

KIPP:ENC

College Prep Public Schools

Returning to In-Person Learning with Safety & Joy

April 2021

KIPP:Durham

College Prep Public School

KIPP:Gaston

College Prep Public Schools

KIPP:Halifax

College Prep Public School

Table of Contents

Introduction

Purpose

Guiding Principles

Learning Plans

COVID Safety Strategies

Face Coverings

Social Distancing

Hand Hygiene

Wellness Surveys and Temperature Checks

Cleaning and Disinfecting

Rapid Response Protocols for Students

Cohorting

School Closures

Additional Health and Safety

Attendance

Emergency Contacts

Visitors

Emergency Preparedness

Required Immunizations (non-COVID)

Operating Procedures

Transportation

Arrival

Dismissal

Meals

Transitions

Student Restroom Usage

Recess

Supplies

Uniforms

After Hours Activities

Athletics and Extracurriculars

Field Lessons

Events and Meetings

Introduction

Purpose

The purpose of our Returning to In-Person Learning Guidebook is to outline the key operational and safety aspects of restart for KIPP ENC Public Schools to successfully reopen during the final weeks of the 2020-21 school year. As information continues to evolve, we will revise our guidance and share updates accordingly.

Guiding Principles

The returning plans for the 20-21 school year are grounded in the three guiding principles outlined below.

KIPP ENC Returning to In-Person Learning Guiding Principles	
We commit to:	
1	Protect the health and safety of our students, staff, and families to the fullest extent possible
2	Provide our students with an academically excellent, joyful, and equitable learning experience with a consistent focus on college readiness, regardless of whether we are inside or outside of our school buildings
3	Show care for our entire Pride so we can thrive in these last few weeks of the 2020-21 school year

Learning Plans

This guidebook is centered around our plan to launch the last quarter of the 2020-21 school year, after being 100% remote for the first three quarters of the year, offering families two options for instruction beginning on or around Monday, April 19, specific to the grade level of their child(ren):

- a. **Plan A for Primary Grades Students:** 100% in-person learning four days a week (Monday-Thursday) for five hours a day (from 9AM-2PM) on campus, with remote learning on Fridays.
- b. **Plan B for Middle Grades Students:** In-person learning two days a week (Monday-Tuesday or Wednesday-Thursday) for five hours a day (from 9AM-2PM) on campus, with remote learning on the other two days and Fridays.
- c. **Plan C :** 100% remote learning five days a week.

COVID Safety Strategies

The Seven Safety Strategies outlined below were developed using Centers for Disease Control (CDC), state, and local guidance, in addition to input from KIPP ENC staff and families.

1. **Face Coverings** | All adults, students, and children age two and older must wear a face covering (mask or cloth covering) inside of any KIPP ENC building and on any KIPP ENC campus.
2. **Social Distancing** | Classrooms, hallways, lobbies, offices, buses, etc. will be reconfigured as best as possible to accommodate social distancing. The current CDC guidance is 3-6 feet distancing in classrooms, with 6 feet outside of classrooms.
3. **Hand Hygiene** | All adults and students must use hand sanitizer before entering a KIPP ENC building, classroom, office, and/or any other space. Additionally, students and staff will have specific times throughout the day to wash their hands with soap and water.
4. **Health and Wellness Surveys and Temperature Checks** | All staff and students will complete a daily Health and Wellness Survey, and all adults and students will be temperature checked before entering a KIPP ENC building.
5. **Cleaning and Disinfecting** | All spaces will be cleaned daily/nightly with high-touch/high-traffic areas being disinfected with greater frequency.
6. **Rapid Response Protocols** | If an adult or student is feeling sick, they are asked to stay home. All KIPP ENC staff and families will follow the protocols outlined below if a student and/or staff member has COVID-19 symptoms, tests positive for COVID, and/or has had direct contact with someone who has the virus.
7. **Cohorting** | Cohorting (or creating isolated groups) will be used where possible with as few adults assigned as possible. Any visitors external to the cohort (i.e. school leader, custodian) should minimize time in any cohort's presence to under 15 minutes and to strictly maintain 6-foot social distancing throughout that time.

Face Coverings

Face coverings, which include cloth coverings, disposable, and reusable masks, have been found to be the most effective strategy in reducing virus spread. While we know this will be a challenge for some students and adults, all individuals on a KIPP ENC campus, in a KIPP ENC building, and on a KIPP ENC bus are required to wear a face covering throughout the day.

- Face coverings need to cover one's mouth **and** nose.
- Students and staff are required to wear a face covering while on a KIPP campus, in a KIPP building, and on a KIPP bus.
- Students and staff need to wear a face covering throughout the day with few exceptions, which include:
 - While eating and drinking
 - Children who are younger than two years old
 - Anyone who is in respiratory distress or is unconscious
 - Anyone who is incapacitated or otherwise unable to remove the face covering without assistance
 - For other activities which physically require the removal of the mask. Exception activities will be very limited.
- If needed, all KIPP ENC staff and students can receive a reusable mask each day.
- Disposable masks will be available at each school for students, staff, parents/guardians/family members, and visitors who forget to bring their face covering. These masks will be available at the building entrances and

reception areas.

- Resources on how to properly wear a mask and face covering can be found by clicking this [video](#) and [web resource](#).

Social Distancing

The goal of [social distancing](#) is to limit close face-to-face contact with others by keeping adults and children as reasonably apart as possible. Social distancing spaces include any interior or exterior space that children and/or adults utilize throughout the school day (i.e., classrooms, buses, offices, recess spaces, parking lots, etc.). **When possible, a good rule to follow is to keep people at least two arm lengths apart.** There will be situations which do not allow for social distancing. When this occurs, we must be even more vigilant that the other safety protocols are being followed.

Visitor/Reception Area

- Furniture is arranged to keep people apart.
- Floor decals have been installed to indicate where individuals will stand in line (outside space will be used for overflow; this space will have sidewalk decals/paint lines).
- Sneeze guards/partitions are in place at each reception desk.
- Signage is posted reminding visitors to follow our safety rules and guidelines.

Classroom Space

- Desks are arranged to conform to physical distancing (3 to 6 feet apart)
- Desks face the same direction.
- Floor decals on the floor indicate where and how students will line up so as to keep three to six feet apart.

Use of Entrances

- Differentiated entrances have been designated for arrival and departure to minimize crowding and to maintain social distancing. Please see your school's addendum to this plan for more details.

Hallways and Sidewalks

- Floor/sidewalk decals/paint and/or signage are in place to remind individuals to stay a safe distance apart when walking and during transitions.
- Students and adults are required to walk in singular lines using the floor decals (no side-by-side walking).
- "One way routes" will be created where feasible and needed.
- Signage is posted reminding students and staff to follow our safety rules and guidelines.

Cafeteria and Gymnasiums

- Cafeterias will not be used for feeding students. Instead, food will be delivered to individual classrooms. Cafeterias may be used for activities like PE or arrival/dismissal as needed.
- Signage is posted reminding students and staff to follow our safety rules and guidelines.

Playgrounds

- Teachers and school staff will monitor that students are abiding by social distancing norms during recess. Contact activities are not allowed.
- Games that allow social distancing in between students may be played (i.e., kicking the soccer ball back and forth).
- Sidewalk decals/paint are used to show the distancing required when lining up to go back into the building.

Restrooms

- Each restroom (adult and children) has a posted sign indicating the maximum capacity allowed in the restroom at any given time, using as a guideline 6 feet or approximately every other stall
- Sinks and toilets are marked to ensure appropriate distancing, or approximately every other sink.
- Signage is posted reminding students and staff to follow the safety rules and guidelines. Signage in the bathroom will remind everyone to wash their hands for 20 seconds (humming the Happy Birthday or a "Skip counting" math

song twice).

Parking Lots

- Adults, students, and children must stay six feet from one another in all KIPP ENC parking lots and while on KIPP ENC property; no congregating or grouping allowed.

Buses

- Bus capacity will be reduced to one student per seat (two per row); siblings will be allowed to sit two per seat, when possible.

Hand Hygiene

[Hand washing](#) with soap and water and hand sanitizing with alcohol-based hand sanitizer are simple and effective parts of the overall safety plan. Although School Operations will ensure hand sanitizer is conveniently located throughout the buildings, we recommend that all staff and students bring their own pocket-sized hand sanitizer.

- Hand sanitizer is located throughout every KIPP ENC building, including in all classrooms, building entrances, common spaces, gyms, and cafeterias at each entrance
- Every adult and student must sanitize their hands when entering a new room or space.
- All buses are equipped with hand sanitizer. All bus riders must sanitize their hands as they enter the bus.
- Students wash their hands with either hand sanitizer or soap and water multiple times per day (i.e., after using the restroom, after lunch, after recess, etc.)
- Proper hand washing is to scrub hands 20 seconds with soap and water (hum the Happy Birthday Song from beginning to end, TWICE). Signs have been placed in restrooms as reminders.

Wellness Surveys and Temperature Checks

Having a fever (defined by the CDC and the State of North Carolina as a temperature equal to or greater than 100 degrees) can be a symptom of COVID-19; however, a fever does NOT always mean that a person has COVID-19. Safety is one of our three guiding principles, and we will temperature check all adults and children before entering KIPP ENC buildings and buses.

- All staff will complete daily health and wellness surveys as a preventative measure to symptom-screen.
- Parents/guardians/family members will receive a link to a google form to complete each evening or morning before their student leaves for school.
- All adults, students, and children will be temperature checked with a digital, non-contact thermometer while entering a KIPP ENC building or bus
- If a **child** has a temperature greater than or equal to 100 degrees, the temperature will be rechecked on the spot consecutively two more times:
 - If the temperature is still greater than or equal to 100 degrees, the child will be kindly sent to a dedicated isolation station with a KIPP ENC staff member who will call the student's parent/guardian/family member to come pick their child up immediately.
 - If the temperature is less than 100 degrees, the child will be allowed to go to class.
- If a KIPP ENC **staff member's** temperature is greater than or equal to 100 degrees, their temperature will be rechecked on the spot consecutively two more times:
 - If the temperature is still greater than or equal to 100 degrees, the staff member will be sent home.
 - If the temperature is less than 100 degrees, the staff member can go to work as normal.
- If a **parent/guardian/family member or visitor's** temperature is at or above 100 degrees, their temperature will be rechecked on the spot consecutively two more times:
 - If the temperature is still 100 degrees or greater, they will not be allowed into the building or, if already in the building (lobby), they will be asked to exit immediately. The visitor may request a virtual meeting or phone call appointment to address the concern that they came to address.

- If the temperature is less than 100 degrees, the person can proceed as planned.

Cleaning and Disinfecting

Routine cleaning and disinfecting is important to maintaining a safe environment for students and staff and will be prioritized as part of the safety strategy. Cleaning removes dirt and germs and is usually done with soap and water, whereas disinfecting kills most germs. Additionally, to enhance the efficacy of this strategy, procedures will be put in place to limit the sharing of objects for both staff and students.

Cleaning Protocols

- On a daily basis, all surfaces and high-touch points will be disinfected.
- Cleaning and disinfecting will be done more frequently in high-traffic areas and on high touch surfaces
- Outside of the daily/nightly cleaning and disinfecting plan, the facilities team will deeply disinfect school buildings:
 - Before the start of every new instructional cycle (when staff and students are not in the buildings)
 - If there is a COVID-19 exposure in a school building (we will utilize in-house capacity for this duty)
 - More frequently, as needed

Shared Objects & Spaces

- Sharing of items is discouraged
- Students will keep personal belongings separated
- Staff and students are encouraged to bring their own labeled water bottles as drinking fountains will be restricted.

Rapid Response Protocols for Students

Rapid Response Protocols (RRPs) are the specific steps that must be followed if a student at KIPP ENC develops COVID-19 symptoms, tests positive for COVID-19, or comes into direct contact with an individual who tests positive for COVID-19. As with all health information, this information is treated as confidential. Families must stay in constant contact with their school.

(a) Student tests positive for COVID-19

- If a student tests positive for COVID-19, the parent/guardian/family member must contact the school immediately and keep the child at home. The student can return only when all four conditions are met:
 - At least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications); **AND**
 - The student has improvement in symptoms (i.e., cough, shortness of breath); **AND**
 - At least 14 days have passed since symptoms first appeared or, for asymptomatic students, 14 days have passed since the test date; **AND**
 - The student tests negative for COVID-19.

(b) Student has COVID-19 symptoms off-campus

If a student has one or more symptoms as outlined in the Health Self-Screen Checklist **AND** has not been evaluated by a medical professional or tested for COVID-19, such a student is assumed to have COVID-19. The student may not return to the campus until all three of these conditions are met:

- At least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications); **AND**
- The student has improvement in symptoms (i.e., cough, shortness of breath); **AND**
- At least 14 days have passed since symptoms first appeared.

If a student has COVID-19 symptoms and wants to continue to come to school without completing the steps above, the student must either:

- Obtain a medical professional's note clearing the student for return based on an alternative diagnosis; **OR**
- Obtain an acute infection test from an approved testing location that comes back negative for COVID-19. Locations can be found at <https://covid19.ncdhhs.gov/about-covid-19/testing/find-my-testing-place>.

(c) Student has COVID symptoms on campus

- Schools will immediately and kindly separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.
- The student will follow protocol (b) above.
- Facilities staff will clean the areas used by the student who showed COVID-19 symptoms while at school as soon as is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19. If the temperature is 100 degrees or higher, the student will be separated from other students and the parent will be called immediately.

Note: In scenarios a-c, a contact tracing protocol will be initiated to identify close contacts (see definitions below).

(d) Student has direct contact with an individual who is COVID positive

- The student will be asked to quarantine for 14 days (since contact date) and the parent/guardian/family member is strongly encouraged to transition their child to online learning for these days

(e) Student lives with someone who is COVID positive

- The student will be asked to quarantine for 14 days (since contact date) and the parent/guardian/family member is strongly encouraged to transition their child to online learning for these days
- Those individuals in close contact with the student should also quarantine for 14 days

Contact Tracing: *is the process of working with an individual who has been diagnosed with COVID-19 (cases) to identify individuals (contacts) who may have been infected through exposure to this individual. This process prevents further transmission of the virus by separating individuals who have (or may have) COVID-19 from people who do not.*

Close contact: *is currently defined as anyone who was within six feet of an infected person for at least 15 minutes (cumulatively) over a 24 hour period. An infected person can spread COVID-19 starting 48 hours (or two days) before the person had any symptoms or tested positive for COVID-19. This definition is aligned to CDC and NCDHHS, and it may evolve as we learn more about COVID-19.*

Cohorting

Students will remain with their cohort and their primary instructor in their classroom for the majority of the day to limit contact with any additional students or adults. Each classroom will have a sign-in sheet to document and trace any additional individuals who enter the classroom.

School Closures

In the event of a confirmed COVID-19 case on campus, it may become necessary to close all or part of the campus to ensure the safety of any exposed individuals and to allow for deep disinfecting and sanitizing. The COVID Response Teams at each school are responsible for managing the health and safety protocols and procedures, coordinating responses to possible or positive COVID cases, and performing the contact tracing protocol to identify all close contacts (defined as individuals within six feet for 15 minutes or more, cumulative time over 24 hours). Anyone identified to be a close contact of a confirmed positive case will be required to quarantine at home for 14 days from the last day of contact with the positive individual. The state-wide COVID Response Committee will meet daily through the end of the school year and consult with legal and medical professionals, starting on April 19, to make timely decisions on classroom, grade level, or school closures, using data about the positivity rate both in our schools and the broader community. NCDHHS allows for a maximum of five days for school closure if needed. While we hope we won't have to close a classroom, grade level, or

school because of positive COVID cases, our goal is to always be as transparent as possible. To that end, all of our Team will be notified within 24 hours of receiving confirmation of a confirmed positive case in their school. We will communicate individually to any families of students or staff members who are identified as a close contact of an individual who tests positive.

Additional Health and Safety

Attendance

Attendance for all students will be taken each day. Students signed up for in-person learning must attend school each day they are assigned. If a student is ill or has an excused reason for their absence, the main office must be notified and proper documentation must be provided.

Emergency Contacts

All parents and guardians of students attending in-person learning must provide up to date emergency contact information. It is imperative that the school can reach a designated emergency contact during the school day in the event of an emergency or if a child becomes ill and must be picked up.

Visitors

All visitors will be required to follow the procedure outlined below to enter the building:

1. No non-KIPP-staff visitor of any kind will be allowed past the front office area UNLESS it is an emergency. This includes family members, service individuals, vendors, and media.
2. Visitors enter through the main reception area to the front office.
3. Front Office Staff remain behind the sneeze guard, visibly checking to ensure the visitor is wearing a mask, as the visitor enters the building.
 - a. If the mask is on, the visitor proceeds to line up for a temperature check.
 - b. If the mask is not on, the visitor is given a disposable mask to wear.
4. Visitors who are not staying in the building may discuss needs at the reception desk, then exit the building.
5. Visitors who need to enter the building line-up or sit in the lobby, following the social distanced markers for symptom check at designated entrances. Please keep in mind that markers could extend down sidewalks.
6. Visitors must sanitize their hands.
7. A staff member conducts a temperature check.
 - a. If the KIPP staff visitor clears the temperature check and will be allowed to enter the building. All surfaces will then be sanitized.
 - b. If the KIPP visitor does not clear the temperature check, the visitor will be asked to leave immediately and all surfaces in the front desk are sanitized.

Emergency Preparedness

We are awaiting guidance from DPI on the requirements for hosting all traditional emergency drills but will suspend them until directed otherwise.

Required Immunizations (non-COVID)

North Carolina law requires all children in the state to receive certain immunizations. Records are checked when children enter school or child care. **In order to return to in-person learning, parents or guardians must present documentation that their child has received all required doses of vaccines.**

Kindergarten: Vaccination requirements for kindergarten-age children can be found below:

Vaccine	Doses Required Before School Entry
Diphtheria, tetanus and pertussis	5 doses
Polio	4 doses
Measles	2 doses
Mumps	2 doses
Rubella	1 dose
Haemophilus Influenzae type B (Hib)	4 doses
Hepatitis B (Hep B)	3 doses
Varicella (chickenpox)	2 doses
Pneumococcal conjugate	4 doses

7th Grade: Vaccination requirements for 7th grade age children can be found below:

Vaccine	Doses Required Before School Entry
Diphtheria, tetanus and pertussis	5 doses
Polio	4 doses
Measles	2 doses
Mumps	2 doses
Rubella	1 dose
Haemophilus Influenzae type B (Hib)	4 doses
Hepatitis B (Hep B)	3 doses
Varicella (chickenpox)	2 doses
Meningococcal conjugate	1 dose

Operating Procedures

Transportation

KIPP ENC will make every effort to assist families with transportation needs. However, due to social distancing requirements, space on buses is limited. Please contact the school directly for specific transportation questions regarding your child's transportation needs. The safety of all adults and students is our priority. Bus privileges will be suspended for students who do not follow our bus protocols during this special session of in-person learning. Bus expectations include the following:

- Parents/guardians/family members must register for their child's bus needs when they select their Method of Learning Questionnaire option for their child.
- Parents/guardians/family members and students must agree to follow all safety procedures including:
 - Wearing masks while on the bus
 - Sitting in the appropriate seat
 - Keeping distance from other students
 - Following all directions from the bus driver
- All bus drivers will wear masks.
- Students waiting at their assigned bus stop will socially distance (though family members/those who live in the same household can wait together). It is highly recommended to have all students and adults wear their face coverings while at the bus stop.
- If a student does not have their mask, the bus driver will provide a disposable mask and ask that the student have their mask every day. Students are expected to know how to put on their mask on their own, without assistance. If the student does not have a face covering, they can contact their school to receive one.
 - Not wearing a mask is considered grounds for not being allowed to ride the bus again while in-person sessions are being held.
- Students will use hand sanitizer as they enter the bus (either from the sanitizer provided on the bus or using their own hand sanitizer).
- Bus drivers will direct students to sit one per seat/two total per row. Family members/those who live in the same household will sit together sharing a seat. Elementary students will sit in the front rows.
- Students unload one at a time from the front of the bus to the back of the bus, while social distancing in the aisles.
- Students will walk to their building entrance to line up via the sidewalk paint/decals and have their temperatures checked as they enter the building.
- Bus drivers will clean and disinfect the bus after each route, according to a cleaning checklist, to prepare for the next set of riders.
- For dismissal, students will line up to board the bus while social distancing, wearing their mask, and sanitizing their hands as they board.

Arrival

Students must arrive to school on time to allow for a safe and orderly arrival process. Please allow ample time to ensure your child is ready to start the day safely.

- Students will not be permitted to enter KIPP ENC buildings until arrival time has begun at 8:30 AM .
- Please follow signs and staff instructions to ensure your child is entering the proper entrance.
- Students exit cars or buses on their own; staff do not open car doors.
- Students must be wearing a mask. Masks will be provided to those who need them.
- Staff members will conduct a temperature check and ensure that the symptom screener has been completed for the child prior to arrival.
 - If the student is clear to enter the building, the student will line up at socially distanced markers to enter the

building.

- If a student arrives at school by car and is not cleared, the student (and siblings, if applicable) will be marked as “not clear” on the student rosters, and parents/guardians will be given a document with the attendance policy and next steps.
- If a student rides the bus to school and is not clear, the student is escorted to the isolation room until they can be picked up.
- Each student will use hand sanitizer as they enter the building.
- Families who arrive late to school will pull up in front of the school and call the main office. The family will remain in the car until a staff member arrives to conduct a temperature check and symptom screening for the child.

Dismissal

Dismissal will be conducted in a safe and orderly fashion each day to ensure students are continuing to follow safety protocols.

- All students will remain in their classrooms until instructed to dismiss individually.
- Walkers
 - Students who walk home must walk directly home and will not be allowed to linger on the premises.
- Car Riders
 - Placards will be provided with student names on them. Please ensure this placard is clearly displayed on the dashboard for ease of pick-up.
 - Students who are picked up via car will not be dismissed until their vehicle has arrived and must proceed straight to their vehicle and depart.
 - Students will exit the building and proceed directly to the vehicle.
 - School staff will not open car doors for students.
 - School staff will not be able to buckle children in car seats. Family members will need to pull over to secure their child in a seat.
- Bus Riders
 - Teachers will indicate when students riding a particular bus should line up on the socially distanced markers.
 - Teachers will dismiss students individually to proceed directly down the hallway, out the designated door, and onto the bus.
 - Adults in the hallways will ensure that students are walking individually and directly to the bus. Students will not be allowed to congregate or walk in groups to the bus.
 - All bus riders will be assigned seats for their rides and will use the same seats to and from school.
- Early Pick up
 - Family members must call ahead or call the school from the parking lot if they need an earlier pick-up for their child. Early pick-up may not occur at least 45 minutes prior to the start of the school dismissal process, unless previously approved.
 - Once the family member contacts the school, the student will be called to the office.
- Late Pick Up
 - We are not able to provide after school supervision for students. If a family is going to be late for pick up, they must contact the main office. Students who are not able to be regularly picked up or dropped off on time may be placed back into remote learning.

Meals

As mealtimes require the removal of masks, it is imperative that safety protocols are followed closely.

- Students will eat meals in their cohort’s classroom or outdoors
- When eating, students will sit no less than 6 feet apart and under the supervision of their teacher or a staff member.
- Students will wash hands before and after touching their masks.
- Talking is prohibited while students are unmasked and eating. Students must put their mask on in order to talk.
- Students can bring meals from home or eat meals provided by the school.
- School meals will be delivered to the classroom.

- Students will wipe their desks and a sanitizing wipe after the meal is complete. Students will then wash their hands or use hand sanitizer.

Transitions

Transitions will be limited and students will remain in their classrooms as much as possible to ensure safety and limited exposure. When transitions are necessary, the following protocols will be followed:

During Class/Hall Pass:

- The student must receive permission from staff to leave the classroom, with agreed upon location and time for return.
- Each student will receive a sticker or disposable note that will indicate they have permission to be outside of a classroom.
- The student will use hand sanitizer before leaving the classroom.
- The student looks both ways before leaving the classroom, adheres to directional signage in hallways, and abides by social distancing markers.
- Upon returning to the classroom, discards the disposable pass or sticker and sanitizes their hands before returning to their seat.

Whole Group Transitions:

- Students line up at the door on socially distanced markers around the room.
- Students will be accompanied by a teacher at all times.
- Students sanitize their hands before leaving the classroom.
- Students maintain social distancing as they move from one location to another.
- Upon reaching the new destination, students sanitize their hands.

Student Restroom Usage

Restroom breaks will be planned carefully to ensure that health and safety protocols are adhered to, including the following:

- A student who needs to use the restroom during class must have the permission of the teacher, a restroom pass, an agreed upon location, and an agreed upon time for return.
- Each student will follow the “During Class/Hall Pass” procedures above
- All restrooms are labeled with maximum occupancy signs. If the restroom already has the maximum number of occupants, the student must wait outside at least 6 feet from the entrance.
- Students must wash hands for 20 seconds with soap and water before leaving the restroom.

Recess

Every effort will be made to provide students with recess/break time. During these times, the following procedures will be in place:

- Students sanitize their hands as they leave the classroom to transition to recess.
- Students should bring their water bottles to recess. Sharing of water bottles is prohibited.
- Masks will stay on during recess.
- Social distancing will be maintained during recess.
- Teachers monitor and remind students to stay at least two arm lengths apart.
- Transitions to and from recess will be socially distanced.
- After recess, students will wash hands or use hand sanitizer.

Supplies

Families will not be asked to provide classroom supplies for the remainder of the year, though students will be asked to

bring their Chromebooks to school. Those Chromebooks will need to be brought back and forth to school often (if not daily) to accommodate in-person and remote instruction.

After Hours Activities

Athletics and Extracurriculars

We know that athletics and extracurriculars are an important part of students' holistic educational experience. We will, however, be pausing all in-person athletics and extracurriculars, and will revisit this decision over the summer to provide updates.

Field Lessons

Hosting field lessons in this season of the pandemic will potentially expose our students to COVID-19 and increase the risk of spreading the disease. We will therefore pause all field lessons scheduled in the fall until it is deemed safe to resume.

Events and Meetings

All in-person events will be virtual. In-person events must adhere to all social distancing and health and safety guidelines. Small meetings may happen in spaces that allow participants to socially distance and wear masks.