Town Hall Agenda

Introductions

- The Learning Spaces
- Community Agreements
- Drop Off and Pick Up / Late Arrivals Protocols
- Aftercare
- Health and Safety Protocols
- Sickness
- Technology and iPads
  - iPads will come to school and remain here
  - COVID or protocol related, parent will have to come collect the iPad and student work pack - with schedule etc
- Onboarding Sessions

- Q&A
The Learning Spaces
Community Agreements

- Our expectations are that we are all partners in protecting the health and safety of our community.

- Prior to starting in-person learning, we ask families to review our community agreements.

- You can find these agreements on our website. They will also be shared in a welcome letter that goes home on Friday.

- If you have questions regarding how to follow and/or interpret these agreements, reach out to Chris Teare, our Covid Coordinator.
## Drop off and Pick Up Times

<table>
<thead>
<tr>
<th>Grade</th>
<th>Arrival</th>
<th>Dismissal</th>
<th>Location</th>
<th>Staff / Needs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grade 1</td>
<td>8:30-9</td>
<td>2:45-3:00</td>
<td>2 cohorts @16th St</td>
<td>+1 admin at 16th St</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Large Yard Gate for B&amp;Gs club cohorts</td>
<td>George at Large Yard Gate</td>
</tr>
<tr>
<td>Grade 2</td>
<td>8:30-9</td>
<td>3:00-3:15</td>
<td>Directly at Grace Cathedral</td>
<td>DDS [+1 admin]</td>
</tr>
<tr>
<td>Grade 3</td>
<td>8:30-9</td>
<td>3:00-3:15</td>
<td>Main Doors</td>
<td>Erika</td>
</tr>
<tr>
<td>Grade 4</td>
<td>8:30-9</td>
<td>3:00-3:15</td>
<td>601</td>
<td>Laura and Lexi</td>
</tr>
</tbody>
</table>

- Times have to be staggered because of distancing protocols and the additional staff it is taking to facilitate start and end of day.
- Aftercare in the morning isn’t possible right now but we are actively working on some solutions - in the meantime, please reach out to families in your cohort - perhaps setting up a buddy family.
- Drop off and Pick up is walk up/walk in only regardless of location.
Drop off and Pick Up Locations

- **Grade 1**
  - Belinda and Anna [16th street]
  - Michael and Reggie [B&G Club]

- **Grade 2**
  - Grace Fellowship

- **Grade 3**
  - SJH

- **Grade 4**
  - 601 MS Building
Signing In and Signing Out

Procare

Procare, formally Kinderlime, is used to track daily attendance.

*CDS will use contactless sign in/out this year.*

1) On the HOME page, click the QR code symbol above your child’s picture
2) With your smartphone camera, scan the QR code on the iPad screen at the sign in table on campus
3) Select the child you are signing in or out and sign on your smartphone.

Every student is entered into Procare, and all caregivers are assigned a PIN.

Your PIN is unique to you, so remember it and never share! If you forget your PIN, you can ask a CDS staff member to look it up for you, and a photo ID will be requested.

GPS/Location tracking can be turned on the parent/guardians’ phones. If it is enabled, as you drive up or walk up onto campus, on your phone (without needing to scan the QR code) you can click on your child’s on the home screen and click the QR symbol to sign the child in, the parent will get an option to sign them in or out.

You can authorize other adults to pick up or drop off your student. If you’d like to add another authorized pick up person you can email the front desk and they will add them for you.
Drop Off

- Staggered drop off and pick up times
- Staggered entrances
- Temperature check and hand sanitization
- Grown ups to complete checklist via PROCARE
  - We will be onsite and able to help you with this for the first couple of times!
  - iPad at the table - either scan QR code or enter your passcode
- Drop off window is **8:30am-9:00am**
  - This allows for the PS and Kinder programs to use all entrances and staff needed for safe protocols
- Children and grown ups must wear masks and use the indicated spots to maintain distance in line
Pick Up

- Staggered drop off and pick up times
- Staggered entrances
- Children will be called via radio when their grown ups arrive
- CDS staff member will check the child out as they are handed off to their grown up

- **Pick up window:**
  - **Grade 1** - 2:45 pm - 3:00 pm
  - **Grade 2-4** - 3:00 pm - 3:15 pm

- Children and grown ups must wear masks and use the indicated spots to maintain distance in line
- Walk up collection only - regardless of location
Late Arrivals

- Where ever possible, please arrive on time!
- If you are going to be late, please bring your child / children to SJH
- Adults **MUST** stay outside - we are not allowed to let adults into the school for health and safety purposes
- George or Erika will take temp, grown ups will sign in via PROCARE
- We will walk children to their locations - we are trying to reduce this as much as possible given the additional spaces but also can't drop off at locations because of the other roles and responsibilities the administrators have
Overall philosophy
COVID risks are best conceived as lying along a spectrum, where the biggest risk would lie in direct sharing of air between two strangers indoors, without a mask, for an extended period of time. The lowest risk would be a hard surface outdoors that is touched by two people.

Our policies and procedures to mitigate these risks also lie on a spectrum, and fall into different categories.
General Health and Safety Protocols

**Screening:** one of the best things we can do is keep the coronavirus OFF our campus. Each day, all employees are required to use the Envoy app to attest to their health status (instructions can be found [here](#)). Similarly, all caregivers at drop off must use Procare to sign in, indicating their students are symptom free. We provide some back up to this by temperature checking all students before they enter the building.

**Masks:** the requirement for ALL students to wear a mask at ALL times (with the exception of eating, napping, and intense outdoor exercise) is one of the biggest steps we can take to protect against transmission, and this is backed up by continuously mounting evidence (see a primer [here](#)). Guidelines issued by the city do NOT require students age 2-9 to wear them at all times; however, in order to provide an extra step of protection, CDS is enforcing this as a requirement for all age groups.

**Physical distancing:** another easy and effective way to curb transmission is with physical distancing. The rules around distance are loosened for students in a cohort (for example, they can shorten the distance to three feet between each other), but the 6-feet rule should be kept between adults and students, as well as between adults. In fact, adult-adult transmission is still considered to be the biggest risk (citation needed). CDS will enact a strict social distancing protocol in our return to school.

**Cohorts:** per [state guidelines](#), students will be kept in groups no larger than 14 to mitigate exposure and to facilitate contact tracing, isolation, and quarantine if a case arises.

**Surface sanitization:** though surfaces are not a high risk factor for spreading coronavirus, we still have a [robust protocol](#) for cleaning surfaces.
Examples of Specific Health and Safety Protocols

- We are not allowing visitors on campus, and any person who does enter (student or employee) must assert being free of symptoms have have temperature checked
- All individuals on campus must wear a mask at all times, except when eating, drinking, or engaged in vigorous play outside (younger students)
- All pick up and drop off times are staggered or are using different entrances. All grades have been assigned specific bathrooms and walking paths to use to minimize overlap
- High touch surfaces (doorknobs, light switches, handles, doors, desks, tables, chairs, carts, handrails, laptops, sinks, countertops, play equipment, etc.) to be cleaned and disinfected throughout the school day.
- Hand washing will be encouraged throughout the school day (before school, recess, lunch, Extended Care, etc.) We have installed touch-free restroom fixtures and touch-free wash stations in the outside play areas, in both Lower School and Preschool areas.
- Plexiglass “sneeze guards” have been installed in the CDS reception areas and in all classrooms to prevent the spread of COVID-19.
- Air ventilation: buildings with HVAC systems have been upgraded with MERV 13 air filters and adjusted to bring in 100% outside air. All classrooms have HEPA air purifiers and/or portable A/C units to assist in reducing airborne dust, allergens, bacteria, and viruses. The air filter systems in these portable A/C units have been upgraded to MERV 13 air filters. Opening doors and windows is encouraged to improve air circulation inside. Ceiling fans and box fans are available if needed.
When A Child Gets Sick

When a Child is sent Home from School [COVID type symptoms]
- Parents or caretakers of any child who is sent home will be instructed that the child and family must follow the criteria as well as any applicable requirements from the quarantine and isolation directives before returning to school.
  - If they are required to self-quarantine or self-isolate, they may only return to school after they have completed self-quarantine or self-isolation (guidance here).
  - If they test negative for the virus (no virus found), they may only return to school after symptoms have resolved and they are fever-free for 24 hours without use of fever suppressing medication.

If a Child is sent Home from School [NON COVID symptoms]
- Please follow our typical sickness policy located in the parent handbook

Learning: For children who are at home and sick, please take the time to recover and get well. If a learner is sick for 3 days or less, we will treat this as a discrete sickness and no additional support for missed learning will take place. For those waiting a COVID test or are quarantining, we will have workpacks, an at home schedule and access to online supplementary resources - Lexia, Dreambox, IXL etc
Remember: Staying Healthy in 2020

STAYING HEALTHY IN 2020

Updated September 9, 2020

Transition to In-Person Learning, Fall 2020
Full K-8 Health & Safety Procedures and Re-Opening Plan

NEW Kindergarten In-Person Learning & Aftercare

Our Approach
Air Quality Policy and Communication
Decision-Making Strategy
On-Site Physical Activities for Grades K-4
Childcare and Aftercare
Our Families' Role in Returning to Campus (Community Agreements)
Phases of Returning
Online Learning Platforms
The Waiver Process
Current Protocols in Place for Preschool In-person Learning
Cohorts & Response Scenarios
FAQ
Town Halls and Communications

Recent Communications:

Future communications will be updated here.
- Update - October 3 (Frayed Edges)
- Update - September 25
- Update - September 18
- Update - September 11
- Update - September 4
- Message from the Board of Trustees
- Update - August 28
- Update - August 21
- New Guidelines - August 16
iPads and Learning Kits

- iPads will come to school and remain here
  - If a child is sick for longer than 3 days, iPads can be collected along with the work pack and schedule for learning during sickness

- Learning Kits will be brought back to school and used in the classroom
  - If a child is sick for longer than 3 days, certain learning kit materials can be collected along with the work pack and schedule for learning during sickness

*please bring iPads and Learning Kits on the first day of in person classes*
Please extend a warm CDS welcome to Anahita Bakhtiary

- Name: Anahita Bakhitary
- 30 years in the teaching profession
  - Lower Elementary
  - ECP
  - School Director
- Most recently:
  - Gr 2-3 Lead Teacher at Guidepost Montessori
- What are you most excited about for this year? I love fresh starts! There’s just something about this year that screams hope and possibility and off course getting to know the community!
- What was the Best thing about meeting the children today? Seeing them being so engaged and happy and eager to learn.
Transition Sessions - Onboarding Sessions for Learners

Dates [all times are 9-11am]:

- Gr1 - **Thursday, October 14th**
  - **CHILDCARE FAMILIES** - please drop off at the double doors as usual [we will walk your children to 601 afterwards]
- Gr2 - **Thursday October 22nd**
- Gr3 - **Tuesday, October 20th**
- Gr4 - **Friday October 23rd**

**Goals for onboarding sessions:**
- Familiarize children with the new routines and protocols
- Get to know their new learning spaces
- Practice the drop off and pick up protocols with our grown ups

*Please bring your child/children to their designated drop off place
*Remember to download PROCARE and familiarize yourself with the sign in /sign out process