

## **Return to School, Contact Tracing & Quarantine Procedures**

This document addresses the various tracing and quarantine procedures in place at Saratoga Central Catholic School.

These procedures have been adopted after consultation with the Saratoga County Department of Health and the Diocese of Albany, and are closely aligned with practices in place within the Saratoga Springs Public School District.

[CLICK HERE](#) for the most up-to-date information from the Saratoga County Department of Health related to isolation and quarantine.

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### **Return to School Procedures**

Below are the procedures for your child returning to school. Three different scenarios are addressed:

1. Your child tests positive for COVID-19.
2. Your child was sent home with COVID-like symptoms.
3. Your child was designated as a close contact of someone with COVID-19 and has been placed in quarantine.

Within each section are action steps for parents as well as the paperwork required for your child to return to school.

#### **1. Your child is positive for COVID-19.**

- Report test result to SCC. (School Fax #: 518-587-0678)
  - If the positive test was self-administered, [please report to Saratoga DOH](#) and email SCC a copy of the subsequent email you receive.
- Your child may return to school after:
  - County-mandated isolation expires.
  - Symptoms have resolved.

#### **PAPERWORK REQUIRED TO RETURN**

- ★ [Affirmation of Release from Isolation Form](#) (can be completed by a parent)

## 2. Your child is exhibiting COVID-like symptoms.

- Your child may return to school as soon as:
  - Any of the following COVID tests are negative:
    - Lab PCR test
    - Lab antigen (rapid test)
    - Two home rapid tests given 36 hours apart
  - A diagnosis is made of an alternate, lab-confirmed illness (i.e. Strep or Flu) and a note that COVID is not suspected.
- Your child may remain in school if symptoms are consistent with a documented pre-existing condition.
  - Symptoms have resolved.

### PAPERWORK REQUIRED TO RETURN

#### ★ Test Results

- For lab results - School Fax #: 518-587-0678 or [dkowalski@saratogacatholic.org](mailto:dkowalski@saratogacatholic.org)
- For home tests - email photos of tests/packaging to [dkowalski@saratogacatholic.org](mailto:dkowalski@saratogacatholic.org)

## 3. Your child is designated a close contact from a school exposure and placed in quarantine.

- If your child is asymptomatic and fully vaccinated, they can remain in school.
- If your child is asymptomatic and unvaccinated, there are three options:
  1. Your child can enter a Test to Stay (TTS) program in order to remain in school. This requires a series of at home COVID tests. See below for more information.
  2. Your child can quarantine for 5 days and return on day 6 after a negative PCR, lab antigen, or home COVID test.
  3. Your child quarantines for 10 days and remains asymptomatic.

### PAPERWORK REQUIRED TO RETURN

- ★ Negative COVID test results. (School Fax #: 518-587-0678) For Home tests, please send photo of negative result/test packaging to [dkowalski@saratogacatholic.org](mailto:dkowalski@saratogacatholic.org)
- ★ [Affirmation of Release form Quarantine](#) (can be completed by a parent)

#### Please note:

- Students released on Day 6 from quarantine or who participate in Test to Stay cannot participate in sports or extracurricular activities until day 11.
- Students cannot be unmasked within 12 feet of peers until day 11. A space will be provided at lunch to accommodate this requirement.
- Students exposed in a non-school setting do not qualify for Test to Stay.

Please note the following:

Day 0 (zero) is defined as:

- The first day of symptom onset (for a positive case with symptoms)
- The day of the COVID test (for a positive case without symptoms)
- The day of exposure (for a quarantine)

\*Day 1 of quarantine is considered the day AFTER any of the above.

Resolving symptoms are defined as:

- Fever-free for 24 hours without medication
- No longer experiencing rhinorrhea (runny nose)
- Cough is minimal and non-productive (i.e., does not stop them from wearing mask, no longer coughing up phlegm)

Please note:

- Students released on Day 6 from quarantine or who participate in Test to Stay cannot participate in sports or extracurricular activities until day 11.
- Students cannot be unmasked within 12 feet of peers until day 11. A space will be provided at lunch to accommodate this requirement.
- Students exposed in a non-school setting do not qualify for Test to Stay.

### **Test to Stay (TTS)**

Test to Stay (TTS) is a modified, test-based quarantine protocol for asymptomatic, preK-12 students who are not up to date on COVID vaccinations and have been identified as a close contact with someone who was infectious with COVID-19 in a school setting.

General procedures:

1. School receives a positive COVID case leading to contact tracing.
2. From contact tracing, students are identified as eligible for TTS or up to date on vaccinations. (Symptomatic students do not qualify for TTS).
3. On the date that the student is identified as being exposed and in need of quarantine, parents are given the following options:
  - a. Child attends school while completing TTS testing and reporting at home.
  - b. Parent refuses TTS, the student is sent home and quarantined for at least 5 days. Student may return after a negative home COVID test on day 6 or after 10 days without symptoms.

Note: TTS students must test negative on Day 2 or 3 and again on Day 5.

[Report TTS results HERE](#)

## **Contact Tracing Procedures**

The following steps are followed by SCC when a positive case is reported to the school:

1. A positive case is reported within the school community.
2. Contact tracing begins if the affected person was in the building 48 hours before symptoms began OR 48 hours before the positive COVID test was taken.
3. Students are identified as close contacts. *A close contact is anyone who was within 3' masked or 6' feet unmasked in relation to an infected person for a total of 15 minutes or more within a 24-hour period.*

A close contact can be anyone who:

- Sat adjacent to the affected individual in class
- Sat with the affected individual at lunch
- Rode a bus or car with the affected individual

***Close contacts may be required to work asynchronously from home until the tracing process is completed. This precautionary step limits the possibility of further spread in the event a close contact is determined to be exposed and in need of mandatory quarantine (MQ).***

A student identified as a close contact is less likely to be quarantined if:

- Masks were worn properly, covering the nose and mouth at all times.
- They maintained at least 3 feet of distance from the affected person while masked.
- They maintained at least 6 feet of distance from the affected person while unmasked.
- They are fully vaccinated.

4. On a case-by-case basis, a determination is made regarding MQ for each close contact. To do this, seating charts are analyzed and a series of Yes/No questions are answered that relate to mask wearing, social distancing, and vaccination status.
5. Families are informed by SCC of a decision once the tracing process is complete.
  - a. *If no MQ is ordered*, students who were working from home can immediately return to school and resume extracurricular activities.
  - b. *If an MQ is ordered*, SCC informs parents and the Department of Health (DOH) contacts families with further details.
6. A learning plan is established for the duration of quarantine.
  - For the first 2 days of MQ, students will work asynchronously, using Schoology to obtain work and email to communicate with teachers.
  - On Day 3 and beyond, live synchronous learning through Google Meet will be available.