

Camden Early College High School



Parent/Student Handbook for Covid-19 Guidelines

Updated 10/12/2020

From Your School Nurses

Hello Parents and Students,

Welcome to a new year at Camden County Schools! We are excited to be returning although it may look a little different as we all navigate together through the COVID-19 pandemic. We would like to review some guidelines that are in place to help keep everyone safe and well.

Parents

- Check with your child each morning for signs of illness. If he/she has a temperature of 100.4 degrees or higher, cough, diarrhea or vomiting in the last 24 hours, draining wounds, unidentified rashes, or any symptoms listed below, they should not go to school. Please do not give your child any medication that would mask any symptoms such as Tylenol, Pepto Bismol, cough medicine, etc. The medications may mask the symptoms but will not eliminate the ability to spread the illness to others, specifically to those who may have a weakened immune system.
- Do not send your ill child to school in hopes that they will feel better or to be evaluated by the Nurse. School nurses may not diagnose any disease or condition and do not offer testing for COVID-19, strep throat, flu, or any other illness.
- If your child has had close contact with a positive COVID-19 case, he/she should not go to school until cleared. Follow the guidance chart on what to do when exposed or call your School Nurse for assistance.
- Please remember that we are not allowing visitors in the building at this time.

Symptom Checklist

The COVID-19 virus has a wide array of symptoms reported – ranging from none or mild symptoms to severe, life threatening illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms **may** have COVID-19 or another contagious virus and should not come to school:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Sudden loss of taste or smell
- Sore throat
- Congestion or runny nose

The above symptoms are common in other conditions as well, but because it is impossible to tell the difference, please use caution and assume it could be contagious.

StrongSchoolsNC Public Health Toolkit (K-12) Document website:

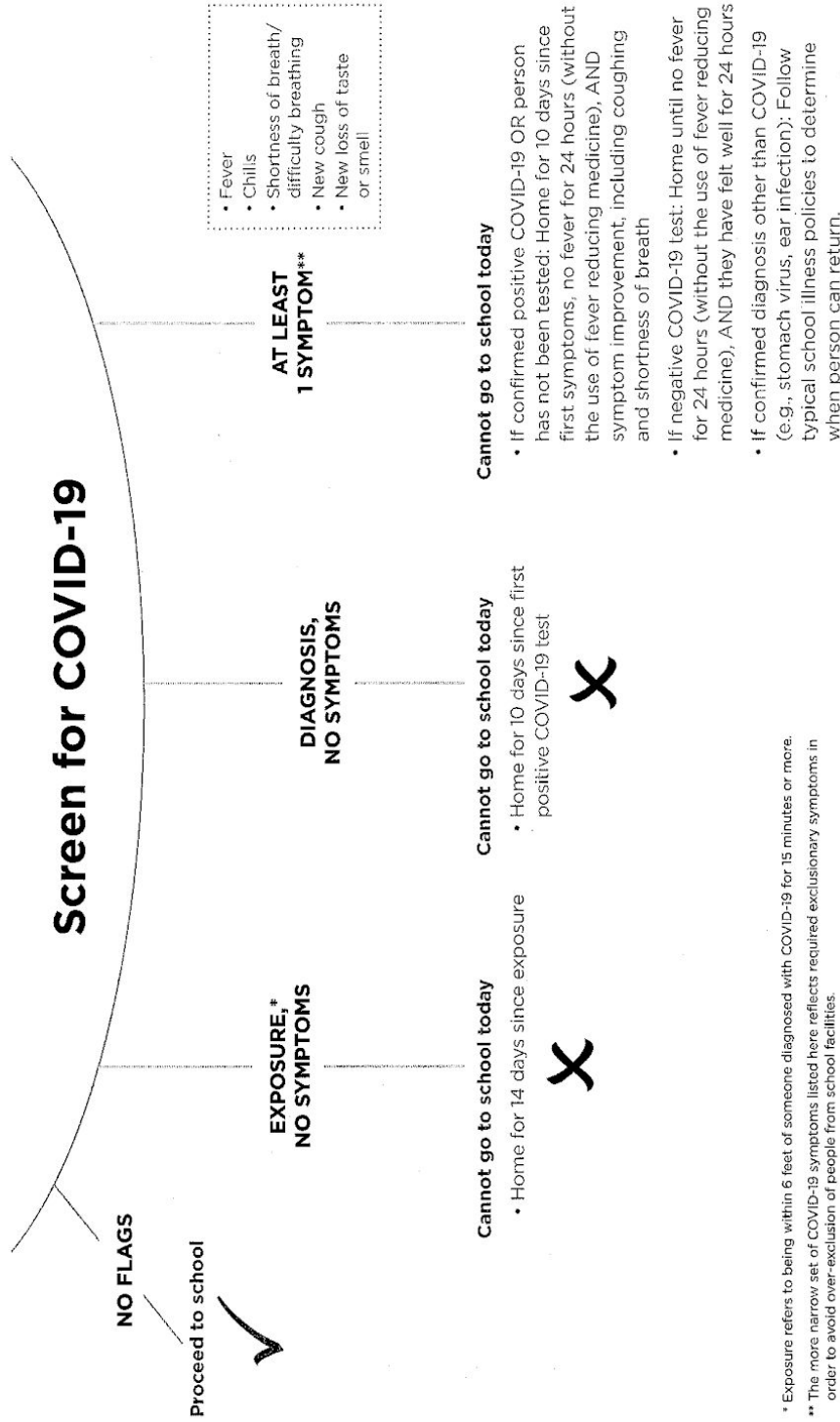
<https://files.nc.gov/covid/documents/guidance/Strong-Schools-NC-Public-Health-Toolkit.pdf>

SEE CHART BELOW (which is subject to change)



Screening Flow Chart

For step-by-step instructions for school personnel, review the [Reference Guide for Suspected, Presumptive, or Confirmed Cases of COVID-19 \(K-12\)](#)



* Exposure refers to being within 6 feet of someone diagnosed with COVID-19 for 15 minutes or more.
 ** The more narrow set of COVID-19 symptoms listed here reflects required exclusionary symptoms in order to avoid over-exclusion of people from school facilities.

Buses, Student Drop Offs, Student Drivers, and Walkers

Parents are requested to wear masks when dropping students off at school. Students are required to wear a face mask at all times on school grounds.

For drop off, students cannot be dropped off before 8:10 am. Due to bus drop off times, no cars will be allowed to enter the bus drop off area until 8:10 am. Students MUST remain in their cars until going through the following steps: Upon arrival, designated staff will be holding a sign with 3 screening questions. If the driver can answer NO to all questions and give a thumbs up, they continue through the line to wait for the temperature check. Designated staff will check the student's temperature while the student remains in the car. If the student's temperature is 100.4 degrees or greater, the parent will be instructed to pull into a designated parking area for the student to "cool down" for 5-10 minutes. Student's temperature will be rechecked in 5-10 minutes, and if less than 100.4, he/she exits the car and enters the building, stopping only at the hand sanitizer station and breakfast kiosk, and then continuing directly to their 1st period. If the student's temperature is 100.4 or higher, he/she will not be allowed to attend school. The teacher will give Ms. Bell the student's name for attendance, and the nurse will follow up with a phone call later that day. **For late arrivals,** driver will park in front of CEC and contact the CEC office at 252-335-7219. A staff member will come out and ask the 3 questions and take the student's temperature while he/or she is still in the car. The above procedures regarding temperature checks will be followed. ***Students who have chosen to be car riders/drivers/walkers for the morning and/or afternoon cannot ride a bus at this time.***

Student drivers and students who walk can arrive at 8:10 am. Students must have a parking pass, which can be picked up at the CCHS office, in their car. They will park in the parking lot in front of the practice football field and walk up to the CEC main entrance, answer the 3 questions, and have their temperature checked. **Student Walkers** will also walk directly to the CEC main entrance. If the student's temperature is less than 100.4, he/she continues into the building, stopping only at the hand sanitizer station and breakfast kiosk, and then continuing directly to their 1st period. If his/her temperature is 100.4 degrees or greater, he/she will sit in the designated cool down space across from the CEC office to have their temperature rechecked in 5-10 minutes. If less than 100.4, he/she may leave the cool down space, stopping only at the hand sanitizer station and breakfast kiosk, and then continuing directly to their 1st period. If his/her temperature is 100.4 or higher, the student will not be allowed to attend school. Parents or guardians will be notified. The teacher will give Ms. Bell the student's name for attendance, and the nurse will follow up with a phone call later that day. **Students arriving late** will proceed to the front door and ring the bell for assistance. The above procedures regarding temperature checks will be followed.

Buses

Students will be assessed by their parents for symptoms of illness prior to going to the bus stop. If no illness is suspected, **parents** must complete the front and back of the bus ticket in its entirety. This will be required in order for every student to board the bus. Bus ticket booklets will be provided prior to the first day of school. The first bus will arrive on campus at approximately 7:37 am and the second bus will arrive around 7:47 am. Students who ride a bus must wear a mask and social distance at all times. Same information regarding symptoms above applies.

Students will exit the bus and proceed to staff doing temperature checks near the CECHS front entrance. After temperature screening, he/she continues into the building, stopping only at the hand sanitizer station and breakfast kiosk, and then continues directly to their classroom.

Dismissal

- Student dismissal times will be staggered:
 - Student drivers and student walkers will be dismissed at 2:30 pm.
 - Students who ride a bus will remain in their 4th period class and will be called when their bus arrives. The first bus will arrive at 3:05.
 - Students being picked up after school will remain in their 4th period class until the parent pulls up to the CECHS office and staff calls for them to come out. Make sure that your approved pick up contacts have been updated. We cannot accept phone calls or emails to allow a pick up by an unauthorized person. Students who signed up to be car riders cannot ride a bus in the morning or afternoon at this time.

In the Classroom

- Students are required to wear masks at all times. Mask breaks will be given periodically and as needed.
- Students will use hand sanitizer when they enter the classroom.
- Desks/seats will be spaced 6 feet apart and social distancing requirements apply throughout each class. *This is essential because should someone acquire the illness, fewer people will experience exposure and quarantine if social distancing and mask rules have been followed.*
- Students will be allowed to carry backpacks. No lockers will be used at this time.
- Students will spray down their workspace and devices (calculators, computers, desks, chairs) after each class ends. The next group of students will wipe down their workspace, devices, etc. before class begins. Teamwork and accountability are essential in becoming responsible and mature adults.
- Classrooms will be cleaned each day by custodial staff.
- No aerosols may be used while students are in the building.

Face Coverings – Masks

- **Students will be given 5 masks.**
- Have several multi-layer cloth face coverings available so you can wash them daily and have back-ups ready. **Masks (designs/language) should follow the dress code policy.**
- Masks should completely cover the nose and mouth and be secured with ties or ear loops.
- Masks should allow for breathing without restriction.
- It is a good idea to label face coverings with a student's name.
- Wearing a cloth face covering protects other people from getting sick.
- Consider talking to your child about other people who may not be able to wear cloth face coverings for medical reasons (e.g., severe asthma, special needs).
- As a family, model wearing cloth face coverings, especially when you are in situations where physical distancing is difficult or impossible to maintain.
- If you or your child is uncomfortable with face coverings or social distancing, please speak with Mrs. Stevens about Plan C options.

Social Distancing

- Students and staff will practice social distancing by maintaining a 6-foot space between themselves and others. Floor markings have been placed to help.
- Encourage your child to remember personal space, the importance of never sharing food, drink, and covering cough, sneezes, etc.

Handwashing

- Handwashing is extremely important in preventing all sorts of illnesses. Use warm water, lather soap for 20 seconds in all crevices and under nails, rinse, dry -- simple as that!
- Handwashing should always be done before and after eating, after using the restroom, after sharing money, pencils, after coughing or blowing nose, etc.
- Hand sanitizer should only be used on dry hands and rubbed in for 20 seconds until dry.

Lunch

- Students will report to their 3rd period class for lunch. Students who need to get lunch will be accompanied to the cafeteria to pick up their meal and return back to their classroom to enjoy it. Students who bring lunch will remain in their 3rd period classroom and start eating while waiting for the others to return. Students will continue to social distance during lunch.
- **Microwaves** and self-serve items will not be available at this time.
- **Students are not allowed to leave campus for lunch.**

Illness During School Hours

- If a student appears ill or complains of feeling sick, the teacher will notify the nurse via phone or radio.
- Nurse will fully assess the student and decide, per normal routine, if the student may have symptoms of any contagious or COVID-like illness. If so, the Nurse will notify parents or emergency contact person to pick the student up from school immediately. (If the student is a driver or walker, they may be released from school with parental and principal permission).
- Students who appear ill may be taken to our Isolation Station which is housed at CCHS.
- Students will be monitored and cared for in a separate designated area until parent or authorized pick up person arrives. Parents must have a plan ready in case this happens as staff will not be able to monitor an ill student all day. Students sent home will get a handout reviewing the specific return procedures.

Other Important Information

- Students who have checked out Chromebooks from school will need to bring them on their scheduled cohort day, either Monday or Friday.
- Staying up-to-date with vaccines, including flu, will help with wellness and prevention.
- Water fountains cannot be used to drink from at this time but can be used as a filling station for student water bottles. Please send your child with an empty bottle to refill.
- Non-essential visitors are not allowed in schools at this time.
- If possible, try to schedule doctor's appointments after school or on **Wednesdays**.
- Students cannot go to their cars once checked in and must bring all school items upon arrival.
- If you have to pick up your child during the school day, please wait at the entrance of CECHS, ring the bell, and after verifying your identity, your child will be called to the office, sign out, and meet you outside the main door.

Thank you for your patience and understanding. We will make this a great year despite the challenges!

Stay well,
Gwen Stevens, Principal Camden Early College High School &
Your Camden County School Health Services Team

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