

Chartwell School COVID-19 Response Plan

Risk Level	Campus Access Control	Educational Delivery	Co-Curricular Programs	Community Events	Field Trips & Athletic Events	School Operations	Personnel	Emergency Care	Communications
1: Low	Students or staff must stay home if flu symptoms present.	Regular program. Emphasis on handwashing and hygiene. Homework provided for students at home for extended period.	No Change	Considered on a case-by case basis.	Permitted	Enhanced cleaning. Manual disinfecting throughout day by students and teachers.	Normal: all faculty and staff report unless experiencing symptoms.	Normal emergency medical protocols.	Post information on web as it becomes available. Communicate with parents via email. Meet with faculty and/or students to insure understanding of all protocols.
2: Moderate	Students and staff must stay home if flu symptoms occur. Campus open only to Chartwell students and parents. Access for all others by appointment and interview at main office.	Regular school program but confirm contingency plans.	All regular activities allowed. But all visitors will be interviewed re: travel and symptoms.	Continue to consider on case-by-case basis but any regularly scheduled events and gatherings are only for Chartwell students, parents, staff.	All field trips and athletic events suspended.	Increased cleaning by outside company. Manual disinfecting throughout day continues by students and teachers.	Normal: all faculty and staff report unless experiencing symptoms	Emergency medical protocols. Isolation of ill students (location TBD). Deep cleaning increased. All travel by community members monitored.	School website updated on regular basis. Email or text parents daily. School will comply with any health authority directives.
3: Medium	Students/staff must stay home if flu symptoms occur OR if they have been in contact with anyone with the flu. Campus closed to visitors (NO exceptions). Students/staff not permitted to leave and return to campus during the school day.	Regular school program for students in attendance. Possible implementation of online learning options as decided by the Head of School and Directors of Lower, Middle, and High Schools. Communication with parents on availability of various online learning methods.	No co-curricular programs. Assemblies and large meetings suspended. ONLY students and immediate families allowed on campus.	All special events and community gatherings cancelled.	All field trips and athletic events suspended.	Increased manual disinfecting by increased number of personnel. Continual disinfecting during the day. Professional disinfecting scheduled.	Board emergency meeting to determine how the school should continue to operate. No full faculty/staff gatherings.	Local authorities will advise which locations are prepared to handle a possible pandemic.	School website updated on regular basis. Email or text parents daily. School will comply with any health authority directives.
4. High	School closed for period of time.	Implementation of online learning as appropriate.	N/A	N/A	N/A	Professional disinfecting before school opens.	Faculty/staff remain at home and provide online learning support as appropriate.	N/A	Daily updates on web to all.

Risk Level Indicators

Chartwell will follow the [Center for Disease Control](#) and [local health department](#) recommendations for school closures and level of risk.

The following descriptions are attempts to create risk levels in the absence of local closures and quarantines. Also of interest is this [Johns Hopkins Outbreak Map](#)

Risk Level 1 (Low Risk)

- No Chartwell community cases of Coronavirus
- Very few reported cases of COVID-19 in Monterey County and the San Francisco Bay area
- Some countries declare public health emergency (not the US)
- Airports implement informal screening mechanisms

Risk Level 2 (Moderate Risk)

- Limited cases of COVID-19 in Monterey County and the San Francisco Bay area
- Travel advisories recommended by WHO, government agencies, and Chartwell
- No school students, families, faculty or staff identified with COVID-19
- Average student attendance remains high 90-100%
- No advisories against non-essential travel to CA and San Francisco Bay Area
- WHO, and/or regional health authorities declare a pandemic

Risk Level 3 (Medium Risk)

- COVID-19 case identified within Chartwell community
- Increased community spread of COVID-19 in Monterey County and the San Francisco Bay Area
- Average student attendance below 80- 90%
- Increasing evidence of potential restrictions on airline travel *or* other forms of international public transportation
- COVID-19 disease behavior or contagiousness changes to higher risk level

Risk Level 4 (High Risk)

- Spread of COVID-19 cases within the Chartwell community
- COVID-19 cases quickly increasing in Monterey County and the San Francisco Bay Area
- Government directs that schools be closed
- Evidence that hospitals are unable to manage or meet health care needs related to COVID-19
- Evidence of restricted airline travel or major travel restrictions