



# Mountain Laurel Waldorf School 2021-2022 COVID-19 Policy Guide

Updated 10/29/2021

---

## Table of Contents

---

|       |   |              |
|-------|---|--------------|
| I.    | Introduction  | Pg. 3        |
| II.   | MLWS Code of Conduct  | Pg. 3        |
| III.  | Arrival/Dismissal Procedures                                  | Pg. 4        |
| IV.   | School Building Access  | Pg. 4,5      |
| V.    | Temperature and Questionnaire Screenings                      | Pg. 6        |
| VI.   | Staying Home When Sick and Getting Tested                     | Pg. 6        |
| VII.  | Covid-19 Protocol   | Pg. 7        |
| VIII. | Contact Tracing, in Combination with Isolation and Quarantine | Pg. 8        |
| IX.   | Testing   | Pg. 9        |
| X.    | Vaccinations  | Pg. 10       |
| XI.   | Face Masks  | Pg. 10       |
| XII.  | Facilities and Mitigation Measures                            | Pg. 11,12    |
| XIII. | Classroom Closures  | Pg. 13       |
| XIV.  | School Curriculum   | Pg. 13,14    |
| XV.   | School Events   | Pg. 14,15,16 |
| XVI.  | Daily Wellness Screening Symptom Checklist                    | Pg. 17       |

---

## I. Introduction

---

This addendum to the Mountain Laurel Waldorf School (MLWS) Parent Handbook contains detailed information regarding MLWS's current Covid-19 related policies and procedures. This plan is in compliance with the New York State Education Department and the Department of Health standards for the 2021-22 school year. MLWS will be guided by applicable law, Executive Orders, and state and federal public health guidelines for the reopening of schools. The policies and protocols contained within this document have been developed with the understanding that we may need to react quickly to changing conditions. This document is a working document and may be updated due to evolving guidance and refinement to procedures. MLWS will respond effectively to changes in public health data. All policies and procedures are subject to change at the School's discretion.

We are committed to providing a safe, healthy and nurturing environment for your children.

---

## II. Mountain Laurel Waldorf School Code of Conduct

---

Mountain Laurel Waldorf School strongly urges parents to exercise good judgement when hosting off campus events such as birthday parties or playdates.

Families should limit gatherings to students/parents from a single classroom, and are encouraged to keep them outdoors whenever possible.

At this time, Mountain Laurel Waldorf School discourages hosting or attending large indoor gatherings of any kind.

---

## III. Arrival + Dismissal Procedures

---

### No Staggered Morning Drop off

School doors open at 8am. All students in Nursery-8th Grade are to be dropped off at the same time ready to start classes at 8:15am.

### Park + Walk Drop off for Nursery and Kindergarten Students

Parents should park their cars away from the school building and accompany their child(ren) to the gate of their respective class play yard. If there is a line at the entrance gate, please maintain a reasonable distance between your family group and others.

### Curbside Drop off for 1st-8th Grade Students is at the Main Entrance Gate

These students are independent enough to exit a vehicle and enter the school building on their own. Parents should remain in the car while dropping them off at the main school entrance gate.

### Afternoon Dismissal will be staggered

2:45pm for Nursery, Kindergarten and 1st Grade

3:15pm for Grades 2-8

---

## IV. School Building Access

---

MLWS requires visitors, including parents, prospective parents and vendors who wish to enter any Mountain Laurel Waldorf School building to arrange their visit in advance with the school administration. To do so, please call (845) 255 0033 or email

[administration@mountainlaurel.org](mailto:administration@mountainlaurel.org)

### Short-term Visitors:

Short-term visitors who solely intend to enter the Front Office (eg: to drop off a lunch or to pick up a student early during the regular school day) do not need to complete wellness screenings. Short term visitors will not be permitted to proceed beyond the Front Office or to enter any part of the school building.

### Visitor Mask Policy:

Regardless of vaccination status, all visitors must continue to wear appropriate face coverings at all times while on campus. MLWS reserves the right to request proof of vaccination status for any visitor. Unvaccinated visitors may be required to arrange virtual or after-school-hours visits.

### Parents and Adult Visitors

If visiting the school while students are present, all adult visitors, including parents, who need to go beyond the Front Office, must show proof of vaccination or a negative COVID-19 test (a Rapid test is acceptable for screening purposes.) The test must be taken within 72 hours of arrival at MLWS. No test is required if the individual is vaccinated.

Masks must be worn at all times indoors and 6 feet distancing from others maintained, to the extent possible. Masks also need to be worn outdoors if 6 feet distance from others cannot be maintained.

Faculty and Staff Mentors and/or Assessors will be permitted inside the school, provided they follow the above guidelines.

### Gathering with Parents

Within a Class Cohort: *opt for outdoors whenever possible*

#### Outdoors:

- masks may be removed outdoors if 3-6 feet distancing can be maintained (3 feet for students, 6 feet for adults) If distancing cannot be maintained, masks must be worn outside.
- food/drink may be consumed out of doors as long as distances of 3-6 feet are maintained (3 feet for students, 6 feet for adults)

#### Indoors:

- children must be seated 3 feet apart, adults 6 feet apart from others
- masks must be worn by all and may not be removed while indoors
- siblings may attend if they wear masks
- no food &/or drink to be consumed indoors

Mixing Class Cohorts:

#### Outdoors:

- masks must be worn by all
- siblings may attend if they wear masks
- food/drink may be consumed out of doors as long as distances of 3-6 feet are maintained

#### Indoors:

- no Indoor mixing of class cohorts and parents at this time

---

## V. Temperature and Questionnaire Screenings

---

The CDC no longer recommends temperature screenings or screening questionnaires at school. For the 2021-22 school year, MLWS will not be performing temperature screening of students outside of school.

### Before School Temperature Taking:

So as to maximise temperature accuracy, MLWS requires that all families take the temperature of their students at home, before school, on a daily basis. Temperatures must be less than 100° Fahrenheit.

### Daily DIY Wellness Screening

Parents/guardians must screen their child for COVID-19 symptoms prior to their attending school each day. [Daily Wellness Screening Symptom Checklist](#)

---

## VI. Staying Home When Sick and Getting Tested

---

### Stay Home

Students and school personnel should err on the side of caution and stay home if they are showing signs and symptoms of infectious illness, including COVID-19, and get tested.

### Get Tested

The school requires students, faculty and/or staff to get a PCR/NAAT COVID-19 test if their symptoms are compatible for COVID-19 to help with rapid contact tracing and prevent the spread of COVID-19 at school. In this instance, Rapid Tests are not acceptable.

### Siblings

At this time, siblings of symptomatic students do not need to remain home from school. If there is evidence of significant rates of COVID-19 within the school community, we will ask siblings of any sick students to stay home as well.

---

## VII. Covid-19 Protocol

---

### Notify the School

Parents/Guardians must notify MLWS if their student is experiencing COVID-19 symptoms during the daily wellness check process, and email [covid-confidential@mountainlaurel.org](mailto:covid-confidential@mountainlaurel.org)

Symptomatic students: must remain home from school and are encouraged to seek PCR/NAAT COVID-19 testing as soon as possible. Siblings of children who are symptomatic should also remain at home until the symptomatic student receives a negative test result.

### Returning to School:

Required time away from school will vary depending on results

### Negative Result:

Student may return to school within 24 hours of becoming asymptomatic

### Positive Result:

Parents/guardians must immediately inform the school of their students' positive test results and respond to all local health department enquiries. MLWS will immediately notify all known close contacts of the positive case (if applicable) and consult with the Ulster County Health Department to determine additional steps. The COVID-19 positive student may not return to school for a minimum of 10 days.

The student may return to school when:

- at least 10 days have passed and;
- at least 3 days have passed with no fever (without the use of fever reducing medication) as well as the improvement of other symptoms and;
- the local board of health gives clearance for their return to school

Parents/guardians should contact [covid-confidential@mountainlaurel.org](mailto:covid-confidential@mountainlaurel.org) to communicate with the MLWS administration about any sensitive student health matters, including all COVID-19 related questions or concerns.

In the event that a student begins experiencing symptoms of illness during the school day, MLWS will isolate the student from other students and contact parents/guardians to arrange an early pick-up. If the School is unable to reach a parent/guardian or pick up cannot take place within one hour, the School will refer to the emergency contact list filed in the office.

*Please Note: Mountain Laurel reserves the right to require a physician's written statement indicating that a student is not contagious and may safely return to school after experiencing any of the above described or similar symptoms.*

### COVID-19 Exposures:

Mountain Laurel will notify the parents/guardians of a student who is considered a close contact of a positive case of COVID-19 detected in the school community. A close contact is defined as someone who was within 6 feet of a COVID-positive case for a total of 15 minutes or more over a 24 hour period, unless both parties were wearing masks correctly and consistently the entire time (see exceptions below.) MLWS will make this notification promptly via email in accordance with the applicable guidance from the CDC and the Ulster County Health Department. In accordance with federal law, MLWS will not share personally identifying details regarding positive COVID-19 cases with the broader school community.

If a vaccinated student is considered a “close contact” of a positive case of COVID-19, the MLWS administration will work with the family of the impacted student in order to determine an appropriate return to school clearance plan. MLWS will require vaccinated “close contacts” to seek COVID-19 testing (PCR or NAAT test only) as part of the return to school clearance plan. In accordance with CDC guidance, MLWS will request fully vaccinated people who have a known exposure to someone with suspected or confirmed COVID-19 to be tested 5-7 days after exposure, regardless of whether they have symptoms.

MLWS will notify the broader school community via email of the presence of a positive COVID-19 case that impacts one or more classrooms. MLWS will not share specific details regarding the location or identity of the positive COVID-19 case with the broader school community. Such details will only be shared as necessary to the contact-tracing process.

---

## VIII. Contact Tracing, in Combination with Isolation and Quarantine

---

MLWS will collaborate with Ulster County Department of Health, to the extent allowable by privacy laws such as the Family Educational Rights and Privacy Act (FERPA) to confidentially provide information about people diagnosed with or exposed to COVID-19 in their school communities. Doing so makes it possible to identify which students, teachers, and staff with positive COVID-19 test results should isolate, and which close contacts should quarantine.

### Close Contact:

The CDC defines a close contact as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24 hour period (eg: three individual 5 minute exposures for a total of 15 minutes.)

According to the CDC, people who are fully vaccinated do NOT need to quarantine after contact with someone who had COVID-19 unless they have symptoms. However, fully vaccinated people should get tested 3-5 days after their exposure, even if they do not have

symptoms, and wear a mask indoors in public for 14 days following exposure or until they receive a negative test result.

#### Exception:

In the **indoor classroom** setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student if both the infected student and the exposed student(s) **correctly and consistently** wore well-fitting **masks** the entire time. This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

In the **outdoor setting**, the exception to the close contact definition now includes students in **structured outdoor settings** (holding class outdoors with educator supervision) who were between 3-6 feet of an infected student if **both** the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.

- A “structured outdoor setting” is any outdoor setting that allows for supervised implementation of mask wearing and a minimum of 3 feet of distance between students. This does not include settings such as outdoor sports, recess, or other situations where monitoring of at least 3 feet of distance and correct and consistent mask use is more difficult.
- Masking and distancing conditions in a “structured outdoor setting” should mimic the conditions in an indoor classroom setting.
- If students are spaced more than 6 feet apart in outdoor settings, masking is not necessary.

---

## IX. Testing

---

### Testing

Only NAAT/PCR tests are acceptable for symptomatic staff and/or students to return to school after any illness with possible COVID-19 symptoms

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Rapid antigen tests are acceptable for screening purposes, such as the weekly testing

Test results should be sent to: [covid-confidential@mountainlaurel.org](mailto:covid-confidential@mountainlaurel.org)

### Surveillance Testing

For the moment we will continue to require testing of at least 20% of the student body every week. We accept rapid tests, including at-home D-I-Y kits.

Students who are vaccinated need to provide the School with proof of vaccination in order to be eliminated from the surveillance testing for COVID-19.

All members of the Mountain Laurel Waldorf School Staff will either be fully vaccinated or will take a weekly test.

The school may elect to increase or decrease the frequency of student testing when deemed necessary.

---

## X. Vaccinations

---

In order to protect the health and safety of the School and the greater community, we recommend that all eligible members of the MLWS community get vaccinated as soon as possible.

---

## XI. Face Masks

---

NYS, CDC and AAP recommends universal indoor masking for all.

Regardless of vaccination status, properly fitted face masks, worn over the nose and mouth, are required for all students aged 2+, as well as faculty and staff, when indoors. This includes: classrooms, bathrooms, hallways and shared school spaces.

In accordance with NYS guidelines, faculty and/or staff who may not yet be fully vaccinated will be required to wear Face Masks outside. They will be permitted to take mask breaks when distanced at least 6 feet from the students and each other.

Masks must be worn outside by students and faculty/staff anytime there is the potential of class cohorts coming into contact with each other and 3-6 feet of distance not being maintained.

### Face Mask Policy Exceptions

At this time, Face Masks will not be worn by students or vaccinated faculty and staff when outside, as long as they are able to remain reasonably distanced from one another. If a planned outdoor activity does not allow for sufficient social distancing between students, staff and/or faculty or if an activity presents the potential for contact with individuals from outside the MLWS community, students may be required to wear Face Masks for the duration.

When indoors, Nursery and Kindergarten students may remove their masks when they are distanced and on their mats for rest.

Mask breaks will be offered to students throughout the day when socially distanced of at least 6+ feet and sitting quietly.

*\*\*\*All children should be sent to school with at least 2 masks every day\*\*\**

*The school reserves the right to amend its policies, including face mask directives, at any point during the school year.*

---

## XII. Facility and Mitigation Measures

---

### Distancing

Due to the importance of in-person learning, our school will implement physical distancing to the extent possible consistent with the following:

- a distance of at least 3 feet between all students (desks placed 3ft apart)
- a distance of at least 6 feet between students and teachers/staff, and between teachers/staff who are not fully vaccinated
- maximize physical distance as much as possible when moving through hallways, entry and exits and eating.

### Cleaning

All classrooms, bathrooms and shared spaces will continue to be cleaned regularly each day.

### Ventilation

We will ensure indoor spaces are properly ventilated. Proper ventilation will be accomplished through various strategies, which include, but are not limited to, moving fresh air into the building through open doors and windows, using fans in each classroom to circulate air, and utilizing HEPA filters. Each classroom has a HEPA which has been fitted with a new filter and is designed to remove 99.7% of harmful particles.

Windows will be open while students are in the classroom. When the weather turns cold we recommend extra layers. In the event that the outside temperature is making the room too cold, windows will be opened every 20 minutes to allow for optimal air circulation.

Air circulation in classrooms will be checked throughout the day using a CO2 monitor to confirm adequate ventilation.

### Water Systems

Reverse osmosis drinking/cooking water units have been serviced, cleaned, and tested prior to the school opening. The incoming water line has been tested prior to school opening.

### Hand Washing

All students will be required to wash their hands upon their arrival at school and regularly throughout the day, especially before and after eating. The outdoor sinks will be used in the

morning, and when reentering the school building, until the water is too cold. At this time the students will wash their hands in their classrooms.

### Food

*Snack & Lunch* - will be eaten outside to the extent possible. During inclement weather if students need to eat indoors they must be spaced 3 feet apart and be facing in the same direction (ie: not sitting across from each other)

*Sharing Food* - cooked or baked food may be brought in from home to share with the class for birthdays. Please use good hand-washing techniques in preparing and serving food. Bowls of food may not be shared where it involves multiple students dipping hands into the same bowl.

*Preparing Food* - food may be prepared in the Nursery and Kindergarten classes. The children may help with the food preparation of cooked and/or baked goods only.

### Cohorting

Students will cohort indoors (with universal mask wearing) and in structured programs,, such as orchestra, they may mix. If cohorts are mixed indoors, there should be six feet of distance between cohorts. If there is mixing of cohorts outside, all students should wear masks and maintain at least 3 feet distance. *This is subject to change if rates increase or decrease in the wider community.*

#### Mixing Class Cohorts for School Programs:

Only structured programs, such as Eurythmy and Orchestra may mix class cohorts where a minimum of 3 feet distance can be maintained between student cohorts and cohort exposure is limited.

#### Eurythmy

- may mix up to 2 class cohorts, with 3 feet distancing maintained

#### Orchestra

- 6th, 7th & 8th Grade class cohorts may mix when seated at 3 feet distance from each other within their own class and at 6 feet distancing to a different class cohort
- wind players will wear masks and have bell covers at the end of their instruments and must be at 6 feet distance from each other

### One Way System

We will continue to use the one way system inside the school building to create a loop and avoid congestion in hallways/foyer

---

## XIII. Classroom Closures

---

### MLWS Connect

In the event that a COVID-19 exposure warrants a classroom closure, MLWS will notify parents/guardians of students in the impacted classroom promptly via email. For closures lasting longer than 2 school days, classroom instruction for grades 3-8 will transition to MLWS' distance learning platform, MLWS Connect, until the school administration determines that in-person instruction may safely resume in accordance with the Ulster County Health Department guidance.

---

## XIV. School Curriculum

---

### Music:

#### Orchestra:

Students from the same class cohort will be spaced 3 feet apart and students from different class cohorts will be spaced at 6 feet apart. Wind instruments should use bell covers and maintain 6 feet distance both indoors and outdoors. All students and teachers must be masked at all times. There will be good ventilation with open windows, a fan in the window, doors open when possible and HEPA filters on.

#### After-School Chamber Orchestra

- mix of cohorts -6th, 7 & 8th grade - with masks, distancing and good ventilation
- any food will be consumed outside to avoid removing masks indoors

#### Alumni After-School HS Orchestra

- students must either be vaccinated against COVID-19 or get a negative test result within 72 hours of each class. We accept rapid tests, including at-home D-I-Y kits.
- students and the teacher(s) must be masked and distanced (3ft/6 ft)
- any food will be consumed outside to avoid removing masks indoors

### Chorus:

Singing may take place outside with students from the same class cohort spaced 6 feet apart and all wearing masks. There will be no mixing of cohorts at this time. Singing indoors should be avoided unless necessary with masks worn and 6 feet distance maintained between all students/teachers.

### Games:

7th & 8th Grade will do outdoor (only) games together. All need to be wearing masks.

### After School Clubs:

On hold for now.

### After Care

Will be offered with the group kept small & outdoors to the extent possible. Cohorts may mix outside, must wear masks and try to maintain 3 feet distancing. During inclement weather children may be indoors, masked and distanced with good ventilation

### Parent/Teacher Meetings

Can take place indoors if all are masked and distanced (6ft) and in a well ventilated room if children (outside of the family unit) are not present.

### Class Meetings

Can take place indoors, masked and distanced (6ft) in a well ventilated room - without children present.

### Parents visiting classrooms

Parent/Teacher meetings & class meetings can take place inside classrooms as outlined above. If children (outside the family unit) are present at the school, the adults visiting should either be vaccinated or tested (negative rapid test taken within 72 hrs of visit)

---

## XV. School Events

---

### Curricular Events:

Families will receive detailed information regarding the nature of any planned curricular events in advance from MLWS administration and/or classroom teachers.

### Assemblies:

Only to be held outside at this time.

### Field Trips:

Outdoor field trips are ok, such as: apple picking, biking, hiking etc. No field trips to potentially crowded indoor or outdoor spaces.

### Carpooling

- The driver must be a vaccinated individual
- All car occupants must be from the same class cohort
- All car occupants must wear properly fitted masks (ie: over nose and mouth) inside the vehicle
- Max of 2 children per row - leave the middle seat empty
- Windows must be open to provide ventilation

---

### Community & Curricular Events:

Mountain Laurel will continue to explore the possibility of hosting a number of outdoor and virtual community events throughout the school year.

### Events:

No : Open house, Music Share, Winter Faire

Yes: Workshare, Lantern Walk

Postpone: 3rd Grade Clothing Sale

### November Workshare

- to be held outdoors
- parents may attend, seated by class cohort
- everyone must wear a mask, including students while performing
- If singing - must all be masked with 6 ft spacing, including 6 ft from teacher/audience

### Lantern Walk

- all to wear masks for the duration of the event
- siblings may attend
- singing only if 6 ft apart with masks on
- cookie to be eaten at home!
- if above adhered to we can have some overlapping of cohorts - masks and mixing of cohorts with 3-6 ft distance

### 3rd Grade Clothing Sale:

- postpone to the Spring in the hope it can be an event *open to the public* at this time

### Gathering with Parents

Within a Class Cohort: *opt for outdoors whenever possible*

### Outdoors:

- masks may be removed outdoors if 3-6 feet distancing can be maintained (3feet for students, 6 feet for adults) If distancing cannot be maintained, masks must be worn outside.
- food/drink may be consumed out of doors as long as distances of 3-6 feet are maintained

Indoors:

- children must be seated 3 feet apart, adults 6 feet apart from others
- masks must be worn by all and may not be removed while indoors
- siblings may attend if they wear masks
- no food &/or drink to be consumed indoors

Mixing Class Cohorts:

Outdoors:

- masks must be worn by all
- siblings may attend if they wear masks
- food/drink may be consumed out of doors as long as distances of 3-6 feet are maintained

Indoors:

- no Indoor mixing of class cohorts and parents at this time
- 

Independent Events:

Parent Council Events

Outdoor events, such as Twin Star Orchard but should adhere to either distancing or masking rules when mixing cohorts if it is a school-related event

- ok to gather at school premises when children not present

-

## XVI. Daily Wellness Screening Symptom Checklist

People with COVID-19 have had a wide range of symptoms reported and symptoms can be very mild. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms.

People with these symptoms may have COVID-19:

- 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

Please do not send your child to school if they present with any of the above symptoms.

Thank you

