

## Health Protocols and Guidelines for Re-opening School 2020-2021 School Year



The following guidelines have been developed and will be implemented this year to provide a standard of care for our students and faculty especially during this pandemic. Although it is not possible to eliminate all risk of furthering the spread of COVID-19, these protocols and practices will help minimize the likelihood of the virus spreading.

### **Sanitizing and Disinfecting**

We are implementing additional disinfection and sanitation protocols that will include strengthening ongoing procedures, purchasing new cleaning tools and supplies, and implementing scheduled disinfecting protocols.

Classrooms, restrooms, the gym, weight room and cafeteria will be routinely disinfected by the custodial staff and other designated staff members.

### **Classrooms**

Students will socially distance as much as possible.

Masks may be required for ages 10 & up.

All classrooms will have a sanitize station in addition to the existing hand sanitizer dispensers.

Students will be required to sanitize hands upon entering and leaving the classroom.

Students will be required to wash their hands regularly—at least two times a day for at least 20 seconds.

Frequently touched surfaces (desks, doorknobs, light switches, etc.) will be sanitized periodically through out the day.

### **Cafeteria**

Students will socially distance as much as possible.

Early Ed students will eat in their classrooms.

Elementary students may have meals in both the cafeteria and in classrooms.

Upper School students may have meals in the cafeteria and gym.

Hand sanitizer stations will be available at entrances and exits of the cafeteria.

Lunch deliveries from outside entities or parents will not be permitted.

Microwaves for student use will be removed or not be operational from the cafeteria.

Students will be required to sanitize the area where they ate in addition to the cafeteria being sanitized between lunch periods.

### **Gym**

Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.

Procedures will be implemented in the locker rooms to promote social distancing.

Equipment will be disinfected.

Sanitizing areas and access to handwashing will be provided.

### **Restrooms**

The number of students in the bathroom at a time will be limited.

The students will use every other sink.

Students must wash hands after using the restroom.

Water fountains will not be useable.

Increased cleaning and disinfecting of restrooms will occur throughout the school day.

### **Screening**

Faculty and staff will be required to self-screen for COVID-19 symptoms before coming onto campus each day.

Parents must ensure that they do not send their child to school if the child has COVID-19 symptoms. They are expected to screen their students for COVID-19 symptoms each day prior to sending them to school. Please do not send your child to school if they are sick. It will be imperative that parents err on the side of caution if their child is not feeling well.

Students may routinely have a temperature check as they enter their first period class.

### **Isolation**

Students who show COVID-19 symptoms while at school will be immediately separated and isolated.

The areas used by the individual who shows signs of COVID-19 symptoms while at school (student, teacher, staff) will be cleaned as soon as feasible.

Communication will be provided to the students/staff who were in contact with a student/staff member who was lab-confirmed positive for COVID-19.

### **Returning to Campus**

Students and staff who have displayed symptoms of (presumptive positive) or tested positive for COVID-19 will be required to isolate for 14 days from the onset of symptoms and be fever-free for 72 hours and symptoms resolved before returning to campus; unless a written alternative diagnosis is received from the healthcare provider and discussed with the administration prior to the student or staff member's return.

### **Social Distancing**

Where feasible without disrupting the educational experience, students will be encouraged to practice social distancing. In classroom spaces, students' desks will be spaced as far apart as instructionally possible.

Teachers will eliminate sharing supplies as much as possible.

Teachers will limit student movement within the classroom as much as possible.

### **Attendance**

Students will receive excused absences for missing school because of COVID-19 as is our policy for any illness.

### **Make-Up Work**

Students' assignments may be arranged with the teachers to be picked up by a parent in the office.

### **Recess (Elementary & Early Ed)**

When necessary, classes will have their own scheduled time on the playground so they are separated at recess.

### **PE (Elementary)**

PE classes will be conducted outdoors whenever possible. Weather/temperature will be a consideration. Appropriate social distancing measures will be followed.

PE equipment will be sanitized and wiped down.

### **Enrichment Classes (Elementary)**

Enrichment teachers may have class in the students' classroom as an option (especially the first few weeks of school).

When students go to enrichment classes, they will use their own art supplies to the extent possible and in music and computer classes the equipment will be sanitized and wiped down.

### **Snack Time (Upper School)**

The number of students at a time in the snack shack will be limited to prevent crowding and close contact.

### **Lockers**

To prevent congregating between classes and before and after school, students will not be assigned an academic locker. Students will take their backpacks to class.

### **Boardwalks**

Congregating on the boardwalks is discouraged.

When transitioning between classes, students will follow one-way directions on the boardwalks and walk as far to the right as possible and maintain social distancing when one way is not feasible.

### **Water Bottles**

Students will need to bring their own water bottles because water fountains will not be used.

Elementary teachers will supervise water refills.

### **Visitors on Campus**

Visitors will not be allowed on campuses.

Parents who need to drop off packages, supplies, sack lunches or homework, should notify the front office that they will be dropping off items at the front door.

Individuals who must enter the front office area will be asked a series of questions about their health and maintain social distancing. They may also be required to wear a mask when they enter the office area.

### **Masks**

Guidelines for face masks may be required in accordance with state mandates. Unless mandated by the Governor, students and staff will have the option whether or not to wear a mask.

If students wear a mask we request they follow the guidelines as outlined in the uniform policy: We request that the reusable masks are solid colors and should be black, red, gray or white. They can have the school logo or student initials, but no other designs. There are some masks listed on the Land's End approved list. Disposable masks are acceptable and only solid colors (usually white, blue or yellow) can be worn.

**First Day Procedures**

Students will receive a temperature check prior to entering their first period class.

Students will have designated entrances (details will be forthcoming before school starts).

All students will be taught good handwashing techniques and all appropriate hygiene practices and other mitigation practices implemented at TCS this year (such as assigned entrances, following one-way directions on the boardwalks, limited number of students in the bathrooms, no use of water fountains, no shared supplies).

July 9, 2020