**COVID-19 Guidelines**

**Consistent with the CDC guidelines & reviewed by Dr. Hossler & Jefferson County Health Department**

**Arrival:**

Staff are required to have temperature checked upon arrival using the touch free thermometers and sanitize/wash hands.

Students riding the bus will have assigned seats; students living in the same home will be seated together. Masks are required while riding the bus due to limited social distancing. Students will remain on the bus and students being dropped off will remain at the front office until escorted in by staff. This will allow for social distancing and time to take each child’s temperature with a touchless thermometer. Then students will report to the classroom and eat breakfast in the classroom.

**NO backpacks or personal items**

CCA is making every effort to reduce the spread of germs and keep the students, staff, and families healthy. Students will not be permitted to bring backpacks or personal items to school (exceptions will be made for required personal hygiene products).

**Supplies:**

CCA will be charging a small fee for school supplies. This will prohibit supplies coming from many homes. The staff will also be diligent in making sure that there is not communal sharing of supplies. Each student will have their own supplies and the staff will have access to extra supplies to replenish your child’s supplies as needed.

**Social Distancing**

CCA will follow the guidelines provided by the Jefferson County Health Department. The number of students gathering will be reduced through scheduling i.e. recess will be scheduled to reduce the number of students on the playground. This will also be true for the Cougar Cafe schedule. If students are not able to maintain the recommended social distance they will be provided with PPE.

**Water Fountains**

The water fountains will be closed and students will be provided a disposable water bottle for individual use. The water bottles must stay at school and not be shared with other students. It will be disposed of daily. A bin will be provided to gather the water bottle lids to recycle for future benches.

**Illness:**

Please help keep everyone healthy by following the guidelines when to stay home. If your child is sick, keep them home. Reminder they must be fever free without the assistance of medication for 24 hours before they may return to school.

Any child(ren) exhibiting COVID-19 symptoms will be isolated and parents/guardians notified to pick the child up from school. The parent/guardian/emergency contact should call the school upon arrival and the child will be escorted out to the parent/guardian.

Any child or staff member exhibiting COVID-19 symptoms:

* A fever of 100.4 F or higher
* Cough
* Shortness of breath or difficulty breathing
* Chills
* Repeated shaking with chills
* Muscle pain
* Headache
* Sore throat
* New loss of taste of smell

***Staff and students should be symptom and fever free for 72 hours unless diagnosed with COVID-19 then self quarantine rules apply.***

***COVID-19***

If anyone living in your household has symptoms please seek medical care. If any member living in your household is requested to self-quarantine, contact the school immediately. Under these conditions your child should not attend school until the self-quarantine is lifted or released by a medical professional. If anyone living in your household has received a COVID-19 diagnosis you must notify the school immediately.

If there is a confirmed case of COVID-19 for a student or staff member, families will be notified and the school will conduct a deep clean and disinfect the campus.

**Library Books**

We encourage students to read and will continue to exercise new procedures to keep them safe. Once a child has a book from the school library, class library or Cougar Cafe library it will have to be returned to a book bin. The books will be disinfected before another student may use the books.

**Chromebooks**

Chromebooks are shared by all the classes at CCA. Each teacher will sign out a set of chromebooks for class use, one per student. After use the chromebook must be wiped down before returning to the cart.

**Musical Instruments**

At CCA we encourage exploration and creativity through the use of musical instruments. During music class students will not share the instruments that they are using. After use, the instruments will be disinfected. No wind instruments will be used.

**Playground Equipment**

Students will have 60 minutes of recess daily(2-thirty minute recesses). Balls, jump ropes, chalk, and blocks will be restricted during this time. The playground equipment will be disinfected daily.

**Mind & Body**

 **(P. E. & Character Education classes are being blended into one program) Equipment/supplies**

Students will participate in weekly Mind & Body classes; during this time students will not share equipment or supplies. Students will bring personal supplies (provided by school) to class and will not share during activities.

Shared equipment will be disinfected after each use.

**Art Equipment**

Students will continue to be able to express their artistic creativity safely. Students will be required to use their own personal supplies (provided by the school) and will not be shared. Equipment that is used i.e. paint brushes will also not be shared and will be disinfected after each use.

**Gardening/Healthy Eating Equipment**

Students will continue to participate safely in gardening & healthy eating class. When students use equipment i.e. hand tools they will not be shared and disinfected after each use.

**Cougar Mart**

Students will have to place orders and items will be bagged and delivered to each class. Dates to be determined.

**Guests**

Upon entering guests must wear a mask and sanitize hands. This is a hard one; guests will not be able to go past the front desks until further notice or without authorization of administration.

**Field trips**

Field trips will be delayed until it is safe for students.

**PPE**

Masks are encouraged by CDC.

Students will be required to wear masks while riding the bus. Students are also required to wear masks when completing small group work if social distancing is not possible.

Visitors are required to wear a mask to enter the school.

**Medications**

Students who take medicine must report to the office to take their medication.

**Health Concerns**

Student(s) with underlying health issues or are high risk may have remote learning assigned. This will be determined on a case by case basis. Absences due to COVID-19 will be excused and will not penalize the child.

**Cleaning/Disinfecting**

The school is disinfected daily and a deep clean/disinfecting will take place if there is a confirmed case and over school breaks.

Frequent hand washing/sanitizing is scheduled into the daily school routines.

Staff will also routinely clean and disinfect daily. A staff member is currently scheduled to assist during special classes with social distancing and disinfecting equipment/supplies.

Please review the COVID-19 re-entry guidelines with your child. It is important that the guidelines are followed. If a child does not follow the guidelines after being reminded a parent/guardian will be called to pick him/her up from school. Repeated violations will result in additional consequences. Everyone following the guidelines will help keep everyone healthier and to keep the school open.