



**DIOCESE OF TRENTON**  
**Requirements for Schools**  
**Covid-19**  
**8/21/20**

**The information in this document is subject to change as per updates  
from the NJDOE and the NJ Department of Health.**

All requirements in this document are pursuant to NJ Executive Order 175 and New Jersey Department of Health COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools (8/13/20). Updates will be made as per new Executive Orders and/or updates from the NJDOH.

## GUIDING DOCUMENTS

- NJ Executive Order 175 (#5 – page 10) <https://nj.gov/infobank/eo/056murphy/pdf/EO-175.pdf>
- NJ Department of Health Covid-19 Public Health Recommendations for Local Health Departments for K – 12 Schools (August 12, 2020) [https://www.state.nj.us/health/cd/documents/topics/NCOV/RecommendationsForLocalHealthDepts\\_K12Schools.pdf](https://www.state.nj.us/health/cd/documents/topics/NCOV/RecommendationsForLocalHealthDepts_K12Schools.pdf)

**MASKS – MASKS SHALL BE WORN BY ALL STUDENTS/FACULTY/VISITORS** (unless the exception is met in NJ EO175, #2)

- Masks should be worn by all students/faculty/staff/visitors as per the specifications in NJ Executive Order 175 – 2B
  - Clear face coverings (masks) are acceptable
  - Face shields do not replace masks
  - Mask breaks are allowable for short periods of time – when social distancing is in place

**SCREENING – Screening is required for all students/faculty/visitors entering the building. Screening includes a temperature/symptom check.**

- Students
  - Best if done by parent/guardian and reported to school prior to start of day. Can be done using the SIS, phone app, etc.
  - Temperature check required prior to entering the building if parent has not pre-screened the child.
  - Prior to the first day of school, all students should be screened for travel to states on NJ Travel Advisory.
- Faculty
  - All faculty must be screened prior to entering the building.
  - Prior to the first day of school, all faculty should be screened for travel to states on NJ Travel Advisory.
- Visitors
  - A temperature check should be made for any regular visitor to the building (i.e. mail carrier, UPS, FedEx, etc.).
  - All visitors to the building who will remain in the building for more than 15 minutes must undergo a temperature and symptom screening.
  - **ALL VISITORS MUST SIGN IN** (necessary for potential contact tracing)

**NJ RISK MATRIX** - New Jersey has divided counties into regions and assigned a risk matrix for Covid-19 per region.

## Regions in Diocese of Trenton

- Southwest Region – Burlington
- Central West Region – Mercer
- Central East Region – Monmouth, Ocean

## Risk Matrix Colors

- Green – low risk
- Yellow – moderate risk
- Orange – high risk
- Red – very high risk

## WHEN OPENING FOR IN-SCHOOL LEARNING, ALL SCHOOL IN THE DIOCESE SHOULD ADHERE TO THE FOLLOWING REGARDLESS OF CURRENT RISK LEVELS (green, yellow, and orange):

- Require staff and students to stay home when sick or if they have been in close contact with someone with COVID-19 within the past 14 days. Parents/guardians, students and staff should notify school administrators of illness.
- Have a policy for daily symptom screening for students and staff; have plans for students and staff to report symptoms that develop during the day.
- In conjunction with local health department, identify COVID-19 rapid testing resources (viral testing) for when staff and students develop COVID-19 compatible symptoms.
- Clean and disinfect frequently touched surfaces at least daily.
- Ensure adequate hand hygiene supplies are readily available.
- Implement physical distancing measures (e.g., reducing occupancy (staggered schedules, use of alternate spaces), installation of partitions/physical barriers, cancelling large gatherings/events, defined cohorts).
- Implement source control through wearing face coverings.

## Notification of Risk

- Keep abreast of NJDOE and NJDOH COVID-19 guidance and surveillance indicators.
- Exchange after-hours contact information with your local health department.

## COVID-19 EXCLUSION TABLE: EXCLUSION CRITERIA FOR STAFF, STUDENTS AND CLOSE CONTACTS

- Refer to page 13 of *COVID-19 Public Health Recommendations for Local Health Departments for K-12 Schools*  
[https://www.state.nj.us/health/cd/documents/topics/NCOV/RecommendationsForLocalHealthDepts\\_K12Schools.pdf](https://www.state.nj.us/health/cd/documents/topics/NCOV/RecommendationsForLocalHealthDepts_K12Schools.pdf)

## PROCEDURES FOR CONFIRMED CASES IN SCHOOL (As per NJ Department of Health Covid-19 Public Health Recommendations for Local Health Departments for K – 12 Schools (August 12, 2020) – refer for updates

Scenario	Closure
1 confirmed case in the school	School remains open*; students and staff in close contact with positive case are excluded from school for 14 days.
2 or more cases in the same classroom (outbreak limited to one cohort)	School remains open*; students and staff in close contact with positive case are excluded from school for 14 days. Recommendations for whether the entire classroom would be considered exposed will be based on public health investigation.
2 or more cases within 14 days, but are linked to a clear alternative exposure that is unrelated to the school setting and unlikely to be a source of exposure for the larger school community (e.g. in same household, exposed at the same event outside of school)	School remains open*; students and staff in close contact with positive cases are excluded from school for 14 days
2 or more cases within 14 days, linked together by some activity in school, but who are in different classrooms (outbreak involving multiple cohorts)	Recommendations for whether school closure is indicated will be based on investigation by local health department
A significant community outbreak is occurring or has recently occurred (e.g., large event or large local employer) and is impacting multiple staff, students, and families served by the school community	Consider closing school for 14 days, based on investigation by local health department.
2 or more cases are identified within 14 days that occur across multiple classrooms and a clear connection between cases or to a suspected or confirmed case of COVID-19 cannot be easily identified (outbreak involving multiple cohorts)	Close school for 14 days.
Very high risk of community transmission (refer to COVID-19 Regional Risk Level Matrix)	Close school until COVID-19 transmission decreases.

**COMMUNICATIONS – Communication to all stakeholders is critical during Covid-19.**

Post, and update, all information on your Covid-19 plans/protocols to your school website and social media. Regularly communicate with parents regarding school conditions using email, website and social media.

**FINAL NOTES:**

The Diocese of Trenton has issued these requirements for all of the parish-sponsored and diocesan Catholic schools in Burlington, Mercer, Monmouth and Ocean Counties. Parents who have questions about the return to school should consult your school’s website for information or directly contact your school office for the most accurate and up to date information pertaining to the schools’ specific plans.

This document has been abridged for public release.