

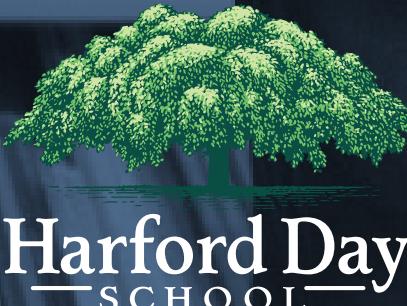


2020-2021

REOPENING PLAN

REVISED

SEPTEMBER 1, 2020





Revisions from Version 2 are highlighted.

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Harford Day School's ability to keep school open and operating in person depends on all of us. If we act only in our own self-interest, we may have to close the campus and resume full distance learning. We must commit to the well-being of our teachers, students and the greater community.

As a member of the Harford Day School community, we ask you to take care of yourself and your community and pledge your compliance to these expectations.

*** * * * * HDS Healthy Community Pledge * * * * ***

I understand the risks of returning to school and know that my child(ren) may be directly or indirectly exposed to COVID-19. I pledge to take responsibility for their health and my own health and help prevent the spread of COVID-19 at school and in the community. In order to reduce their risk and the risk to others, I pledge to support the following efforts and ensure that I and my child(ren) will:

- Wear a face covering in all indoor spaces on campus (except when eating) and outdoors when physical distancing is not possible. I understand that for children under the age of 5 this is not required but strongly encouraged.
- Practice physical distancing (6 ft apart)
- Practice frequent handwashing and hand sanitization.
- Comply with COVID-19 signage (directional, capacity, etc.).
- Get a flu vaccination during the fall if medically able.
- Get tested for COVID-19 prior to the start of school if any potential exposure has occurred.
- Limit travel in the 2 weeks prior to the start of school, September 8, 2020.

Participate in Symptom Assessment, Testing, Contact Tracing, Quarantine and Isolation

- Conduct daily symptom monitoring and keep my child(ren) home from school if they experience any symptoms of COVID-19-LIKE ILLNESS such as: Any one of the following: cough, shortness of breath, difficulty breathing, new loss of taste or smell OR at least 2 of the following: fever of 100.4 or higher (measured or subjective), chills or shaking chills, muscle aches, sore throat, headache, nausea or vomiting, diarrhea, fatigue, and congestion or runny nose.

***I understand that, regardless of other symptoms, students are not allowed on campus when their temperature is 100.4 or higher.*

- Contact my child's pediatrician if my child(ren) experiences any symptoms listed above and follow their instructions, including testing for COVID-19.
- Contact School Nurse, Beth Muller-Hinder, if diagnosed with COVID-19.
- Report any known or potential exposure to COVID-19 to the School Nurse, Beth Muller-Hinder.
- Participate in contact tracing as requested by Harford Day School and/or the local Health Department.
- Be prepared to pick up my child from school immediately should s/he develop COVID-19 like symptoms during school hours.

PHYSICAL PLANT

CLASSROOMS

- Desks will be spaced 3-6 ft. apart per guidelines from the American Academy of Pediatrics; larger classes will meet in larger classrooms and spaces to allow for social distancing.
- Desks will face one direction.
- Early Childhood and Lower School – Each child will have an assigned seat.
Each Middle School student will have assigned seats in his/her classes.
- HDS will remove items from rooms that cannot be sanitized between uses (i.e. soft surface items, area rugs on floors).
- Clear plastic privacy shields and partitions will be used in some classroom spaces which require group work and shared tables. (i.e. Innovation Lab)

VENTILATION, SANITATION AND CLEANING

- HDS has invested in an upgrade to our ventilation system and has installed Needlepoint Bipolar Ionization in all buildings. This technology is the first air purification solution to achieve a 99.4% reduction rate on a SARS-CoV-2 (COVID-19) surface strain within the first 30 minutes. According to the manufacturer, Global Plasma Solutions, “Needlepoint bipolar ionization works to safely clean indoor air, leveraging an electronic charge to create a high concentration of positive and negative ions. These ions travel through the air continuously seeking out and attaching to particles. This sets in motion a continuous pattern of particle combination. As these particles become larger, they are eliminated from the air more rapidly. Additionally, positive and negative ions have microbicidal effects on pathogens, ultimately reducing the infectivity of the virus. Global Plasma Solutions’ needlepoint bipolar ionization is ozone-free and the only kind in its category to pass the RCTA DO-160 standard for aircraft.”

For more information about how ionization works, please watch the following video: <https://vimeo.com/451499118>

- All filters will be upgraded to MERV-11 filters. These filters remove a higher percentage of contaminants in the air that help to increase indoor air quality and maintain the efficiency of the HVAC unit.

- The school's cleaning crew has begun a deep cleaning of each building on campus. Plans are in place to continue to do more thorough daily cleaning and to clean high touch surfaces more frequently.
- The school has added daily porter service for cleaning of bathrooms and high touch surfaces during school hours.
- Teachers and staff will clean frequently touched surfaces (light switches, door-knobs, faucets, desks, chairs, etc.) periodically throughout the day.
- Restrooms will be cleaned twice a day - after snack and again after lunch.
- Although the school has worked to avoid sharing equipment, in some instances, students may share furnishings/materials (PE/Innovation Lab/Music, etc.). Those items will be cleaned/disinfected between student use.
- Desks and table space used by more than one student throughout the day will be cleaned and disinfected between student use.

HANDWASHING

- Handwashing will be required before and after snack and lunch and at regular intervals throughout the day.
- Sinks are located in many classrooms.
- Additional portable handwashing stations will be installed at select locations throughout the school.
- Hand sanitizer is available in each classroom; students and teachers in Grades 1-8 will use hand sanitizer upon entering and leaving each classroom.

VISITORS

- Visitors will not be permitted into the school buildings unless absolutely necessary.
- Parents may drop off forgotten items or essentials on the benches on the front porch. Office staff will collect and distribute items directly to students.

QUARANTINE SPACE

- HDS has identified a private, designated space (near the Health Suite) with ventilation for a child exhibiting symptoms of COVID-19. Parents or emergency contacts will be called, and students will need to be picked up in a timely manner.



DROP OFF PROCEDURE

Note: In order to preserve cohorts, families are asked **not** to carpool with other families.

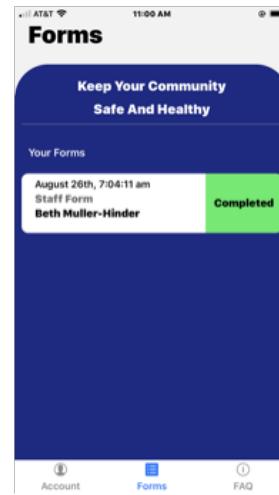
- **REQUIRED** Carline Cards

Families will each receive color coded carline cards. A placard MUST be displayed on the passenger-side front window of your vehicle. The color of the card corresponds to the division level of your youngest child (EC: Yellow; LS: Blue; MS: Green) which is your drop off and pick up location. In the past we have been lenient about the use of the placards, but these cards MUST be displayed this year to streamline drop-off and pick-up.

- **Little Dragons, K-Prep, and Kindergarten** may begin drop off at 7:30 a.m.

- Parents should use the far right car line lane.
- Upon arrival, parents will need to put on their own masks, get out of the car, and take their child(ren) out of the car on the sidewalk side of the vehicle. Temperatures and responses to screening questions will be recorded at this juncture.
- Upon arrival at the front door, temperatures will be taken and recorded.
- Children with temps of **100.4°F** or higher will not be allowed to enter the building.
- Families with siblings in multiple divisions should wait until 7:45 a.m. to begin drop off. Drop off at the location of the youngest sibling.
- Elder siblings may stay on benches on the main porch (maintaining social distance) until 7:45 a.m. and then proceed to their homeroom/advisory locations.

- **Grades 1-8** may begin drop off at **7:45 a.m.** *All students in Grades 1-8 must put on their masks prior to exiting their cars.*
 - a. Parents must show the GREEN completed MyMedBot page and receive confirmation from the employee on carline duty before children can exit the car. Directions for use of MyMedBot will be communicated to families on Thursday, September 3, 2020.
 - b. Parents should use the three lanes (other than the far right lane) to approach the main school and pull down on the curb to the white line, or as far as possible; color-coded signs should be clearly visible in the front window.
 - c. Drop off point is between front doors and exterior classroom doors in the lower school. Drop off and pick up are only in the car line, **not** in the lower parking lot; please do not plan to park and walk your child to the school door.
 - d. **Grades 1-3:** Students in Mrs. Bedsaul's and Ms. Creighton's homerooms will enter through the Main school entrance. Other students in Grades 1-3 will enter school through exterior doors to their classroom (Mrs. Downey and Mrs. Rupprecht) or the 3rd Grade hallway (Ms. Dippel and Mrs. Kamyszek).
 - e. **Grades 4-5** will enter their homerooms (Mrs. Westervelt, Mrs. Peck, Mrs. Bradshaw, Mr. McGonigal) via the exterior doors.
 - f. **MS students** will enter through the MS gate.
 - 1. **6th Grade students:** once in the courtyard between LS and MS, turn left and go directly to the Field House for advisories. Do not go to lockers at this time.
 - 2. **7th Grade students:** once inside the MS building, place lunches on the bench outside the Commons, go to lockers for items needed for periods 1-3, and proceed to advisory classrooms.
 - 3. **8th Grade students:** once inside the MS building, go directly to advisories. Do not go to lockers at this time.



PICK UP PROCEDURE Please adhere to the designated times for pick up, as it will make the end of the school day smoother for all. It is recommended that you plan to pick up at the correct time for your oldest child.

- Names and grades of students should be prominently displayed on windshields to allow staff to quickly communicate to classrooms via walkie talkie. Name cards will be color coded by division to help with traffic direction.
- Children will be dismissed from their classrooms in Early Childhood – 5th Grade through the doors by which they entered the building.
- **Little Dragons, K-Prep, and Kindergarten** may begin pick up at **2:45 p.m.** Parents should use the far right car lane.
- **Lower School/Intermediate** may begin pick up at **3:00 p.m.** and proceed to the curb in front of the main building. Students will be called to the curb when their cars are present.
- **Middle School** may begin pickup at **3:10 p.m.** MS Students will be dismissed from the Field House/Gallery doors, and will be called to the curb when their cars are present.



HEALTH & SAFETY

FACE MASKS

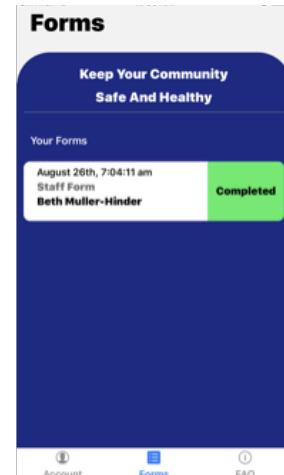
- Face masks (or cloth coverings) are required for all faculty, staff, and students in Grades K-8. As per the Maryland Office of Childcare (OCC), masks are **strongly** encouraged for our youngest students in Little Dragons and K-Prep. CDC and OCC requirements are always subject to change prior to the reopening of school.
- All students are required to provide two “backup” masks in a labeled sealed ziploc bag on the first day of school, to be kept at school. The primary mask is to return home daily for cleaning.
- Masks will be removed for socially-distanced outdoor activities and eating times. Individuals should wash their hands before putting on or removing a mask, only touch the mask by its straps, avoid touching the mask while it is being worn, and change masks if it becomes wet.
- Research indicates that masks made of materials that allow light to pass through will NOT provide effective protection against COVID-19. Note: to test for effectiveness, attempt to blow out a lit candle while wearing mask. If you are able to do so, the mask does not provide adequate protection.
- The mask should fit snugly to cover the nose bridge, mouth, and chin. Masks should be free of slogans, writing, or large branding. For now, we encourage you to find a face covering that is comfortable for your child and have him/her practice wearing it for intervals of time. For CDC information on masks please reference the following: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>
- Teachers will wear clear face masks in the first weeks of school, in an effort to optimize communication and understanding. www.theclearmask.com

TEMPERATURE CHECKS AND HEALTH SCREENINGS

- Faculty and Staff will be required to take temperatures before entering school buildings.
- Children in Grades Little Dragons - Kindergarten will need to have temperatures taken and recorded upon arrival to school. Children who are unwell should be kept home
- Families of students in Grades 1-8 will be asked to take temperatures and complete a brief daily health inventory before coming to school. The School has

selected **MyMedBot**, an application for recording and reporting. Installation instructions will be provided prior to the start of school. Parents or caregivers must show the GREEN “completed” screen on the MyMedBot app to an HDS employee before children can exit vehicles.

- Per CDC guidelines, anyone recording a temperature of **100.4°F** or higher will be asked to stay at home or return home if recorded upon arrival at school for students in the Early Childhood building. If one child in the household records a temperature of **100.4°F** or higher or is experiencing any COVID like symptoms, please keep **all** children home.
- As always, we ask that families be vigilant about keeping children at home when they are unwell.



FOOD GUIDELINES

- Food is not allowed on campus with the exception of lunches packed from home. The lunch must be packed by someone with no known symptoms of COVID.
- Extended Day will provide snacks as per OCC guidelines.
- Fast food and other food delivery services will not be permitted.
- Advisory lunches and hot lunches are temporarily suspended until further notice.
- Birthdays will be recognized without accompanying food.

ACADEMICS, EXTRACURRICULARS, & EXTENDED DAY

COHORTS AND GROUPING

- Students and teachers will be grouped together to minimize exposure.
- Cohorts will be organized by grades and by buildings for maximum flexibility.
- The three main buildings on campus will be separate and distinct from each other, with very limited physical interaction between students and teachers across the three divisions: Early Childhood (Little Dragons-K); Lower/Intermediate (1-5) and Middle (6-8).
- Early Childhood classes will be self-contained, and all special area teachers will be livestreaming lessons from another building on campus.
- For students in Grades 1-5, some teachers will come to the homeroom for specials; some special area teachers will livestream lessons from other buildings on campus.
- In Grades 6-8, movement will be restricted as much as possible in hallways and at lockers, adhering to small groups and social distancing guidelines. Some special area teachers will livestream lessons from other buildings on campus.

Note: *In order to preserve cohorts, families are asked **not** to carpool with other families.*

SCHOOL SUPPLIES

- School supply lists have been shared with families. Lists can also be found on the school website, www.harfordday.org, under the Parents/Students tab.
- Students will not share personal materials and supplies (i.e. crayons, scissors, pencils, etc.) during the school day. Any equipment shared among students (i.e. microscopes, musical instruments, etc.) will be sanitized between uses.
- In Grades 1-8, if a digital device must be shared, it will be sanitized between users.
- Additional supplies may be required for students opting to attend HDS classes virtually.

RECESS

- Recess will occur for all students as usual, 2 times per day.
- To allow for social distancing and to remain in cohort groups, students will participate in recess activities following a rotation of locations (fields, playground, etc.) with their grade levels.
- Lanyards will be provided for each student; attaching the mask to the lanyard will reduce the likelihood of a mask being lost, and the lanyard/mask can be tucked into the child's shirt at play time IF the child is able to maintain a 6 foot distance. Per CDC guidelines regarding outdoor play, children who are engaged in games, sports, or playground activities, and therefore unable to distance the minimum amount, will need to wear their masks.

PHYSICAL EDUCATION

- The locker rooms will not be open, but students will participate in Phys. Ed. classes. If special access is required, an exemption will be determined with family, the School Nurse, or the School Counselor.

FIELD TRIPS

- Field trips for the 2020-21 school year are temporarily suspended until further notice.

AFTER SCHOOL CLUBS, SPORTS

- There will be no fall interscholastic sports per MIAA and IAMM mandate.
- Intramural sports will be offered for students in grades 6-8 during the fall season; options and schedules are as follows:
 - Coed Running Club (Mondays and Wednesdays)
 - Boys' Soccer -- Tuesdays and Thursdays
 - Girls' Field Hockey -- Tuesdays
 - Girls' Soccer -- Thursdays

Note: Students may participate in the running club AND the relevant sport(s).

Intramurals will begin Monday, September 14, and will run from 3:05-4:05 p.m.

Masks will be worn for intramural sports, as well as sports at recess.

- Middle School students will be offered the opportunity to participate in the “staging” of a play expressly written for Zoom performances.
- Due to the nature of Lower School after school clubs (close quarters, shared materials, groupings across grade levels, outside presenters), we are currently unable to offer this option. We will reassess as the year progresses.

EXTENDED DAY

- Before school care will not be provided for the fall semester due to modified drop off times.
- Extended Day will be offered in the afternoon only, from dismissal time to 6:00 p.m., Monday through Friday.
- Registration for Extended Day is required to allow for adequate staffing and planning. Registration forms were due on August 28, 2020. Due to the need to carefully plan to best preserve cohorts, late registrations will not be accepted.
- Children in after school care will be separated into small groups, though some may be in mixed grade levels. Social distancing and mask guidelines will be maintained.
- Drop-ins will **not** be available during the fall semester.
- Additional details to follow.

VIRTUAL LEARNING OPTIONS & RECOMMENDATIONS

LIVE STREAMING

- Some families may elect to participate in classes online via live streaming, rather than attend in person classes. Online participation means that your child will attend most classes via Google Meet. Additionally, homeroom and advisory, will be live streamed; however, there may be limited to no access to livestreaming for some outdoor activities and classes.
- Supplies and materials required for classes will be provided to families electing to participate remotely; however, some materials, such as musical instruments and other limited supply shared items (i.e. microscopes for Science) will not be provided.
- For planning purposes, please notify **your child's Division Head at least one week** in advance if you plan on keeping your child(ren) home for an extended period of time for a non-health related emergency.
- Families may elect to return children to school for in person instruction at any time during the school year.
- Tuition will not be discounted for families electing to keep children home; tuition discounts apply only when the school is mandated to close and when distance learning days exceed 30.

IMPORTANT RECOMMENDATIONS

- We strongly encourage families to restrict travel two weeks prior to the start of school. If travel is necessary, COVID testing is recommended prior to the start of school. Any Marylander returning from out-of-state or any out-of-state traveler should either get tested for COVID-19 promptly upon arrival in Maryland or within 72 hours before travel to Maryland. Please refer to Maryland [travel guidelines](#) issued on July 29, 2020.
- To eliminate the need to check in and out during the school day, we encourage families to schedule medical and dental appointments later in the day.

FREQUENTLY ASKED QUESTIONS

Harford Day
SCHOOL

WILL STUDENTS BE REQUIRED TO QUARANTINE BEFORE THE FIRST DAY ON CAMPUS?

Students are not required to quarantine before returning to school, but HDS strongly encourages families to engage in as little travel as possible two weeks before the start of school (first day - September 8, 2020).

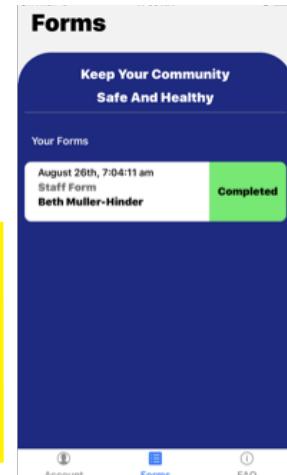
WILL ALL FAMILIES NEED TO BE TESTED FOR COVID-19 BEFORE RETURNING TO CAMPUS?

Updated State of Maryland [travel guidelines](#) (issued on July 29, 2020) recommend testing for families traveling out of state. See "Important Recommendations" on page 17.

Additionally, if students and/or family members are experiencing any signs or symptoms of COVID-19, they must contact their primary care physician for guidance regarding testing or isolation.

WILL THERE BE A DAILY HEALTH SCREENING THAT STUDENTS AND EMPLOYEES ARE REQUIRED TO SUBMIT?

Yes, students and employees will be required to complete a health screening questionnaire daily. This will be recorded every morning, before arriving on campus, using the mobile app, **MyMedBot**. The responses to the questionnaire will determine whether or not the student will be permitted on campus that day. Parents or caregivers must show a completed GREEN message to an HDS employee before children can leave the car.



HOW WILL HEALTHY TEMPERATURES BE MONITORED AND REPORTED?

Temperatures will be reported daily, by parents, using **MyMedBot**, for children in grades 1-8. The temperatures of students in Little Dragons, K-Prep, and Kindergarten will be taken at drop-off, confirmed by a staff member and recorded, as required by the Office of Childcare. According to the latest CDC guidelines (July 20, 2020): If a student or staff member has a temperature of **100.4°F** or higher, then he or she is not allowed on campus.

WHAT ARE THE COVID-19 SYMPTOMS THAT PREVENT MY CHILD FROM BEING PERMITTED ON CAMPUS?

Per the [COVID Guidance for Maryland Schools](#) released on August 27, 2020, COVID-19-LIKE ILLNESS is defined as: Any one of the following: cough, shortness of breath, difficulty breathing, new loss of taste or smell OR at least 2 of the following: fever of 100.4 or higher (measured or subjective), chills or shaking chills, muscle aches, sore throat, headache, nausea or vomiting, diarrhea, fatigue, and congestion or runny nose.

***Regardless of other symptoms, students are not allowed on campus when their temperature is 100.4°F or higher. Additionally, if your child is sick, please do not send him/her to school.*

WHY IS THE SCHOOL NOT TAKING THE TEMPERATURES OF LOWER AND MIDDLE SCHOOL STUDENTS EACH MORNING?

The CDC advises that a temperature reading alone is not a conclusive indicator as to whether a child or adult may be positive for COVID-19. There are those who present with normal temps but are positive for the virus, and others who have elevated temps caused by illnesses other than COVID-19. By partnering with families via the MyMedBot app, a more thorough and accurate daily evaluation can be achieved.

WHAT IS THE PROTOCOL IF A STUDENT IS SICK WITH AN ILLNESS THAT IS NOT CONFIRMED TO BE COVID-19?

If a student is sick with an illness that is identified as something other than COVID-19, his/her health care provider must submit documentation verifying the illness. As with all illnesses, the student is not permitted on campus until there are no symptoms, for 24 hours, without the use of fever/symptom-reducing medication.

WHAT IS THE PROTOCOL IF SOMEONE IS ASYMPTOMATIC BUT TESTS POSITIVE FOR COVID-19?

Per the State of Maryland [Response to a Laboratory Confirmed Case of COVID-19 and Persons with COVID-19 like Illness in Schools](#), updated August 28, 2020, if a student or faculty member is asymptomatic but tests positive for COVID-19, they will need to isolate for at least ten days, AND until symptoms have improved and are fever free for 24 hours without using fever reducing medication like Tylenol. If they have not already done so, they are to contact their health care provider.

We will also depend on trained members of our community to do contact tracing in the event that a member of our community tests positive for Covid.

WHEN DOES MY CHILD NEED TO BE TESTED FOR COVID-19?

The CDC recommends that if an individual is showing signs or symptoms of COVID-19 they call their primary care physician for further guidance regarding testing/isolation.

WHAT IS THE PROTOCOL IF A STUDENT BECOMES ILL WITH SYMPTOMS OF COVID-19 DURING THE SCHOOL DAY?

If a student becomes ill with symptoms of COVID-19 during the school day, the student will be removed from the classroom and monitored in the designated quarantine room supervised by the school nurse or other staff member. Parents will be notified immediately, and depending on the severity of illness, be directed to pick up their child promptly or meet their child at a health care facility. If the student will be picked up at school, he/she will be escorted to the parent waiting in a nearby vehicle.

HOW IS HDS DEFINING A COHORT?

Students and teachers will be grouped together to minimize exposure. Cohorts will be organized by grades and by buildings for maximum flexibility. The three main buildings on campus will be separate and distinct from each other, with very limited physical interaction between students and teachers across the three divisions: Early Childhood (Little Dragons-K); Lower/Intermediate (1-5) and Middle (6-8).

WHAT IS THE PROTOCOL FOR THE COHORT IF A STUDENT OR A TEACHER IN THE COHORT TESTS POSITIVE FOR COVID-19?

If a student or teacher in a cohort tests positive for COVID-19, the entire cohort will not be permitted on campus for 14 days following the positive diagnosis. This cohort will participate in distance learning for 14 days to ensure that learning continues uninterrupted.

We also will depend on trained members of our community to do contact tracing.

Note: The Harford County Health Department may require the closing of the entire school, depending on the extent of the exposure. Though not guaranteed, creating building and grade cohorts may help to alleviate the need to close the entire school.

WILL THE HDS COMMUNITY BE NOTIFIED IF A STUDENT OR EMPLOYEE WHO HAS BEEN ON CAMPUS TESTS POSITIVE FOR COVID-19?

Yes, the HDS community will be notified via email if a student or employee who has been on campus tests positive for COVID-19. The name of this person will not be disclosed.

WHAT IS THE SCHOOL DOING TO IMPROVE/UPGRADE VENTILATION SYSTEMS?

HDS has invested in an upgrade to our ventilation system and has installed Needlepoint Bipolar Ionization in all buildings. This technology is the first air purification solution to achieve a 99.4% reduction rate on a SARS-CoV-2 (COVID-19) surface strain within the first 30 minutes. According to the manufacturer, Global Plasma Solutions, “Needlepoint bipolar ionization works to safely clean indoor air, leveraging an electronic charge to create a high concentration of positive and negative ions. These ions travel through the air continuously seeking out and attaching to particles. This sets in motion a continuous pattern of particle combination. As these particles become larger, they are eliminated from the air more rapidly. Additionally, positive and negative ions have microbicidal effects on pathogens, ultimately reducing the infectivity of the virus. Global Plasma Solutions’ needlepoint bipolar ionization is ozone-free and the only kind in its category to pass the RCTA DO-160 standard for aircraft.”

Lastly, all filters have been upgraded to MERV-11 filters. These filters remove a higher percentage of contaminants in the air that help to increase indoor air quality and maintain the efficiency of the HVAC unit.

WHAT IS THE SCHOOL DOING TO PREPARE/PLAN FOR SOCIAL EMOTIONAL NEEDS OF STUDENTS?

During this time, we recognize the critical need for social-emotional support of our children, perhaps more so than ever before. The School Counselor will provide regular lessons to our students in the areas of health and wellness, our school's core values, and inclusion and equity. The faculty is cognizant of the anxiety present among our students, and is poised to provide opportunities, both planned and impromptu, to discuss any anxiety or concern students may be feeling around COVID or any feelings related to the current events happening across our nation.

DOES THE SCHOOL PROVIDE MASKS FOR STUDENTS? WHAT ARE MASK REQUIREMENTS?

Masks must be provided by the family and should be labeled with your child's name. All students are required to provide two "backup" masks in a labeled sealed ziploc bag on the first day of school, to be kept at school. The primary mask is to return home daily for cleaning. Masks will be removed for socially-distanced outdoor activities and eating times. Individuals should wash their hands before putting on or removing a mask, only touch the mask by its straps, avoid touching the mask while it is being worn, and change masks if it becomes wet. The mask should fit snugly to cover the nose bridge, mouth, and chin. Masks should be free of slogans, writing, or large branding. For now, we encourage you to find a face covering that is comfortable for your child and have him/her practice wearing it for intervals of time.

Research indicates that masks made of materials that allow light to pass through will **NOT** provide effective protection against COVID-19. **Note:** to test for effectiveness, attempt to blow out a lit candle while wearing mask. If you are able to do so, the mask does not provide adequate protection.

For CDC information on masks please reference the following: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

WHAT WILL STUDENTS DO WITH THEIR MASKS WHEN THEY GO OUTSIDE TO RECESS? WHERE WILL THEY PUT THEM? HOW WILL YOU ENSURE THE MASK DOESN'T GET WET/DIRTY AND GETS BACK TO THE RIGHFUL OWNER?

We ask that you to clearly label your child's mask and to send in at least two spare masks. Lanyards will be provided for each student; attaching the mask to the lanyard will reduce the likelihood of a mask being lost, and the lanyard/mask can be tucked into the child's shirt at play time IF the child is able to maintain a 6 foot distance. Per CDC guidelines regarding outdoor play, children who are engaged in games, sports, or playground activities, and therefore unable to distance the minimum amount, will need to wear their masks.

MY CHILD HAS ASTHMA, WILL WEARING A MASK ALL DAY BE NECESSARY?

There will be times during the day when children will have a break from mask wearing. For example, masks will not be worn during snack or lunch. If your child has asthma, please consult with your child's pediatrician to determine the recommended strategies for mask wearing.

IF AFTER SCHOOL CARE DROP-INS ARE NOT ALLOWED, WHAT SHOULD I DO IF I AM LATE PICKING UP MY CHILD?

The School is working to develop an afterschool arrangement for caregivers who are late for pickup.

I REALIZE THAT WE ARE ABLE TO CHOOSE BETWEEN ON-CAMPUS AND VIRTUAL LEARNING FOR OUR CHILDREN, BUT CAN WE DO SOME COMBINATION, E.G., TWO DAYS ON CAMPUS ALTERNATING WITH TWO DAYS AT HOME?

We believe that it is in the best interest of students and classmates to have weekly consistency of attendance either in or out of the classroom and not to alternate days in and out of school on an ad hoc basis.

Preparation for instruction in person and virtually requires extensive planning. HDS is requesting that you give the school **one week's notice** if you plan to change

to or from virtual learning so that teachers can adequately prepare. Please notify your child's Division Head of your plans. If there is a new health reason or unexpected condition which arises, we ask for 24-48 hrs notice.

HOW WILL HDS ENSURE THAT MY CHILD LEARNING AT HOME WILL HAVE EQUAL ACCESS TO INSTRUCTION AND WILL BE ABLE TO FULLY PARTICIPATE IN THE LESSON?

HDS is upgrading Internet bandwidth to accommodate multiple live streamed lessons for multiple students. We are upgrading each classroom to allow teachers to use microphones so that virtual learners can hear the teacher clearly. We are also adding large screen monitors to classrooms so that teachers can clearly see their online students.

However, the School cannot guarantee that your home's bandwidth will be adequate for online instruction, though you may have some idea of your home internet stability and speed based on experience with Distance Learning in the spring.

SINCE PARENTS ARE NOT ALLOWED ON CAMPUS, HOW WILL YOU SHOW ME THAT MY CHILD'S ENVIRONMENT IS SAFE? ARE YOU PLANNING VIRTUAL TOURS OF CAMPUS UPGRADES AND FACILITIES AND CLASSROOM LAYOUTS?

Pictures of sample instructional spaces and a video of the Early Childhood building will be shared on the school's *Blackbaud Resources* page.

AT WHAT POINT WOULD YOU CLOSE THE CAMPUS AND TRANSITION TO DISTANCE LEARNING?

HDS will follow the guidance of the State of Maryland, the MD Department of Health, and the School's Board of Trustees regarding closure due to COVID-19. Our intention is to open our campus safely and remain open unless governing bodies mandate school closures.

REOPENING TASK TEAM

Susan Kearney Head of School

Kim Creighton 2nd Grade Teacher

Donna Decker Director of Advancement

Valerie Kohles CFO and Director of Operations

Molly Levis Early Childhood Head

Beth Muller-Hinder School Nurse

Lynne Myavec Middle School Head

Rebecca Poole Middle School Science Teacher

Diane Russell Director of Admissions

Tracy Schoene Director of Technology

LaFreda Smith Director of Equity and Inclusion

Ashleigh Wilkes Lower School Head

