

Deerfield-Windsor School Re-entry Plan



Flexible, Adaptable, Resilient...





Re-gather!

Reopening DWS and returning to normal instruction is an important step that we do not take lightly. To secure the health, safety, and protection of our students and families, we closely follow the recommendations of the CDC and local health authorities.

In addition to our focus on the health and safety of our entire DWS community, we will expect and encourage personal responsibility for your own health and that of others who are most vulnerable. The following protocols and procedures are being put into place for the safe return of students for the 2020-2021 academic school year. Working together, we can offer assurance of a solid approach to reopening.



As an independent school, we are empowered to make decisions that are in the best interests of our families without interference from the state department of education or our local school district.

DWS Administration has worked diligently on a reopening plan that will serve our mission while providing a safe learning environment. As updates occur, they will be shared in a timely fashion.

Re-enforce!



Will we be on campus this fall?



Re-Connect!

YES!

We intend to reopen with in-person learning. August 13th will be our first day of school. We all should realize and accept this is a fluid situation and we must remain flexible. Our reopening plan takes into consideration CDC recommendations as well as any government mandates that may be ordered.

At this point, we are confident we can provide a safe, in-person learning environment for our students as well as provide a viable virtual option for those needing to pursue this course.

Safe Re-Opening Practices



- Physical distancing
- Mandatory masks when appropriate
- Washing hands often and sanitizing environments regularly
- Covering nose and mouth when coughing or sneezing
- Keeping children home when sick
- Temperature checks of each student & staff prior to entering campus buildings
- A temperature of 100.4 indicates a student must return home
- The provision of plexiglass barriers for our faculty
- Implementation of no visitors policy until further notice

Re-Imagine!





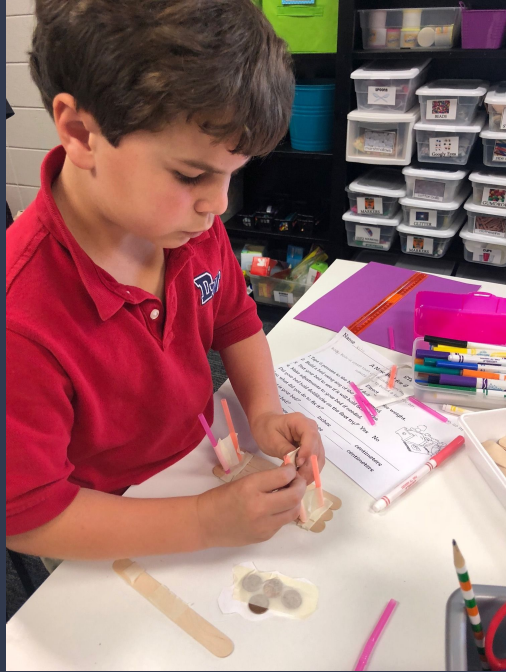
Ensuring a proper environment

* In order to achieve proper physical distancing, larger classes may be moved to other areas of the building or outside weather permitting.



All faculty will adapt to best practices for safety and learning for students. DWS faculty will use the following classroom protocol:

- Faculty use of masks
- Faculty use of face shields
- Plexiglass dividers in appropriate places
- Interior doors will remain open to prevent the touching of doorknobs
- Posted signage to encourage hand washing
- Students' use of masks and use of hand sanitizer prior to entering classrooms
- Restrooms will be limited to 3 students
- Classrooms and restrooms will be regularly sanitized throughout the day
- No school supplies should be shared
- Playground & recess will be limited to one grade during the scheduled time
- **For our Seniors**, the number allowed in the Sr. Lounge will be limited (masks must be worn & hand sanitizer will be provided)



School Wide Events & Visitor Policy

As presented in Option 2, we are not allowing visitors on campus, including:

- Volunteers
- College representatives

Additionally, the following activities will be hosted virtually:

- Assemblies
- Special Performances
- Grade level coffees & parent conferences

DWS will follow GHSA guidelines & recommendations for all athletic events. More information will be forthcoming regarding athletics.



Will we wear masks?

*Face masks can be novelty prints, any color, etc. Face masks cannot depict any political or controversial matter and must adhere to the DWS dress code standards.

*If your child cannot wear a mask due to a medical concern, please reach out to your Division Director for a waiver.

According to the CDC, Covid-19 spreads mostly from person to person through respiratory droplets produced by an infected person. Studies show sometimes an infected person can show no symptoms, so masks are highly encouraged to prevent the spread. For this reason, we will do our part to help protect our school community.

Lower School Protocol:

Face masks will be worn when students are in small work/play groups. Teachers will utilize masks, face shields, or plexiglass desk protection to limit close contact with students. When students are properly distanced at their desks they will not have to wear a mask.

Middle & Upper School Protocol:

Every student and staff member must wear an approved face covering throughout the day. We understand that certain instances do not make sense. For example, lunch, working alone in classroom, etc. would not be necessary, but we must adhere to recommendations and guidelines when in small groups, hallways, etc.



How will we address the locker room & lockers?

Locker Rooms

(Middle & Upper School students)

- Students will be allowed in the locker room in small groups to change in and out of P.E. attire.
- All students should keep their masks on while in the locker rooms & sanitize with provided materials when entering and leaving the locker rooms.
- Students with P.E. first period should come to school dressed for P.E. class.

Lockers

(5th grade, Middle & Upper School Students)

- Student lockers have been assigned to allow space for each student.
- Students will have staggered release times from classes to have fewer students in the locker areas at one time.
- Students will travel between classes with masks.
- Students are expected to sanitize coming in and out of the classroom.



How will lunch be handled?

*We continue to work closely with Pepi, our lunch provider, to provide safe lunch options for our students and faculty. Lunch options have been adjusted and menus will continue to be posted monthly.

*Note, all water fountains will not be in use. Please send daily water bottle for your student.

To achieve a safe environment, the following protocols will be administered:

- Additional seating & tables will be made available to achieve physical distancing
- Dividers will be utilized
- Seating will be by grade levels
- Masks may be removed for eating & drinking only
- No salad bar offering
- No self-serve options (including sauces)
- Only bottled drinks will be served
- No microwave use
- Finger print option will no longer be used

Lower School:

- Lower School faculty will assist students with charges
- Hot lunches will be served on Tuesday & Thursday
- Bagged lunches will be served on Monday, Wednesday & Friday

Middle & Upper School:

- Individual Pepi card will be used to record purchases. (Cards will be issued the first day of school)
- Hot lunches will be served on Monday, Wednesday & Friday served by Pepi staff
- Bagged lunches will be served on Tuesday & Thursday



Virtual Learning Option



While we will reopen with in-person learning in Option 2, we recognize that some households may require a family to prefer a virtual learning platform. In these cases, we are pleased to offer a virtual classroom monthly option. Virtual Learning protocol is as follows:

- To begin school virtually, please notify your Division Director by August 6th.
- For each month after August, Division Directors must be notified one week prior to the start of each month to continue, or discontinue, so that plans can be made accordingly for your child.

Is a member of the household positive for Covid-19, awaiting test results or experiencing symptoms?

Is the student or faculty unwell with Covid like symptoms?

Does the student or faculty have a fever of 100.4 or higher?

- Stay home.
- Call your doctor.
- Faculty or parent of student should Inform school nurse by emailing schoolnurse@deerfieldwindsor.com or by calling the office of your child's DWS campus location to notify nurse.
- School Nurse will work with families to make sure a reentry is feasible using CDC guidelines and recommendations.

***If at any point the student is feeling well enough,
they may participate in school remotely until returning to campus.**

Deciding when to stay home...

Student or faculty member tests positive for Covid-19



1. Notify school nurse.
2. Stay home for 10 days from onset of symptoms.
3. If last 24 hours are symptom free, individual is cleared for return by school nurse.

Process determined by CDC Guidelines for Schools

Faculty member or student has an exposure (close contact or contact within a household)



1. Notify school nurse.
2. Return home.
3. School nurse will work with individual to evaluate a return to campus based on CDC guidelines.

DWS Positive Covid-19 Test Plan of Action





Lower School Carpool

Morning Drop off , Afternoon Pick Up & Extended Day

Morning Drop Off & Afternoon Pick Up Protocol

- Arrival time- 7:30 am- 7:55 am
- Lane 1 & Lane 4 will be used for carpool arrival & dismissal
- Safety Patrol volunteers will serve with masks & gloves
- Temperature checks will be conducted
- Students will be sent to their morning duty area & supervised by teacher on duty
- Social Distancing will be enforced
- Students will be placed in small groupings until time to arrive at their classroom
- Tardy students will have temperature checks & signed in outside front office door. Parents should ring doorbell & someone will meet you outside to check in your child
- 100.4 or higher will indicated a student must be sent home

Extended Day Services

- During Option 2 & 3, this service is limited to working families where both parents are employed
- Students will be temperature screened before Extended Day begins

Lower School Pick Up Times

Pre- K:	1:30 pm	Lane 1
K:	2:15 pm	Lane 1
1st	2:30 pm	Lane 1
2nd	2:45 pm	Lane 1
3rd	2:45 pm	Lane 4
4th	3:00 pm	Lane 1
5th	3:00 pm	Lane 4



Middle School Carpool Protocol

Morning Drop Off Locations

- **6th Graders**- Will arrive at the Horseshoe Entrance off of Stuart Avenue before 8am
- **7th & 8th Graders**- Will arrive at the Henry Gym entrance off Nottingham Way before 8 am
- Wednesday Drop-offs will be in the designated locations prior to 9am. There will be no Wednesday morning gym time.
- If P.E. is your first period, come dressed in your P.E. uniform for that class.

Drop Off Protocol:

Each morning, each student should do the following:

- Remain in car to receive a temperature check.
- Any student with 100.4 or higher will be sent home.
- Once cleared, the student can exit car and put on mask prior to entering building.
- Students should report directly to their first class.
- Students arriving late will check in through the front entrance of the M/U Media Center.



Middle School Afternoon Pick up & Extended Day

Afternoon Pick Up Locations

6th Graders- Will be picked up at the Horseshoe entrance off of Stuart Avenue after release at 2:30 pm.

7th & 8th Graders- Will be picked up at the Henry Gym entrance off of Nottingham Way after release at 2:30 pm.

*On Wednesdays, release time is 2:45 pm for all Middle Schoolers, and they should be picked up at their designated area. Students not picked up by 3pm will be picked up at D-Dub Club Extended Day at the Media Center Front Entrance.

Pick up Protocol & Extended Day

- Those responsible for picking up students should have their name card placed in front of their dashboard.
- Students will be released from their classroom based on arrival to prevent grouping outside.
- Students not picked up by 2:30 on Monday, Tuesday, Thursday or Friday will be sent to D Dub Club Extended Day and can be picked up at the Media Center Front Entrance.

Monday:	Tuesday:	Wednesday:	Thursday:	Friday:
Class (8:00-9:00)	Class (8:00-9:00)	Faculty Development *Tutorial by appointment*	Class (8:00-9:00)	Class (8:00-9:00)
Class (9:00-10:00)	Class (9:00-10:00)	Class (9:00-10:00)	Class (9:00-10:00)	Class (9:00-10:00)
Break/FLEX (10:00-10:30)	Break/FLEX (10:00-10:30)	Class (10:00-11:00)	Break/FLEX (10:00-10:30)	Break (10:00-10:20)
Class (10:30-11:30)	Class (10:30-11:30)	Lunch (11:00-11:30)	Class (10:30-11:30)	Class (10:20-11:20)
Lunch (11:30-12:00)	Lunch (11:30-12:00)	Class (11:30-12:30)	Lunch (11:30-12:00)	Lunch (11:20-11:50)
Class (12:00-1:00)	Class (12:00-1:00)	Class (12:30-1:30)	Class (12:00-1:00)	FLEX/Tutorial 11:50-12:30
Class (1:00-2:00)	Class (1:00-2:00)	Tutorial (1:30-1:45)	Class (1:00-2:00)	Class (12:30-1:30)
Tutorial (2:00-2:30)	Tutorial (2:00-2:30)	Class (1:45-2:45)	Tutorial (2:00-2:30)	Class (1:30-2:30)

Option 2 & 3 Middle School Modified Schedule



Upper School Check-In and Dismissal Protocol

Student Arrival:

- Before entering the Upper Campus building, each student must be cleared and wearing a mask. Temperature will be checked and must be less than 100.4 to be cleared. After being cleared, students will go to their first period classroom.

Afternoon Dismissal:

- Students not driving should be picked up in the Nottingham Way lot.

Specified Entrances:

Freshmen	Henry Gym
Sophomores	Henry Gym
Juniors	Media Center Front Entrance
Seniors	Media Center Front Entrance



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
CLASS (8:15-9:30)	CLASS (8:15-9:30)	*Office Hours by Appointment (8:40-8:55)	CLASS (8:15-9:30)	CLASS (8:15-9:30)
KnightLife (9:30-10:00)	OFFICE HOURS (9:30-10:00)	CLASS (9:00-10:15)	OFFICE HOURS (9:30-10:00)	OFFICE HOURS (9:30-10:00)
CLASS (10:00-11:00)	CLASS (10:00-11:00)	CLASS (10:20-11:20)	CLASS (10:00-11:00)	CLASS (10:00-11:00)
CLASS (11:05-12:05)	CLASS (11:05-12:05)	CLASS (11:25-12:25)	CLASS (11:05-12:05)	CLASS (11:05-12:05)
LUNCH (12:05-12:40)	LUNCH (12:05-12:40)	LUNCH (12:25-12:55)	LUNCH (12:05-12:40)	LUNCH (12:05-12:40)
CLASS (12:40-1:40)	CLASS (12:40-1:40)	CLASS (12:55-1:55)	CLASS (12:40-1:40)	CLASS (12:40-1:40)
CLASS (1:45-2:45)	CLASS (1:45-2:45)	CLASS (2:00-3:00)	CLASS (1:45-2:45)	CLASS (1:45-2:45)

Option 2 & 3 Upper School Modified Schedule



We are so thankful you are part of the DWS Family!

We are so thrilled to be gathering again! Our faculty is so enthusiastic about seeing their students and making this a wonderful school year. We certainly appreciate your willingness to walk this journey of safety and adjustment with us. The first day of school is right around the corner and we cannot wait to see you!



Thank you!

Please be sure you are receiving our informative , weekly newsletter, the Sunday Evening E-blast. This is where you will receive all the latest news for all things DWS! Covid-19 related communications will be posted on our website.