



2021 Bolles School COVID Safety Protocols

Overall Goal of School Operations and Protocols

We will strive to keep school open and operating as close to pre-COVID standards in the safest way possible, taking all reasonable steps to limit the spread of the virus in our community. As we enter the third year of the pandemic, we will balance the need for academic, social and emotional development of our students with the safety and health of our community. Our operating protocols are not fixed and will be adjusted based on rate of community spread.

Operating Scenarios

1. Traditional Operation (Pre-COVID)
2. Fully in-person with mitigation protocols (2021-22 opening of school)
 - a. All students must learn on campus; no fulltime at-home learning option will be available
 - b. Students who are not COVID positive or quarantined but are symptomatic or ill will be encouraged to rest and get better; online learning will not be available.
 - c. Students who are Covid positive or quarantined, well enough and able, and verified by campus nurses, will be required to learn synchronously, on-line from home for the duration of the isolation or quarantine.
 - d. In the event an entire Lower School (Pre-K – Grade 5) class is quarantined, all students may be asked to learn online.
 - e. Students in grades PK – 2 who are positive or quarantined will be provided self-directed work to be completed at home and will learn asynchronously.
 - f. Students who are Covid positive or quarantined will not be allowed to participate in any in-person school events or activities.
3. Hybrid learning with mitigation strategies. (2020-21 school year)
4. Fully online. (spring 2019)

Operating Scenario 2 Mitigation Protocols

1. Health Screening
 - a. Daily employee screening will resume following the same protocol of spring 2021.
 - b. Students will not be required to screen daily but need to stay home if they report any symptoms.

- c. Faculty will be instructed to send all symptomatic students to campus nurse; campus nurses will send symptomatic students home. A note from your doctor is not required to return to school.
 - d. If you have any questions or concerns regarding Covid, email covid@Bolles.org
2. Face Covering
- a. At the opening of school, a face covering is required indoors regardless of vaccination status unless eating, in PE or able to physically distance at least 6 feet from others.
 - b. Face covering is required on school transportation.
 - c. Face covering is optional outdoors.
 - d. Face covering requirement will be evaluated regularly with the intention of making face covering recommended indoors as soon as it is safe to do so.
 - e. Evaluation will use community and school transmission data, aiming for low or moderate transmission.
3. Physical Distancing
- a. In the upper and middle schools, students will be spaced as far apart as possible in classrooms, aiming for at least 3 ft.
 - b. In the lower schools, cohorting will occur to the extent possible.
 - c. Teachers will keep seating charts for contact tracing.
 - d. Large group activities will be modified (for example, split into smaller groups, moved outside, shortened in time, etc.) or postponed to reduce the likelihood of close contact.
 - e. Activities will take place outdoors when possible.
 - f. Students will be distanced during lunch to the extent possible. (for example, utilizing additional seating in middle and upper schools, eating outside, rotating classes in cafeteria for lower school, etc.)
4. Hand Hygiene
- a. Sanitizing stations will be available in public areas.
 - b. Students will be encouraged to wash hands frequently.
5. Sanitation
- a. Classrooms will be cleaned regularly, particularly high-touch areas.
 - b. Extra sanitation will occur in areas of known COVID exposure.
6. Contact Tracing
- a. Laboratory confirmed positive individuals must isolate for 10 days (including staying separate from family in the home to the extent possible) and may return on day 11 if fever-free for 24 hours.
 - b. Following local health department and [CDC](https://www.cdc.gov) guidance, campus nurses will contact trace in situations of known close contact with COVID positive individuals.
 - c. Note all return to campus dates must be coordinated by campus nurses.

- d. Current local health department protocols for adults classify close contact as less than 6 feet for more than 15 minutes over a 24-hour period, 48 hours prior to onset of symptoms of the positive person.
 - e. An exception to the definition of close contact was added by the CDC to exclude students, greater than three feet from an infected person, if both the infected student and exposed student are masked.
 - f. Individuals who have had COVID in the last three months or have been fully vaccinated for two weeks do not need to quarantine after close contact.
7. Visitors
- a. Visitors will be allowed on campus and must abide by all safety protocols established.
 - b. During the school day, visitors must check-in at the appropriate campus office to screen.
 - c. Visitors should be limited to outdoor areas and, when necessary, common indoor spaces for limited amounts of time.
 - d. When pre-approved, groups of parents may meet on campus following the established protocols (for example, athletic parent meetings, orientations, Parent Association, etc.)
8. Athletics
- a. Middle and Upper school athletic programs will follow the guidelines of the FHSAA.
 - b. To the extent possible, coaches will adjust indoor activities (for example, smaller groups, move outside, etc.) to limit close contact.
 - c. Coaches will not allow symptomatic students to participate and will coordinate closely with campus nurses.
9. Arts
- a. Band (Grades 6 - 12) and chorus (Pre-K - 12) will wear masks to rehearse when inside. Teachers will use outdoor locations and small sectionals when appropriate.
 - b. Band students will use additional measures (bell covers, etc...) to reduce airborne droplets.
 - c. All arts classes will have assigned seating for contact tracing purposes. Dance and Drama students will be out of those seats when rehearsing and will not wear masks. Drama students will also have a contact tracing pod of performance, and dance students will not be within 3 feet of any dancer for more than 15 minutes.
 - d. Gallery receptions will be by ticketed invitation only. Only the artist, and one guest may attend. All Gallery Reception guests must wear masks. Individually wrapped treats will be provided to each guest on their exit instead of the traditional dessert table.
 - e. All performance events will be ticketed and allow for space between groups. All performance audiences are required to wear masks at indoor events with more than 30 people.

10. Vaccination

- a. Bolles strongly encourages eligible employees and students to consider getting the COVID vaccine to reduce the likelihood of spread in our community, keep vulnerable members safe, prevent widespread absences and keep our school open.

11. Covid Symptoms to look for:

- a. Fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle and body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.

For Faculty:

- In the event a student is learning online, faculty may request, through SchoolDude, an additional camera from IT. It is acceptable to use the Surface camera if preferred.
- Faculty may provide online learning via Schoology Conferences or Teams. Note that Schoology will no longer allow permanent recordings and the number of students' cameras allowed may be limited. Teams does not have these limitations.
- Faculty do not need to design hybrid lessons (meaning lessons designed for both online and in-person students) unless the majority of the students in a class are online, but to the extent possible, online students must be engaged and involved. An activity should run as planned (for example, lab, project, etc.) and online students can be caught up when they return to campus.
- Students quarantining or isolating and therefore learning online should be allowed to complete assessments to the greatest extent possible, and if not possible, faculty should work with the students on an individual basis to determine an appropriate plan (for example, extend the deadline, waive the assignment, etc.).
- Faculty who are Covid positive or come in close contact must communicate with the campus nurse.
- Faculty are expected to attend meetings, including pre-planning, in person. If for some reason attending in person is not possible, faculty should communicate with the Campus Head.