



# Returning Safely 2020-21

## GENERAL PROCEDURES

- **Morning Arrival - Temperature Checks**
  - Students' temperature will be checked upon arrival to school. As is always best-practice, students should never come to school with an elevated temperature.
    - A student's temperature should be under 100.4.
    - If a student's temperature is above 100.4, the following guidelines will apply:
      - A student whose temperature is slightly elevated will be allowed to cool off in an isolation room and re-checked.
      - Students with elevated temperatures will be sent home immediately.
      - Students must be fever-free for 24 hours to return to school.
  
- **Reduction of Crowding in Hallways and Entrance Points**
  - Each division will work diligently to organize entrance and traffic patterns to reduce groupings of students.
  - Staggered dismissal times for lunch and afternoon dismissal will be utilized to reduce crowding during these times.
  - Middle and Upper School students will not use lockers.
  
- **Visitors on Campus**
  - For the safety of all students, we will limit outside visitors on campus, which includes parents refraining from visiting campus during the school day as much as possible. Once the school year has started smoothly, lunch and chapel visitors, which are such a special part of the NCS community, will be reconsidered.
  - Parents will be encouraged to remain in their cars and call to check students out when needed during the school day.
  - Older students will walk to their parents' cars while younger students will be walked out.
  
- **Transitions Between Classes**
  - Middle and Upper School students will be reminded to wear masks while transitioning between classes.
  - Students will be encouraged to stay 6 feet apart wherever possible..
  - Water fountains will be turned off; however, bottle-filling stations are available around campus.
  
- **Spacing and Cleanliness in Classrooms**
  - Desks and tables have been arranged to promote reasonable social distancing in all classrooms.

- Desks/chairs/tables will be disinfected in between each class period or every two hours when students do not transition.
  - Students will be given the opportunity to wash hands frequently and will be given hand sanitizer before entering a class and as they are leaving a class.
  - Students will not share communal supplies but will have their own to use throughout the day.
- **If a student tests positive for COVID-19:**
    - The student's family should inform the respective school office in a timely manner.
    - The student will remain home until that student has a cessation of all symptoms and has been cleared by his or her doctor to return. A note will be necessary.
    - As per our COVID-19 attendance policy (please see below), students will be encouraged to attend their virtual classes as they are able and will make up school work in a timely manner.
- **If a student is exposed to someone who tests positive for COVID-19:**
    - The student's family should inform the respective school office in a timely manner.
    - Depending on the situation of exposure, the student will remain home for a limited amount of time. These situations will be addressed on an individual basis.
    - Students may return to school if no symptoms occur during the prescribed time and/or a negative COVID-19 test can be provided.
    - As per our COVID-19 attendance policy (please see below), students will be expected to attend virtual classes and will submit all work in a timely manner.

### **COVID ATTENDANCE POLICY**

In the event that a student must be absent due to a positive COVID-19 test or a secondary exposure quarantine, the following attendance guidelines will go into effect:

- It is best educational practice for students to attend classes online via Google Meets in a **synchronous** format.
  - For example, if the class is at 8:00am, attendance will be taken for that class for students both in person and logging in virtually.
- Absences from virtual classes will be allowed with a physician's excuse. All virtual classes will be recorded when a student is absent.
- Extenuating circumstances (such as extended illness of the student) verified by a physician will be considered but must be approved by the principal to be considered as an exempt excused absence.

