



Greenwich Country Day School

Health and Safety Protocols During a Pandemic

(UPDATED November 15, 2020)

The Greenwich Country Day School COVID-19 Health and Safety Protocols have been developed in consultation with the Board of Trustees, medical experts, resources and [guidance provided by State](#) and local officials and the Center for Disease Control, colleagues locally and from around the world, members of the GCDS faculty and staff, and GCDS parents/guardians via Parents Association Leadership and the Reopening 2020 Parent Survey, which generated 1,360 responses.

In addition to guidance from national, state, and local health and government officials, the following Guiding Principles and Planning Assumptions have informed the development of our GCDS Health and Safety Protocols during a pandemic.

GUIDING PRINCIPLES

- ❖ **Protect the Health & Safety of the GCDS Community**, implementing protocols aligned with national, state and local guidance.
- ❖ **Provide Deep, Engaging, and Joyful Learning**, ideally, on-campus and with as much familiarity with school routines as possible.
- ❖ **Maintain/Foster a Strong Culture of Community**, understanding that many large group gatherings and activities may not be realistic for the time being, maintain as many of the familiar experiences as possible and/or modify, reschedule, or create alternate experiences to maintain and foster a sense of community.
- ❖ **Integrate Flexibility** in learning and teaching, as well as in operations, in order to adapt to changing conditions.
- ❖ **Continue Transparent and Regular Communication** with all members of the GCDS community.

PLANNING ASSUMPTIONS

- ❖ **GCDS Community, Town of Greenwich, and CT Transmission Rates** (Source: [CT COVID-19 Data Tracker Daily Report](#))
- ❖ **Old Church Road Facilities.** The facilities on the GCDS Old Church Road campus are large and flexible. With the addition of tents, upgraded air handling systems, and significant safety protocols for all students and adults on campus, we can significantly mitigate transmission. Campus classrooms can accommodate children at appropriate physical distance, and buildings are below their maximum capacities (e.g., the middle school which has a capacity of 750 with 400 occupants).
- ❖ **Critical Importance of Health & Safety Protocols.** Proper mask usage, physical distancing, proper hygiene, and frequent cleaning dramatically reduces the spread of COVID-19.

PERSONAL HEALTH AND SAFETY PROTOCOLS



DAILY HEALTH SCREENING:

Prior to leaving for school EACH morning, every student, faculty, and staff member is required to log in to SchoolPass and complete a health inventory, which must be submitted electronically for each individual. This health inventory will ask you to take the temperature of your child, and attest to no fever, coughing, vomiting, etc.



FACEMASKS:

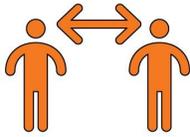
Everyone on campus—faculty, staff, students, and authorized visitors—will be expected to bring and wear a face covering or mask that effectively covers the nose and mouth. Wearing a mask is **mandatory** for everyone—students in grades N-12 and all adults. Additionally, our mask requirements are for a cloth or surgical mask that loops behind the ears and covers the nose and mouth. Bandanas and gaiters are not acceptable in school (Gaiters will be acceptable for outdoor sports and PE). Masks have been shown to be a deterrent to slow the spread of the Virus. Masks can be removed when outside and physically distanced, at the direction of the teacher, and when eating lunch or snack.



PERSONAL HEALTH and HYGIENE:

Every member of the GCDS community is asked to vigilantly monitor personal health and hygiene in order to maintain the health and safety of the entire community, including:

- Stay home if you are ill, particularly if you have a fever and/or other COVID-19 related symptoms (see “COVID Case Protocols”)
- Wash hands frequently and vigorously with soap for 20 seconds and/or use hand-sanitizer available throughout the school
- Avoid touching your face
- Clean/disinfect areas you frequently use (e.g.: desks and chairs); sanitizing spray will be provided by the school.



PHYSICAL DISTANCING:

At all times, throughout the school day, we will practice physical distancing working hard to keep six feet apart. Every classroom has been laser measured and desks have been placed in a way that achieves this end for the intended class sizes. Specials classes, travel in the hallways, and sports will all work to maintain this basic rule of distance.



SOCIAL-EMOTIONAL WELL BEING/SUPPORTS:

As part of our foundational programming, GCDS provides mental health, social-emotional, and advisory programs as well as access to counselors, advisors, and administrators for individual support. In addition, we will continue to provide parent forums, resources, and faculty and staff training for social-emotional support.



TRAVEL:

School-Sponsored - ALL fall field trips, and day and overnight trips are cancelled.

Personal - As of the issuance date of this document, our calendar remains largely unchanged, other than the following two changes:

1. Adding Monday and Tuesday, November 23 and 24 to the Thanksgiving Recess, and
2. Changing the return date after the Holiday Vacation to Wednesday, January 6, 2021,

Both of these changes are reflected on this revised [Key Dates Calendar](#).

The January 2021 change has been made to provide an additional day to secure and submit a required negative COVID-19 test result before returning to campus (See testing requirements below).

If a GCDS employee or enrolled student travels to a state or country cited on the [Connecticut Travel Advisory List](#) or the [Department of State's Travel Advisories](#):

- Notify Division Head and Division Nurse
- Quarantine for 14 days upon return from travel out of state
- Employees/students may choose to take a COVID-19 PCR test to return to school earlier than the quarantine period as follows:

	<ul style="list-style-type: none"> ○ Since the CT requirements are written mostly for those residing outside of CT visiting the state, the GCDS test option requires submission of a negative result on a PCR test administered <u>at least 72 hours after</u> returning from a state/country on the CT/State Department advisory lists. ● During quarantine and/or while waiting for test results, students will participate in remote learning ● The opportunity to participate in remote learning while in quarantine for travel out of state <u>is not intended to support extended vacations.</u> ● The case and return to school activities will be managed by the divisional nurse ● Should you have relatives or family visiting from affected states/countries, they should be following the State's quarantine/testing protocol ● Guidance from the Town, State, and State Department is constantly shifting and it will be your responsibility to monitor changes. Should changes occur, we will all be subject to any new guidelines, including the possibility that a negative test may not allow for breaking quarantine and may require an extended period of remote learning
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OPERATIONS AND FACILITIES PROTOCOLS

	<p>AIR QUALITY:</p> <p>Dynamic V8 air filtration systems have been installed in all of the Air Handlers. This is the system used by most hospitals and it achieves the very highest levels of bacteria and virus elimination. Windows are opened as often as temperature and weather permits.</p>
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	<p>CLEANING & DISINFECTING: Increased cleaning and disinfecting (both in frequency and intensity) are conducted by our facilities department. In compliance with guidelines from the CDC, the school has been and will continue to implement enhanced cleaning, sanitizing, and air quality protocols across campus.</p> <ul style="list-style-type: none"> - Classrooms, offices, restrooms, and common areas are cleaned and disinfected daily using the Clorox® Total 360® Electrostatic Sprayer System. Additional electrostatic sprayers have been purchased to facilitate the process. - High-touch surfaces such as door handles, elevator buttons, railings, and public bathroom fixtures are cleaned frequently throughout the day. - Hand sanitizing and handwashing stations have been purchased and
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have been installed in public areas around campus to increase access and opportunity for hand cleaning.

- Sanitizing wipe dispensers have been installed in classroom buildings and high traffic/touch areas.

- Water fountains have been turned off for drinking, only the water filling stations are operable.



FOOD SERVICES:

Our food service team continues to provide high quality healthy food options to students. While we would like to have the family style service we always have at GCDS, snack and lunch are provided in classrooms for most students on Old Church Road campus to ensure physical distancing protocols are in place. While breakfast service in the Upper School has been suspended at this time, students in the Upper School continue to enjoy lunch in the Dining Hall with the use of a modified schedule allowing for physical distancing. Faculty and staff may eat in the Dining Halls on both campuses, following appropriate health and safety protocols. Single use water bottles are prohibited; everyone must bring a personal reusable water bottle.



MAGNUS HEALTH FORMS:

Physical exams are required every year for all students. Please be sure your child's health form is completed through the Magnus Health Forms portal. To access your Magnus Health SMR Account: Please visit [the GCDS Parent Portal](https://www.gcds.net/parents) at www.gcds.net/parents and click on the button titled "Magnus Health SMR Portal."



OUTDOORS AND COMMON AREAS FOR INSTRUCTION:

Whenever feasible and weather permitting, teachers hold some classes outdoors. We have secured semi-permanent tents to use for classes and other purposes in order to maximize time outdoors. In addition, we have adapted non-classroom spaces throughout both campuses to maximize instructional options.



TESTING

Thanksgiving: We will expect anyone traveling over the Thanksgiving holiday to follow the GCDS and CT Travel Advisory quarantine/testing protocols noted above.

Holiday Vacation: We currently expect to require every student, and each faculty and staff member to secure a negative PCR COVID-19 test between December 30 and January 5, with results required prior to the resumption of in-person learning on January 6, 2021. Details to follow.



TRANSPORTATION:

Town Bus and Tige Bus schedules and routes can be found on the [Tiger Rides](#) section of the GCDS website. GCDS Binney and Belle Haven Tiger Buses are not running this year; the Darien/Stamford Tiger Bus (Tiger Bus #3) continues to provide transportation service. GCDS is recommending that whenever possible students travel to and from campus in personal automobiles. Families must register their vehicle in SchoolPass. Full cooperation with our parking and car-line procedures will be critical.



VISITORS:

Except for certain pre-approved, scheduled appointments, visitors will not be permitted on campus. This will include parents and caretakers/guardians, other than for dropping off and picking up children. Pre-approved, scheduled visitors will be asked to complete a health screening at a SchoolPass touchless visitor kiosk available at each Division, prior to entering.

ILLNESS & COVID-19 CASE PROTOCOLS



CONTACT TRACING/CLOSE CONTACT:

If a confirmed case of COVID-19 has been identified within our community, contract tracing will be conducted by Town of Greenwich health officials and/or GCDS cooperating fully with the Town's inquiries and directives and will expect our families and students to do so as well.

If a GCDS employee or currently enrolled student is notified as a "Close-Contact", they should:

- Notify their Division Head and Division Nurse
- Stay home for 14 days. Do not attend school, travel, or attend any sports or other activities.
- Monitor for symptoms
- Engage in the remote learning program
- Advise the divisional Nurse of any changes in status
- Arrange for a PCR Test after day 5. Testing before day 5 may not catch the most common transmission. Families may also wish to test late in the period before return to school. NOTE: A negative test result does NOT end or shorten the Quarantine.
- Submit the test result, confirm the full quarantine and lack of symptoms, and confirm a return to school with the divisional Nurse
- Consultation with the family doctor is not required by the school and is entirely up to the family
- Inform the school if symptoms arise or if a positive test is obtained. In the case of a positive test, the quarantine will change to isolation with a different timeline and requirements to return.
- The case and return to school activities will be managed by the divisional nurse
- Since conflicting test results are possible, a subsequent negative test result for the originally positive person should, where possible, be certified by a physician who has reviewed both tests to classify the first test as a "false positive."

Remain Home for "Cautious Pause" If a GCDS employee or enrolled student is notified of a possible exposure to a positive case of COVID-19:

- Notify Division Head and Division Nurse
- We encourage the individual to remain home while contact-tracing is in process,
- While quarantine is not required until contact status has been determined, we encourage families to keep children home and

	<p>engage in remote learning for a few days to allow contact tracing to happen and to monitor for the development of any symptoms.</p> <ul style="list-style-type: none"> • Many families also choose to test for the virus, ideally 4-5 days after the exposure to get the best results. • This voluntary "pause" of in-person attendance would end when the family is fairly sure that the child was not a close contact and that they remain healthy. • The case and return to school activities will be managed by the divisional nurse
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	<p>CONFIRMED CASE OF COVID-19:</p> <p>If a GCDS employee or currently enrolled student tests positive for COVID-19:</p> <ul style="list-style-type: none"> • Notify Division Head and Division Nurse • Remove all family members from any school activities • The individual that tested positive for COVID-19 will enter isolation for at least 10 days • All household members will quarantine for 14 days. • The case and return to school activities will be managed by the divisional nurse, with the family and the child’s healthcare provider
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	<p>COMMUNICATION OF CLOSE-CONTACTS AND CASES OF COVID-POSITIVE INDIVIDUALS:</p> <ul style="list-style-type: none"> • The Country Day community will receive written notification of GCDS employees or enrolled students testing positive for COVID-19 and in isolation • The ‘in isolation’ data is recorded on the COVID-19 Data Dashboard on the GCDS website • The Dashboard will also provide the number of GCDS employees or enrolled students that have been identified as close-contacts to an individual that has tested positive for COVID-19, whether the close-contact was with a current employee, an enrolled student, a member of their family, or any other contact outside of school as and if the school is notified. • The Dashboard does not include data on those quarantining due to travel out of state or those choosing elective remote learning.
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GENERAL ILLNESS:

If your child is not feeling well, please consider keeping them at home until you see the trajectory of their symptoms. We encourage you to err on the side of caution in our current environment. In particular, we ask that you are attuned to a combination of COVID-related symptoms.* If you have questions or concerns, please contact your healthcare provider.



PRESENTING WITH FEVER OVER 100°:

If your child has a fever over 100° at any time, they will need to stay home until fever-free for at least 72 hours. Please contact your pediatrician, since they will need to authorize the student's return. We also ask that you share information with your divisional nurse. To return to school, you must affirm that the fever has been down for 72 hrs. and you must provide a note from a pediatrician authorizing return to school.

**COVID-19 Symptoms: Fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea ([Source: CDC Symptoms of Coronavirus](#)).*