

Coming Back Together

Re-opening School for Fall 2020



Key Topics that we plan to discuss...

1. Confirmation of School Opening Plan
2. School processes and policies for the safe reopening of school

Returning To School – DE Department of Education

Planning a Safe, Efficient, and Equitable Return to School for Students and Staff

https://www.doe.k12.de.us/cms/lib/DE01922744/Centricity/Domain/599/ddoe_returningtoschool_guidance_final.pdf

- Scenario 1 (Green)
 - If minimal community spread exists in DE
 - Schools open for in-person instruction
- **Scenario 2 (Yellow)**
 - **If minimal-to-moderate community spread exists in DE**
 - **Schools may use a hybrid model or remote & in-person learning options with safety precautions**
- Scenario 3 (Red)
 - If significant community spread exists in DE
 - School buildings remain closed



Health and Safety Directives



Delaware
Department of Education

- Face Coverings and Hygiene
- Social Distancing
- Minimizing Mixing and Contact
- Health Status and Monitoring
- Outdoor Facilities and Activities
- Facilities & Ventilation
- Bus Transportation

Face Coverings and Hygiene



Delaware
Department of Education

- All staff and students in grades 4-12 **MUST** wear cloth face coverings in the school building, except when doing so would inhibit the individual's health. Face coverings **SHOULD** be worn by children in grades pre-K through 3rd grade, except when doing so would inhibit the individual's health.
- Students and staff **MUST** have access to handwashing facilities and supplies and hand sanitizer, and be allowed time to wash hands in between activities.



Face Coverings



- All staff and all Children's House, Elementary & Middle School students **MUST** wear at a minimum, cloth face coverings in the school building, except when doing so would inhibit the individual's health. Must cover **NOSE & MOUTH**.
- Students will not wear masks during Nap time.
- Students and staff may unmask while outside, if they maintain 6 feet social distancing. Lanyards.
- Toddler students will not be permitted to wear masks due to the risk of suffocation as mandated by the DE Department of Health.

<https://coronavirus.delaware.gov/guidance-for-face-coverings/>



Hygiene



- All staff and students will wash their hands...
 - Upon entering the facility in the morning.
 - Upon re-entering their primary classroom from another location in the school.
 - Prior to Snack or Lunch.
 - After each bathroom use.
 - Prior to walking to dismissal.

Social Distancing



- Students and staff **SHOULD** maintain the recommended distance of 6 feet or greater between individuals and **MUST** maintain a minimum of **3 feet apart with face coverings**, including when seated at desks or standing in classrooms.
- Individual desks **SHOULD** be used, reducing or eliminating shared table seating, to the extent practicable. When tables have to be shared, students **SHOULD** be seated the recommended 6 feet or greater between individuals and **MUST be a minimum of 3 feet apart with face coverings**.

Social Distancing

Continued



Delaware
Department of Education

- Desks **MUST** be arranged so they are facing the same direction.
- Hallways or corridors **SHOULD** flow either in one direction only or, if not possible, one direction on each side of the hallway with ample 6 feet of distance between students in single file flow on each side.
- In group classes without tables, such as physical education, teachers **SHOULD** design activities that allow for social distancing.



Social Distancing



- Group tables will be replaced with individual work spaces.
 - For Toddler Students, their photo will be attached to their table to provide recognition and reminder of their designated space.
 - CH through MS will have freedom to sit at various places throughout the room, however, there will only be one chair per table. Using name tags, the students will identify their chosen work space for the day OR they can disinfect the area after use.
- Individual work areas will be arranged so they are 3-6 feet apart and will be facing the same direction.
- Nap materials will be placed 6 feet apart and will be positioned head-to-toe.



Social Distancing



- Group meetings and lines will be managed by using floor markings indicating appropriate social distancing placement for students.
- Alternate cubby use.
- Individual student supplies packaged together.
- Weekly designated outdoor and indoor recess areas.
- Extra-wide hallways allows for social distancing.

Minimizing Mixing & Contact



Delaware
Department of Education

- Students **SHOULD** be kept in stable groups throughout the day with little to no mixing of classes.
- Families, outside visitors, and others entering the school **SHOULD** be as limited as absolutely possible. Adults who are assigned to work at the school, such as student teachers or before-and-after school-staff, may be allowed as needed.
- Off-site field trips **MUST** be discontinued.
- Large-scale gatherings of more than 50 people **SHOULD** be avoided. Attendees at large-scale gatherings **MUST** be able to maintain 6 meet social distancing at all times from non-household members.



Minimizing Mixing & Contact



- Only Essential Personnel Will Be Permitted In The Building.
- HMS will maintain Cohorts of 15 students maximum
 - Each CH classroom will be divided into two separate cohorts.
- Separate entrance/exit for each program and/or class.
 - **Punctuality is Essential!**
- Siblings of the similar program age will be placed in the same classroom.



Minimizing Mixing & Contact



- Each program level will utilize a separate hallway.
 - Cohorts within a program level will alternate hallway.
- Weekly designated outdoor and indoor recess areas.
- Enrichment teachers will push-in to primary classrooms, however Physical Education class will take place outside.



Minimizing Mixing & Contact



- Virtual Field Trips will be scheduled in place of off-site trips or in-house experiences.
- Community Events will be done via Zoom.
 - Already adopted our Calendar to be able to host Graduation and Moving-On Ceremonies outside in groups of less than 50 people.

Health Status & Monitoring



- Students and/or their families **SHOULD** complete a health assessment every morning before leaving for school, to the extent practicable.
- Staff **SHOULD** also complete a health assessment every morning before leaving for school.
- Students and staff **MUST** stay home if they are exhibiting any symptoms of COVID-19 or have been confirmed to have COVID-19 or if required by DPH to isolate or quarantine.

Health Status & Monitoring



Delaware
Department of Education

- Schools **MUST** identify an area or room separated from others where a student or staff member who becomes ill at school can wait until they can be picked up, which should be arranged as soon as possible, or transported to a medical facility if necessary.
- Testing educators and staff is a priority for the state. DDOE and DPH will work with all schools on how to make testing available and convenient. Additional guidance regarding testing is forthcoming.



Health Status & Monitoring



- All staff and students will undergo a NO CONTACT screening to be permitted entrance to the building. The screening will address COVID-19 symptoms, exposure, and temperature checks using No Touch Thermal thermometers. Results of the screening will be entered into Transparent Classroom to aid in Contact Tracing if needed.
- HMS has a designated liaison at the Department of Health & Human services/Department of Health who will provide direction for the school's response to each illness that results in a student or staff being sent home.



Health Status & Monitoring



- HMS has a designated isolation room for staff or students who are ill and are awaiting prompt pickup from school.
- Back up classrooms will be used if someone is sent home ill.
- Mid-Day Temperature checks for staff and students will occur.



Health Status & Monitoring



- HMS will maintain both our General Illness Policy with enhanced precautions for a COVID-19 policy.
 - Public Health will determine which policy is implemented.
 - Final versions of both policies will be released closer to the start of school to ensure that it is reflective of the most recent changes.
- Community notification Plan.
 - Positive cases of COVID-19 will be communicated as mandated by DE Department of Public Health.
 - Simple Childhood Illnesses will be communicated to the cohort affected as is our typical practice.



Health Status & Monitoring



- Change from 36 hours symptom free requirement for return to school to **72 hours symptom free AND a note from a medical doctor** clearing the staff member or student to return to school.
- Modified Attendance policies so that students are not penalized for missing school due to illness.

Facilities & Ventilation



Delaware
Department of Education

- Educators **SHOULD** consider increasing ventilation in classrooms, opening windows if possible.
- Schools **MUST** ensure enhanced cleaning and disinfection of high-touch surfaces cleaning between every 15 minutes to 2 hours using EPA-approved cleaning and disinfecting solutions.



Facilities - Ventilation



- Increased schedule for replacing air filters.
 - Separate HVAC systems for every two classrooms
- HVAC Units will be set for continuous fan operation to circulate fresh air.
- Classroom and Hallway windows will be open whenever possible.
 - Students should dress in layers and keep an extra sweater at school



Facilities – Cleaning



- Classrooms will be cleaned either prior to student arrival or after dismissal, depending upon the program level and its schedule
- All high-touch surfaces will be cleaned frequently throughout the day
 - i.e., Bathroom faucets, class faucets and sinks, tabletops, light switches, door frames and knobs
- Shared materials will be cleaned after each use



Facilities - Cleaning



- Interior doors will be kept open to reduce touching
- Dish washing materials when possible
- Laundering fabrics and work mats
- Playground equipment weekly disinfecting
- HMS uses EPA approved cleaning agents for killing viruses on various surfaces

Outdoor Facilities & Activities



Delaware
Department of Education

- Schools **SHOULD** consider using outdoor spaces and resources as much as possible during the day, which might include additional times for recess or breaks, or classes convened outside.



Outdoor Facilities & Activities



- HMS is implementing the use of designated outdoor classroom spaces for each classroom and for Physical Education class.
- Tents will be provided for shade and protection from various weather conditions.
- Outdoor classrooms will be extensions of their primary classroom.
- Lunch will take place outside weather permitting.
 - Snack may also take place outside dependent upon program level and weather.



A fun place
to learn,
safely!

Changes in School Calendar

- First Day of School – **TUESDAY, SEPTEMBER 8th**
- Additional Parent/Teacher Conferences via Zoom
 - Pre-registered Vacation Care will be available.
 - 15 minute check-ins - 9/28, 10/26, 12/21, 1/25, 4/26
 - 30 minute traditional conferences - 11/23-11/24 and 3/1-3/2
- Last Day of School – **WEDNESDAY, JUNE 9th**

Keeping Teachers and Parents Close

- Once a month – parent/teacher conferences
- Transparent classroom pictures continue
- Weekly live virtual parent observations in each class



Changes in Opening and Closing Times

- School day for all programs will begin at 8:00am.
- No Before School Care will be available
- After School Care will be available until 5:30pm but with recognition and consent that children will be exposed to additional staff
- Vacation Care will run 8-5:30 with recognition and consent that children will be exposed to additional staff
- Drop-in care will not be available, children must be pre-registered.

Snack and Lunch

- Group Snacks for Toddler and Children's House with socially distanced seating.
- Food Preparation lessons will be discontinued until approval is given from the DE Department of Health.
- Changes to Lunch Program:
 - No longer offer lunches to purchase
 - Students must bring disposable lunch bags and containers.
 - Uneaten food will not be returned home; Transparent Classroom Daily Notes for Toddler and Children's House students.
 - Microwaving food will be discontinued until we receive approval to resume.

Mitigating Exposure

- Elimination of back-and-forth-items
 - Lunch box, Backpacks, Toys or Stuffed Animals, Communication folders, etc.
- Items may be brought to school that can remain in school
 - Water bottle, Nap items including Lovies, Sunscreen, Diapering supplies
- Special Considerations
 - Extra clothing/soiled clothing, Completed work, Medicine

Mitigating Exposure – School Supply List

- Families will be asked to provide school supplies so that we can ensure individual student supplies rather than shared supplies.
- Teachers will provide specific lists based on program level.
 - Examples would include: markers, crayons, glue, scissors, beach towel, indoor shoes/slippers, rain boots, rain coat, sweater, etc...

Additional Purchases

- Student **Masks** that cover their NOSE and MOUTH
 - Recommend masks with wire that can bend around the nose
- **Allergy Alert Bracelets**
 - *Any student with an allergy will be required to wear a bracelet that details their allergies*; parents will need to purchase their own bracelet
 - HMS will purchase red bands
 - Any student with an allergy that comes to school without their bracelet will need to wear one of our ALLERGY ALERT bracelets for the day.

Emotional Wellness

- We recognize the elevated anxiety felt by families as a result of the pandemic and we are striving to implement additional practices to support the emotional needs of the families in our community.
 - Sharing Resources
 - Faculty Professional Development
 - Providing Emotional Support Items to the students
- Teacher-family connections prior to the start of school to help alleviate anxiety related to the transition from home to school.

Synchronous Online Programming

- Available for 1st through 8th grades
- For families who wish to keep their children home
- Enhanced Distance Learning Platform via Zoom and SeeSaw
- Synchronous learning 8:00am – 3:00pm
- Allows for
 - Socialization with peers
 - Group work and projects
 - Participation in all aspects of school life
 - Participation in Enrichment Subjects

Additional Information will be forthcoming soon!

Back to School

- Week of August 31 – September 4
 - Individual Family Visits by Appointment
 - Meet Your Teacher
 - See your Classroom
 - Bring all school supplies
 - Welcome to School Kits
- Whole School Zoom Orientation
- Individual Class Zoom Orientations

Miscellaneous Items

- Week of August 10th
 - School Supply List
- Week of August 17th
 - Class lists
 - Look for Transparent Classroom information

Continually Evolving Plans

- HMS will continue to monitor the situation and best practice as recommended by the State and health experts.
- We are members of DAIS, and the Independent Schools are meeting as group each week for planning purposes. In addition, our Executive Director, as well as the Director of ADVIS are in contact with Governor in regards to policies and procedures and their impacts on Independent Schools in Delaware.
 - The Delaware Association of Independent Schools
 - The Association of Delaware Valley Independent Schools
- Flexibility is key this year! Plans will change and evolve.

We are here for you!

- Please call or email if you need us!
- Janette Henry – Head of School – jhenry@TheHMS.org
- Victoria Elasic - velasic@TheHMS.org
 - Director of Admissions & Student Services
 - Director of Extended Care & Summer Camp
- Jill Marine - jmarine@TheHMS.org
 - Director of Marketing & Institutional Advancement
- Kim Harkins – Business Manager – kharkins@TheHMS.org

