

Campus Community School Covid-19 Expectations, Guidelines and Protocols

****Campus Community School is committed to maintaining compliance with State health and education guidelines. The information in this document is current as of this moment in time, but may need to change throughout the year as guidelines change from DPH and DOE. Parents, staff, and students will be informed if/when changes are made.*

Cohorts

- K-2 students will be in cohorts by homeroom. 3-8 students will be split into A/B cohorts within their homeroom and will report on different days. All students will remain in cohorts throughout the day and will not mix with other cohorts (closer than 6 feet apart for more than 10-15 minutes) other than on busses.

Cleaning/Sanitizing/Hygiene

- Bathrooms will be disinfected every 1-2 hours and cleaned thoroughly each night.
- Classrooms will be provided with student-safe disinfectant and cleaning cloths. Common surfaces (tables, door knobs, etc.) and shared materials will be sprayed and wiped any time there is a change of groups, before/after lunch, and at the end of the day. Classrooms will be cleaned as usual each evening.
- Playground equipment (swings, slide, etc.) will be sprayed after use.
- All students and staff will wash their hands regularly, especially when using the bathroom and prior to lunch. Hand sanitizer should be used throughout the day as designated by the teacher. Teachers will wash hands/use hand sanitizer when working with a new cohort.
- Parents not wanting their child to use hand sanitizer should submit an “opt out” note.
- Wednesdays will be used for more thorough cleaning of the building.
- Sharing of materials will be limited as much as possible.

Masks

- All students and staff will wear masks in the building, specifically in common areas (hallways, bathrooms, entering/exiting, etc.) and when social distancing of 6 feet or more is not possible. Students will not be required to wear masks during lunch, outdoor recess or PE.
- Students will be provided mask breaks as necessary and appropriate.
- Students who have an approved doctor’s note stating the condition, plan for mask use, and duration of the plan will be provided with accommodations based on the doctor’s recommendations. It is suggested that this be discussed in a class meeting to help students understand that some people may have medical conditions that prevent them from wearing masks as often as others.
- Masks must be 2-ply (or more) and be worn around the nose and mouth. ***Scarves, bandanas, and gator masks are prohibited.***

Social Distancing and Movement throughout Building

- Every attempt will be made to maintain proper social distancing of 3-6 feet, especially when students and staff will be working together for more than 10 minutes.
- All classrooms will be set up to ensure students can sit at least 5-6 feet apart, facing in the same direction.
- The cafeteria will be set up to maintain 6 feet of distance between students. “Dots” will be placed where students can sit as a way to provide a visual.
- Students will be taught to “keep their distance”.
- Student cohort groups will be assigned different areas (playground/soccer field) during outdoor recess.
- Middle School students will change classes in a staggered fashion by grade level. Locker use will be limited to the start of the school day, at lunch, and the end of the school day.
- Students nor staff should congregate prior to, during, or after school.
- Students should be allowed out of class 1 at time (bathroom, drink, etc.).

Busses

- All students will be given an assigned seat on the bus based on a pre-designed seating chart provided by the Department of Education. Seating will allow for at least 3 feet of distance between students.
- Students must wear their mask when entering the bus and for the duration of their ride.
- Busses will be disinfected after the morning run and the afternoon run.
- Windows will be kept open on busses (weather permitting).
- Social distancing should be practiced at bus stops, as well.

Visitors

- Visitors will only be allowed into the main building when necessary and scheduled ahead of time.
- Parents will not be allowed to visit classrooms, come for lunch, etc. until further notice.

Health Self-Screenings – A health screening form was sent to all parents and has been posted on the website, as well. All staff and students should follow the guidelines on the self-screening tool and not report to school when ill.

Protocols for individuals with Covid Symptoms, Positive Test Results, and/or Close Contacts

- **Students –**
 - Students who have Covid-like symptoms that are NOT directly linked to a known condition such as asthma or allergies should stay home and contact their doctor and school nurse (Howard Kimmel – howard.kimmel@ccs.k12.de.us) for additional guidance.
 - If a student is symptomatic at school, he or she will be sent to the nurse for further evaluation. If it is determined that the student is a potential Covid-case, that student will remain in the **isolation room** until picked up. Prompt pick-up (within one hour) is expected. At that time, all additional students/staff members who reside in the student's house, may also go home, depending on the circumstances and symptoms.
 - Students sent home sick may NOT ride the bus.
 - The student (and household members) can return to school upon the symptomatic student receiving a doctor's note or negative test results. The school nurse will provide specific guidelines for returning.

- **Staff –**
 - Staff who have Covid-like symptoms that are NOT directly linked to a known condition such as asthma or allergies should stay home and contact the Head of School (Heidi Greene) for additional guidance.
 - If a staff member is symptomatic at school, he or she should call the nurse. If it is determined that the staff member should be sent home for further evaluation and testing, he/she should leave the building as soon as possible. At that time, all family members who attend CCS, may also go home, depending on the circumstances and symptoms.
 - The staff member can return to school upon receiving a doctor's note or negative test results.

- **In the event that a student or staff member tests positive for Covid**, he/she will follow all DPH guidelines and remain isolated/quarantined until given notification from DPH. Prior to returning to school, a note from DPH with medical clearance will need to be provided to the school. **Following the state guidelines, Campus Community School will work with DPH to establish next steps for the school community, including communication to all staff and families.**

- In the event that a family member (or close contact) of a student or staff member tests positive for Covid, that student/staff member will follow all DPH guidelines regarding quarantining. **This should be made known to the Head of School (heidi.greene@ccs.k12.de.us) as soon as possible.**

Arrival/Dismissal –

- Arrival
 - All students will have their masks on to enter the building.
 - Students can enter the building at 7:40. **Students will NOT be allowed to wait in the vestibule this year.** When waiting for the doors to open, students should remain in their cars or, if necessary, wait outside of the building “keeping their distance”.
 - All students should go straight to their homeroom/locker upon entering the building. Other than making a quick stop at their locker, students should not be lingering or wandering in hallways before homeroom.
 - Bus students will enter the building through the cafeteria doors on the side of the building, as usual.
 - K/1 students will enter through the K/1 hallway doors (far right).
 - 2nd – 5th grade students will enter through the front doors (middle).
 - Middle School students will enter through the MS hallway doors (far left).
 - Parents dropping off students should pull into the school driveway and pull all the way up (do not stop at your child’s specific door). **Parents should remain in their cars.** There will be staff members available to assist the children as needed.

- Dismissal
 - For anyone doing parent pick-up at the end of the day, please post a sign in your window or dash with your child(ren)’s LAST name(s). Students will remain in their classrooms until called. This will help us know which families to call.
 - 3:25 – Bus students will be dismissed, starting with K-2, and followed by 3-8. Students will report directly to their busses, wearing their masks.
 - All other students will remain in their classrooms until their name is called. Students will exit their normally assigned doors and go directly to their car.
 - Parents doing pick-up should line up at the curb along Pear Street and wait until all busses have pulled out before pulling in. Like always, pull all the way up so that we can get multiple cars loaded at one time.
 - Parents must remain in their cars and in line. Do not wait on the lawn or in front of the building.

Breakfast/Lunch

- For breakfast, most students will eat in their classrooms. A small group of K-2 students may eat in the cafeteria with their cohort.
- For lunch, K-2 students will eat in the cafeteria and be seated 6 feet apart by cohort. Students will have assigned seats and be served lunch at their seats. 3-8 students will eat lunch in the classrooms, maintaining the same social distancing as during class time. Lunch will be brought to the classrooms.