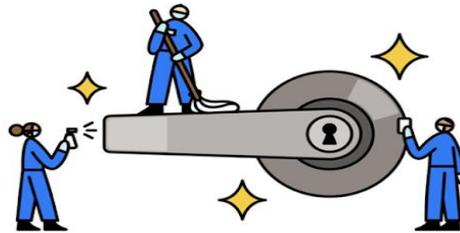
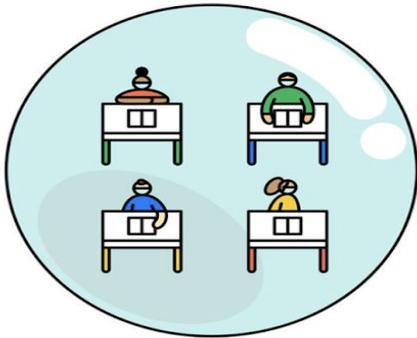
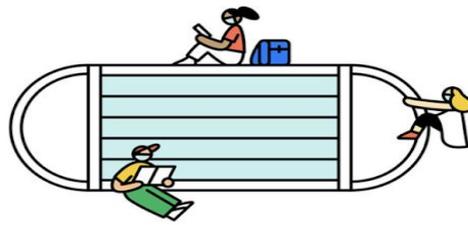


VineyardAppCamp In-Person and Hybrid Re-Opening Checklist



TRANSPORTATION (One often overlooked potential sources of virus transmission)

- Encouraged all parents to drop off students at school, if they are able
- If buses will be used
 - Buses at 50% capacity
 - Ensured 6 feet of distance between student riders
 - Communicated to students and parents that masks are required on the bus
 - Communicated to drivers that bus windows should be open to increase ventilation
- Negotiated multiple trips for buses that may be necessary due to reduced capacity, or arranged alternative options for students

ENTRY TO SCHOOL GUIDELINES (One often overlooked potential sources of virus transmission)

- Clearly communicated the changing national circumstances to parents, with details on whether in-person, hybrid, or online will be put in place
- Clear communication on what your school is waiting for to transition from one teaching model to another
- Clearly communicated to parents and students that anyone with any illness symptoms must stay home

- ❑ Purchased no touch thermometers ([still available on Amazon here](#)) for school nurses to conduct temperature checks if necessary
- ❑ There is debate about the value of schoolwide temperature checks. If you opt to go this route, explain why to parents.

MASK GUIDELINES

- ❑ Clearly communicated to parents that all on-campus students must wear masks (including on school supply list)
- ❑ Extra masks on-hand for students who forget
- ❑ Clearly communicate to students that bullying for wearing or not wearing masks is unacceptable (even if mask-wearing is mandated)
- ❑ Communicate to students that they should clean and sanitize hands before putting on their masks, and they should avoid touching their mask while they are wearing it

IN-CLASS GUIDELINES (SOCIAL DISTANCING AND COHORTS)

- ❑ All desks at least 6 feet apart (may require transitioning large non-classroom spaces like auditoriums into classrooms)
- ❑ If possible, some classes held outdoors
- ❑ Staggered class transition times
- ❑ If possible, students organized into cohorts to avoid class transitions and limit virus transmission
 - ❑ Plan in place for teachers to travel between cohorts, allowing cohorts to remain in one classroom
 - ❑ Cohort plan clearly communicated to parents
 - ❑ For maximum safety, consider a staggered schedule, where some cohorts will attend school on Monday and Wednesday, and others Tuesday and Thursday, with the groups alternating Fridays
 - ❑ If going with a cohort schedule, print out and share cohort schedules with all students. Schedules should clearly visually indicate which classes are online and which are in-person.
- ❑ If possible, make plans for multiple supervised mask-breaks during the day, making mask-mandate compliance more likely. Custodial staff and teachers can help by fetching students from classrooms, escorting them outside, and supervising them during breaks. (Mask breaks can take place in mini-pods that should also be communicated to parents and students)

IF SOMEONE GETS SICK

- ❑ Clearly communicated to parents that any student who is sick must leave school until they can provide a negative COVID test
- ❑ Consulted with [local health department](#) on policy for dealing with student sickness - your local health departments guidance can help you decide whether the entire cohort must go

SURFACE SANITATION

- Hand sanitizer purchased and available in classrooms
- Communicated to teachers that classroom doors should be left open as long as possible to prevent virus from collecting on doors
- Plan in place for custodial staff to clean bathrooms, desks, doors, and sinks more frequently than normal

AIR CIRCULATION

- School HEPA filters replaced prior to reopening - in order to ensure greater air circulation
- [Inquire about whether your ventilation system can be modified to increase airflow](#)

LUNCH AND SNACKS

- Plan in place to have lunch within classrooms, within cohorts if cohorts are in place
- If lunch must happen in cafeteria, stagger lunches to ensure it is possible to have 6 feet of distance between students

RECESS

- Plan in collaboration with gym instructors to have recess outdoors, with masks on, in a socially distanced way
- Communicated to parents that the school recognizes that physical activity is important to students, especially now, and has a plan for it
- Staggered recess times

GYM AND SPORTS

- Plan for socially distanced outdoor games, excluding contact sports
- Plan in place to engage students with naturally non-contact sports like cross-country and tennis

** Drawn from [NPR analysis](#), CDC national reopening guidelines, and US News and World Report