Gatherings & Field Trips:

1. Meetings (Parent-Teacher Conferences, etc.) will be offered remotely or in-person.
2. Parents are asked to test at home prior to chaperoning if symptomatic or if they have recently returned from travel. Testing or wearing of masks in cars will be required at the discretion of the driving chaperone.

Visitors & Volunteers:

1. To assist with contact tracing, visitors and volunteers must sign in at the main office every time they come onto campus.
2. Visitors who are symptomatic are required to mask or leave campus.

Traveling:

1. People who travel via plane are required to self-test upon return and again within 3-5 Days after returning (or sooner if symptomatic).
2. If masks are not worn on the plane, masks are requested to be worn at school until a negative test is received between Days 3-5 after arrival.
3. Monitor for symptoms for at least 5 days.

Virtual Learning is no longer offered unless there is an extreme absence experience discussed and approved by the principal.

COVID Guidance:

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.

Masking:

1. Masks are optional, but no one will be disallowed from wearing one.
 - a. If directed to do so by the Center for Disease Control (CDC), California Department of Public Health (CDPH), or San Mateo County Office of Health, this policy will change.
 - b. All students **MUST** have at least one mask in their backpack for times when it is necessary to wear it as directed by school personnel.
2. If a member of a student or staff's household is currently positive for COVID but not isolating or wearing masks, **students and staff must wear a mask at school for the duration of the household member's positive result, AND until they have a negative test after the case is no longer positive.**
3. Close contacts must wear a mask if symptomatic or until they receive a negative test between Days 3 and 5 of exposure.
4. Close contacts who are asymptomatic and who were masked around positive case do not need to mask.

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

5. Cloth masks are not an acceptable face covering. Masks may be surgical masks, KF94, N95, or KN95 (or similar) to qualify for an acceptable face covering.

COVID Testing:

1. Private schools, including Hilldale, are no longer supported or licensed to test children for COVID at school, *and supplies are no longer available to us.*
 - a. This means that should a student test positive, the corresponding class will need to mask until parents are able to clear their child through an at-home negative test result that is uploaded via email to the school before the student returns to school the next day.
 - b. Close contacts do not need to go home early.
2. Response testing must be conducted at home when there is a known close contact. Reports must be sent to the Office Manager before the child returns to school.
3. Over the counter (OTC) COVID-19 screening 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 returning home.
 - a. All reports must be posted to the Office Manager before the child may return to school.

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)

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

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.
2. Test your child at home.
3. Report the test results to the school via email to the Office Manager.
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. Require the child to wear a mask and call home.
2. Possibly request parents to immediately pick up their child 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 via email to the Office Manager.
 - 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 becomes a case. See below "Responding to a Positive COVID test."

Responding to a **POSITIVE COVID test:**

The child becomes a case and must follow a minimum 3-day quarantine from the onset of symptoms (or the first positive test). The student may return to school *after* Day 3 *if*:

1. The case tests negative for COVID on an antigen test, *AND*
2. All symptoms resolve, *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 symptomatic and positive on an antigen test, as this indicates that they are likely contagious.
5. NOTE: If an **asymptomatic** case returns prior to testing negative (Day 4 or later), they must wear a mask for the duration of the positive period.



Determining Day 0:

If positive and symptomatic, the day the case first experienced symptoms is Day 0. The next full day is Day 1, regardless of when the case first tested positive.

If positive and asymptomatic, the day the case first tested positive is Day 0. The next full day is Day 1.

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 someone in that class has tested positively. The class must wear a mask until cleared.
3. No quarantine is required unless someone else becomes symptomatic.

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

1. Only the case is sent home, but the sibling must mask until 3 days after the case has begun isolation and there is a negative test on Day 3. The sibling must be tested at home regularly and monitored for symptoms.
2. Day 0 is the last day that the sibling was around the case. Day 1 is the first full day after the case began to isolate.
3. *If the case does not isolate*, the sibling must wear a mask for the duration of the positive test, plus three days. Additionally, the sibling must report a negative test between Days 3-5 after the case's negative result.

Responding to a Close Contact:

1. No quarantine is required unless the close contact becomes symptomatic.
2. The close contact should be tested immediately and between Days 3-5 (whether at school or at home).
3. The close contact is encouraged to wear a mask indoors at school until cleared on a second antigen test (from home OTC test) between Days 3-5 of contact with the positive case. If the close contact was masked during exposure and they have tested negative, no mask needs to be worn.

4. *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.
5. 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.
6. 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.)
7. Infectious period for a **symptomatic** person is from two days prior to the onset of symptoms through Day 3. If a fever is present, the person must be fever free for an additional one day post Day 3 and if symptoms have improved.
8. Infectious period for an **asymptomatic** person is from two days prior to the positive test result through Day 3 unless a negative test result is obtained between Days 3-5.

Responding to a Case in your Household:

1. The sibling(s) and parents (and all household members) should test immediately, between Days 3-5 if the case remains 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 monitor for symptoms during the period of the positive case.
5. The negative-testing 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 if in very close proximity) if the case has not isolated.
6. If an additional family member(s) becomes symptomatic or tests positive, the process resets for the other members of the house.

COVID Communication Systems

The Hilldale webpage "[Safe School Plan](#)" under the Parents Section is kept up to date with the latest information and resources for parents as infectious disease situations develop and change. Close contacts will be notified directly by email. Schools are required to report all cases of COVID where students or staff were exposed at school.

PINK EYE Guidance:

(Conjunctivitis)

1. Pink eye is a bacterial infection of the eye.
2. Symptoms include pink or red color in the white of the eye(s), swollen, watery, itchy eye(s), yellow or green discharge from eye(s), itching, irritation, and or/burning.
3. Pink eye is spread by touching eyes with hands contaminated by discharge from an infected person's eye or nose.
4. Symptoms usually begin 24 to 72 hours after exposure to the virus or bacteria.
<http://www.cdc.gov/conjunctivitis/index.html>.
5. Students can return to school 24 hours after the start of effective antibiotic treatment.

LICE Guidance:

Please understand that it is incredibly important that you follow all of our requirements to the letter. This is the **ONLY** way to ensure that lice does not spread to the rest of the school, re-infests your child, or infests the rest of your family.

1. Go to a lice salon or have a lice specialist come to your house. This will rid your child of live lice and large nits. Options are: Hair Fairies, Bugalugz, Lice Patrol. We have not had reliable experiences with the Lice Clinics of America. You may choose to forgo this step if you complete step two; however, it is possible that you will not be able to remove all the nits.
2. Purchase the OTC lice killers, such as RID and NIX. The salon will tell you that you don't need to; however, doing a two-step approach is better than one. The over the counter lice shampoo will also have detailed instructions. You may choose to forego this step if you complete step one; however, you should be aware that nits will likely return.
3. Repeat steps 1 and 2 for all members of the family. This is imperative or all your hard work will be for naught.
4. The key to success is combing. You must comb thoroughly and meticulously with a professional grade lice comb every night for 7 days. **All people in the house will need to do the treatment or be checked by a professional to be sure of not spreading lice.** All members of the family need to be checked after day 3 and day 6 as well. One clear is not sufficient to be sure that the nits haven't developed in your hair. At first they are too small to see. Then they grow and can be seen by the eye.
5. All bedding, etc. needs to be washed and dried on hot to kill the lice. Stuffed animals can be quarantined for a week or washed and dried on hot.
6. Vacuum the furniture and the car seat. If you find lice after the cleaning, you will need to repeat. FYI, Lice sprays are apparently not very effective.
7. Lice have an incubation period of 72 hours. Students cannot return to school until 48 hours after the professional lice check or RID/ NIX treatment is complete in order to ensure that nits have sufficient time to grow and be seen by the eye. There is no exception.
8. All fabric materials from the cubbies or lockers should be taken home and washed.

Regardless of information you receive from your child's doctor, the lice salon people, or anyone else, this is our policy, and it must be adhered to.

[Treating and Controlling Headlice](#)

STREP THROAT Guidance

(Streptococcal Infections - "Strep" Throat, Scarlet Fever)

1. Strep is a bacterial infection that is very common in children. Strep can cause strep throat (pharyngitis, tonsillitis) and scarlet fever.
2. Symptoms include fever, headache, a red and sore throat, swollen lymph nodes (glands) in the neck, stomach ache, and a bright red skin rash. The rash is common on the face, neck, chest, back, and skin folds (e.g., underarms, groin, elbows, knees). Both the cheeks and tongue may appear very red. The rash often feels rough, like sandpaper.
3. Strep throat is spread by contact with mucus from the nose or saliva. It can be spread by coughing and sneezing, kissing on the lips and sharing food, eating utensils and mouthed toys. It is also spread by touching your hands to your nose and mouth, reusing tissues, and forgetting to wash your hands after blowing noses.
4. Strep throat is contagious the day before the start of symptoms and during the period of illness, until 24 hours after the start of effective antibiotic treatment.

5. Students can return to school 24 hours after the start of effective antibiotic treatment if symptoms have improved and the child has been fever-free for 24 hours.