

Covid-19 Procedures for Clarke Northampton 2021-2022



Clarke Schools
for Hearing and Speech

Claire Troiano, Director of Mainstream Services, Educational Administrator of K-8 Program

Marian Hartblay, Director of Early Childhood Services

KERRY FLAHERTY, HEALTH & SAFETY MANAGER

CLARKE SCHOOLS FOR HEARING AND SPEECH | 45 ROUND HILL RD, NORTHAMPTON MA 01060

REVISED: 2/28/2022

Policies and Procedures

Contact Information

- Updated emergency contact completed for each child
 - ✓ Child will not be admitted to school without prior emergency contact in place.
- Families need to identify a consistent person who will drop off and pick up for the children's safety.
- The designated person must be familiar with all the health and safety protocols outlines in this document.
- Family cannot deviate from the person whom the child may be released to.

Daily Screening Form and Drop Off Procedures

- ✓ If your child **has a temperature greater than 100.4F do not send them to school.**
- ✓ If your child has any of the **following symptoms** in the check list below, **do not send them to school.**
- ✓ If anyone in your household has any of the **following symptoms** in the check list below, **do not send your child to school. Symptoms listed that state "when in combination with other symptoms" refers to Covid based symptoms. If your child has one of the single symptoms and not combined with another, they are still expected to stay home, until symptom free for 24 hours, please check with Health & Safety Manager with any questions regarding this.**

KEEP YOUR CHILD HOME if has A COVID-like illness defined as:		
At least ONE of these symptoms	OR	At least TWO of these symptoms
<ul style="list-style-type: none">• Fever (100.0-degree Fahrenheit or higher, chills, or shaking chills)• Difficulty breathing or shortness of breath• New loss of taste or smell• Muscle aches or body aches• Cough (not due to other known cause, such as chronic cough)• Sore throat, when in combination with other symptoms.		<ul style="list-style-type: none">• Nausea, vomiting, or diarrhea when in combination with other symptoms.• Headache, when in combination with other symptoms.• Fatigue, when in combination with other symptoms.• Nasal congestion or runny nose (not due to other known causes, such as allergies) when in combination with other symptoms.

- If you, your child, or anyone in your household has been exposed to a positive Covid-19 case, **do not send your child to school.** However, if your child is fully vaccinated and asymptomatic, they may come to school, but you must advise Administration of the exposure. Contact Clarke at 413-387-1700 for further instructions if you are keeping your child at home.
- If a child is exhibiting symptoms upon arrival, the child's temperature will be checked. Staff will make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

- If the child has a temperature or exhibits symptoms of concern, the parent will be contacted for pick up and child will be placed in the nurse's office with a staff member until parent arrives.
- If your family has plans to travel internationally, you **must** inform Clarke Administration of dates of travel and follow CDC (Centers for Disease Control) (Centers for Disease Control) guidelines for international travel. There are no restrictions or requirements for domestic travel per Massachusetts regulations, it is recommended to follow domestic travel guidance from the CDC.

Arrival by Vehicle

- No family member is allowed into the building, unless pre-scheduled and approved by administration
- A Clarke staff member will meet you to get your child from the vehicle.
- If late, family members dropping off will call the office and a staff member will meet you to bring the student into school.

Arrival by Bus

- Driver and Aid are not allowed into the building.
- Driver and Aid are to remain with their vehicle.
- A Clarke staff member will get students from the vehicle.
- **MASKS** – Effective February 25, 2022, CDC does not require wearing masks on buses or vans operated by public or private school systems, including early care and education/childcare programs. The school district your child comes from could keep the mask requirement in place and families will have to follow. **Families may choose to continue having your child wear a mask while being transported to school.**
- If late, driver will call the office 413-582-1116 or 413-387-1700 and a staff member will come out to get the child.
- **If a child does not need transportation to school, parent/guardian will inform transportation that their child does not need to be picked up.**

Pick Up by Vehicle

- Dismissal is at 2:30 for Preschool Monday-Thursday and 12:30 on Fridays
- Dismissal is at 3:25 daily for K-8 Program.
- Parent/ Guardian wait at their vehicle until the child is brought to your vehicle by a Clarke staff member.
- If a child needs to be dismissed early, parent/guardian will remain at their vehicle and call the office. The child will be escorted to the vehicle.

Pick Up by Bus

- Dismissal is at 2:30 for Preschool Monday-Thursday and 12:30 on Fridays.
- Dismissal is at 3:25 daily for K-8 Program.
- Driver and Aid to wait with their bus until the students are brought to the bus by a Clarke staff member.
- **MASKS – Effective February 25, 2022, CDC does not require wearing masks on buses or vans operated by public or private school systems, including early care and education/childcare programs. The school district your child comes from could keep the mask requirement in place and families will have to follow. Families may choose to continue having your child wear a mask while being transported home.**
- **No one is to enter the building.**
- **If a child needs to be dismissed early, parent/guardian will inform transportation that their child does not need to be picked up.**

Food – Snacks/Lunch

- Pack a snack and lunch for your child daily
 - ✓ Lunch bags are permitted, please clearly label child's belongings.

Personal Items

- No outside, blankets/toys/personal items are allowed.
 - ✓ Except extra clothes required for cubbies
 - ✓ Preschoolers will bring napping materials in separate storage bag or pillowcase. One stuffy may accompany them and will be stored with personal bedding.

Toys/Materials

- Children will have individual bins with their names on them for items used daily such as crayons, markers, glue sticks, etc.
- Classroom materials being used will be disinfected each day with an electrostatic unit.

Visitors

- **Parents, outside therapists, and site visitors will be permitted with administration approval. ALL visitors must use main entrance of Bell Hall, must sign in and be wearing a visitor pass/ID while visiting and then sign out when leaving and return to the pass/ID. Masks are required to enter the building into the lobby of the Hearing Center but are not required to be worn by visitors once they leave the hearing center area; it is their choice to wear one when inside the building. All visitors to Clarke are required to follow health and safety guidelines that are in place.**

Cleaning/Disinfecting

- Thorough disinfection of all surfaces and toys will occur daily as needed.
- At the end of each day toys will be disinfected.
- Classroom spaces, offices, and materials will be disinfected each day with an electrostatic unit.
- In the event of a positive exposure, a deep clean of the facility will be completed before staff and students return on site.

Mitigation Procedures

- Per Massachusetts Department of Education guidelines and the CDC, students will maintain at least 3 feet of physical distance in the classroom.
- Effective March 7, 2022, Clarke will follow the DESE/EEC/DPH guidance and masks will no longer be required by students or staff no matter the vaccination status. Families may choose to have their child continue to wear a mask while in school and must advise Administration of their request in writing that they want their child to continue masking while in the building. Staff may choose to continue masking at any time. People with symptoms, a positive test, or exposure to someone with COVID-19 will be required to wear a mask when in the building during the additional 5 days of quarantine when cleared to return to the building.
- Weekly pooled testing on Tuesdays will continue and At-Home Antigen tests are available for families or staff who opt-in.
- The following persons are exempt from face covering requirements
 - Children under 5 years old.
 - Persons for whom a face mask or covering creates a health risk or is not safe because of any of the following conditions or circumstances:
 - The face mask or covering affects the person's ability to breathe safely
 - The person has a mental health or other medical diagnosis that advises against wearing a face mask or covering
 - The person has a disability that prevents them from wearing a face mask or covering
 - The person depends on supplemental oxygen to breathe
- Staff and students will complete handwashing routines regularly, in-between activities, before and after mealtime, before and after outdoor play, etc.

Child or Staff illness while at School

- [DESE/DPH Protocols for Responding to COVID-19 Scenarios – SY 2021-22 updated January 31, 2022](#)
- Masks are required to be worn when returning to work or school during the last 5 days of quarantine per scenarios listed in update above.
- Effective February 25, 2022, CDC has changed guidance to be [COVID-19 by County](#)

*All guidance regarding the health and safety policies will be overseen by Clarke’s Health and Safety Manager and all situations will be reviewed on a case-by-case basis for guidance. All guidance listed above follows the Massachusetts Department of Education/Department of Public Health and/or Center for Disease Control and is subject to change as new guidelines evolve.