



Health and Safety Measures and Recommendations

Below are the key prevention strategies that will be implemented to safely deliver in-person instruction and help to prevent COVID-19 transmission:

1. [Up-to-date Vaccination](#)
2. [COVID-19 Testings in Schools](#)
3. [Safe In-person Learning](#)
4. [Contact Tracing, in Combination with Isolation and Quarantine](#)
5. [Response to Symptoms or a Confirmed Case of COVID-19](#)
6. [Remote Learning](#)
7. [BioPortal](#)

1. Up-to-Date Vaccination

COVID-19 Primary Series Vaccination for Children and Teen

- A. Fully vaccinated (exclusively for K-12 schools)
 - a. Children 6 months-4 years of age:
 - 14 days after final dose in primary series of the Pfizer-BioNTech or Moderna vaccine. If the last dose was less than 5 months ago.
 - b. Children 5-17 years of age:
 - 14 days after final dose in primary series of the Pfizer-BioNTech or Moderna vaccine. If the last dose was less than 5 months ago.
 - 1 booster of Pfizer-BioNTech COVID-19 vaccine is recommended at least 5 months after the final dose in the primary series
 - c. Adults 18-49 years of age:
 - 14 days after final dose in primary series of the Pfizer-BioNTech or Moderna vaccine. If the last dose was less than 5 months ago.
 - 14 days after final dose in primary series of the Johnson & Johnson vaccine. If the last dose was less than 2 months ago.

Information in this plan is subject to change due to government mandates or if and when conditions are unsafe or present concerns related to public health.

→ 1 booster of Pfizer-BioNTech COVID-19 vaccine is recommended at least 5 months after the final dose in the primary series of the Pfizer or Moderna or 2 months after the Johnson & Johnson vaccine.

d. Adults 50 or more years of age:

→ 14 days after final dose in primary series of the Pfizer-BioNTech or Moderna vaccine. If the last dose was less than 5 months after the primary series.

→ 14 days after final dose in primary series of the Johnson & Johnson vaccine. If the last dose was less than 2 months after the primary series.

→ 1st booster of Pfizer-BioNTech COVID-19 vaccine at least 5 months after the final dose in the primary series of the Pfizer or Moderna or 2 months after the Johnson & Johnson vaccine.

→ 2nd booster at least 4 months after the 1st booster

B. Not fully vaccinated:

a. A person who has not been vaccinated.

b. A person who has not completed the primary series.

c. A person who has not received the 1st booster dose and is eligible for it.

d. A person who has not received the 2nd booster dose and is eligible for it.

C. PR Law No. 25 (passed September 25, 1983) requires all students 16 years of age and older to be fully vaccinated. Evidence of vaccination is delivered directly to the school nurses.

D. Vaccination status is a determining factor when making decisions about isolation or quarantine periods for COVID-19 positive cases or close contacts. (Please refer to Flowchart #1)

2. COVID-19 Testings in Schools

The Puerto Rico Department of Health Guidelines for Schools encourages school administration to collaborate by performing random COVID-19 testing. Its purpose is to monitor, evaluate, and adjust the implementation of preventive strategies.

Screening testing will be done to ensure the ability to maintain the confidentiality of results and protect student, teacher, and staff privacy. Consistent with state legal requirements and Family Educational Rights and Privacy Act (FERPA), K-12 schools should obtain parental consent for minors and assent/consent for students themselves.

Parents must fill out the **INFORMED CONSENT TO TEST STUDENTS FOR COVID-19** document for each child.

3. Safe In-Person Learning

- **Consistent and Correct Use of Masks**

- Masks are required to be worn at all times, indoors or outdoors, by everyone regardless of vaccination status. Places include all the school facilities, all classrooms, and non-classroom settings, including hallways, school offices, restrooms, gyms, etc., except while eating or drinking. [CDC Type of Masks Recommendations](#).
- This excludes students with special needs such as Autism, sensory processing disorders, or any other applicable condition as certified by a medical doctor.
- Disposable surgical masks are allowed.
- Use of cloth masks is not permitted.
- For the mask to have a proper fit, it should cover the nose, mouth, and chin.
- The CDC and the Puerto Rico Department of Health, as stated in the Guide for the Prevention of COVID-19 in Child Care and Early Education Programs, Annex 8, p. 49, do NOT recommend the use of a mask while sleeping (nap time) for children in school.
- To ensure a safe process, the teachers will follow these guidelines for removing masks for nap time:
 - Teachers remove masks once students are lying down on their mats which are placed 6-feet apart.
 - Teachers will wear gloves when removing each student's mask and will discard it.
 - After nap time, the teacher gives each student a new mask.
 - Students are not to walk around the room without a mask on, they will be directly supervised by the teachers at all times.
- Students are strongly recommended to carry a daily supply of replacement masks to replace any that may be lost or damaged due to frequent removal.

- **Frequent Handwashing and Respiratory Etiquette**
- People should practice handwashing and respiratory etiquette (covering coughs and sneezes) to avoid spreading infectious illnesses, including COVID-19. To promote and reinforce these behaviors:
 - Teachers will instruct students and reinforce the importance of handwashing.
 - Classrooms and bathrooms have been equipped with adequate hand washing supplies and hand sanitizer.
 - Proper handwashing with soap and water for at least 20 seconds will be reinforced, and monitoring will be increased to ensure adherence among the school community. If handwashing is not possible, hand sanitizer containing at least 60% alcohol should be used.
 - All students and staff are encouraged to cover coughs and sneezes with a tissue when not wearing a mask and immediately wash their hands after blowing their nose, coughing, or sneezing.
 - All classrooms are equipped with HEPA air purification systems.
- **Physical Distancing**

CDC recommends schools maintain at least 3 feet of physical distance between students within classrooms, combined with indoor masks to reduce transmission risk. The academy will implement policies and structural interventions to promote physical distance between people.

 - a. In Classrooms:
 - Students will be 3-feet apart from each other.
 - Unnecessary furniture will be taken out of the classrooms to create more space.
 - Student seats have been placed facing the same direction.
 - b. Maintain 6 feet of distance in the following settings:
 - When masks cannot be worn, such as when eating.
 - During activities when increased exhalation occurs, such as singing, sports, and exercise. These activities will be held outdoors or in well-ventilated spaces.
 - c. To further guarantee physical distancing:
 - Separate entrances and exits classroom doors

- AM Drop-off and PM Pickup services will remain in place to avoid crowds in school.
- Parents will be allowed to enter the school premises in the morning. Cafeteria services will be available for breakfast following a safety protocol.
- We request parents to use the Pickup procedure during dismissal and work with the academy to prevent large groups of people inside the school.
- **Classrooms and Educational Materials**
 - Each student must bring a small personal disinfecting kit to disinfect personal items when needed. (The kit should include: hand sanitizer, a small spray bottle with disinfectant for surfaces, and disinfecting wipes.)
 - When they leave the classroom, students will sanitize their work area (desk and seat) with disinfecting wipes.
 - All personal belongings should be clearly labeled with the student's name to avoid accidental sharing. Materials will not be shared among students.
 - Teachers will maintain frequent communication with the parents/guardians regarding school books and materials needed for each week of class.
- **Cleaning and Disinfection**

The Academy will be cleaned regularly throughout the school day by trained maintenance personnel. It will be thoroughly sanitized on Wednesdays and Friday after school. Additionally, all classrooms will be equipped with disinfecting supplies. Teachers and students will follow daily cleaning protocols for frequently touched areas. These high-touch surfaces include but are not limited to:

 - Tables
 - Desks
 - Door handles
 - Handrails
 - Sinks, toilets, and fixtures
 - Light switches and cover plates
- **Cafeteria Services:** a separate protocol will be in place for this service.
- **Recess Time**

Access to the recess areas will also follow a staggered schedule to ensure reduced group sizes during each recess period and to facilitate the effective monitoring of the students. All play structures in outdoor areas will be available for use. Frequently

touched surfaces will be disinfected by Child Care personnel before and after each recess period.

- **Restrooms Procedures**

Grades have assigned specific restrooms. Teachers will share specific bathroom assignment information with the students. Students must follow the guidelines listed below:

- Bathrooms and hallways will be monitored by teachers and administrators.
- Students should thoroughly wash their hands before returning to class. Follow CDC's recommendations on When and How to Wash Your Hands.
- Teachers will keep a Sign-Up Sheet list to maintain a record of bathroom use.

- **Physical Education, Special Classes, and Electives**

- P.E. curriculum and instruction will be modified to ensure a 6-foot distance between students, proper hygiene, and social distancing.
- All athletic equipment will be sanitized during the day.
- Students will thoroughly wash their hands before and after the use of P.E. equipment.
- All clubs and electives will be provided in-person.

- **Staying Home When Sick and Getting Tested**

Staying home when sick with COVID-19 is essential to keep COVID-19 infections out of schools and prevent its spread to others. It also is essential for people who are not fully vaccinated to quarantine for 5 days after recent exposure to someone with COVID-19. Students, teachers, and staff with symptoms of infectious illness, such as influenza (flu) or COVID-19, should stay home and be referred to their healthcare provider for testing and care.

4. Contact Tracing, in Combination with Isolation and Quarantine

Schools should collaborate with the health department, to the extent allowable by privacy laws and other applicable laws, to confidentially provide information about people diagnosed with or exposed to COVID-19. Students, teachers, and staff with positive test results should isolate, and close contacts should quarantine if not vaccinated.

Close contact:

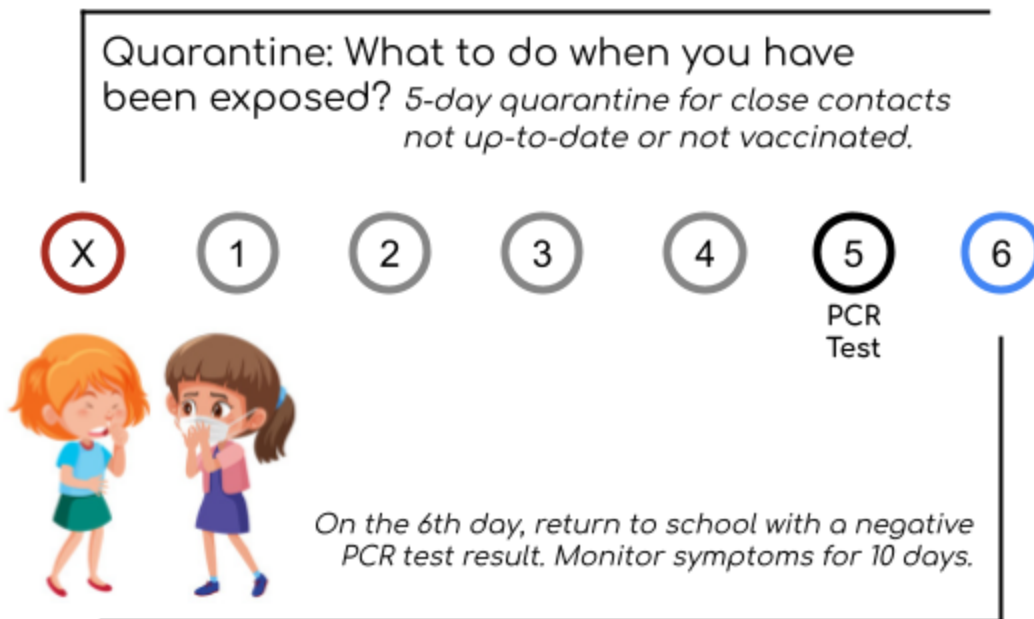
- a. Someone who was less than 6 feet away from an infected person (laboratory-confirmed or a clinical diagnosis) for a cumulative total of 15 minutes or more over a 24-hour period.

Isolation periods:

- a. A person who has tested positive for COVID-19 or has symptoms must isolate for 5 days and return on the 6th-day free of symptoms.

Quarantine periods:

- a. A person with vaccine up-to-date does not need to quarantine; however, should get tested on the 5th day.
- b. A person not vaccinated or not up-to-date who has been identified as close contact needs to quarantine for five (5) days until testing negative on a test performed on day 5 since exposure. He/she may return on the 6th day with a negative result. Health should be monitored for 10 days.



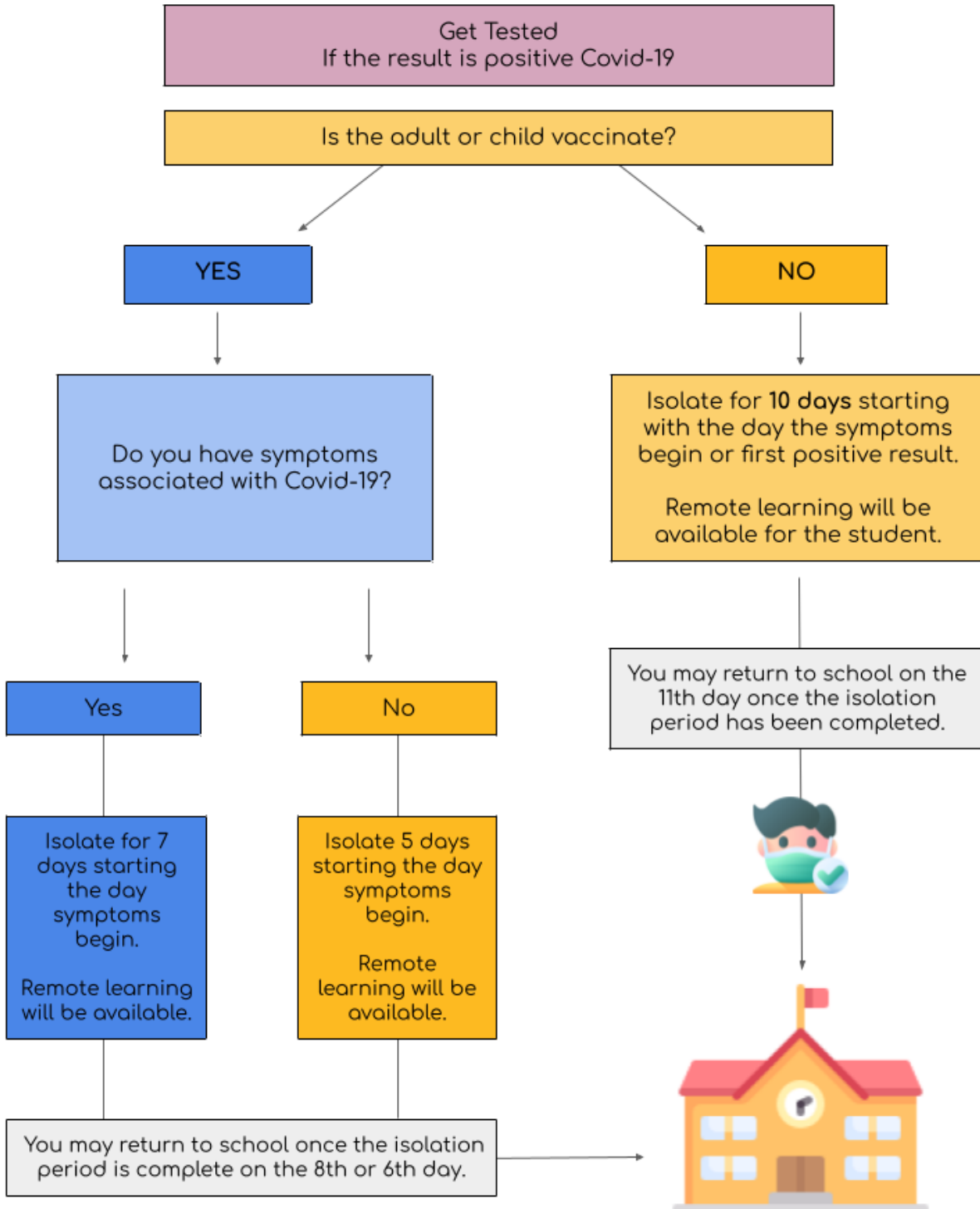
5. Response to Symptoms or a Confirmed Case of COVID-19

- The school nurse will escort the student suspected of having COVID-19 to the isolation room located outside on the side parking, to be picked up by the parent/guardian. He or she will wait with a supervising adult present wearing Personal Protective Equipment (PPE) as recommended by the CDC. [Using Personal Protective Equipment](#)

- If the student waiting in the isolation room displays emergency warning signs such as trouble breathing, persistent pain or pressure in the chest, confusion, inability to arouse, bluish lips or face, the School Nurse will call 911 for emergency transport and inform that the student is exhibiting symptoms of COVID-19.
- Parents/guardians of students suspected of having COVID-19 and taken to the isolation room should immediately consult their doctor.
- If the student is diagnosed as NOT having COVID-19 by a medical doctor, they can return to school once they have provided ALL of the following:
 - Clearance from their medical doctor following an evaluation (written return to school certificate)
 - The total absence of any symptoms
- If a student reports having tested POSITIVE for COVID-19:
 - Parents/guardians should Immediately report results to the school by contacting the school nurse.
 - The student will stay at home and complete the isolation period.
 - Parents/guardians should contact the teacher or School Principal to make arrangements for school work and/or remote learning.
 - The school nurse will conduct a thorough evaluation along with the DSPR to identify the list of close contacts of the ill student and communicates the possible exposure to teacher(s), staff, and parent(s)/guardian(s) of student(s) in the school.
 - Close contacts not vaccinated will be transferred to remote learning for the duration of the quarantine period.
 - Exposed areas, cohort classrooms, and bathrooms will be sanitized and disinfected by the appropriate personnel within 24 hours of identification.
 - Student(s) that have tested positive for COVID-19 can return to school once they have provided ALL of the following:
 - 10-day isolation period (not vaccinated)
 - 5-day isolation period (vaccinated)
 - Clearance from the DSPR
 - The total absence of symptoms

*The school health authority will provide a molecular RT-PCR test medical order from the DSPR, which may be used in one of the participating labs. Please refer to the Anejo 7D of the [Guía para la prevención de COVID-19 en las escuelas de K a Grado 12](#) to find a lab near you. This lab test is free of charge for students and school community members.

What to Do When Sick



6. Remote Learning

- Remote learning will be available only for students with a prolonged sickness that requires 3 or more days absent.
- The service must be coordinated through Karla Diaz and Consuelo Rampolla with at least 24 hrs. in advance.
- Please make sure that your child is in conditions (feel well) to be connected for the day.

7. BioPortal

The Puerto Rico Department of Health developed the BioPortal platform as a school vigilance system. This platform collects information regarding COVID-19 test results and other details related to the pandemic.

References:

CDC. (May 2022). *Guidance for COVID-19 Prevention in K-12 Schools*.

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html#anchor_1625661937509

DSPR. (July 2022) *Guías para la prevención de COVID-19 en las Instituciones Educativas: Año Académico 2022-2023* Juan, PR.