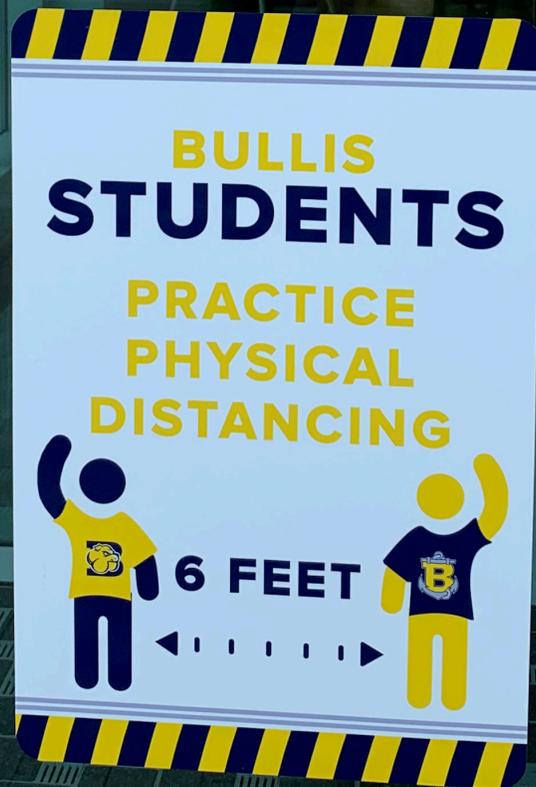


BULLIS

CARING
CHALLENGING
COMMUNITY



HEALTH AND SAFETY PROTOCOLS

FALL 2020



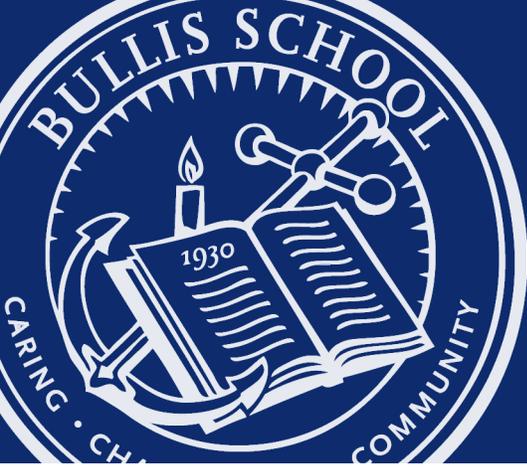
OVERVIEW

BULLIS SCHOOL administrators and staff have developed a comprehensive plan for the safe reopening of school, presented in our Master Reopening Guide, which explains in detail plans for safely conducting classes on campus while providing remote learning for students off campus. We are committed to ensuring that all Bullis students receive an excellent education during this unusual time.

We are also steadfastly committed to ensuring a safe and healthy environment on campus for students, staff, and visitors at all times. The well-being of the Bullis community is always our highest priority, never more so than today. We are implementing strict safety measures and protocols on campus, while enlisting family support at home to create a continuity of health and well-being for students and staff members.

In addition to taking every measure to provide a safe and healthy environment for our students and staff, we are adhering to CDC guidelines, State and County recommendations, and regularly consulting with a panel of medical and legal experts. With multiple preventive measures now in place on campus, we are wholly committed to consistently providing a safe environment—and committed to our promise to keep every student and staff member safe on campus while learning and working as part of the Bullis community.

We expect all students, faculty and staff, and any campus visitors to adhere to the expectations, procedures, guidelines, and best practices detailed below.



PREVENTIVE MEASURES, REQUIREMENTS & GUIDELINES

PRECAUTIONS BEFORE THE START OF SCHOOL

BULLIS COMMUNITY WELLNESS PLEDGE

Prior to the opening of school, we require all students, faculty, and staff to read, sign, and honor the Bullis Community Wellness Pledge. This commitment to safe health practices will help prevent the spread of COVID-19 in our community and protect the well-being of all.

TESTING

Prior to the opening of school, COVID-19 testing is required. Tests were made available on campus in August by Capital Diagnostics in cooperation with Bullis in order to efficiently test all students, faculty, and staff. Testing and screening will continue to be available on campus periodically, or can be independently arranged by individuals or families; results must be provided to Bullis. Students (with the help of parents), faculty, and staff will be required to complete a daily health questionnaire.

HEALTH PROTOCOLS ON CAMPUS

Bullis is committed to providing a safe and healthy environment for students and staff. We are adhering to CDC guidelines, State and County recommendations, and consulting with our own panel of medical and legal experts. Multiple preventive measures are in place on campus, and students, faculty and staff, and all campus visitors will be expected to follow safe practices at all times.

SCHOOL NURSES

Bullis has an LPN and an RN on staff, and two health offices and a designated quarantine space are located on campus. Our school nurses are available to attend to health issues for students and staff as needed, while assisting in the implementation of health-related requirements on campus.

DAILY SCREENINGS AND PRECAUTIONS

All students and staff members will be required to complete a brief health survey each day using the Magnus system before arriving on campus. Anyone who is sick or experiencing symptoms related to COVID-19 must stay home from work or school and notify a Bullis supervisor or office. Parents will be contacted if a student is present on campus without a completed survey and after a second incident, the child will be sent home.

PHYSICAL DISTANCING

Physical distancing of at least six (6) feet will be maintained whenever possible between persons on campus whether indoors or outdoors. Faculty and staff will continue to monitor and remind students to maintain safe distance from others at all times. Signage around campus has also been installed to remind our community to keep safe distances, and Plexiglas barriers have been installed in specific areas, such as in reception and dining areas where additional safety is merited.

MASKS

Cloth masks or face coverings will be required in all areas on campus. Bullis will supply students and staff with five (5) washable cloth masks, so that a clean mask can be worn each weekday when on campus. Masks must be worn properly, covering the mouth and nose at all times, and faculty and staff members will be on hand to monitor and remind students and others to wear masks correctly. At certain times, masks may be removed outdoors when students and staff are distanced more than six feet apart, or while exercising or eating. Supervision will be maintained and awareness especially encouraged during these times.

HANDWASHING & SANITIZATION

Frequent washing of hands and the use of hand sanitizer will be required among students and staff. Younger students will be supported in understanding the importance of washing hands as well as wearing masks and keeping a distance. Hand sanitizer and hand-wipes dispensers have been installed throughout campus in classrooms, offices, and hallways.

Faculty and staff members will work together with students to wipe classroom surfaces before leaving a room. Each classroom is equipped with hand sanitizer, a paper towel dispenser, and cleaning solution for use during and between classes. Before each class, all desks and other frequently used surfaces will be sprayed and wiped clean.

HEALTHY CLASSROOMS AND OFFICES

To maintain healthy conditions in classrooms, students will enter the classroom one at a time, and teachers will ensure that masks are worn properly. Students will be asked to not share materials during class. Wherever possible, windows will be open to allow fresh air exchange.

HEPA filters will be used to circulate and purify air, although windows will not be opened when HEPA filters are in use. Gloves are available in all classrooms. Staff in offices around campus will follow the same procedures and guidelines.

CLEANING AND DISINFECTING

Our Facilities teams and cleaning crews will disinfect and clean restrooms, classrooms, and campus areas, including door handles and keypads, regularly. Between classes, faculty will disinfect high-touch spaces in classrooms. Portable UV lights will be utilized in restrooms throughout the day to help purify spaces. Plexiglas barriers have been installed in the Dining Hall, reception areas, and some offices and classroom spaces to help protect students, faculty, and staff against exposure and transmission.

PROTOCOLS AND PROCEDURES IN CASE OF ILLNESS

Strict protocols are in place for anyone who becomes ill while on campus, and the School has the ability to quarantine on campus as needed. Students or staff members who have colds or any symptoms of illness will be expected to stay home. Anyone with COVID-19 symptoms should notify the School immediately (symptoms may include coughing, chills, fever, shaking, shortness of breath, difficulty breathing, loss of taste/smell). Should any individual who has been on campus test positive for COVID-19, Bullis has four trained tracer and tracking teams ready to assist the local Health Department.

Anyone exhibiting COVID-19 symptoms while on campus will be isolated in the satellite health office. For students, a parent or guardian will be required to pick them up immediately. Any students sent home with COVID-19 symptoms will be required to present a negative COVID test result, or quarantine for 10 days and be symptom-free before they can return to campus. Similarly, faculty and staff members who exhibit COVID symptoms will be sent home and must present a negative COVID test result and be symptom-free in order to return to work.

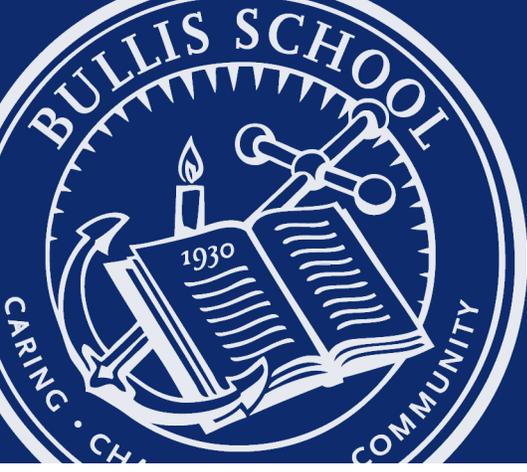
IN CASE OF POSITIVE COVID-19 TEST RESULTS

If any member of the Bullis campus community tests positive for COVID-19, Bullis will work closely with the local Health Department to inform all individuals who had contact with that person. If close contact (greater than 15 minutes within six feet with or without a mask) is confirmed, a 14-day quarantine will be required and consultation with a healthcare provider will be highly recommended.

Based on circumstances surrounding a positive test result, Bullis administrators will evaluate the need to close specific areas, buildings, or the entire campus while contact tracing and deep cleaning take place. If circumstances merit that we close our campus, all students will shift to online learning.

IN CASE OF TRAVEL

Please refer to the Bullis Community Wellness Pledge regarding guidelines on travel to areas with higher rates of COVID-19 infection. If you must travel to high risk locations, it may be necessary to quarantine for 14 days.



CAMPUS AREAS: PROTOCOLS AND PROCEDURES

LEARNING SPACES

From modified classroom environments to incredible outdoor spaces, our beautiful campus will be fully utilized to provide additional safe spaces for learning and gathering. Inside, the number of students per class will be limited in order to ensure at least six feet of space between desks and tables to allow physical distancing. Outside, we will optimize the use of our exceptional outdoor spaces to teach, dine, and hold activities.

The Bullis campus has several outdoor spaces available, including terraced patios, an amphitheater, the fountain terrace, and other areas. In addition, several marquee tents have been installed around campus to provide weather-proof and ventilated learning spaces. Throughout campus, walkways and interior spaces will have one-way directional signage to minimize cross-traffic.

SAFETY PROTOCOLS IN CAMPUS BUILDINGS

THE LIBRARY

In The Marriott Family Library, Lower School students may not check out books at this time, while Middle School students will be allowed to check out books through their English classes. Upper School students and staff who wish to check out a book will place a “hold” on books through “Destiny,” our online catalog. The Library staff will pull books and place them at the reference desk for convenient and safety-conscious pickup.

All books will be returned in the large wooden box labeled “Book Return.” Books will be quarantined for five days before re-circulation. The non-circulating periodical collection will not be available for use until further notice.

THE BLAIR FAMILY CENTER FOR THE ARTS

During this time and until further notice, some instruments such as woodwinds and brass, and chorus classes and choral groups will conduct instruction by virtual means. Private music lessons will be conducted virtually. In visual arts classes, protocols for the use of supplies and items will be carefully supervised by faculty; supplies will not be shared in the usual ways. Theatre classes will be conducted both on campus and remotely, and performances and projects will be creatively adjusted to meet teaching goals while allowing for distancing and other safety and health measures. Cleaning

protocols in visual and performing arts classes will be carefully supervised and monitored. As in other classrooms, students will be engaged in wiping and cleaning any shared surfaces before they depart the classroom area.

THE DISCOVERY CENTER: BITLAB AND ROBOTICS

In the BITlab and Robotics areas, students will enter only from the back hallway door or loading dock door. Some classes may work outdoors, weather permitting; some classes will be taught remotely. Only faculty will go between the two rooms as necessary, and all staff will follow protocols for entering and exiting crossover spaces. Teachers will spray work areas and students will use paper towels to wipe down. Upon arrival, students will sanitize their hands and workspaces, and will remain within their designated workspace, and acquire additional materials and kits only from the teacher. Students will have their own kits of materials and tools, and additional items will come only from the teacher. Some items, such as tools, will be placed in a designated area and sanitized by the teacher before going back into classroom storage. Control computers and keyboards for machines such as 3D printer, laser cutter, etc., will be used only by teachers and regularly sanitized. Each Robotics student will select and use one designated laptop for the trimester that will not be used by another student.

THE ATHLETIC CENTER, STADIUM, AND FIELDS: ATHLETIC ACTIVITIES

Because both the ISL (girls) and the IAC (boys) have postponed all interscholastic athletic competitions until January 2021, Bullis Athletics will provide opportunities for Upper School students to participate in programs and sport-specific workouts on campus led by varsity coaches. The safety protocols that Bullis Athletics will be following include: mandatory COVID-19 testing of all coaches; daily symptom screening of all coaches and students; maintaining outstanding hand hygiene by providing sanitizer on the fields; wearing masks at all times and other protective equipment as appropriate; maintaining physical distancing with modified practices and intentional spacing; disinfecting equipment and high-touch surfaces frequently. Also, touchless water coolers will be available; the number of athletes in a locker room/changing area will be limited; and teams will be assigned turf/grass/field space to use each day with spaces clearly marked for distancing.

PHYSICAL EDUCATION IN LOWER SCHOOL

P.E. equipment such as balls and other items will not be shared between students. South Hall field will be clearly marked to show students the specific area for their classes. Touchless water coolers will also be available here for refilling of individual water bottles. Individual Homerooms will remain intact for PE classes. Students and staff will wear masks at all times.

RECESS

Lower School students will have recess by grade level. Hand sanitizer must be used before and after using the playground. There will be no overlap of grade levels on the playground, with one group permitted at a time. Masks will need to be worn by students and staff at all times.

AROUND CAMPUS

LOCKERS AND BACKPACKS

During this time, students will not be using lockers. Upper and Middle School students will be required to keep their backpacks with them throughout the day. They will not be permitted to pile backpacks together anywhere on campus.

LAPTOPS

Students will be encouraged and reminded to frequently wipe down and sanitize their laptop cases and keyboards. Laptops should not be shared between students. Other equipment that might be shared or touched by others, such as microphones, will also be carefully designated for use and frequently cleaned.

HALLWAYS AND WALKWAYS

These will be clearly marked for physical distancing and for directional movement to avoid crowding and cross traffic at all times.

RESTROOMS

Throughout campus, restrooms in classroom buildings and office areas will be periodically closed and sanitized throughout the day.

RECEPTION AREAS, LOBBIES, AND OPEN AREAS

Students and staff may not move or rearrange furniture in any public spaces around campus. Everyone in a reception area, a lobby or an open area inside a building should maintain physical distancing at all times. Also, they may not congregate in large groups in common areas either inside or outside around campus.

SCHOOL STORE

The number of shoppers in the Store will be restricted and shoppers will be monitored and reminded if necessary to maintain physical distancing. Customers will enter through the doors by the Studio Theater and exit near the register. Customers who wish to shop in the Store will need to make an appointment online. [Click here to schedule an appointment.](#)

WATER FOUNTAINS

Students and staff should bring their own refillable water bottles, and may use designated bottle filling stations to refill water. Traditional water fountain usage is not permitted and locks have been installed on those units.

DINING HALL AND LUNCHES

Lower School will have lunches delivered to the classrooms. Middle School and Upper School students and staff will enter and exit the Dining Hall through marked entrances and exits; groups will be limited and crowding will be prevented. Students and staff will maintain six-foot distancing using floor markers as guidelines and will be expected to follow any directional markers placed in the area. Dining Hall staff will also distribute lunch options from behind Plexiglas protection. Students and staff will be expected to eat outside whenever possible, weather permitting. Staff may choose to eat in their office spaces. If students and staff are eating lunch inside, a minimum distance of six feet must be observed at all times. Masks will be worn when entering dining spaces, getting lunches, cleaning up, and exiting, and may be removed only while actively eating. Faculty supervision for lunchtimes will include Lower and Middle School teachers eating with their students in classrooms, while Upper School students will go to specific areas during lunch. Appropriate spacing and cleanliness protocols will be strictly maintained during lunchtimes.

Our Food Services staff will create healthy meals to serve safely and efficiently following strict protocols. Boxed lunches and pre-packaged salads distributed to designated areas can be picked up by students and staff and enjoyed in designated eating areas. In a change to previous practice, students will be permitted to bring their own lunches from home. These lunches should contain minimal allergens for the sake of others, and contain no soda or candy; items that need to be kept cold should be packed in thermal containers or with ice packs. Advisors and staff will collect information each week regarding meals taken at school or brought from home.

WALKING OUTSIDE

Students and staff will wear masks and maintain physical distancing while moving around campus. Buildings will have clearly marked entrances and exits for one-directional traffic flow. While walking on campus, students and staff should observe adequate distancing of six feet or more, and wear masks at all times.

BUSES AND TRANSPORTATION

Bullis bus service and bus routes will be adapted to carry fewer students while observing safety measures and physical distancing. Students and drivers will be required to wear masks while on the buses. Seating will be limited to one student per seat, alternating window and aisle. Siblings and family members will be allowed to sit together. Students will be expected to maintain safe distances while engaging in any social interaction on the buses. Windows will be open to outside air flow, and daily cleaning and sanitizing of buses will further ensure safe transportation. [Click here for detailed transportation information.](#)

CARPOOL AND CAMPUS TRAFFIC

Bullis consistently maintains specific traffic flow guidelines at all times' additional directives have been added during this time. On campus roads, vehicle traffic will continue to follow designated routes around campus for drop-off and pick-up by division. Also, we are implementing specific guidelines and requirements to alleviate crowding during drop-off and pick-up times. Parents will be expected to remain in their vehicles during carpool, and should not congregate or socialize while waiting during afternoon pick-up.

VISITORS

While Bullis wants to maintain a welcoming environment, during this unprecedented time only essential visitors can be allowed on campus. Pre-approved visitors with appointments will be allowed on campus, must check in with Security at the Front Gate and will be screened upon arrival. Access to campus will be restricted to students, staff, and parents who are dropping off and picking up students.

We greatly appreciate your support as we take steps to continue to ensure that our Bullis School community is safe and supported, and our campus is a safe and healthy environment. The safety of every member of the Bullis community will always be our abiding concern and most significant priority.

As we continue to monitor and adhere to current and updated regulatory guidelines and recommendations, our plans and arrangements may change. We are prepared to solve any issues that may arise. While this year promises to be unlike any other, we anticipate a great school year and we will remain fully prepared to keep our students and staff safe and healthy, and our campus an exemplary environment that supports outstanding education.