

Updated Situation Room Thresholds for School-Wide Investigations

For the 2021–2022 school year, the Situation Room thresholds for school-wide investigations to determine whether there is widespread transmission in a school have been updated to reflect the changing COVID-19 landscape in New York City. The criteria for school-wide investigations will be determined based on the size of the student body, the number of confirmed cases in the past seven (7) days, and the locations in the school building where the cases are found. The purpose of this investigation is to determine whether there is widespread transmission of COVID-19 within the school community. Schools under investigation will remain open until the conclusion of the investigation.

The following thresholds are guidelines for the Situation Room to determine whether to conduct a school-wide investigation:

- Schools with 200 students or fewer: at least four (4) confirmed cases;
- Schools with between 201 and 1,000 students: confirmed cases of at least 2 percent of the enrolled student body;
- Schools with greater than 1,000 students: at least 20 confirmed cases.

For questions, submit a ticket via <https://charterschools.mojohelpdesk.com>.

Your DOE credentials may be required to access the links above. Note that not all content on the DOE InfoHub may be relevant to charter schools.

Updates to Situation Room Policies and Procedures for Close Contacts

As of October 20, positive COVID cases for adults no longer result in the quarantine of the entire classroom. The New York City Department of Health’s Test and Trace (T2) will use the following guidelines to determine close contacts of adult cases:

- Close contacts are individuals, either students or adults, who have been within six (6) feet of a positive case for 10 minutes or more, regardless of whether they followed masking protocols. Close contacts must quarantine for 10 days from last exposure to the positive case, except:
 - If both the positive case and the close contact are students who have been fully masked, then K–12 students, who are more than three (3) feet and less than six (6) feet from the positive case, do not need to quarantine. However, those individuals are still considered close contacts and should be included on the close contact template for T2. They should be asked to monitor their health for COVID symptoms; and subsequently get tested if they become symptomatic.
 - Vaccinated close contacts do not need to quarantine unless they have COVID-like symptoms.

Review the updated guidance on the [COVID Situation Room](#) InfoHub page. Additional guidance will be provided during consultation between T2 and the school leader.

Updates to Situation Room Hours for Upcoming Holidays

As noted previously, the DOE Situation Room regular weekday hours are from 7:00 a.m. to 4:30 p.m.; the Situation Room is closed on Saturdays. Sunday hours are from 11:00 a.m. to 3:30 p.m. In observance of upcoming holidays in November and December, the COVID Response Situation Room hours are as follows:

- Tuesday, **November 2** (Election Day): Regular weekday hours;
- Thursday, **November 11** (Veteran's Day): Regular weekday hours;
- Thursday, **November 25** (Thanksgiving): Closed;
- Friday, **November 26**: Hours are 11:00 a.m. to 3:30 p.m.;
- Friday, **December 24** (Christmas Eve): Closed
- Monday, **December 27**–Thursday, **December 30** (Winter Recess): Hours are 8:00 a.m. to 2:30 p.m. weekdays;
- Friday, **December 31** (New Year's Eve): Closed.

Updates to Situation Room Policies and Procedures for Cases in School Buildings

Beginning **October 19**, when there is a confirmed positive case in a school, the Situation Room will provide a letter via the RTS portal for principals to distribute on school letterhead to the staff and families (in all DOE-supported languages) of students who are not close contacts, but who share a classroom with the person identified as a positive case. Note that for students in grades K-12, if all students have been fully masked in the classroom, then only students who have been within three (3) feet of the positive case are close contacts and need to quarantine. These details will be reviewed by Test + Trace (T2) during the close contact investigation with the school.

To ensure the Situation Room receives accurate information, school leaders are now asked to consult with teachers about cases in their classrooms, when the school leader is unaware of seating arrangements or mask compliance.

As of **October 19**, families with NYCSA accounts will receive their school's Daily Rollup when there is an active Situation Room intervention in their school. For updates to policies and procedures, see the [DOE Situation Room InfoHub page](#).

For questions, contact the Situation Room at 212-393-2780 or email RTS@buildings.nyc.gov.

For other Situation Room questions, submit a ticket via <https://charterschools.mojohelpdesk.com>.

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