



## St. Mark's Campus Operations Phase Levels - 2021-2022

Phases and approach to ensuring a safe transition to various levels of changes campus operations as a result of COVID-19. Each plan below is subject to change given the specific circumstances of the scenario at-hand.

Phase levels are determined by the Health Services and administrative teams in conjunction with the Health & Safety Task Force. The School will also work in conjunction with the Town of Southborough Public Health Director and will remain in contact with the consultants at Environmental Health & Engineering, as needed.

The phases used are independent of any color code systems used by any other jurisdictions or municipalities. Depending on the specifics of positive cases and level of spread, variations of planned operations within Phase Yellow or Phase Orange may need to be implemented and will be shared in detail should this be required. Changes in phases will be communicated to our entire community including all parents/guardians, students, faculty, and staff.

### GREEN PHASE

#### **Green Phase**

All campus operations continue to run as per the current plan. This includes students continuing to attend classes as well as all other planned facets of operations. All members of the School community will maintain a high level of awareness about ensuring all baseline protocols are in place. This phase remains in place as long as there are no positive cases of COVID-19.

### YELLOW PHASE

#### **Yellow Phase**

Should a positive COVID-19 case occur on campus the School will move to Phase Yellow. The existing plan remains in place with students attending classes in person, however a heightened sense of awareness and precaution is necessary. This phase remains in place while contact tracing occurs with

our Health Services team in conjunction with the Town of Southborough Public Health Director, and will typically remain in place for at least a week following the date of the positive case(s).

## ORANGE PHASE

### **Orange Phase**

The determination of this phase will be done in consultation with the Town of Southborough and Massachusetts Departments of Public Health, our consultants at EH&E, and upon examination of both the quantity and source of positive COVID-19 cases. In-person teaching will stop, students will return to their rooms, and depending on the severity of the situation, dining may need to be adjusted to entirely carry-out meals. Other precautionary measures may be put in place including how strict the in-dorm requirements are.

## RED PHASE

### **Red Phase**

The Red Phase requires the complete closing of our campus operations for student learning and for students residing in the houses. This removes all in-person facets of operations, requiring all students to return home immediately, and reverts to only mission-critical facilities operational support permitting in buildings. The determination of this phase will be done in conjunction with the Town of Southborough Public Health Director, the Massachusetts Department of Public Health, and our consultants at EH&E who will assist in the examination of both the quantity and source of positive COVID-19 cases on campus.

### SAFELY CLOSING THE CAMPUS IN THE RED PHASE:

Fully closing the St. Mark's campus requires an attention to many details to ensure a safe closing.

- 1) Baseline risk mitigation should be adhered to at all times throughout the process. This includes mask wearing and other protocols as shared by the Health & Safety Task Force.
- 2) Classes will cease to continue to ensure students are focused on the move-out process.
- 3) Students will remain in their rooms during this time in quarantine until they are scheduled to depart campus.

- 4) Students will work with the Dean of Student's office to schedule their departures. And, if required, staggered pick-up times may be needed for local boarding students.
- 5) Depending on the severity of the situation, students may need to pack the essentials and allow the majority of their items to remain. The School will coordinate with the families to ship items back to the families at a later date should this occur.
- 6) Dining Services will provide packed meals to be delivered to students in dormitories during this time.
- 7) As with any case of COVID-19 within our student population, these students must be picked up at our Health Services Annex by parents/guardians or an authorized local guardian immediately after diagnosis of the need for either isolation or quarantine.
- 8) If the Health Center Annex is at capacity due to the number of students in quarantine and or isolation before the families or guardians arrive, we will work with the area hotel to secure spaces for overnight quarantine as needed.