



Woodland Hill

MONTESSORI SCHOOL

Absence and Sickness Protocol for Parents

If your child will be absent from school, please complete the following steps:

1. Send an email, use office communication, or call our Administrative Coordinator, Nicholle Gregor (ngregor@woodlandhill.org), our school nurse, Katie Singh BSN, RN (ksingh@woodlandhill.org) and your child's teacher indicating that your child will be absent for that day. If the absence is not health related, then include the details the initial email (i.e., dentist & doctor appointments, travel, etc.)
2. If your child is absent due to any medical related occurrence you do not need to include details in the email to Nicholle and your child's teacher . Please email Katie separately with health-related information which will be kept confidential.
 - i. Katie will follow up with a phone call to you to obtain more information and develop a plan for return to school.
 - ii. Katie will notify Nicholle and the child's teacher about when the expected day of return will be.

COVID Testing

We are no longer accepting rapid antigen COVID tests. We only accept PCR COVID tests.

When a student presents with **any** of the following symptoms, we ask that you do not come to school, obtain a PCR test from an outside provider, and consult a healthcare professional. Our policy is that an individual may return to school with a negative **PCR** COVID-19 test and must be fever-free (less than 100°F) for at least 24 hours without the use of fever-reducing medication.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

We understand that many of these symptoms overlap with the common cold and seasonal allergies. The only way to definitively diagnose a common cold or seasonal allergy is with a negative PCR COVID test. Thank you for your cooperation.

In rare circumstances, a **healthcare provider (HCP)** note of clearance is accepted with a clear definitive diagnosis such as Strep or ear infection. When an alternative diagnosis is given the HCP note needs to state that COVID is not a concern and COVID testing is not necessary to return to school. If a diagnosis of allergies, acute gastroenteritis or rhinitis is given then a negative PCR COVID test is mandatory.

COVID Testing Travel Policy

If you travel within NYS or to other states, you do not need to quarantine. If you have missed our weekly PCR pool testing, you must get an outside PCR test prior to returning to school.

If you travel internationally, you must COVID test in 3-5 days and isolate at home for 7 days after return. This test will fill the requirement of our weekly pool testing if you missed it.

FAQs

My child is not feeling well...what do I do?

Keep your child home from school. Call or email Nichole Gregor (ngregor@woodlandhill.org 518-283-5400) at school that your child will be absent.

Call or email the school nurse Katie Singh BSN, RN(ksingh@woodlandhill.org, 518-283-5400 ext.33 with detailed information about your child's symptoms.

My child is feeling better with medication and their fever and symptoms went away...can they come to school?

No. Keep your child home from school. You will need a Health Care Provider(HCP) note and/or negative COVID test.

Call or email school to alert them that your child will be absent. Call the school nurse to plan for return to school.

My child had symptoms, I gave them a rapid test and it was negative...can they come to school?

No. Keep your child home. You will need to be cleared by the school nurse by having a **negative PCR COVID test (rare circumstances a HCP note)**. Rapid tests are not accepted.

My child has had a COVID close contact exposure, but it was several days ago...can they come to school?

No. Keep your child home. Contact the school nurse to discuss and develop a plan for return to school. If you have been placed on a quarantine from the NYSDOH you must abide by that requirement.

My child has traveled either within the state or out of state... can they come to school?

Yes, if you have participated in the previous weeks pool testing. If you have missed it then you will need to provide a [negative PCR Covid test](#) before your child returns.

[My child has traveled internationally with our family...when can they return to school?](#)

Upon return you must have a PCR COVID test in 3-5 days and quarantine for 7 days. The negative PCR COVID test will fill the requirements of our weekly pool testing.