Protocol for On-Campus Classes during COVID-19 Pandemic
The Winston School San Antonio
Fall 2020

Arrival and Dismissal Procedures

• Upon arrival at school, each student will have their temperature taken; parents are asked to wait until the student is confirmed as safe to remain at school. The student will then use provided hospital-grade hand sanitizer and proceed to a designated space.
• A student running a temperature of 100 degrees or higher will not be allowed to enter the building. If a student shows any symptoms at all, they will be immediately removed from the class, isolated, and sent home.
• Arrival and dismissal times will be staggered for all school divisions. There will be three designated entrance and exit doors used to facilitate social distancing when entering and leaving school.

Classroom Design and Guidelines

• Every classroom and high traffic area will have an educational poster for students to learn the symptoms and self-screening process for COVID-19 and a poster on how to protect oneself from the virus during the school day. Teachers will emphasize the importance of this information.
• Classes will be limited in size.
• Excess furniture will be removed from classrooms to allow for desks to remain 6 feet apart.
• Students and teachers will wear masks or clear face shields.
• Each student will have individual supplies and will not be allowed to share them.
• Free time will be limited to individual activities.
• Each student will be assigned an individual Chromebook.
• There will be markers on the floor at 6-foot intervals that must be adhered to outside the school buildings, in the courtyard, and in the school hallways.
• Teachers will wipe down student desks and high traffic areas in their classrooms every two hours with disinfecting wipes or, in some instances, after each class.
• Each classroom will have hand sanitizing dispensers and disinfecting wipes.
• Social distancing will be adhered to during lunch.
• The gym and the dining hall may be used for lunch if it is possible to maintain social distancing.
• If the gym or dining hall is not used for lunch due to varying circumstances, students will eat in their classrooms.
• The extended day/afternoon program will be limited in size of students.
• Hospital-grade disinfectant will be used to sanitize every room at the end of the day and earlier if necessary.
• We will teach students how to monitor bathrooms for cleanliness. Students will be reminded to wash their hands regularly.
• Lockers will not be used until further notice.
• Procedures for after-school/extracurricular programs will be determined at the start of the school year.
• Protocol for athletics will deviate slightly from classroom guidelines.
• Students who do not follow Winston’s rules and safety precautions will be subject to disciplinary action.

Ad Hoc Medical Committee

Winston will have a medical consulting group that will advise the school on issues related to the COVID-19 virus. This group will review best practices in maintaining a healthy and safe environment for students and employees. Winston will receive regular updates from this committee regarding the impact of the virus in school settings.

Additional Precautions

Before coming onto campus and at the start of each day of instruction, all students will be pre-screened for COVID-19 symptoms (with parental support). Educational posters, which are available on our website, will be placed in each classroom and in high traffic areas.

*The protocol to conduct on-campus classes is subject to change.*

*Updated 06/24/20*