



2022-23 COVID Policy

Our goal for the 2022-23 school year is to resume our high quality, in-person programs across our 7 schools and home office and minimize interruptions to learning and work, while maintaining a safe and healthy environment for all students, staff and visitors. As we know both from our internal data and from [national research](#), our scholars need consistent, in person education to unlock their fullest potential. Our 2022-23 COVID Health and Safety Policy is grounded in recommendations from the [Centers for Disease Control](#) and policies of the [New York City Department of Education](#).

Vaccination

Vaccination is the best way to reduce the risk of COVID-19.

- All staff of Public Prep Academies and Public Prep Network are required to be vaccinated and boosted. Employees may [apply for an exemption](#) for medical or religious reasons relating to the vaccine requirement.
- In addition, all individuals who work in Public Prep buildings (such as paras, maintenance staff, security, kitchen staff) are required to demonstrate proof of vaccination.
- Visitors will also be required to show proof of vaccination to enter our buildings. In accordance with NYCDOE policies, acceptable proof of vaccination for visitors is one dose of the COVID-19 vaccine.

Screening and Testing

- As recommended by the CDC and in line with NYCDOE, we will discontinue our testing program that screened asymptomatic individuals and was conducted through NYCDOE and Mirimus.
- We will continue to provide at home testing kits to students and staff who demonstrate symptoms while at school or work. We will also provide at-home testing kits to those individuals who suspect they have been exposed to COVID-19 and are not showing symptoms upon their request.
- In alignment with guidance from the CDC, we will no longer implement a test to stay program - if an individual student tests positive in a class, we will not require all students in that class to test unless they are showing symptoms.



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Masking

- For the 2022-2023 school year, we will continue to maintain our mask optional policy.
- Staff and students are encouraged to wear masks during times when there is high COVID spread in the community.
- Students and staff who test positive for COVID-19 must isolate for 5 days and can return to school on day 6 if they have no symptoms or symptoms are improving. They must wear a mask until day 10 after symptom onset or date of positive test, whichever is earlier.

Visitors

We are excited to begin welcoming families who show proof of vaccination back into our buildings for events.

- Vaccination is still required for all visitors entering Public Prep or NYCDOE school buildings.
- A Daily Health screener will no longer be required for visitors to our buildings.
- Family conferences for report cards will be offered as hybrid conferences. To accommodate family work schedules and those families who are not vaccinated, a Zoom conference option will be provided. However, families who show proof of vaccination and would like to meet with teachers in person will be able to attend conferences in person this year.

Positive Cases: Reporting, isolation and staying at home when sick

- Stay home if sick: students and staff should stay home if they show any symptoms of COVID-19 or other illnesses and get tested for COVID-19 -at-home rapid tests or PCR tests are acceptable for this.
- Isolate if COVID-19 positive: Students and staff who test positive for COVID-19 must isolate for 5 days and can return to school on day 6 if they have no symptoms or symptoms are improving. They must wear a well-fitting mask until day 10 after symptom onset or date of positive test, whichever is earlier.
- If a student or staff member tests positive for COVID-19, they must report the case. This year, we will no longer be using a centralized reporting system. Positive cases should be reported with a photo of a positive test or lab test printout via email as follows:



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- Students - report positive cases to the school's Main Office and inform the Director of Operations
- School Staff - report positive cases to the Director of Operations
- PPN Staff - report positive cases to your manager and HR@publicprep.org.
- Get tested if exposed to COVID-19: Students and staff who are exposed to COVID-19 are encouraged but not required to get tested.
 - These individuals should receive home tests from their school and take two tests, at least 24 hours apart on day 4 and day 5 of their exposure. All exposed individuals should monitor for fever and other COVID-19 symptoms for 10 days after their exposure. If symptoms begin, they should not attend school and should isolate and get tested for COVID-19 again right away.
- Absences while a student is positive for COVID will be considered excused absences as long as the student provides proof of a positive test result.
- Staff who are absent due to a positive COVID case are eligible for NY Emergency COVID-19 Paid Sick Leave as outlined in the [Public Prep Employee Handbook](#) and below.

New York Emergency COVID-19 Paid Sick Leave

- *The New York Emergency COVID-19 Paid Sick Leave Law, which is an extension of the existing New York Paid Family Leave law, provides sick leave to employees who are subject to a mandatory or precautionary order of quarantine or isolation issued by the State of New York, the New York State Department of Health, local board of health, or any governmental entity duly authorized to issue such an order. Employees whose children are home from school due to an order of mandatory or precautionary quarantine or isolation issued by the State of New York or any authorized government entity due to COVID-19 are also eligible for paid sick leave under this new law.*
- *Emergency COVID-19 paid sick leave is separate from any existing paid sick leave or other accruals (paid time off). Employers may not require employees to use existing paid time off prior to obtaining Emergency COVID-19 paid sick leave. Employees do not have to apply for the paid sick leave under this law. Once paid sick leave runs out, employees must apply for paid family leave and disability benefits for compensation during the rest of the quarantine or isolation. Employees seeking paid family leave must provide their employer with the mandatory or precautionary order of quarantine or order of isolation as well as 1 of 2 new state-issued forms: either the "Request for COVID-19 Quarantine DB/PFL – Self" or the "Request for COVID-19 Quarantine PFL for Minor Child" form. (Both are available on a dedicated COVID-19 Paid Leave page on the state's website.) The employer must then complete the employer portions of the forms and return the forms to the employee within 3 business days. Employees then submit the leave request package directly to the disability/paid family leave insurance carrier. Employees eligible for a combination of paid family leave and disability benefits will receive their weekly wages up to a maximum of \$2,884.62 per week.*



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- *Employees who are able to work from home, even under a mandatory or precautionary order of quarantine or isolation, are not eligible for benefits under this law. However, if an employee's child's school is closed due to a mandatory or precautionary order of quarantine or order of isolation issued by the State, its Department of Health, a local board of health, or other government entity, an employee may be eligible for paid family leave. But if the school is closed for preventative social distancing without an accompanying order of quarantine or order of isolation issued by a government entity, employees may not be eligible for benefits under this law.*
- *Employees are eligible for Emergency Paid Sick Leave for up to three periods of quarantine.*