



MEMORANDUM

TO: All Staff
FROM: Health & Safety Committee
RE: COVID & Mask Policy Update
DATE: 5/20/22

As many of you know, we are currently in a COVID surge in our area. Putnam County is now designated as a High Transmission Level area. At Green Chimneys we are experiencing outbreak clusters and need to mitigate spread as much as possible.

Effective Immediately and until further notice we are implementing the following policies:

- Masks are now mandatory for staff/adults inside all buildings;
- Masks are highly recommended for children;
- No in-person meetings with more than 2 people are allowed indoors;
- Masks are required in the dining hall unless you are sitting and eating.

Please remember, as always, if you have symptoms of COVID stay home, contact your supervisor and take a test. Test kits are available in our Health Center for you to take home. As a reminder, isolation protocol is to be followed from Day 0 (symptom onset or positive test if asymptomatic). Masking continues to be required during and upon return from isolation during Days 6 through 10 after COVID-19 infection. Students and essential staff members may return to work on Day 6. If you are able to do your job remotely, you may return on Day 11.

While we know these mandates may be disappointing, we want to do what we can to lessen the spread of COVID to whatever extent possible. Please be sure to abide by these policies. And once again, thank you all for all you are doing for our children and families.