



COVID-19 POLICIES & PROCEDURES

These policies are up to date as of November 18, 2021 and may be changed by the school administration over the course of the year as updates become available. Notice of changes will be sent to all families and staff via email.

- **General Policy**

In the interest of the health and safety of our entire school community, students, staff, parents, and visitors will not be allowed on school premises if they:

- Are showing symptoms of COVID-19; or
- Have been in close contact (within 6 feet for at least 15 minutes over the course of 24 hours) with someone who has confirmed or suspected COVID-19 in the last 14 days.

PREVENTIVE MEASURES

- **Social Distancing**

Following the recommendations of the CDC, Sacred Heart School will maintain 3 feet of social distancing within classrooms whenever possible to reduce the risk of transmission.

- **Face Coverings**

All students, staff, parents, and visitors ages 2 and up are required to wear a [face covering](#) indoors, regardless of vaccination status. While outdoors, face coverings are optional for all, regardless of vaccination status.

- **Ventilation**

The school building is fitted with MERV-11 filters in the HVAC system, has increased the flow of outside air into the building, and uses air purifiers in classrooms and office spaces.

- **Daily Health Screenings**

All students, staff, parent volunteers, and visitors are screened daily before being allowed entry to the building. Students, staff, and regular volunteers must complete a daily health screening for signs of COVID-19 using [Ruvna](#). All other visitors are screened verbally at the front desk using the [daily symptom checklist](#).

- **Handwashing and Respiratory Etiquette**

Throughout the day, students are provided opportunities to wash and sanitize their hands. Teachers also teach and reinforce respiratory etiquette as an added layer of protection.

- **Symptoms During the School Day**

Anyone with symptoms of COVID-19 should stay home. Students or staff members who develop symptoms during the day will:

- Be separated from others, with supervision, until the sick person can leave;
- Continue to wear a face covering and maintain 6 feet of distance from others;

- **Confirmed Case of COVID-19**

When Sacred Heart School is notified of a positive case of COVID-19, we will:

- Notify local health officials to determine a course of action, including contact tracing;
- Communicate with parents and staff regarding potential exposure or quarantine requirements, under the guidance of the Department of Health, and respecting all HIPAA privacy laws which safeguard the protected health information of all individuals; and
- Clean and disinfect any areas of potential exposure.

Updated guidelines from the CDC (July 9, 2021) recommend fully vaccinated people with known exposure to someone with COVID-19 be tested 3-5 days after exposure, regardless of whether they have symptoms.

- **Return to School**

Students, staff, parents, and volunteers who have experienced symptoms of COVID-19, have been exposed to COVID-19, or have tested positive for COVID-19 will be allowed to re-enter the building according to the guidelines of the [Return to Work/School Flowchart](#) and the advice of the Seattle-King County Department of Health.

NOTE: If a student or staff has ONLY ONE short-term symptom, as defined below, they may return to school the next day per the [Department of Health](#). A COVID-19 test is not required, though still recommended for anyone experiencing one or more symptoms. A person with a short-term symptom has:

- ONE of the following symptoms: fatigue; headache; muscle pain or body aches; sore throat; congestion or runny nose; nausea or vomiting; or diarrhea,
- AND the symptom begins and resolves in less than 24 hours,
- AND no known COVID-19 exposure

The school should be notified immediately of any positive COVID-19 test. In all cases, Sacred Heart School will follow the guidelines of the Seattle-King County Department of Health with regard to reporting, contact tracing, isolation, quarantine, and return to school.