



**SELA Early Global Health and Safety Policies  
COVID-19 Policies and Quick Reference Guide**

**School Year 2022-2023**

*Please know that all of SELA' Health Policies and Procedures, strictly and consistently adhere to laws, mandates, regulations, standards, resolutions, and guidelines set forth by the Massachusetts Department of Public Health (MDPH) and our governing body the Massachusetts Department of Early Education and Care (EEC). These departments serve as the foundation for all of our school's policies, practices, and procedures. **Due to the ever-evolving guidance's given by the health and educational organizations as they relate to COVID-19, SELA reserves the right to revise these policies as needed for the overall health and safety of our SELA community.***

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## **1. STUDENT HEALTH RECORDS**

**Mandatory Student Health Records must be submitted *prior* to a student's first day of school and are required to be updated annually.**

- **Student Physical Exam:** Dated within a year's time of the present date.
- **Student Immunization Records:** Current and up to date immunizations, including a lead screening must be listed.
- **Student Asthma/Allergy Action Plan** (if needed): Any student who is identified as having a Life-Threatening Medical Condition that requires them to have emergency medications at the school are required to have an Action Plan and Medication Consent Form to be on file *\*See Action Plans for more details.*

## **2. STUDENT MASK & HAND SANITIZER PERMISSIONS**

1. **Cloth and disposable face masks are readily available for every student (aged 2 and up) and are provided by SELA upon request of the child's parent or guardian.**
  - **Students under age 2:** Are not permitted to wear any type of facial covering due to safety risks.
  - **Early Global Students aged 2 and up:** Will be offered a facial mask as requested by the child's parent or guardian. Parents and guardians may choose to provide their own mask or use one provided by SELA. Masks will be offered and encouraged to those students at the request of the child's parent or guardian. Please note SELA can not force a child to wear a mask.
2. **Hand Sanitizer (with at least 60% alcohol, not containing methanol) will be provided by SELA when handwashing is not immediately feasible. *\*Sanitizers from home are not permitted. Please note students must have consent on file from the child's parent or guardian for hand sanitizer use.***
  - **Students aged 2 and up with parental consent on file:** Will be offered hand sanitizer periodically as indicated during the school day.
  - **Students under age 2:** Hand sanitizer use is not permitted.
  - Teachers will assist students with hand sanitizer use and will keep out of reach from children.

## **3. ADDITIONAL PERMISSIONS**

At the start of each school year, SELA provides a google form to enrolled families to obtain permission and parental consent or denial for a variety of student health and wellness topics. This form is tailored for the specific program/season/current public health concerns (if applicable) but typically contains the following information:

Hand Sanitizer Consent

Mask Consent

COVID-19 Testing Consent \*if applicable

Alternate Snack/Food Options Consent

Acknowledgement of Food Safety Policy

Acknowledgement of Peanut/Tree Nut Free School Policy

This form is required to be completed prior to your child's first day of school.

#### **4. FOOD SAFETY POLICY**

**For the safety of your child while they are here at SELA, we will not be able to serve the following high-risk choking hazard foods to your child if they are sent in their lunch and are not properly prepared and cut safely.** You will be notified and given the option to bring in an alternate item, or you can choose for your child to receive an alternate snack option we provide. For infants and toddlers, food should be cut into ¼ inch sized cubed pieces and/or short, thin strips, for preschool aged children food should be cut in ½ inch size cubed pieces and/or halved lengthwise. Tubular shaped foods (example cheese sticks) should not be cut into round pieces but instead into short thin strips.

**Please safely prepare the following high-risk foods before sending in to school with your child:**

- Whole Grapes (and similar sized whole uncut food items, for example cherry tomatoes)
- Hot dogs, cheese sticks (and similar round tubular shaped foods, for example baby carrots)
- Meat on a bone
- Large chunks of hard fruits or vegetables
- Large chunks of cheese or meat

Please know that while your child may eat these foods fine at home without any difficulty, eating in school is a different environment with distractions, talking, etc. and it places the child at a

higher risk of choking on one of these high-risk foods. SELA has implemented this policy for your child's safety.

## **5. SUNSCREEN CONSENT**

**Students aged 6 months and up may have sunscreen applied at school with parent/guardian consent on file. Parent/Guardian must send in sunscreen for their child to be kept at the school. *\*Consent is obtained during admission process.***

- Sunscreen should be clearly labeled with child's full name and must be within the expiration date listed on the sunscreen.
- Sunscreen will be kept inside student's classroom, out of reach from students.
- With gloved hands, teachers will assist students with application of sunscreen as needed. *\* Teachers gloves will be changed after each student.*
- Sunscreen will not be shared among other students.
- Sunscreen will be applied prior to outdoor activities and will be reapplied as needed.

## **6. WEATHER POLICY**

Students will be brought outdoors to play whenever possible. In the event of inclement weather, students will have opportunities for physical exercise and gross motor activity inside the school gymnasium. Each classroom is provided with a childcare weather watch chart which details safe temperatures in which children should go outside to play, for what length of time, and what, if any, precautions should be taken. SELA teachers will ensure that students are dressed in the appropriate outer wear for the weather prior to going outside *\*provided by parents/guardians*, and that students have access to fresh drinking water in hot weather.

SELA families are asked to ensure that their student is sent to school with the appropriate outer wear for the season.

## **7. COMMUNAL MEDICATION CONSENT FORM**

**Only the School Nurse and/or designated staff members who have completed the 5 rights of medication administration course and who currently possess a current CPR and First**

**Aid certification may administer medications to a student. Universal precautions will be always upheld. Whenever possible School Nurse will administer medications.**

- **Early Global Students:** Parent/Guardian must complete SELA's "Communal Medication Consent Form" if they wish for their child to receive medications from a communal source at school. This form must be updated annually.
  - In order to be valid, the "Communal Medication Consent Form" must be filled entirely and must also be signed by both parent/guardian and student's pediatrician.

*Early Global Parent/Guardians can choose which medications/treatments they consent their child to have. Parents may also choose to "opt out" of their child having any communal medication while at school.*

*Please note, without this form on file, SELA is unable to administer **any** communal medication to your child while in school, even with parental request. In the event your child has a fever, and you request SELA to administer a dose of Tylenol or Motrin while awaiting pickup, without a signed communal medication consent form on file SELA will be unable to administer any medication to your child.*

#### OVER THE COUNTER MEDICATIONS

- Acetaminophen/Children's Tylenol liquid (Headache, toothache, general pain, and discomfort as requested by parent, fever >100.4 degrees F. Dose will be weight appropriate.
- Ibuprofen/Children's Advil liquid (Headache, toothache, general pain, and discomfort as requested by parent, fever >100.4 degrees F. Dose will be weight appropriate. Infants under 6 months will not receive Ibuprofen.
- Benadryl liquid (Mild allergic reactions, hives, rash). Dose will be weight appropriate.

#### ADDITIONAL TREATMENTS

- HibacLens (Cleaning wounds and abrasions)
- Caladryl Lotion (itching, rashes, insect bites, poison ivy)
- Antibiotic Ointment (wounds and abrasions)
- Petroleum Jelly/Vaseline (Dry lips or skin)
- Sterile Eye Drops (Irritated or itchy eyes)
- Sterile Isotonic Eye Wash Solution (Eye irritation or foreign bodies)
- Diaper cream of parent's choice (to be applied for diaper rash w/broken skin) to be sent in by parents.

## **8. PRESCRIPTION and NON-PRESCRIPTION MEDICATION CONSENT FORM**

**Any medication and/or treatment, prescription, non-prescription and/or over the counter (OTC) that is to be administered or performed for a student while in school must be accompanied with a valid Medication Consent Form. This includes prescription diaper creams and any lotion/creams that have any type of added medication, even if it is over the counter.**

- Medication Consent Form must be completed fully and signed by parent/guardian and physician to be valid.
- Medication must be labeled with student's full name, be in its original container and be within the expiration date listed on the container.
- Parent/Guardian is to notify school nurse or director of the detail regarding why the medication is needed.
- The School Nurse will coordinate the date and time that the parent/guardian will "hand off" the medication to a member of administration.
- Medication should be brought in a clear zip lock bag with student's name on it
- Medication will be kept in Health Clinic in a locked container.

## **9. MEDICATION ADMINISTRATION DURING SCHOOL HOURS**

Whenever possible, SELA requests that all medication be administered at home. When this is not possible or feasible, the following procedure will be followed:

1. Medication will be provided directly to the school nurse or member of administration by the family. Please do not send medication to school in your child's lunch box or bag.
2. Medication will contain a valid, signed doctors order and medication consent form. For medications lasting 10 days or less, the prescription label can serve as the doctor's order.  
*\*Medication consent form signed by the parent or guardian will still be required.*
3. Medication must have a clear, valid prescription label and be in its original container.
4. Medication must not be expired.
5. Student medication will be kept in a locked container inside the health office.
6. School Nurse, Director or appointed staff member trained in the 5 rights of medication administration and certified in CPR and First Aid will administer the medication to the student at



the designated appropriate times. Whenever possible the school nurse will administer all medications.

7. Please note that SELA is never allowed to give the first dose of a medication to a student that they have never taken before.

## **10. ALLERGY/ASTHMA ACTION PLANS**

**Allergy and Asthma Action Plan Packets will be provided during the admission process if a parent/guardian states that their child has a life-threatening allergy that requires emergency medications or asthma. This packet will provide detailed instructions as to what forms are required to be completed and signed. It also details how to send in your child's medication to the school safely.**

- Allergy/Asthma Actions Plan will dictate what medications a student will need in the event of a medical emergency. The indications for, signs and symptoms along with physician and parental/guardian consent are obtained via this form.
- Physician may use own Allergy/Asthma Action Form
- If there is any discrepancies parent will be notified as soon as possible to enable them to contact their doctor to clarify.
- During this time, the student cannot attend school until the discrepancy is made clear.
- Medications listed on the Action Plan must *each* be written on their own separate Medication Consent Form. They may not all be written on one form.
- Emergency Medication (Epi-Pens, Inhalers) must be delivered to SELA in their original prescription box with the child's name on the prescription. Additionally:
  - Medications must not be expired
  - Epi-Pens MUST be in the two-pack they came in in the original prescription box.
- Benadryl and other over-the-counter medication must be in a new, sealed package and the child's name must be written on the box.
- Students will be unable to attend school until all of the above documents are received by the school.

## **11. PEANUT TREE NUT FREE**

Peanut and Tree-Nuts are not permitted inside the building for any reason. If a food item is suspected and/or confirmed to be peanut or tree nut based or made in a facility that manufacturers peanut/tree nut products, it will be immediately removed and placed in a safe place away from students.

**NO:**

- **Food items listed as containing peanuts or tree nuts**
- **Food items listed as “may contain traces of peanuts or tree nuts”**
- **Food items listed as “made or manufactured in a facility that processes peanuts or tree nuts”.**

In the event a student is found to have a prohibited food item containing or possibly containing traces of peanuts and tree nuts the food item will be removed from the classroom and returned to the child’s lunch box at the end of the day to be enjoyed at home. If the child has consent on file (obtained via additional permissions), an alternate snack will be offered, and the child’s parent or guardian will be emailed to update. If the child does not have consent on file for an alternate food item, the child’s parent or guardian will be called and asked to provide consent and/or bring an alternate food item to the school.

## **12. INJURY REPORTS**

**All incidents/injuries will be assessed, treated, and documented. An administrative staff member will notify the students parent/guardian via email, phone or in person depending on the situation and injury.**

- Students will be sent home with an Injury Report within 24 hours of any health-related incident/ injury, no matter how small the injury may seem.
- Parents/Guardians are to read, review, sign and return the Injury Report in a timely manner. The signed injury report will be filed in the student medical chart once it is returned.

## **13. COMMUNICABLE DISEASE POLICY AND EXCLUSION FROM SCHOOL**

Listed below are some common childhood illnesses and SELA policy for exclusion and return to school. For questions regarding an illness that is not listed below, please contact

the school nurse for further guidance. *\*Refer to COVID-19 policy for details on when a COVID test is required due to illness.*

### **Upper Respiratory Illness (cold, croup, RSV, Flu)**

Student must remain at home until symptoms have improved, the child has been fever-free for 24-hours without the use of fever reducing medication, the child is eating, drinking, sleeping and able to participate in the school day activities. *Refer to COVID-19 policy for details on when a COVID test is required due to illness.*

### **Fever (100.4 degrees F and above)**

Student must remain at home until they have been 24-hours fever free without the use of fever reducing medication. *Refer to COVID-19 policy for details on when a COVID test is required due to illness.*

Any student presenting with a fever of 100.4 degrees or higher and/or appears feverish/has chills while at the program will have parent/guardian contacted and the child will be sent home.

### **Vomiting**

Student must remain at home until 24-hours have passed since the last vomiting episode. Student should be able to hold down food and liquids.

Any student who vomits 1 time while at the program will have parent/guardian contacted and the child will be sent home. *\*Please note this does not include vomiting from a known cause, such as acid reflux. Documentation must be on file with SELA to inform of underlying conditions which may predispose a child to vomiting.*

### **Diarrhea**

Student must remain at home until 24-hours have passed since the last episode of diarrhea.

Any student who has 3 or more loose, watery stools while at the program will have parent/guardian contacted and the child will be sent home.

Any student who has 1 or more episodes of loose, watery stool that contains blood or mucous, is accompanied by abdominal pain, fever, nausea and/or vomiting, or cannot be contained in a diaper and/or causes the child to be incontinent will have parent/guardian contacted and the child will be sent home.

### **Conjunctivitis (Pinkeye)**

Student must remain at home until they have been on antibiotics for 24-hours.

If the child's pediatrician determines that the child does not have bacterial conjunctivitis and antibiotics are not prescribed, a doctor's note stating as such will be required for a child to return to school.

Any student who presents during the school day with symptoms of conjunctivitis such as yellow or green drainage from the eye, crusting of the eyelids, redness to the sclera (whites) of the eyes, swelling and/or pain to the eye will have parent or guardian contacted and the child will be sent home. The child will need to be seen by his or her doctor and if the doctor determines the child does not have bacterial conjunctivitis, the child may return with a physician's note. If the physician prescribes antibiotics, the child must stay home until 24-hours have passed while on the antibiotics.

### **Skin Infection, Staph Infection, Impetigo**

Student must remain home until they have been on antibiotics for 24-hours.

Any open areas and or lesions must be dried or scabbed over. Band aids may not be used to cover weeping and/or open lesions.

### **Strep-Throat**

Student must remain at home until they have been on antibiotics for 24-hours.

Any student presenting at school with symptoms of strep throat will have parent/guardian contacted and the child will be sent home.

### **Coxsackievirus (Hand, Foot, and Mouth)**

Student must remain at home until they have been fever free for 24-hours without the use of fever reducing medications. **In addition to being fever free, the child must not have any blisters or open areas on the face or hands. All areas on the face or hands must be dried up and scabbed over.** Band-aids may not be used to cover areas on the hands and face. If the child still has areas/blisters on the arms, torso, buttocks, legs, or feet the child may attend school **if** they are able to remain dressed in clothing covering the affected areas mentioned above. Please send in a change of clothes with your child to ensure we are able to keep the areas covered in the event the child needs to change his/her clothing. Infants and young toddlers experiencing excessive drooling that have lesions in the mouth or throat should remain at home until the areas are healed

### **Lice**

If a student is suspected to have lice while in school, the student will be discreetly referred to the school nurse for further assessment. Student may return to school after the following has occurred:

1. Parent/Guardian submits in writing that lice and nits were properly removed.
2. Upon arrival back to school, the nurse will recheck students prior to students returning to the classroom.

### **Notification to SELA Families of the Presence of a Communicable Disease or Illness**

In the event a communicable disease or illness is identified in your child's classroom by the presence of two or more cases of a specific illness within 14 days, an email will be sent to the affected classroom(s) to notify families of the presence of an illness within the classroom, along with information regarding the specific illness and any signs or symptoms to watch for. In the case

of certain communicable diseases requiring as such, the Hingham Board of Health and the Mass. Dept of Health will be notified.

\*Note for COVID-19 an email will be sent to the affected classroom after just 1 confirmed illness. A general email will also be sent to the entire SELA Early Global community alerting families of a confirmed case of COVID-19 within the program.

### **Care of Mildly Ill Children**

A child who is not feeling well while in school will be brought to the office and will be allowed to rest and remain as comfortable as possible. Parent(s) will be contacted to pick the child up. In the event we are unable to reach either parent or guardian, the child's emergency contact(s) will be contacted. We ask that children are picked up within 30 minutes of being notified. The child will be kept safe and comfortable in the office until the parent or guardian arrives.

## **14. EMERGENCY RESPONSE POLICIES**

All SELA staff undergo annual training for responding to emergencies within the school. In the event a situation arises in which a child requires immediate medical attention, 911 will be called to request an ambulance. The staff member contacting 911 will provide the dispatcher with the address of the school, the nature of the emergency, and the location within the school of the emergency. The staff member will remain on the phone with the 911 operator until emergency help arrives. A second staff member will stand guard at the front door of the building to guide the emergency responders to the site of the emergency. While emergency services are being notified, all staff trained in CPR and First Aid will respond to the site of the emergency. Whenever possible, the school nurse and/or director will take the lead in providing first aid and emergency care as well as delegating additional roles to nearby staff. The other nearby students will be taken by a teacher or qualified staff member to a separate area of the building and will be supervised. An administrator, familiar with the child, will accompany the child to the hospital. The child's file will accompany the child in the ambulance. An administrator will contact the child's parent(s) or legal guardian(s) and inform them of the nature of the emergency and asked to meet the ambulance at South Shore Hospital. The administrator accompanying the child to the hospital will remain with the child until the child's parent or guardian has arrived.

### **Field Trip and Emergency Procedures:**

Parents/Guardians will be notified in advance of a field trip and a first aid and emergency medical care, and consent form will be provided with the permission form. This form, along with a first aid kit, a list of students with allergies or asthma and any emergency medication will be brought on the field trip. Teachers will have a cellular device and an administrator will be on site.

## **School Visitors**

All exterior doors leading directly into the school are kept locked at all times aside from times of pick-up and dismissal. Visitors arriving to the school are required to show identification before entering into the building. Visitors are required to wear a visitor pass at all times while inside the building. SELA families are asked to never hold the door for a visitor entering after you and/or open a door for a visitor.

## **Fire Safety**

Fire extinguishers are placed strategically throughout the school and all SELA staff are trained in their use. Fire extinguishers are serviced and inspected annually.

Routine Fire Drills are practiced monthly throughout the school year.

Evacuation maps are posted in every classroom, office, and common area within the school.

Smoke alarms and carbon monoxide detectors are placed throughout the school and are checked routinely.

## **Lockdown Procedure**

In the event SELA is notified or becomes aware of violence in or around the school and/or an intruder a school-wide lockdown procedure will be initiated. Inside the classroom:

Classroom doors will be closed and secured, shades/blinds will be drawn closed, lights will be turned off and students will be brought to an area of the classroom out of sight of windows and doors and will wait quietly with the classroom teacher.

Teachers will wait with students and maintain lockdown procedure until further directions are given from administration and/or law enforcement.

During an active school-wide lockdown, no visitors will be allowed into the school.

## **Alternate Shelter**

In the event of an evacuation to an alternate shelter, teachers will walk students to the Bridges of Epoch nursing facility located next door to SELA. Parents or Guardians will be contacted and instructed to pick up their student at this location.

## **15. INFECTION CONTROL AND CLEANING POLICIES**

SELA employs a full-time housekeeper for the Early Global program. The housekeeper works throughout the day to keep the school clean and sanitary. This is accomplished through routine cleaning and disinfecting of classrooms, playground and gym equipment, toys, bathrooms, and common areas throughout the day.

Classrooms are equipped with the appropriate cleaning supplies, including soap and water, paper towels, and a non-toxic sanitizing and disinfecting agent. Student bathrooms and diapering areas are also equipped with a non-bleach-based hospital grade disinfectant specific for the diapering and toileting areas. Classroom teachers are required to clean and disinfect or sanitize their classroom throughout the school day. Toys mouthed by infants and toddlers are removed from the classroom after each use and are cleaned and sanitized before use by another child. Toys are rotated outside of all classrooms throughout the day after use to be cleaned and sanitized.

All classrooms undergo a deep cleaning and disinfection at the end of each school day once the students have gone home.

Each classroom is equipped with an air purifier.

Teachers will assist students with hand washing with soap and water throughout the school day. \*Upon arrival, after using the bathroom and/or having diaper changed, before and after eating, after contact with any bodily fluids, after returning from the park or gym, before going home, and any other times as deemed necessary by the classroom teacher.



SELA staff are required to wash their hands upon arrival to school each morning and throughout the school day. \*Upon arrival, after changing a diaper and/or assisting a child with toileting procedures, before and after eating, after contact with any bodily fluids, after returning from the park or gym, after providing any first aid, and any other times as deemed necessary throughout the day.

## **15. COVID-19 POLICY**

Due to the ever-evolving nature of the COVID-19 virus and changes to public health requirements, SELA reserves the right to amend our COVID-19 policy at any time. Families will be notified of any changes to our COVID-19 Policy. For your convenience, our COVID-19 policy has been put into a quick reference guide which can be found below and on our website.

## 1. STUDENT MASK POLICY

1. **Students under age 2:** Are not permitted to wear facial coverings of any kind due to the potential safety risks.
2. **Early Global Students ages 2 and up:** Masks are not required for SELA students or staff except in certain situations (see below sections 3, 5 and 6)). Those wanting to wear a mask will be supported in their choice by SELA. Cloth and disposable masks are available at SELA for this wanting to have their child wear a mask. Additionally, parents may provide their own mask from home (\*please note, no strings or attachments to hang the mask from the neck are allowed). Please inform your child's school nurse or director if you wish for your child to be offered a mask while at school.

### Important Details

Teachers are not permitted to force any child to wear a facial covering for any reason, regardless of parental consent.

Masks will be removed when outdoors, eating and sleeping.

## 2. STUDENT DISPLAYS EXCLUSIONARY SYMPTOMS

### COVID-19 Symptoms List:

- **Fever (100.4 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) *when in combination with other symptoms*
- 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*

1. Any student experiencing any one of the symptoms highlighted in bold should not attend school and follow the testing protocols listed in protocol A to return to school.
2. Any student experiencing a combination of the symptoms (2 or more) not bolded should not attend school and follow the testing protocols listed in protocol A to return to school.

3. *\*If your child experiences vomiting and/or diarrhea, they should remain out of school for 24-hours from their last episode regardless of the need to have a COVID test or not. This is a standard health policy.*

### 3. STUDENT IS A CLOSE CONTACT

The policy below applies to both vaccinated and unvaccinated individuals that are exposed to an individual with COVID-19:

1. **Student has been determined a “close contact” to a COVID-19 positive individual:** Student may attend school as normal as long as they remain asymptomatic. Daily testing is not required.
2. **Parent must conduct active monitoring for symptoms through day 10.** If the student develops symptoms, they must stay home and follow the testing protocols in protocol A for symptomatic individuals listed below.
3. **Those who can mask are strongly encouraged to wear a mask while in school for 10 days.** *\*Masks will be removed while outside, eating or sleeping.*
4. **Student must be tested on day 6 in the morning prior to attending** school. *Results of the student’s test must be sent to your child’s school prior to the child being dropped off at school. (Results requested by 7:00 am for those attending AM extended and 8:00am for all other.*

### 4. STUDENT HAS A PENDING PCR COVID TEST

1. **Student has a pending PCR COVID test for a routine medical appointment or procedure:** Student may attend school as normal.
2. **Student has a pending PCR COVID test due to illness or exposure to COVID-19:** Student must remain at home until test results are received.

## 5. PROTOCOL A FOR SYMPTOMATIC INDIVIDUALS

Students presenting in school with any one major symptom, or a combination (2 or more) minor symptoms will be sent home and a negative covid test or a doctors note with an alternate diagnosis will be required for the student to return to school. \*Symptomatic individuals can remain in school if they have mild symptoms, are tested immediately on site (over age 2 and with parental consent on file) and the test is negative. Those who are able to mask will be strongly encouraged to do so until symptoms are resolved.

**For symptomatic individuals that test negative, a second test will be required 48-hours after the first if symptoms persist.**

\*A rapid antigen test, such as a self-test, is preferred to a PCR in most situations.

\*See instructions on submitting a photo of an at-home antigen test

Please note SELA must have signed parental consent on file at school to test any child.

## 6. PROTOCOL B: STUDENT TESTS POSITIVE FOR COVID-19

1. Inform the school nurse or director as soon as possible, within 24-hours of the positive test.
2. Student is required to remain at home and isolate through day 5.
3. The date of the positive test for asymptomatic individuals or the start of symptoms for symptomatic individuals is counted as day 0.

Returning to School:

1. Student may return to school on day 6 if they are asymptomatic or symptoms are resolving, they have been fever free without the use of fever reducing medication for 24-hours, and they are able to reliably wear a mask through day 10.
2. Students aged 4 and over that are able to reliably wear a mask consistently and correctly are able to return on day 6 without the need of providing a negative COVID test.
3. Students under age 4 and/or **any student who is unable or unwilling to wear a mask and/or parent does not want child to wear a mask may return to school on day 6 with proof of a negative test taken on day 5 or later.**
4. If a student continues to test positive, they may return to school once they received a negative test or have completed 10 full days of isolation, whichever comes first

## 7. SUBMITTING AN AT HOME ANTIGEN TEST TO THE SCHOOL

1. Childs full name must be clearly written directly on the test itself.
2. Date and Time test administered must be clearly written on the test itself
3. Take a photo of the test. Photo must be clear and have adequate lighting.
4. Email the photo to [covidtestresults@suescuola.com](mailto:covidtestresults@suescuola.com)

\*note if unable to write directly on the test due to the design of the test, please write the above information on a piece of paper and include in the photograph of the test.