



Reopening Plan for Northwood School

WORKING DRAFT

Lake Placid, NY

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Introduction

Northwood School fosters growth in young people so that they may engage their world and lead lives of consequence. Northwood School is a co-educational boarding school in Lake Placid, NY for students in grades 9 through 12, as well as offering a Post-Graduate year. Nearly 85% of our students reside outside the region and board on campus in residence halls. The remainder are day students and reside in local communities in the Adirondack region.

Northwood is committed to bringing back our students in the fall for an on-campus, in-person educational and co-curricular experience. We plan to bring boarding students to campus for a mandatory two-week quarantine on Monday, August 24 and will begin classes remotely on September 3 and begin in-person classes on September 7. First trimester classes will conclude on November 20 and the campus will then close until January. We plan to have an update about the rest of the school year in October.

We are grateful for the many advantages our status as a small boarding school set in the Adirondack Mountains provides Northwood and how we are uniquely positioned to offer outstanding academic and co-curricular programs for our students in a safe and healthy setting. Here are some advantages:

- New York generally now has the lowest prevalence of the virus in the US.
- The North Country region of New York, where we are located, continues to have the fewest number of cases per capita in the State.
- Most Northwood students board on campus, creating an environment where residents' health is easier to monitor and safeguard.
- All of the dormitories at Northwood are small, which creates easier monitoring of social distancing parameters.
- Should isolation be necessary, our small school and rural setting afford us the opportunity to do so in close proximity to the school.
- Northwood can provide daily health screening for students, as well as faculty and staff, coming onto campus.
- Northwood can provide robust health monitoring protocols and regular virus testing to mitigate against virus spread.
- Our campus has limited entrances that can be monitored. All deliveries can be re-routed to areas not frequented by students.

Our planning process has been inclusive thorough:

- We listened to our constituents, including students, parents (including several practicing physicians), faculty/staff, and alumni.
- We studied recommendations and guidelines from the federal government, New York State and other states
- We studied closely what colleges and boarding schools are doing
- We sought feedback from key community stakeholders, including Adirondack Health, Essex County Public Health, ORDA, NYSEF, ROOST, LPCSD, local elected officials

The major elements of our plan include:

- Organizing Students into Cohorts (Groups)
- Reducing the Density of Our Classrooms
- Ensuring a Virus-Free School by implementing:
 - Gating Conditions
 - Onboarding Students
 - Monitoring and Surveillance
 - Planning for Positive Cases

Additional details are provided below, and all communications to our constituents about re-opening are available on our website:

<https://www.northwoodschool.org/forward>

I. Core Principles and Definitions

A brief overview of the core principles of our plan and definitions of key terms.

Responsible Parties

Michael J. Maher, Head of School, is responsible for developing this plan in conjunction with the Board of Trustees and the Senior Leadership Team of Northwood School.

Guiding Authority

New York State is the guiding authority for reopening schools for in-person instruction during the COVID-19 Public Health Emergency.

The responsible state agencies are the New York State Department of Health (NYSDOH) and the New York State Education Department, State Office of Religious and Independent Schools (SORIS).

While Northwood School is organized as an independent school for purposes of instruction, we remain legally obligated to adhere to all pertinent public health laws and directives.

Opening Schools

Governor Cuomo has reserved the first week of August 2020 as the deadline for determining whether schools will be allowed to reopen for physical operations in New York State.

Schools in the North County that are in Phase IV of the New York Forward plan can reopen if the daily infection rate remains below 5 percent (5%) in the region using a 14-day average.

Applicable Standards and Principles

The Department of Health has provided a set of health and safety principles that are [documented here](#):

https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K_to_Grade_12_Schools_MasterGuidance.pdf

The New York State Education Department has provided a set of health and safety principles for nonpublic schools that are [documented here](#):

<http://www.p12.nysed.gov/nonpub/documents/reopening-guidance-religious-and-independent-schools.pdf>

Northwood School affirms that it will adhere to these standards and principles and have developed this plan to meet or exceed them. We will also continue to adjust School practices as new information about safe school operations during the COVID-19 Public Health Emergency becomes available.

Inherent Risks

The guidelines in this plan are intended to mitigate, not eliminate, the risk of COVID-19 transmission. No single action or set of actions will completely eliminate the risk of infection due to community spread of the virus, but the faithful implementation of the coordinated practices in this plan will greatly reduce this risk.

Personal Responsibility

This plan assumes that each member of our community -- teachers, staff, students, and family members -- will take personal responsibility for diligently following it.

We put ourselves, our family, our friends, and our community at risk of infection if we fail to do so.

As a secondary concern, if we fail to take personal responsibility for our health and safety practices, we also risk creating conditions that may force the School to return to providing instruction via distance learning.

Face Coverings

The use of face coverings is a vital part of our plan to safely reopen school. Acceptable face coverings include but are not limited to cloth-based face coverings (e.g., homemade sewn, quick cut, bandana), and surgical masks that cover both the mouth and nose.

Social Distancing

Appropriate social distancing protects against the transmission of the COVID-19 virus. Specifically, appropriate social distancing means six feet of space in all directions between individuals or the use of appropriate physical barriers between individuals that do not adversely affect airflow, heating, cooling, or ventilation, or otherwise present a health or safety risk.

Spaces

The School will utilize additional, alternate, or modified indoor space(s) that may be repurposed for instruction, including the Innovation Hub, the auditorium, the lecture hall, and expanded classrooms in the Uihlein classroom buildings. When practical, the School will utilize outdoor spaces for school programming.

In-Person Instruction

We are prioritizing efforts to return all students to in-person instruction at this time; however, based on the dynamic nature of local community transmission of the COVID-19 virus, a hybrid model combining in-person instruction and remote/distance learning will be necessary at least at the start of the 2020-2021 school year.

Cohorts

We will organize the student body into five cohorts of students living, dining, and participating in co-curricular activities together. The cohort will become a sort of extended family. If someone in the cohort tests positive for coronavirus, everyone in the cohort will be more closely monitored and restricted to ensure the virus does not spread. Students can interact with other students outside their cohort if they are careful to follow recommended practices, including wearing a face covering and practicing social distancing. The cohorts are:

- Independents (approximately 50 students)
- Boys' Hockey (approximately 50 students)
- Soccer (approximately 35 students)

- Snowsports (approximately 25 students)
- Girls' Hockey (approximately 23 students)

Our goal is to have in-person and on-campus classes, science labs, and art studios. We will reduce the density of classes, which are already less than 15 typically, to ensure adequate social distancing during classes. Some of our classes will be blended - some in person with the teacher and others remote. Regardless, all students will participate fully in every class. We have invested in state-of-the-art technology and are spending the summer on faculty professional development to ensure the high quality of our students' academic experience.

Screening

The School will implement mandatory health screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus. See Section III for more information.

Transportation

In creating a transportation plan for the upcoming year, the School used the NYS Guidelines for Public Transportation presented in the Reopening New York plan. The following changes have been made for the upcoming year for vehicles owned and operated by the School:

- All drivers and riders will wear masks throughout the duration of any ride in a School vehicle.
- Every vehicle in our fleet will be equipped with PPE including extra disposable masks and disposable gloves.
- Each vehicle will have a decreased maximum capacity of at least 50% so that appropriate social distancing can be maintained by all riders and the driver. The specific numbers depend on the type of vehicle in usage. Each vehicle will have its capacity clearly displayed in the vehicle
- Vehicle keys will no longer be kept in a public lockbox. All vehicle keys will be kept in a private office and placed in faculty mailboxes before usage.

- After returning from a trip in a Northwood School vehicle, the vehicle will be parked parallel in front of the maintenance building for cleaning.
- Each vehicle will be cleaned by maintenance personnel before being returned to the fleet for its next trip.
- When possible, rear door entry will be utilized to help maintain social distancing.
- Windows will be kept ajar when possible during usage to aid in ventilation.
- All vehicle drivers (Northwood employees) will be subject to a daily health screening each morning. Any per diem or on-call drivers will be screened by our health center personnel before departing campus on any trips.

Food Services

As a residential boarding school, Northwood shall continue to provide all meals and will alter its dining services to maintain appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced. Meals may be served in the dining room or in alternate areas (e.g., outside). Staggered meal periods will be used to ensure social distancing and proper cleaning and disinfection between students.

Ventilation

The School will aim to increase ventilation with outdoor air to the greatest extent possible (e.g., opening windows and doors) while maintaining health and safety protocols.

Hygiene, Cleaning, and Disinfection

The School must adhere to and promote hygiene, cleaning, and disinfection guidance set forth by New York State Department of Health (DOH) and the Centers for Disease Control and Prevention (CDC). The School must train all students, faculty, and staff on proper hand and respiratory hygiene. The School must maintain logs that include the date, time, and scope of cleaning and disinfection, as well as identify cleaning and disinfection frequency for each facility and area type and assign responsibility to staff.

Contact Tracing

The School will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school grounds, including students, faculty, staff, and visitors and will support local health departments in tracing all contacts of the individual.

Return to School Following Illness

The School's Return to Campus Policy following communicable illness has been updated and is included later in this document.

II. Reopening

Protocols and procedures for restarting school operations including students, faculty, and staff returning to in-person instruction.

Capacity

We shall adjust the capacity of our spaces as follows:

- Classrooms and instructional spaces will be adjusted to allow for 6-ft of social distancing between all students. This may require some or all classes to rotate between in-person days and remote learning days.
- Dining spaces will be adjusted to accommodate fifty percent of our normal capacity and we will serve meals in three or more shifts, cleaning/disinfecting between shifts.
- Restrooms in residence halls will have a restricted capacity to limit congregations of students without face coverings. Each residence hall restroom will have its restricted capacity posted on the door outside and inside the restroom.
- Buses and other school vehicles will operate with reduced capacity to promote social distancing when occupied by passengers in more than one cohort.

In-person classes

We will begin this school year in a hybrid manner, part in-person and part virtual, in order to ensure appropriate distancing in classrooms. We have made investments in technology and professional development specific to optimizing hybrid learning. All classrooms will be set up to maintain appropriate distance and cleaned following Department of Health sanitation procedures. Additionally, all students and teachers will wear face coverings during classes.

Virtual learning

For those students not able to be physically present on campus at the start of the year, or for any duration during the year, the aforementioned technology and professional development of our teachers is in place to deliver a quality Northwood educational experience. For students planning to learn remotely, their class deans and advisors will be reaching out to them in the coming weeks to ensure that their

circumstances are fully understood by all of their teachers and that a personalized approach is put in place to best meet their needs.

Fire Code Compliance and Emergency Drills

Some school facility spaces will need to be modified to accommodate social distancing or other requirements to help prevent the spread of the virus. Any adjustments or modifications must be in compliance with current fire and building codes. In accordance with New York State Education Department guidelines, fire and emergency drills will be conducted as normal this school year with adjustments to accommodate social distancing, when practical.

Emergency drills will operate as before, except that the rendezvous/assembly location will be significantly larger to allow for each unit (e.g., dorm hall, faculty, day students) to assemble for census and instruction while maintaining appropriate social distance.

Social distancing

- All students and employees shall maintain strict social distancing at all times (including when outdoors), with the exception of dormitory roommates, for whom maintaining social distancing is not practical.
- With limited and very specific exceptions (e.g., West dorm residents may use the laundry facility on the first floor during their hall's allotted time) students are not permitted on dormitory halls of other cohorts.
- Social distancing alone is not enough to protect students from the virus. Social distancing in conjunction with face coverings and regular hand washing is much more protective.

The School has modified its operations to promote social distancing, including:

- Reducing density in classrooms
- Using larger spaces as classrooms
- Temporarily suspending School Meeting and other large gatherings
- Serving meals in shifts and assigning students specific seats in the dining room
- Restricting capacity of dormitory hall restrooms

PPE and Face Coverings

- Acceptable face coverings include but are not limited to cloth-based face coverings (e.g., homemade sewn, quick cut, bandana), and surgical masks that cover both the mouth and nose.
- Northwood School will provide students and employees with a supply of face coverings that may be used, but students and employees may choose to use face covers they provide themselves.
- An acceptable face covering is required to be worn indoors, inside vehicles with at least one other person, and outside when individuals cannot maintain appropriate social distancing.
- Students may remove their face coverings during meals, while bathing, and for short breaks so long as they maintain appropriate social distance.
- Students may also remove face coverings for athletic training after the mandatory onboarding quarantine, provided they are only with their cohort. Face coverings must always be worn when groups contain members from more than one cohort.
- Face coverings alone are not enough to protect students from the virus. Face coverings in conjunction with social distancing and regular hand washing are much more protective.

Visitors and Deliveries

Visitors to campus will be limited and only admitted into the building when necessary, and a COVID screening will be required. When practical, vendors, contractors and deliveries will be directed away from the main entrance to a location not heavily used by students and staff. Offices that typically have a high volume of visitors (e.g., admissions, college counseling, advancement/alumni) will schedule visits remotely whenever practical.

Hygiene, Cleaning, and Disinfection

Instruction on proper handwashing will be part of student orientation. The School shall adhere to the hygiene, cleaning, and disinfection guidance set forth by DOH and CDC. Cleaning and disinfecting protocols include:

- One week prior to re-opening of school we will undergo a deep cleaning and disinfecting.
- Following long periods of underuse, facilities staff should ensure safe restart operations for ventilation, weather, and other components.
- Surfaces should be cleaned with soap and water first, allowed to dry, and then disinfected.
- Standard drinking fountains should be closed. Water bottle filling stations may be used. Ensure water is safe to use before allowing children to drink (run the water).
- Use [safe and approved](#) cleaning products.
- Follow the [CDC guidelines](#) for cleaning and disinfecting all student areas.
- Clean prior to disinfecting.
- Log all cleanings. Logs should be publicly accessible to better communicate safety to the community.
- Be sure that frequently touched surfaces are cleaned daily, including door handles, sink handles, drinking fountains, light switches, and shared objects.
- Be sure classroom desks, whiteboard markers, art supplies, lab materials, tools and other frequently shared items are cleaned and disinfected between use.
- Custodians shall have access to and utilize the appropriate PPE, including gloves, masks, shields, and other protective items.
- Custodians and cleaners should be visible, and additional staffing should be provided whenever needed.
- Although cleaning and disinfecting is the main responsibility of the custodial staff, faculty and other support staff will be provided with supplies for cleaning frequently touched surfaces.
- Follow CDC guidance to thoroughly clean and disinfect any area used by individuals testing positive for COVID-19. Close off the area. Open outside doors and windows. Wait 24 hours if feasible or as long as possible before cleaning.
- If more than seven days have passed since equipment or facilities were used by suspected or confirmed individuals, additional cleaning and disinfection is not necessary.

- A separate addendum to this plan will include cleaning/disinfecting protocols for specific spaces on campus and a list of all cleaning products regularly used on campus.

Science Laboratory Safety

Adapted from National Science Teachers Association: Safety Recommendations for Opening the New School Year

When sterilizing hands, soap and water are preferred over hand sanitizers. Clean all common areas at the beginning and at the end of each period where students change rooms. For example:

- Tables/desks
- Doorknobs
- Light switches
- Countertops
- Handles
- Desks, laboratory tables
- Keyboards
- Faucets and sinks
- Lab equipment and materials
- Erasers, markers, pens, pencils

Discourage sharing of common materials. If possible, create small scale stations with disposables (like Dixie cups) so students can work alone, then collaborate digitally to combine data.

During laboratory exercises the entire lab station, and equipment must be cleaned and disinfected between classes:

According to the CDC, materials and surfaces should first be cleaned with soap and water. Afterwards they can be disinfected. The cleaner should wear gloves to protect their hands. They should also wash their hands when they are done. Make sure the room is well ventilated for those in the room while it is being cleaned and disinfected.

If you have run out of EPA-approved disinfectants, it is easy to make substitutes. Once such substitute is made by mixing 1 gallon of water with $\frac{1}{3}$ cup of bleach. This solution will be an effective disinfectant for about 24 hours. For electronic devices use alcohol wipes that are at least 70% alcohol. When possible, use a cover to protect the “touched” surfaces of electronic devices that can be cleaned and disinfected.

Laboratory Safety

It is going to be very difficult to conduct laboratory experiments, or any group project in which multiple students will be interacting with the materials and equipment. Every item that is touched in the laboratory area has to be cleaned and disinfected before anyone else can touch it (goggles, equipment, lab tables etc.). If sharing goggles, they have to be cleaned and disinfected, then placed in the UV goggle cabinet to be sanitized before the next student can use them.

Every cabinet handle that is touched has to be cleaned before the next student can touch the cabinet. It is unsafe to keep the cabinet doors open at all times. The same is true with all of the equipment that is being used. This not only includes the glassware, apparatus, microscopes, etc., but also chemical containers.

Alternatives:

Smaller individual lab activities can be done as a substitute – students can work in shifts where one half of the class is doing the hands-on activity while the others are working on an alternative assignment. This will require more supplies to complete lab activities than usual. Plan on needing additional funding for PPE, sanitizers, etc.

An alternative to group hands-on laboratory work is teacher-led demonstrations in the lab. The students can watch the teacher do the experiment, make observations, draw conclusions, and complete calculations. The students will not have the opportunity to work on their own lab skills, but this is a temporary alternative until it is safer to work in groups. A student can be substituted for the teacher and perform the experiment for the class.

Finally, depending on the severity of the situation, virtual instruction may need to be readopted as was used in many schools during the latter part of the previous school

year. They are a number of computer programs for laboratory activities that can be used for virtual instruction.

Co-Curriculars (Extra-Curriculars)

Northwood's Co-Curricular program is integral to the development and overall experience of our students. As we prepare to open school we have looked at the many aspects of our program and will institute the following plan:

- Students shall not participate in any Co-Curriculars activities, including athletics, until they have completed the initial 14-day quarantine period and have received a negative COVID-19 screening test.
- Athletics and co-curriculars will exist within cohorts.
- Each co-curricular and athletic program will adhere to the NYSED and DOH guidance.
- The fitness center will be used by one cohort at a time and will limit the number of students within each cohort to allow for proper distancing. Staff/employees must wear appropriate face coverings at all times when in the fitness center with students. Students using the fitness center with their cohort may remove face coverings in the fitness center but are still required to practice social distancing, whenever practical. Faculty will be responsible for a thorough cleaning after each use.

Vulnerable Populations

Students who are at increased risk for severe COVID-19 illness or who may not feel comfortable returning to an in-person educational environment at a boarding school may participate in the School's educational program remotely. Parents of these students must notify the School of their intention to learn remotely.

Employees who are at increased risk for severe COVID-19 illness, depending on their job description, may be able to complete their work responsibilities remotely. Such employees are asked to notify Teresa Brady in the Business Office of their status over the summer, even if they do not plan to work remotely at the beginning of the school year, so the School can adequately plan student services. Confidentiality will be maintained.

Students or employees requiring modifications to the School's PPE or social distancing requirements because of a disability covered under the Americans with Disabilities Act must notify the School (either Teresa Brady in the Business Office or John Spear in the School Life Office). Confidentiality will be maintained. Such modifications may include allowance to study or work remotely. Such modifications may not necessarily include permission to remove face coverings or not practice social distancing.

Transportation

- Northwood does not provide transportation from student homes to school, but the school does provide transportation to off-campus educational and co-curricular venues including but not limited to the Innovation Hub, the Olympic Center, Whiteface Mountain, the Dance Sanctuary, and Lake Placid Center for the Arts. Students must wear acceptable face coverings at all times (e.g., entering, exiting, and seated) on school buses and other vehicles. This requirement applies to all students, including groups of riders from the same cohort.
- Whenever practical, student transport should be organized so that all passengers are in the same cohort.
- Students must practice social distancing in vehicles when passengers are from more than one cohort. Seats will be labeled to assist students in seating in a socially-distant manner.
- Whenever practical, vehicle windows should be opened, even if just slightly, to promote ventilation.
- Social distancing and face covering requirements apply to all employees, including the vehicle driver.
- Buses and vehicles will be cleaned and disinfected daily and high-touch areas will be disinfected after each "run."

Food Services

Our foodservice facility is operated by Sodexo, an independent contractor hired by Northwood School. As a residential boarding school, the School shall continue to

provide all meals while students are in residence and will alter its dining services to maintain appropriate social distancing between students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced, unless physical barriers are used. Meals may be served in the dining room or in alternate areas (e.g., outside). Staggered meal periods will be used to ensure social distancing and proper cleaning and disinfection between students. Additional considerations:

- All food service staff will wear face coverings and gloves and will participate in daily health screenings
- Hand sanitizer dispensers are positioned at the entrance of the dining room for all diners to use before entering
- Portion control products (e.g., single serving peanut butter) will be used to prevent sharing of serving utensils
- Buffets and self-service will be suspended
- Northwood's foodservice provided has submitted a separate plan to the health department, and it will be included as a separate attachment with this plan.

Mental Health and Religious Services

The School will make available resources and referrals to address mental health, behavioral, and emotional needs, as well as the religious needs of students, faculty, and staff when school reopens. Resources include the student's advisor, the school psychologist, telehealth counseling, and religious services available remotely. During opening staff meetings, staff will be trained on how to talk with, and support, students during and after the ongoing COVID-19 public health emergency, and will be given information on developing coping and resilience skills for students, faculty, and staff. Students will be provided with information about services available to them and advisors will have regularly-scheduled meetings to support their advisees.

Communication

The School, in partnership with student leaders, is developing a Community Pledge that describes everyone's responsibility to protect ourselves, others, and the broader community. All students and employees will be briefed on the Pledge before the

start of school and everyone will sign the Pledge upon the start of school. The School will communicate with students and families about preparing for the upcoming year, which will include the pre-arrival quarantine, the post-arrival quarantine, our social distancing and face covering requirements, and proper hand and respiratory hygiene. We have developed a [webpage](#), and have used email and social media to disseminate information about our reopening. Signage will be placed throughout school facilities promoting and educating about social distancing, hand washing and wearing face coverings. Hallways and entrances will be clearly labeled to direct flow, instruct students where to enter, exit, and wait.

III. Monitoring

Protocols and procedures to track health conditions at schools.

Screening

Daily health screenings will be facilitated through a phone app that students will be required to install. All students and employees will be required to self-monitor for and report all symptoms related to COVID-19. These health screenings will help ensure that no one who is feeling ill or who has been exposed to someone with COVID-19 comes to campus or participates in campus activities. Daily temperature checks will be a part of these screenings.

Parents may be required to sign an additional consent to treat or release form which lists all COVID-19 related screening, testing, and monitoring that may take place throughout the pandemic.

Initial Quarantine

We will bring all boarding students back to campus on the same day, and everyone will quarantine for 14 days in the dorm in their cohorts. We are doing this because it strengthens and simplifies our effort to bring everyone back safely while controlling the community spread of the virus. During the quarantine period, we will provide health and wellness programming and conduct orientation activities that will introduce students to each other and the rules and patterns of the dorm and school life, as well as acquaint them with their teachers and classes in addition to our new academic technology. All of that programming will be done remotely. We expect boarding students will be able to leave their rooms and dorm halls several times each day for meals, outdoor exercise with their cohort, and fresh air -- with mask and distancing requirements of course.

Boarding Students

All boarding students will return to campus on Monday, August 24 when they will receive a health screening, register, move into their dorm room, begin a two-week quarantine, and receive a COVID-19 test within two days of arrival.

We are asking all boarding students, even those coming from within New York state or states without quarantine requirements, to arrive on August 24 and quarantine for two weeks because a uniform 14-day quarantine is the safest way to start the year.

Day Students

Day students will return to school on Friday, August 21 when they will receive a health screening and COVID-19 test, register, and then return home to begin a two-week quarantine.

For day students (and all faculty and staff), after testing on August 21, the quarantine will include:

- Not traveling outside of the North Country region
- Wearing a mask or face-covering at all times when in public
- Avoiding gatherings of ten or more people
- Practicing good personal hygiene, including regular handwashing
- Monitoring symptoms daily using guidelines provided by the school

Special Considerations for International Students

We know our international students have limited options for dates to return to school because of the numerous travel restrictions imposed by the United States and many other countries. International students who need to arrive before August 24 may return to campus earlier and get tested and begin their quarantine in their dorm room, but they will need to continue to quarantine until the rest of the school completes its quarantine on September 7. There will be no additional cost for this service and no change to their academic program. International students who need to arrive after August 24 must quarantine off-campus for 14 days and begin their classes remotely. Mr. David McCauley, Northwood's Director of International Students, will assist students arriving late with their 14-day quarantine, which will be done off-site and may require additional costs. We must emphasize to all students arriving before or after August 24 how important it is for the school to know precisely when you will arrive at campus. Please inform Mr. McCauley of your travel itinerary as soon as possible.

Testing Protocols

Pre-Arrival Testing and Screening

All students must be tested with a diagnostic molecular (PCR) test – not a rapid point of care test – no more than 72 hours before returning to Northwood. Students may upload their test result to the Magnus Health portal prior to arriving on campus or bring the results with them to registration.

It may be difficult to get tested in some locations or that there are significant delays in receiving results. We recommend these at-home testing solutions, which deliver faster results than most public test clinics:

- [Vault Health](#)
- [Everlywell](#) (not available in NY, NJ, and RI)
- [Pixel](#)

Students and families should also expect a standard health screening, including temperature check, upon their arrival to school, and anyone failing the screening will be refused entry to campus.

Prior to the physical return to campus, students will be required to provide additional information related to the pandemic as part of the Magnus electronic health records system. The Health Center has loaded these new forms into the Magnus system. Due to students arriving on campus at different times during the phased reopening plan, these forms may be required for different students at different times. These forms may include and are not be limited to the following:

- Health screening questionnaire/symptom check
- COVID-19 exposure form
- Recent virus test results (if available)

Assurance Testing

Northwood is onboarding students with a program of “assurance testing” combined with quarantine. Assurance testing is frequent testing of asymptomatic or pre-symptomatic individuals to quickly identify and isolate a single case of COVID-19 before there is spread, which can lead to an outbreak and the cessation of in-person programming. Students will also quarantine for 14 days after the initial test to comply with New York State and CDC quarantine requirements for travelers and to ensure that any positive cases found during onboarding do not result in community spread. Our schedule of assurance testing is:

1. Arrival: August 21 for day students and August 24 for boarding students
2. Day 7: August 28 for day students and August 31 for boarding students
3. Day 14: Sept 4 for day students and September 7 for boarding students

Northwood School has engaged in a partnership with The Broad Institute of MIT and Harvard and CIC Health to process our assurance testing. More information about this laboratory and testing program are [available here](#).

Surveillance Testing

A system of routine surveillance testing may be established based on the prevalence of the virus at Northwood School, in the Lake Placid community, in the North Country region, and in the state of New York.

Testing for Symptomatic Students

The initial test, re-test, and surveillance tests are typically given to *asymptomatic* students as a defense against the spread of COVID-19. Students with symptoms of COVID-19 may be tested in the Health Center or at nearby healthcare facilities throughout the year. Students awaiting test results will be isolated according to the School’s isolation policy until cleared to return to normal activities.

Payment for Testing

In the event that a COVID-19 test is required by the school or recommended by the school’s medical director, all charges associated with testing or medical care are the

responsibility of the student or their family. We anticipate a COVID-19 test to cost approximately \$60 during assurance and surveillance testing and approximately \$100-\$150 for symptomatic testing.

Early Warning Signs

Early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level, as established by state and local health departments are collected and displayed in the [COVID-19 Early Warning Monitoring System Dashboard](#) (North Country). We will also closely track those metrics in Essex County and our surrounding towns.

IV. Containment

Protocols and procedures for how to respond to positive or presumed-positive cases, as well as preventative practices.

School Health Offices

For the 2020-21 school year, we have significantly expanded our Health Center, including a new six-bed infirmary adjacent to the Health Center which is being built in the summer of 2020. We will separate the Health Center into three areas to help control the spread of illness:

1. An office where students without any symptoms of illness will report. These are students who need daily medications and/or have other business with the Health Center.
2. An office where students who are sick will report. These students have symptoms of an illness. For example, they have a cough or a sneeze; they have a fever, sore throat, or upset stomach.
3. An infirmary with six private rooms, each with a bed, a sink, and a toilet. We will use the infirmary to isolate students while they wait for test results or to care for students sick with a communicable illness until their parents or emergency contact can pick them up.

Isolation Policy

The Northwood School Isolation Policy is implemented when a positive case of a highly-infectious communicable illness is identified by the Health Center either by a diagnostic test or clinical presentation.

Students who test positive for COVID are required to isolate until ALL of the following requirements are achieved (source: [CDC](#)):

- 3 days with no fever (and no antipyretic medication), AND
- Respiratory symptoms have improved, AND
- 10 days since symptoms first appeared, AND
- Given Health Center approval to return to campus

Per the school's communicable illness policy, students are required to be picked up within 24 hours of the parent/guardian or emergency contact being notified by the Health Center or School Life Office. Until the student's parent/guardian or emergency contact arrives to pick him up, or if the student is unable to go home, the student will be placed in one of the isolation areas the School has secured either on or off-campus. All rooms used for isolation will be physically separated from other residential student rooms. The areas where students are staying in isolation will be labeled externally with appropriate signage that states restricted access such as "Authorized Personnel Only" but will not state the reason for the restricted access due to privacy concerns. Depending on the level of care needed, students in need of isolation will be placed in either the health center or off-campus dormitory spaces the School has secured to isolate students.

Students in isolation resulting from a positive COVID-19 test will share bathrooms with each other but not with other students. Students in isolation will have access to a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries. A team of appropriately-trained faculty/staff will be on-call to assist students with their personal needs while in isolation. Counseling, educational and entertainment services, and/or spiritual and religious services will be available remotely to students in isolation.

Northwood will have an off-campus facility reserved for the isolation and/or quarantine of students diagnosed with or potentially exposed to COVID-19. Students will not be placed in this location until they have been cleared by the school's Medical Director. Students will be housed in this area temporarily until their parents/guardian or emergency contact can pick them up or for the entire duration of their isolation period if they are unable to go home. There are ten double rooms; each room has a separate bathroom and shower. Nursing staff will not provide care or monitoring of these students. Nursing staff will, however, oversee the distribution of daily medications (controlled and non-controlled that are kept in the Health Center) and other OTC medications as needed after a phone consultation with the Health Center. The students in this location will be supervised by a dorm parent designated by the School Life Office who will live in the building but separate from the isolation area. The School Life Office will ultimately oversee this group of students. All meals will be delivered to the building and distributed by the dorm parent. Students will be required to do strict self-

monitoring which will be enforced by the dorm parent supervising the group. A decision tree will be provided by the Health Center and approved by the Medical Director so that the person supervising the students will know when a student may need to move over to the Health Center infirmary for closer nursing supervision. Cleaning, custodial, and maintenance will be provided by the facilities department. All staff are required to wear appropriate PPE per CDC guidelines when cleaning or entering isolation spaces. Students in isolation will participate in their classes and keep up with their schoolwork with Northwood's remote learning program.

In the Health Center, there will be 6 beds (in private rooms with private restrooms) available for acutely symptomatic COVID-19 cases or students under investigation awaiting COVID-19 test results. Symptomatic students requiring nursing supervision will be officially admitted to the Health Center and remain in the Health Center until discharged out of isolation or to the off-campus COVID isolation facility if they have not completed the isolation requirement but are asymptomatic and no longer need nursing supervision. Students admitted to the Health Center will have 24/7 RN supervision. Meals will be delivered to the Health Center and distributed by the Health Center staff.

All students who test positive for COVID-19 are required to be cleared by the Health Center (using CDC [guidelines](#)) prior to returning to school.

Collection of Sick Students

Per the school's communicable illness policy, students are required to be picked up within 24 hours of the parent/guardian or emergency contact being notified by the Health Center or School Life Office. Until the student's parent/guardian or emergency contact arrives to pick him up, or if the student is unable to go home, the student will be placed in one of the isolation areas the School has secured either on or off-campus.

Return to School Following an Illness

Students and employees shall comply with the return to campus policy: Currently, New York State guidelines say that unnecessary travel both domestically and internationally should be avoided. For this reason, the Return to Campus Policy outlines requirements for returning to campus based on local, state and federal

recommendations. The School's Return to Campus Policy, which has travel implications, should be followed by all members of the Northwood School community.

- Do not come to campus if you have any of the symptoms listed on your daily symptom check in the last five days.
- If you have traveled to any other country outside the US or to any of the states listed by the state of New York as being "high risk," you must quarantine at home for 14 days prior to returning to campus.
 - [International travel](#)
 - [Domestic travel](#)
- If you have an immediate family member who is living with you who is ill with any of the symptoms listed in your daily symptoms check, please do not return to campus until 5 days after your family member has recovered and you are symptom-free.
- Similarly, if you visit with family or friends who have recently traveled (within 14 days) from any of the countries listed in the CDC's Level 3 travel warning section, we ask that you also impose the 14-day waiting period prior to returning to campus/work. This 14-day waiting period must start the last day you were with these people.
- Any student either diagnosed with COVID-19 or who is suspected of having COVID-19 may not return to campus until they are fully recovered, receive clearance from their physician, AND receive approval from the Health Center.

Exposed Individuals (Quarantine)

Students who have been determined to be a close contact of a positive COVID-19 case will be required to undergo a 14-day quarantine. Students in quarantine must be picked up by a parent/guardian or emergency contact within 24 hours of notification that a quarantine has been imposed. Until the student is picked up or if it is determined that they will not be picked up, they will be housed at an off-campus facility. Students in quarantine will share bathrooms with each other but not with other students. Students in quarantine will be provided with a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries. The areas where students are staying in quarantine will be

labeled externally with appropriate signage that states restricted access such as “Authorized Personnel Only” but will not state the reason for the restricted access due to privacy concerns. A team of appropriately-trained faculty/staff will be on-call to assist students with their personal needs while in quarantine. Counseling, educational, and entertainment services, and/or spiritual and religious services will be available remotely to students in quarantine. Students in quarantine will not be allowed to leave the building for any reason except in the case of an emergency.

All meals will be delivered to the quarantine space and distributed by the staff supervising the students in quarantine. Students will be required to do strict self-monitoring which will be enforced by the staff supervising the group of quarantined students. A decision tree will be provided by the Health Center so that the person supervising the students will know if/when a student may need to move over to the Health Center for assessment purposes or to be tested due to an emergence of symptoms. Cleaning, custodial, and maintenance will be provided by the facilities department. All staff are required to wear appropriate PPE per CDC guidelines when cleaning or entering quarantine spaces. Students in quarantine will participate in their classes and keep up with their schoolwork with Northwood’s remote learning program.

Students and staff serving a quarantine period must be cleared by the Health Center (using CDC [guidelines](#)) prior to returning to school/work.

Contact Tracing

The School will support local public health officials by ensuring that at least five employees are trained contact tracers and available to collaborate with public health authorities when contract tracing cases related to Northwood School students and employees. Contact tracers will be trained by completing the Contact Tracing for COVID-19 course delivered by Johns Hopkins University Bloomberg School of Public Health and offered on Coursera.

Communication

The School has been sending weekly updates on our plan for the 2020-21 school year and archiving those messages on our website:

<https://www.northwoodschool.org/forward>. We will continue to communicate via using our SIS and hosting “Virtual Town Halls” via Microsoft Teams.

Before the start of the school year, the school will have drafted templates of letters to be sent in the event that a student or staff member or someone close to the school had been diagnosed with COVID-19. The School will also confirm with Essex County Public Health the process for notifying the agency of positive test results, contract tracing and determining close contacts for quarantine.

V. Closure

Contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education, and/or closing the school.

Closure triggers

The conditions that may warrant reducing in-person education or closing the school, in consultation with state and local health departments, include:

- Virus prevalence in the surrounding area and state
- Increase in other metrics tracked by the COVID-19 Early Warning Monitoring System Dashboard
- Virus prevalence among our health center staff
- Virus prevalence among our general student and employee population

Phased Operational Activity

The School may operate in one or more of the following phases, depending on the prevalence of the virus on our school campus and in the surrounding area or the State of New York. The elements of each phase may be modified to respond to the conditions or to recommendations or requirements of government or public health authorities.

Phase 5: "New normal"

Virus prevalence is minimal on campus and in the community and/or effective vaccine or treatment is available.

We hope to be at this phase in January 2021, but it may be in the 2021-22 school year or later.

No or few classroom density restrictions.

All students receive in-person instruction.

Full operation of athletics and co-curricular activities.

Some PPE may be required.

Phase 4: "Hybrid" [This is how we will start 2020-21]

Virus prevalence is minimal on campus and in the community and effective vaccine or treatment is not available.

Reduced density in classrooms and dining room.

Hybrid learning with students alternating between remote and in-person instruction.

Some students learning remotely full time.

Social distancing and face coverings required in public and when in mixed cohorts.

Social distancing and face coverings maybe relaxed when in groups consisting of only one cohort.

Limited and/or modified athletics and co-curricular activities.

Boarding students permitted into town (after initial quarantine), with some restrictions, provided they practice social distancing and wear a face covering.

Phase 3: “Restricted Hybrid”

Evidence of community spread among students/employees of Northwood and/or significant growth in community spread in the surrounding area.

Further reduced density in classrooms and the dining room (e.g., one cohort receives in-person instruction each day while the other four receive remote instruction.)

Some students exclusively learn remotely, possibly all day students learn remotely.

Social distancing and face coverings required at all times, except while eating and bathing and while alone in the dormitory room.

Some restricted athletics and co-curricular activities may be permitted.

Boarding students are not permitted into town.

Phase 2: “Online and In-Dorms”

Significant spread of virus among students and/or employees and/or serious spikes in community spread.

All classes conducted remotely.

All day students off-campus.

Meals served in dining room by cohort with thorough cleaning between seatings; alternatively, meals are brought to dorm rooms.

No athletics or co-curricular activities; structured time for exercise and outdoor time may be permissible.

All students restricted to campus.

Phase 1: “Online and Off-Campus”

Ordered by New York State to cease in-person operations and/or widespread virus prevalence at the School that prevents safe operation of the school.

Campus is closed to student programming.

All classes conducted remotely.

All students returned home or to their emergency contact.

Communication

Excerpt from the Emergency School Closure policy of our Student Handbook regarding communication:

“In any such event [emergency school closure], the school will, as promptly as possible after the decision has been made to close the school, use reasonable efforts to notify parents/guardians of such closure using the contact information on record with the school through the online parent portal. It is the parent’s responsibility to keep the contact information up-to-date and to make necessary arrangements to pick up their student at the earliest possible time. If the school is unable to contact the parents/guardians regarding the closure or the parents/guardians fail to pick up their student after notification of such closure, the school will make alternate arrangements for such student’s care at the parents/guardians’ sole expense. In any case of a school closure, the school will notify the parents/guardians of the re-opening of the school and of any

adjustments or modifications to the school calendar that may be made as a result of such closure.”

Appendix 1: “Protect our Pack” Pledge



COMMUNITY PLEDGE

Being a part of the Northwood School community means that each of us must take extraordinary steps to stay well and persistently protect each other, on campus and in the community.

Accountable to my community, I pledge to take responsibility for my own health, and the protection of others. I will help keep the community safe from the spread of COVID-19 and other infections as identified and instructed by the School.

I PLEDGE TO:

1 PROTECT MYSELF

- Monitor for the symptoms of COVID-19 and report to a medical professional if I experience any of the symptoms on the daily health checklist
- Wash my hands often with soap and water or use hand sanitizer

2 PROTECT OTHERS

- Maintain appropriate social distancing on campus and within the community
- Honestly participate in daily health screenings
- Wear an appropriate face mask and other protective gear as directed by the School
- Look out for others and encourage their commitment to the Community Pledge

3 PROTECT OUR NORTHWOOD COMMUNITY

- Keep my clothing, belongings, personal spaces and shared common spaces sanitized and clean
- Participate in testing and contact tracing
- Carefully observe instructional signs and follow directions
- Take the necessary precautions when off campus to ensure the safety of the community
- Refrain from entering prohibited spaces, including residence halls of other cohorts
- Go into town only when permitted to do so
- Refrain from having visitors to campus, including family members, until the School deems it safe

Violations of the Community Pledge will result in disciplinary responses ranging from campus restriction to separation from School until the pandemic is over.

PROTECT OUR PACK

Appendix 2: Communicable Illness Management and Exclusion Policy

In order to ensure the health, well-being, and safety of our residential community and to prevent the spread of highly-infectious illnesses, Northwood aims to temporarily exclude from the dormitory, classes, and co-curricular activities any student who has been diagnosed with a communicable illness or who has a temperature of 100.0 degrees Fahrenheit but has not been diagnosed with any of the specific communicable illnesses listed in this policy. Such students will be admitted to the Health Center for observation and evaluation by the Health Center staff. Students requiring admission longer than 24 hours will be sent home or to their local emergency contact until their temperature remains below 100.0 degrees Fahrenheit without the use of fever-reducing medications, for 24-48 hours.

If a student lives within 300 miles of the school, the family or guardian is expected to take the student home in the event that they are excluded because of a communicable illness. If the student does not live within 300 miles of the school, the family must designate a local, off-site emergency contact to take a student off-campus in the event that he has been diagnosed with a communicable illness.

Communicable illnesses include, but are not limited to:

- Strep throat
- Influenza
- Norovirus or suspected norovirus
- Gastroenteritis
- Meningitis
- COVID-19

In the event of a communicable illness diagnosis not otherwise specified in this policy, the Health Center will follow the guidance of the school's Medical Director to determine when it is appropriate for the student to return to school.

In the event of a vaccine-preventable or other communicable illness incident, the School reserves the right to exclude any student who has a communicable illness or any student that has been exposed to an infected person or is susceptible to communicable illness because of non-immunization.

Any student who has been excluded from school for a communicable illness must get clearance from the Health Center prior to returning to school. Clearance may include, but is not limited to, a doctor's note clearing them for return to school, and/or documentation of appropriate treatment while at home, etc. The Health Center reserves the right to delay a student's return to campus based on the discretion of the school's Medical Director.

Return to Campus Policy for All Students:

Currently, New York State guidelines say that unnecessary travel both domestically and internationally should be avoided. For this reason, the Return to Campus Policy outlines requirements for returning to campus based on local, state and federal recommendations. The School's Return to Campus Policy, which has travel implications, should be followed by all members of the Northwood School community.

- Do not come to campus if you have any of the symptoms listed on your daily symptom check in the last five days.
- If you have traveled to any other country outside the US or to any of the states listed by the state of New York as being "high risk," you must quarantine at home for 14 days prior to returning to campus.
 - International travel: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>
 - Domestic travel: <https://coronavirus.health.ny.gov/covid-19-travel-advisory>
- If you have an immediate family member who is living with you who is ill with any of the symptoms listed in your daily symptoms check, please do not return to campus until 5 days after your family member has recovered and you are symptom-free.

- Similarly, if you visit with family or friends who have recently traveled (within 14 days) from any of the countries listed in the CDC's Level 3 travel warning section, we ask that you also impose the 14-day waiting period prior to returning to campus/work. This 14-day waiting period must start the last day you were with these people.
- Any student either diagnosed with COVID-19 or who is suspected of having COVID-19 may not return to campus until they are fully recovered, receive clearance from their physician, AND receive approval from the Health Center.

Isolation Policy

The Northwood School Isolation Policy is implemented when a positive case of a highly-infectious communicable illness is identified by the Health Center either by a diagnostic test or clinical presentation.

Students who test positive for COVID are required to isolate until ALL of the following requirements are achieved (source: [CDC](#)):

- 3 days with no fever (and no antipyretic medication), AND
- Respiratory symptoms have improved, AND
- 10 days since symptoms first appeared, AND
- Given Health Center approval to return to campus

Per the school's communicable illness policy, students are required to be picked up within 24 hours of the parent/guardian or emergency contact being notified by the Health Center or School Life Office. Until the student's parent/guardian or emergency contact arrives to pick him up, or if the student is unable to go home, the student will be placed in one of the isolation areas the School has secured either on or off-campus. All rooms used for isolation will be physically separated from other residential student rooms. The areas where students are staying in isolation will be labeled externally with appropriate signage that states restricted access such as "Authorized Personnel Only" but will not state the reason for the restricted access due to privacy concerns. Depending on the level of care needed, students in need of isolation will be placed in either the

health center or off-campus dormitory spaces the School has secured to isolate students.

Students in isolation resulting from a positive COVID-19 test will share bathrooms with each other but not with other students. Students in isolation will have access to a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries. A team of appropriately-trained faculty/staff will be on-call to assist students with their personal needs while in isolation. Counseling, educational and entertainment services, and/or spiritual and religious services will be available remotely to students in isolation.

Northwood will have an off-campus facility reserved for the isolation and/or quarantine of students diagnosed with or potentially exposed to COVID-19. Students will not be placed in this location until they have been cleared by the school's Medical Director. Students will be housed in this area temporarily until their parents/guardian or emergency contact can pick them up or for the entire duration of their isolation period if they are unable to go home. There are ten double rooms; each room has a separate bathroom and shower. Nursing staff will not provide care or monitoring of these students. Nursing staff will, however, oversee the distribution of daily medications (controlled and non-controlled that are kept in the Health Center) and other OTC medications as needed after a phone consultation with the Health Center. The students in this location will be supervised by a dorm parent designated by the School Life Office who will live in the building but separate from the isolation area. The School Life Office will ultimately oversee this group of students. All meals will be delivered to the building and distributed by the dorm parent. Students will be required to do strict self-monitoring which will be enforced by the dorm parent supervising the group. A decision tree will be provided by the Health Center and approved by the Medical Director so that the person supervising the students will know when a student may need to move over to the Health Center infirmary for closer nursing supervision. Cleaning, custodial, and maintenance will be provided by the facilities department. All staff are required to wear appropriate PPE per CDC guidelines when cleaning or entering isolation spaces. Students in isolation will participate in their classes and keep up with their schoolwork with Northwood's remote learning program.

In the Health Center, there will be 6 beds (in private rooms with private restrooms) available for acutely symptomatic COVID-19 cases or students under investigation awaiting COVID-19 test results. Symptomatic students requiring nursing supervision will be officially admitted to the Health Center and remain in the Health Center until discharged out of isolation or to the off-campus COVID isolation facility if they have not completed the isolation requirement but are asymptomatic and no longer need nursing supervision. Students admitted to the Health Center will have 24/7 RN supervision. Meals will be delivered to the Health Center and distributed by the Health Center staff.

All students who test positive for COVID-19 are required to be cleared by the Health Center (using CDC [guidelines](#)) prior to returning to school.

Quarantine Policy

Students who have been determined to be a close contact of a positive COVID-19 case will be required to undergo a 14-day quarantine. Students in quarantine must be picked up by a parent/guardian or emergency contact within 24 hours of notification that a quarantine has been imposed. Until the student is picked up or if it is determined that they will not be picked up, they will be housed at an off-campus facility. Students in quarantine will share bathrooms with each other but not with other students. Students in quarantine will be provided with a thermometer, sanitizing wipes, tissues, soap, hand sanitizer, and toiletries. The areas where students are staying in quarantine will be labeled externally with appropriate signage that states restricted access such as “Authorized Personnel Only” but will not state the reason for the restricted access due to privacy concerns. A team of appropriately-trained faculty/staff will be on-call to assist students with their personal needs while in quarantine. Counseling, educational, and entertainment services, and/or spiritual and religious services will be available remotely to students in quarantine. Students in quarantine will not be allowed to leave the building for any reason except in the case of an emergency.

All meals will be delivered to the quarantine space and distributed by the staff supervising the students in quarantine. Students will be required to do strict self-

monitoring which will be enforced by the staff supervising the group of quarantined students. A decision tree will be provided by the Health Center so that the person supervising the students will know if/when a student may need to move over to the Health Center for assessment purposes or to be tested due to an emergence of symptoms. Cleaning, custodial, and maintenance will be provided by the facilities department. All staff are required to wear appropriate PPE per CDC guidelines when cleaning or entering quarantine spaces. Students in quarantine will participate in their classes and keep up with their schoolwork with Northwood's remote learning program.

Students and staff serving a quarantine period must be cleared by the Health Center (using CDC [guidelines](#)) prior to returning to school/work.

Testing & Screening Policy

Pre-Arrival Testing and Screening

All students must be tested with a diagnostic molecular (PCR) test – not a rapid point of care test – no more than 72 hours before returning to Northwood. Students may upload their test result to the Magnus Health portal prior to arriving on campus or bring the results with them to registration.

It may be difficult to get tested in some locations or that there are significant delays in receiving results. We recommend these at-home testing solutions, which deliver faster results than most public test clinics:

- [Vault Health](#)
- [Everlywell](#) (not available in NY, NJ, and RI)
- [Pixel](#)

Students and families should also expect a standard health screening, including temperature check, upon their arrival to school, and anyone failing the screening will be refused entry to campus.

Prior to the physical return to campus, students will be required to provide additional information related to the pandemic as part of the Magnus electronic health records system. The Health Center has loaded these new forms into the Magnus system. Due to students arriving on campus at different times during the phased reopening plan, these forms may be required for different students at different times. These forms may include and are not be limited to the following:

- Health screening questionnaire/symptom check
- COVID-19 exposure form
- Recent virus test results (if available)

Assurance Testing

Northwood is onboarding students with a program of “assurance testing” combined with quarantine. Assurance testing is frequent testing of asymptomatic or pre-symptomatic individuals to quickly identify and isolate a single case of COVID-19 before there is spread, which can lead to an outbreak and the cessation of in-person programming. Students will also quarantine for 14 days after the initial test to comply with New York State and CDC quarantine requirements for travelers and to ensure that any positive cases found during onboarding do not result in community spread. Our schedule of assurance testing is:

4. Arrival: August 21 for day students and August 24 for boarding students
5. Day 7: August 28 for day students and August 31 for boarding students
6. Day 14: Sept 4 for day students and September 7 for boarding students

Northwood School has engaged in a partnership with The Broad Institute of MIT and Harvard and CIC Health to process our assurance testing. More information about this laboratory and testing program are [available here](#).

Surveillance Testing

A system of routine surveillance testing may be established based on the prevalence of the virus at Northwood School, in the Lake Placid community, in the North Country region, and in the state of New York.

Testing for Symptomatic Students

The initial test, re-test, and surveillance tests are typically given to *asymptomatic* students as a defense against the spread of COVID-19. Students with symptoms of COVID-19 may be tested in the Health Center or at nearby healthcare facilities throughout the year. Students awaiting test results will be isolated according to the School's isolation policy until cleared to return to normal activities.

Payment for Testing

In the event that a COVID-19 test is required by the school or recommended by the school's medical director, all charges associated with testing or medical care are the responsibility of the student or their family. We anticipate a COVID-19 test to cost approximately \$60 during assurance and surveillance testing and approximately \$100-\$150 for symptomatic testing.

Health Screenings

Daily health screenings will be facilitated through a free phone app that students will be required to install. All students and employees will be required to self-monitor for and report all symptoms related to COVID-19. These health screenings will help ensure that no one who is feeling ill or who has been exposed to someone with COVID-19 comes to campus or participates in campus activities. Daily temperature checks may be a part of these screenings.

Parents may be required to sign an additional consent to treat or release form which lists all COVID-19 related screening, testing, and monitoring that may take place throughout the pandemic.

Appendix 3: Cleaning/Disinfecting Procedures and Schedule

Space	SOP	Schedule
Auditorium and Lecture Hall	Faculty to wipe down desks in-between classes. Janitorial walks in wipes down: seating area, ledges, lamps, windowsills. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums area. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of entrance. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out	> Faculty clean after each class. > End of day electrostatic cleaning. > Deep clean including electrostatic spray will happen in the afternoon or evening
Buses		
Dining Room	Sodexo staff: > Wipes down all tables, chairs and serving areas with cleaner and disinfectant. > Wipes down all inside windows, windowsills and blinds. > Sweeps, mops and vacuums. > Removes all trash. > Uses electrostatic sprayer on every inch of room. > Checks all sanitizer stations are adequately stocked and working properly. > Sanitizes doors, inside and out.	> Spray down and disinfect the entire area, including food stations after each sitting. > End of day electrostatic cleaning. > Deep clean including electrostatic spray will happen in the afternoon or evening
The Innovation Hub	> Wipes down all tables, chairs and serving areas with cleaner and disinfectant. > Wipes down all inside windows, windowsills and blinds. > Sweeps, mops and vacuums. > Removes all trash. > Uses electrostatic sprayer on every inch of room. > Checks all sanitizer stations are adequately stocked and working properly. > Sanitizes doors, inside and out.	6am electrostatic cleaning. > Deep clean including electrostatic spray will happen in the morning. > Faculty will clean in between all class periods
Fitness Center	Faculty to sanitize all touch points between use: all door handles and equipment. Janitorial to wipe down: all doorways, all light switches, all	> Faculty to sanitize all touch points between use: all door handles and equipment.

	<p>equipment. Janitorial to disinfect all door knobs, including storage areas, and light switches. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial sanitizes doors, inside and out. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out.</p>	<p>>Janitorial Deep clean including electrostatic spray will happen 2x daily. One is AM and one in PM</p>
<p>Library</p>	<p>Faculty will clean in between classes. Janitorial walks in wipes down: desks, seating area, ledges, lamps, windowsills, bookshelves and blinds. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums area. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of entrance. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out.</p>	<p>Faculty will clean in between classes. Electrostatic spray all computers and workstation in-between class. Deep clean including electrostatic spray will happen between 3:00 pm-5:00pm.</p>
<p>Dorm Halls</p>	<p>Janitorial to wipe down: all doorways, all light switches. Janitorial to disinfect all door knobs, including storage areas, and light switches. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of hallways. Janitorial sanitizes common doors, inside and out, dorm doors on the outside. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all sanitizer stations are adequately stocked and working properly.</p>	<p>Janitorial 6am -2:30pm cleaning Nights and weekends? 6am -2:30pm cleaning</p>
<p>Dorm Rest Rooms</p>	<p>Janitorial cleans and scrubs all interior surfaces of toilets, urinals, sinks, showers while wiping disinfecting all surfaces and including door handles, light switches,</p>	<p>Janitorial 6am -2:30pm cleaning Nights and weekends?</p>

	<p>countertops, partitions and dispensers. Janitorial to clean all mirrors. Janitorial to sweep and wet mop the floors taking care to use only the mop, bucket and solutions for that particular room to avoid cross-contamination. Janitorial to remove all trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out</p>	
<p>Student Center/ Kelvin's office</p>	<p>Janitorial to wipe down: all doorways, all light switches. Janitorial to disinfect all door knobs, including storage areas, and light switches. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of hallways. Janitorial sanitizes common doors, inside and out, dorm doors on the outside. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all sanitizer stations are adequately stocked and working properly.</p>	<p>6am-12pm</p>
<p>Classrooms</p>	<p>Faculty to wipe down desks in-between classes. Janitorial walks in wipes down: seating area, ledges, lamps, windowsills. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums area. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of entrance. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out</p>	<p>Faculty to spray sanitizer on all surfaces in-between classes. Deep clean including electrostatic spray will happen between 4:30 pm-10:30 pm.</p>
<p>Health Center</p>	<p>Janitorial to wipe down tables, each chair, bed, blinds, lamps and phones. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all</p>	<p>Per the nurse's request, the room will be cleaned and sanitized as instructed. Per nurse's request electrostatic spray. Deep clean including electrostatic spray will happen between 6am and</p>

	<p>sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out</p>	<p>10:30am and 4:30 pm-10:30 pm.</p>
Offices	<p>Janitorial walks in wipes down: desks, seating area, ledges, lamps, windowsills. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums area. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of entrance. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out</p>	<p>Occupants will be provided with all sanitizing tools needed for daily use. Deep clean including electrostatic spray will happen between 4:30 pm-10:30 pm.</p>
Public Rest Rooms	<p>Janitorial cleans and scrubs all interior surfaces of toilets, urinals, sinks while wiping disinfecting all surfaces and including door handles, light switches, countertops, partitions and dispensers. Janitorial to clean all mirrors. Janitorial to sweep and wet mop the floors taking care to use only the mop, bucket and solutions for that particular room to avoid cross-contamination. Janitorial to remove all trash. Janitorial uses electrostatic sprayer on every inch of room. Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out</p>	<p>Clean and sanitize with trash removal 3x daily. Deep clean including electrostatic spray will happen between 4:30 pm-10:30 pm.</p>
Trainer's Room	<p>Janitorial to wipe down tables, each chair, bed, blinds, lamps and phones. Janitorial wipes down interior windows. Janitorial sweeps, mops and vacuums. Janitorial removes trash. Janitorial uses electrostatic sprayer on every inch of Janitorial to check all sanitizer stations are adequately stocked and working properly. Janitorial sanitizes doors, inside and out.</p>	<p>Trainer to spray sanitizer on all surfaces in-between uses. Deep clean including electrostatic spray will happen between 4:30 pm-10:30 pm.</p>

Nighttime cleaning staff - Living Room, entrance, hallways, common bathrooms

Appendix 4: Cleaning Chemicals

MANUFACTURER	NAME OF PRODUCT	DESCRIPTION	TYPE OF USE
SPARTAN CHEMICAL CO INC	TB-CIDE QUAT	DISINFECTANT, CLEANER, DEODORIZER	SPRAY & LEAVE. ALSO A CLEANER. CANNOT BE USED ON PLEXIGLASS
SPARTAN CHEMICAL CO INC	NABC	NON-ACID DISINFECTANT CLEANER	TOILET BOWLS
SPARTAN CHEMICAL CO INC	HARD SURFACE DISINFECTING WIPES	WIPES TO DISINFECT AND CLEAN SURFACES	GLASS, DESKTOPS, COMPUTER SCREENS, KEYBOARDS ETC
SPARTAN CHEMICAL CO INC	STERIPHENE II	AEROSOL DISINFECTANT	DEODORIZING AND DISINFECTING
SPARTAN CHEMICAL CO INC	LEMON BLOSSOM	HAND SANITIZER IN DISPENSER	HAND SANITIZER
MIDLAB	FACILITY PLUS	ELECTROSTATIC SPRAYER, COVID DISINFECTANT	MIST DISINFECTANT, CAN BE USED ON PLEXIGLASS, CARPET OR OTHER SOFT SURFACES, SURFACE WIPERS
SPARTAN CHEMICAL CO INC	PEROXY 4D	HARD SURFACE DISINFECTANT	RESTROOM
SPARTAN CHEMICAL CO INC	XCELENTE	CLEANER	WOOD FLOORS
3M	RTU GLASS CLEANER	GLASS CLEANER WITH SCOTCH GUARD	ALL PURPOSE