

WELCOME!

2020 – 2021 Guide



Offering every student a chance at success

Chatham Academy is dedicated to meeting the educational needs of children with learning disabilities, attention deficit hyperactivity disorder, and similar learning differences.

Principles for An Open Campus

- Protect the health and safety of students and employees
- Be compliant with government orders
- Utilize guidelines from CDC
- Establish effective use of spaces to support physical distancing
- Provide students with some familiarity of school routines for learning
- Set clear expectations for everyone

Teaching Students New Procedures

This school year is going to look and feel different for us.

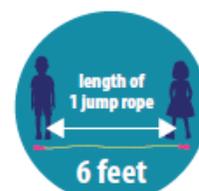
Chatham Academy is implementing many changes to support physical distancing and the best practices necessary for school to remain open safely. We are making adaptations to campus which include, (and are not limited to) establishing directional traffic patterns into, out of and throughout the building; spacing of desks in classrooms; and restricting the size of gatherings and occupancy in the meeting spaces and places.

To ensure everyone is familiar with these changes in their school setting along with our new protocols and guidelines, Chatham Academy provides all students with mandatory Procedures Training.

During the training, students will learn and practice the procedures and guidelines, in person and in their setting, to become familiar with new routines in smaller groups.

Details Include:

- Arrival and dismissal expectations
- Entering and exiting classrooms and buildings
- Materials use
- Lunches and snacks
- Recess and outdoor breaks
- Healthy hygiene practices
- Carpool procedures
- Distance learning



Keep **6 feet** of space
between you and
your friends

Visitors & Volunteers

Parents & Visitors will only be allowed in the building if they have an appointment.

At the present time Chatham Academy will NOT be using volunteers.

Disclaimer:

It is impossible to predict today what the medical guidelines will be as the school year progresses.

Our plan must be fluid and flexible to reflect the best standard of care for everyone.

School Calendar

While our priority is to be on campus as much as possible, we are preparing for potential interruptions and may need to adjust the schedule accordingly. As always, we will remain communicative and provide you with more information when and if needed.

We will try to follow our published calendar as best we can.

We will NOT follow the area public schools in regards to closing in the event of illness or storms. Any alterations to the school schedule will be communicated via Text and/or Email.

STARTING & DISMISSAL TIMES:

Lower School
8:15am – 2:45pm

Upper School
8:45am – 3:15pm

Starting & Dismissal Times

Changes in protocols have required us to adjust our schedule to allow for fewer students in the hallway at one time.

Lower School 8:15am – 2:45pm

Lower School Drop Off time 8:00a – 8:15a

Upper School 8:45am – 3:15pm

Upper School Drop Off Time 8:30a – 8:45a

Drop Off / Pick Up Procedures

Drop Off and Pick Up procedures will be used at all times to limit the number of people in the building.

- In the interest of safety, only students and staff will be allowed in the building.
- Please be patient as each student is dropped off / picked up in front of the building.
- Parents and students are asked to remain in their car where a staff member wearing a face covering and gloves will greet you.

Parents Will:

- Be asked to turn in a daily checklist asking about the student's general health, including a cough, vomiting, sleep, eating, or any medications/fever reducing medication in the past 24 hours.
- They will also be asked if the student or family member has had contact with someone who has COVID-19 or a respiratory illness in the past 14 days.



Daily Checklist for _____

Print Student Name

Date: ___/___/2020

Student Temperature _____

To be completed by staff

Do you or your child currently have any of the following symptoms?

New / Worsening Cough ___ Shortness of Breath ___ Sore Throat ___ Congestion ___

Constant Runny Nose ___ Nausea ___ Diarrhea ___ None of These ___

Has your child taken any fever reducing medication in the past 24 hours? Yes ___ No ___

Have you or your child recently been tested for COVID-19? Yes ___ No ___

In the past 14 days have you or your child:

Had close contact with anyone suspected or tested for COVID-19? Yes ___ No ___

Traveled to countries with travel advisories or affected areas in the US, or been on an airplane or cruise? Yes ___ No ___

Parent Name: _____

Please Print

Parent Signature: _____

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Drop Off / Pick Up Procedures Cont.

Students Will:

- Have their temperature taken using a no touch thermometer.
Anyone with a temp. of 100.4 or more will not be able to attend that day.
- They will also be checked for flushed cheeks, rapid breathing, cough and lethargy.
- Upon entering the building the student will be escorted to wash and/or sanitize their hands, and then to their classroom.
- Students will be dismissed individually at the end of the day and escorted to their car by a staff member.

Precautionary Measures

Students will NOT be allowed into the building if they exhibit any of the following:

- Temperature is 100.4 or above
- Fever or Chills
- Cough, Shortness of Breath, Difficulty Breathing or other respiratory symptoms are apparent
- Sore Throat
- Congestion or Constant Runny Nose
- Muscle or Body Aches
- Nausea, Vomiting or Diarrhea
- Feel Sick / Are Sick
- New Loss of Taste or Smell
- Has symptoms of COVID-19
- A positive test for COVID-19
- Have been exposed to someone with COVID-19 within the last 14 days

Students/ Families are asked to self-report to Principal and/or Executive Director if they have any of the above.

Returning to School

If your child has been out sick, they can return after being symptom-free for 24 hours without fever reducing medications.

If your child has been exposed to anyone that has tested positive for COVID-19, they must be tested

If they test negative for COVID-19, they can return:

- With negative test results and 14 days of quarantine from date of exposure.

If they test positive for COVID-19, they can return:

- With a Doctor's note, **AND**
- After 14 days of quarantine, **AND**
- 24 hours with no fever without the use of fever-reducing medications **AND**
- Other symptoms of COVID-19 are gone. *

* Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

Precautionary Measures

Parents are asked to keep track of who your child comes in close contact with.

Face Coverings

Face coverings are meant to protect other people in case the wearer is unknowingly infected but does not have symptoms.

- Everyone must have a face covering that covers the nose and mouth.
- Face coverings will be worn by students as feasible, and are **MOST** essential in times when physical distancing is difficult.
- Parents need to provide comfortable and appropriate masks for their child. **No mask** making any kind of political statement will be allowed. Administration reserves the right to make decisions regarding the appropriateness of the masks.
- Students may also wear face shields but this is not in place of a mask.



Precautionary Measures

Hand Hygiene & Respiratory Etiquette

Hand washing has been - and will continue to be – a routine practice

Students will be required to wash or sanitize their hands several times throughout the day including, but not limited to; entering classrooms, after being outside for any reason, before and after eating and using the restroom.



Lunches & Snacks

Students will be responsible for providing their own snacks, lunch, drinks and disposable utensils.



- Students will eat with their class, in small groups and outside when feasible.
- Students will not share food or utensils.
- The vending machines will not be available.
- Students **will not** have access to a refrigerator or microwave.

Distance Learning

Among Chatham Academy's many capabilities is our ability to serve and engage our community in ways that are flexible and accommodating while still delivering on our mission.

- Learning options will be available for those that are unable to be on campus due to significant COVID-19 health issues of a student or a family member in the residence.
- Our approach to the distance learning model does not change our mission to nurture individual potential and prepare students to thrive in a complex and interdependent world; rather, we are expanding our capabilities so that students affected by COVID-19 are able to benefit from Chatham Academy education and experience continuity.



Precautionary Measures

Campus Closure

Even putting forth our best efforts, there remain circumstances beyond our control. The CDC is predicting possible outbreaks of COVID-19 which could possibly impact on-campus programming in the future.

In the event we are notified by government officials or the health department of the need to close the campus, Chatham Academy will transition to distance learning.

During any period of temporary distance learning, we remain committed to

- Delivering on our mission
- Providing students with a high-quality, student-centered learning experience
- Communicating clearly and consistently