



Policy Number	560M
First Approved	9/7/21
Reviewed/Revised	
Effective Date	9/7/21
Sponsor	Human Resources

## Policy 560M: Covid-19 Vaccination and Testing

### Purpose

Le Jardin Academy's (LJA's) expectation is that all employees and families share responsibility for the prevention and spread of infectious diseases to staff, students, families, visitors and the community by taking measured steps to reduce the risk of transmission of vaccine-preventable diseases as outlined in the procedures below. This policy is intended to comply with all federal, state and local laws. It is based on guidance provided by the Centers for Disease Control and Prevention (CDC), Occupational Safety and Health Administration (OSHA) and state and local health agencies.

### Policy

As COVID infection rates in the community rise, they increase risk to the health and well-being of members of our school-community and LJA's ability to provide in-person learning. Responding to the rising risk and in compliance with CDC recommendations, LJA strongly encourages eligible students and staff to consult with their physicians and fully vaccinate<sup>1</sup>. In the absence of a HDOH vaccine mandate, however, and in order to provide an additional layer of mitigation at high levels of community spread (LJA Response Level 2), LJA expects all employees and students to participate in the testing regimen outlined below in order to participate in in-person learning and activities. This testing procedure also conforms to CDC guidelines for schools in communities with moderate and high levels of community transmission.

The Head of School and Management Team, in consultation with the medical experts, are authorized to issue, implement and modify this policy.

### Procedure

#### A. Vaccination and Testing

1. At LJA COVID Response Level 2, all vaccine-eligible (EUA or licensed) employees and students, who have been vaccinated, must submit, or have on record, proof of full vaccination. Records must be uploaded into LJA's health record management system (Magnus) or recorded with the Nurse's Office.

---

<sup>1</sup> "Fully vaccinated" as defined by the [CDC](#).

2. In addition, all employees and students must comply with the testing regimen outlined below in order to participate in in-person learning and activities.
- B. Surveillance/Screening Testing<sup>2</sup>
1. At LJA Response Level 2, the Head of School in consultation with medical experts may implement surveillance or periodic screening test protocols for vaccinated and unvaccinated staff and students.
  2. Students and staff selected for testing must participate in appointed testing or be subject to procedures outlined in Section C below. If an individual misses his/her screening appointment, he/she must submit a health-professional-monitored and FDA-approved COVID screening test for asymptomatic testing in order to continue to participate in in-person learning and activities.
  3. Care will be given in preparing students for testing so as not to cause alarm or undue anxiousness/stress.
  4. In addition, unvaccinated employees and students must comply with additional testing 24 hours prior to high-contact activities (e.g., sports, overnights, dances...)
- C. Non-compliance
1. Failure to comply with these procedures will result in the employee's employment status being changed to unpaid Leave of Absence (LOA) for 30-days after the Vaccination/Testing Deadline. At the end of the 30-day period, if the employee has not been fully vaccinated or complied with the testing regimen, the employee may be subject to additional disciplinary action, up to and including termination of employment.
  2. Students who do not comply with LJA's vaccination/testing regimen will not be able to participate in in-person instructional and co-curricular activities. At Level 2, work will be sent home; distance learning is only provided at LJA Response Level 3.
- D. New hires and eligible students are encouraged to consult with their physicians and fully vaccinate. All must comply with the testing regimen described above.

## References

[Screening Testing Procedure](#)

---

<sup>2</sup> Surveillance Testing is defined by CDC as testing done to determine incidence at the population level and is not useful for identification of individual carriers or for individual healthcare decision-making. Screening Testing is defined as testing of unvaccinated people who are asymptomatic and have no known exposure to the virus. The latter can use individual diagnostic testing or population surveillance. Due to breakthrough capability of SARS-CoV-2 variants, LJA intends to apply Screening Tests to vaccinated and unvaccinated student and staff populations.