



Ivy Hill Prep

2021 – 2022 COVID-19 Protocols

Updated August 12, 2021

Background & Goal

Ivy Hill Prep is returning to full in-person schooling this fall for students and staff. It is our goal to ensure every adult and child are as safe as possible from the transmission of COVID-19. Our team's individual choices and actions to mask or vaccinate are now more relevant to that safety than ever, not just for us as individuals, but for the entire Ivy Hill Prep school community.

Goal: Our goal is simple. As we successfully did in the 2020-2021 academic school year, **0 Transmission of COVID-19 within our school.**

Vaccination and Testing Policy

By August 9, 2021

If you are fully vaccinated:

- Submit to vaccine@ivyhillprep.org a copy of your completed vaccine card for one of the three vaccines approved for use in the United States (Pfizer, Moderna, or Johnson & Johnson), **AND**
- Begin submitting **weekly negative PCR Test results** for COVID-19 on or before Sunday at 11:59pm each week. Please refer to the School Calendar to confirm submission dates. **The first submission date is Sunday, August 8th at 11:59PM.**

If you are not fully vaccinated:

- Begin submitting **weekly negative PCR Test results** for COVID-19 on or before Sunday at 11:59pm each week. Weekly Testing Submission dates will be added to Ivy Hill Prep's school calendar. Please refer to the School Calendar to confirm submission dates. **The first submission date is Sunday, August 8th at 11:59PM.**

Things to Know Re: Testing & Submission of Test Results

- **The only acceptable test results are PCR Test Results. Rapid Test Results are not accepted.**
- Testing can be completed at any reputable clinic or medical facility that produces a printed or digital test result. Many testing facilities are [completely free](#), but some facilities will require submission of your health insurance information and may bill for some portion of their services provided. It is the responsibility of the employee to understand and cover these costs, if applicable. It is recommended that you find a free or low-cost option for regular testing.



- Testing must be completed outside of work hours.
- Tests should be taken 96 hours prior to the Sunday submission date.
- Testing results are due by e-mail to vaccine@ivyhillprep.org within 24 hours after you receive them, and on or before Sunday at 11:59pm. Please see above for the frequency in which your test results are required.
- If you receive a positive test result, please follow the protocols for self-isolation and immediately notify the Director of Operations **and** Head of School.
- Failure to submit your testing results for one week will result in a warning letter. Failure to submit your testing results for multiple consecutive weeks may result in disciplinary action, up to and including termination.

Masking Policy

Students

All of Ivy Hill Prep's students are not yet 12 years old and thus are not eligible for vaccination. Hence, students will be required to be masked for almost all portions of the day.

Adults

All adults, regardless of vaccination status, are required to wear two masks at all times. Reference the [CDC's website](#) to choose an acceptable mask that will ensure your ultimate protection. While eating or drinking, when it is impossible to be masked, remain at least three to six feet away from other teammates.

This policy is the most up to date version, but is subject to change based on New York City guidelines, the CDC, and the Department of Health.