



WYOMING SEMINARY 2020-2021 SCHOOL PLAN





WYOMING SEMINARY 2020-2021 SCHOOL PLAN

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INTRODUCTION

“Within an exponentially changing world, Wyoming Seminary dares to teach students to honor and strive for the true, the beautiful, and the good.”



Dear Wyoming Seminary Families:

All of us at Wyoming Seminary have been inspired over the last few months by our mission statement’s words that we live within an exponentially changing world. The pictures on the first page remind us of the joys and the engagement our students experience at Sem and also inspire us to look ahead to an exciting future.

For now we focus on moving forward as a community, safely and responsibly, living all that is true, beautiful, and good, meeting the challenges of the pandemic head on.

The Wyoming Seminary team has been working very hard to ensure the safe reopening of our school in the fall, a reopening which prioritizes the well-being of our children and our families. As part of our planning we worked closely with leading Geisinger infectious disease doctors and Sem parents Dr. Mary Louise Decker Fenster and Dr. Alison Brodgerski who continue to advise us throughout these days and weeks as conditions evolve. Keeping our students, families, faculty, and staff, as well as our greater community, safe and healthy, will continue to be the principle which guides our decision making.

Today, as we prepare to reopen our campuses and dorms, we share with you the work we have been doing to prepare for a safe reopening, as well as a number of areas of primary focus. Over the spring, we created special task force teams to dive into the complex details of going back





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to school within a COVID-19 world. Within this report, each task force team will present the initiatives they are implementing. While more information will be provided ahead, briefly, Wyoming Seminary has established a new Student Health Center on our Upper School campus, as well as an expansion of the Lower School Student Health Services Center. We have implemented sanitation protocols and tools within buildings to make sure our facilities are safe. In addition, our academic team and faculty have been working toward expanding our virtual learning platform and schedule. We will offer high quality instruction and community experiences to our students whether in person or virtually. We will offer in-person learning with social distancing and other safety protocols in place, a virtual option for families who choose it and the readiness to have our school fully online in the event of another mandated shutdown by the governor. If you wish to select the virtual option, please contact admissions as soon as possible to register.

Finally, while COVID-19 has increased financial spending for a non-profit organization like Wyoming Seminary, we reaffirm our partnership with our hard working families in this challenging time. Moving forward, we will issue a prorated tuition discount of 15 percent if we are forced to close our campuses physically and go fully online because of a mandated shutdown.

While this plan reflects our expectations for a successful return to classes this fall, we may need to make revisions to the plan if our conditions change.

Please explore this Wyoming Seminary 2020/2021 School Year Report to see all of the exciting changes and safety protocols we have put into place. Thank you for your ongoing partnership and support as we move forward together.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kevin Rea", written over a white background.

Kevin Rea
Wyoming Seminary President



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WYOMING SEMINARY EXECUTIVE LEADERSHIP

WYOMING SEMINARY EXECUTIVE LEADERSHIP

Kevin Rea, President

Julie Calabro, CPA/CGMA, Chief Financial Officer

Dr. Neil Cronin, Vice President of Academic Affairs

Nina Moser, Vice President of Advancement (appointed 2020)

John Shafer, Vice President of Advancement (retiring 2021)

Thomas Morris, Dean of Upper School

Dr. Kathleen Hanlon, Dean of Lower School

Julie Bean, Dean of Admission & Financial Aid

Karen Klassner, Director of Athletics

Benjamin Schall, Director of Facilities



TASK FORCE TEAM LEADS

Academics - Dr. Neil Cronin

Athletics - Karen Klassner & Jenera Quinones, Director of Athletics Lower School

Enrollment Management & Financial Impact - Julie Bean & Julie Calabro

Health & Sanitation - Beth Blaum, Director of Student Health Services & Benjamin Schall

Residential Life - Thomas Morris



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HEALTH AND SAFETY PLAN DEVELOPMENT TEAM

(Individuals who played a role in drafting the enclosed Health and Safety Plan)

- Dr. Allison Brodinski, DO** - Infectious Disease, Parent
- Dr. Mary Louise Decker-Fenster, MD** - Infectious Disease, Parent
- Kevin Rea** - President
- Benjamin Schall** - Director of Facilities
- Beth Blaum** - Director of Student Health Services
- Carol Kollar** - Nurse, Lower School

VIRTUAL LEARNING PLANNING TEAM

- Dr. Neil Cronin**, Vice President of Academic Affairs
- Dr. Janel McCormick**, Lower School Faculty
- Vicky Austin**, Lower School Faculty
- Mary Swaback**, Class Dean, Upper School Faculty
- Rachel Bartron**, Class Dean, Upper School Faculty

PANDEMIC CRISIS RESPONSE TEAM

(Individuals who will play a role in within-year decision making regarding response efforts in the event of a confirmed positive case or exposure among staff and students)

- Julie Bean** - Coordinator, Pandemic Crisis Response Team
- Kevin Rea** - President
- Beth Blaum** - Director of Student Health Services
- Carol Kollar** - Nurse, Lower School
- Dr. Neil Cronin** - Vice President of Academic Affairs
- Thomas Morris** - Dean of Upper School
- Dr. Kathleen Hanlon** - Dean of Lower School
- John Eidam** - Lower School Faculty, Parent
- Dr. Elizabeth Penland** - Class Dean, Faculty, and Dorm Faculty



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PREPARING BUILDINGS, CLASSROOMS, DORMS AND DINING HALLS

LOWER SCHOOL LUNCH

- All Lower School students will have lunch in their classroom. Lunches ordered from Metz (Grades 1-8) will be delivered to the classrooms.
- Full-day early childhood students should bring lunch from home.
- Half-day early childhood students will not eat lunch at school.



Fleck Dining Hall has been reconfigured to allow for increased social distancing during lunch periods.

UPPER SCHOOL DINING HALL

We will be able to accommodate 121 socially-distanced members of the community in the Fleck Dining Hall. Our plan is built on reduced capacity in that room:

- Fewer tables in the dining hall
- The use of plexiglass dividers at each table
- Clearly defined traffic patterns into and out of the servery

Given that capacity:

- Boarding students will use the dining hall for breakfast, dinner, and weekend brunch.
- Boarding students and residential faculty will be divided into shifts for brunch and dinner so as to ensure the safest possible number of people in the facility at one time.



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Upper School lunch will be served out of the Blue Gym:

- The Blue Gym will be able to accommodate 32 socially distanced students at tables with plexiglass dividers.
- The Carpenter Gym bleachers will be able to accommodate 90 socially distanced students.
- Students may also pick up their lunch and eat in the dining hall and the Wallis Room, they may take their lunch to a classroom, and boarding students may take their lunch to their room. Certainly, all will be encouraged to eat outside when the weather permits!
- There will be two lunch periods per day.



An outdoor dining area on the Upper School campus

DORMS

- We are currently investigating ventilation systems and developing plans to improve air circulation according to CDC guidelines.
- Hand sanitizer will be placed in key locations around all dorms.
- Cleaning and disinfecting efforts will be supplemented by additional contracted services.

BUILDINGS AND CLASSROOMS

- We are currently investigating ventilation systems and developing plans to improve air circulation according to CDC guidelines.
- Cleaning and disinfecting efforts will be supplemented by additional contracted services.
- Hand sanitizer will be placed in key locations around all buildings and classrooms.
- Maintenance and cleaning staff schedules will be altered to allow for additional cleaning and disinfection during the school day.



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PREPARING FACULTY, STAFF & RESIDENTIAL LIFE PERSONNEL

PROFESSIONAL DEVELOPMENT AROUND HEALTH AND SANITATION

Our health office, administration, and academic leadership are designing professional learning opportunities tailored to Wyoming Seminary's unique mission and the challenges we face as we approach the 2020-2021 school year. Faculty will be asked to participate in training that explores health, safety, and social distancing protocols, teaching within socially distanced classrooms, and strategies for engaging students during extended absences.

- Staff, coaches, parents, students and athletes will be educated on the following (through posters, flyers, meetings, emails, phone calls):
 - » COVID-19 signs and symptoms
 - » Proper ways to limit exposure to COVID-19 (hand washing, cough in your elbow, disinfecting touched surfaces, social distancing)
 - » Any pertinent COVID-19 information released by state/local governments, NFHS, and PIAA
 - » Return to Sport Guidelines
- Wyoming Seminary is providing all faculty and staff with face masks and face shields.

PROFESSIONAL DEVELOPMENT AROUND VIRTUAL AND HYBRID LEARNING

This summer our faculty members are engaging in professional development to prepare for both socially distanced on-campus instruction and online instruction. To continue to develop our ability to offer high quality online instruction, faculty are participating in weeklong training in online teaching through Global Online Academy and the International Society for Technology in Education.

UPDATED POLICIES & PRACTICES

- Upper School Virtual Learning Handbook
- Lower School Virtual Learning Handbook



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HEALTH & SANITATION

HEALTH SERVICE PREPARATIONS

The following initiatives are in process to facilitate a reduction in risk factors:

SCHOOL-WIDE INITIATIVES

Symptom Checker/Reporting Application:

- Wyoming Seminary has developed an application to be used via computer or mobile device.
- This application will be used daily by all students, faculty, and staff.
- Any individual presenting with a COVID-19 symptom will be signaled to stay home.
- Data from the mobile application will be sent to the Health Service Centers at each division daily, triaged, and any individual reporting symptoms will be followed up.

Important Signage:

- Signage for facilitating the flow of foot traffic on campus while maintaining six feet social distance
- Mask-wearing educational materials
 - » Mask-wearing will be required in all public areas
- Handwashing and hygiene education
 - » Printed materials
 - » Video presentations on mask-wearing and hygiene

Communication:

Wyoming Seminary Pandemic Coordinator and Pandemic Crisis Response Team, along with the communications department, will ensure constant communication regarding any positive cases reported on both campuses.

The image shows a screenshot of a web-based survey titled "Sem - Daily Health Screening Survey". The form includes instructions to fill out the survey before reporting to campus and a note that email addresses will be recorded. A "Required" field asks, "Have you been diagnosed with COVID-19?" with radio button options for "No" and "Yes". A "Next" button is visible at the bottom.

Students, faculty and staff will use an app to report symptoms.



Educational materials will be posted.



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ESTABLISHMENT OF NEW STUDENT HEALTH CENTER

The Shafer House, located between Sprague Hall and The Stettler Learning Resource Center, is being converted into the Wyoming Seminary Student Health Center.

The new Wyoming Seminary Student Health Center:

- Improves current health office facilities to accommodate easy flow and waiting room spaces to provide for adequate physical distancing
- Provides five bedrooms with six beds for ill boarding students
- Two bathrooms to share
- Two office spaces for nurses
- One exam room
- One waiting area for day students awaiting parent pick up

INCREASED STUDENT HEALTH CENTER STAFFING

Additional staffing at both divisions will help to manage daily student/faculty assessment, diagnosis, and treatment plans.

Upper School

- Adding one full-time nurse for 3-11 p.m. shift
- New Student Health Service administrative assistant to manage wellness app tracking and clerical duties
- Additional licensed nurses to provide per diem coverage from 11 p.m. to 7 a.m. as needed for 24-hour quarantine situations



The new Wyoming Seminary Student Health Center



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Lower School

- New Student Health Service administrative assistant to manage wellness app tracking and clerical duties

Lower School & Upper School

- Inventory of PPE supplies
 - » Hospital-grade for nursing staff in quantities adequate to allow for the change of gear (mask, gowns, and gloves) between each patient/student
 - » CDC-recommended supplies for students and staff for daily usage
 - » Upgraded current thermometers to Contact Free Infrared Thermometers
 - » Pulse Oximetry units

COVID-19 TESTING FOR BOARDING STUDENTS

On-campus:

- Wyoming Seminary is purchasing COVID-19 testing supplies through a contract with Aegis labs to provide testing and shipping supplies with 24- to 48-hour results.

Off-campus:

- Off-campus testing can be coordinated through the Geisinger Health System by calling 570-284-3657.

SANITATION PREPARATIONS

- The Upper and Lower School Campus facilities will be cleaned and disinfected following guidance provided by the CDC for cleaning school, college and university facilities.
- Prior to the reopening of school, facilities will be cleaned and disinfected in accordance with CDC guidance.
- Frequently touched surfaces and objects within the school, including door handles and sink handles, will be cleaned and disinfected during the day.



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Hand sanitizer stations will be installed on both campuses.

- Drinking fountains will be placed out of service. All students should bring their own clean water bottles each day.
- Maintenance and cleaning staff schedules will be altered to allow for additional cleaning and disinfection during the school day.
- Cleaning and disinfecting efforts will be supplemented by additional contracted services.
- Hand sanitizer will be placed in key locations around all buildings.
- Plexiglass guards will be installed in classrooms, administrative offices, and dining halls

DORMS

- We are currently investigating ventilation systems and developing plans to improve air circulation according to CDC guidelines.
- Hand sanitizer will be placed in key locations around all dorms.
- Cleaning and disinfecting efforts for dorm facilities and bathrooms will be supplemented by additional contracted services.

BUILDINGS AND CLASSROOMS

- We are currently investigating ventilation systems and developing plans to improve air circulation according to CDC guidelines.
- Cleaning and disinfecting efforts will be supplemented by additional contracted services.
- Hand sanitizer will be placed in key locations around all buildings and classrooms.
- Maintenance and cleaning staff schedules will be altered to allow for additional cleaning and disinfection during the school day.



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ATHLETIC AND TRAINING FACILITIES

- Increased cleaning services will be implemented for all athletic facilities.
- Custom water bottles with athlete number decals will be provided to each athlete.
 - » Bottled waters will also be available for purchase at school this year since water fountains will be off-limits.
 - » Students can also bring their own clean container from home.
- Thermometers for athletic facilities.
- Sanitizing equipment and product to clean balls and sporting equipment will be implemented.
- Custom racks for football helmets, shoulder pads, and pads will be implemented for thorough sanitation after each practice.
- Spray foggers for sanitizing fields, lockers and score tables will be implemented.
- Athletic facilities will be cleaned to support the events for each venue.
- Weight Room Equipment will be wiped down after team and individual's use.



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ACADEMICS

Wyoming Seminary is preparing the academic program for the 2020-2021 school year to ensure continuity of instruction for all students in various scenarios that may emerge as our community members cope with the challenges of COVID-19. On-campus instruction is set to resume at the start of the school year and will be structured to promote social distancing throughout the academic day. Also, teachers will be equipped with tools to maintain student engagement during periods of extended absence due to quarantine and other complications caused by the pandemic. At the same time, we recognize that many of our families are not able or willing to return to in-person instruction next year. For these families, we are offering a virtual alternative to in-person learning.



Finally, we are examining our experience with emergency virtual learning last spring and improving on our design should state or local officials require a closure next year. Results of our May parent survey showed that 84 percent of families were satisfied with Sem’s response to virtual learning. However, both quantitative and qualitative responses from parents clearly identified areas for improvement. We have used this feedback to redesign Sem’s approach to virtual learning which will include a schedule of synchronous learning at all grade levels and virtual community periods. The following sections of this report provide detailed information regarding our plans for in-person and online learning during the 2020-2021 school year.

CONTINUITY OF INSTRUCTION DURING COVID-19 ABSENCES

In recognition that students may face lengthy absences from school for a variety of reasons, Wyoming Seminary will be adopting practices that allow students to remain engaged in their academic environment should they need to be home for an extended period of time. While



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implementation will vary by grade level and discipline, teachers will be able to utilize digital tools including: cameras and microphones that will allow students to participate in class when appropriate, Google Classroom for the distribution and collection of student work, and open PowerSchool grade books that allow students to track their academic progress.



The outdoor Gover Garden at the Lower School provides an open-air environment for learning.

IN-PERSON INSTRUCTION AND SOCIAL DISTANCING

Overview

- We are converting larger spaces, some of which have not been classrooms in the past, to serve as classrooms where students can be spaced six feet apart.
 - » **Lower School:** library, cafeteria
 - » **Upper School:** KCCA Auditorium, BPAC Auditorium, Student Center, Carpenter Basement
- Parents and visitors will not be allowed to enter hallways or classrooms. Locations for parent pick and drop off will be identified for both campuses.
- Student arrival and dismissal will be organized to prevent large groupings and promote social distancing.
- Hallway traffic will be reduced on both campuses to promote social distancing between students if/when they move between classes.
- In recognition that students may face lengthy absences from school for a variety of reasons, Wyoming Seminary will be adopting practices that allow students to remain engaged in their academic environment should they need to be home for an extended period of time. While implementation will vary by grade level and discipline, teachers will be able to utilize digital tools including: cameras and microphones that will allow students to participate in class when appropriate, Google Classroom for the distribution and collection of student work, and open PowerSchool gradebooks that allow students to track their academic progress.



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- This summer faculty are engaging in professional development to prepare for socially distanced teaching, virtual instruction, and implementation of social distancing and health protocols.
- To reduce the number of large gatherings, all school assemblies, chapel, performances, and other community meetings will be held virtually.
- Because we will not be able to continue the programs under social distancing restrictions, the before- and aftercare programs at the Lower School will not be operating for at least the first trimester of the 20-21 school year. We will review our ability to provide them throughout the autumn.
- Masks or face-shields will be worn by faculty and students in all divisions.
- There may be some instances where teachers and students may come within six feet of each other, including but not limited to: learning support, science labs, and individual literacy instruction. In such situations desk screens will be employed as an additional protection.
- Co-curricular and student life programming will be amended to account for social distancing.



Face masks or face shields will be worn by faculty, staff and students.

Early Childhood (Toddler-Kindergarten)

- Students will be kept as distant from one another as possible and will regularly wash hands.
- All table/work groupings will be kept six feet apart.
- We will limit the frequency with which students share supplies.
- Students will remain in their classrooms as much as possible, including for lunch.
- Half-day students will not eat lunch at school to minimize mask removal.
- Specials teachers (dance, art, gym, music, chorus) will come to the classrooms to deliver their course content.

Primary (1-4)

- Student desks will be spaced six feet apart and facing in the same direction.
- Students will remain in the same room all day - specials teachers will come to the classroom to deliver their course content.
- We will limit the frequency with which students share supplies.
- Students will remain in classrooms for lunch, which will be delivered to the classroom if families choose to order.



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Signage will be installed in hallways to promote social distancing and masking.

Middle (5-8)

- Student desks will be spaced six feet apart and facing in the same direction.
- Students will remain in the same room all day - all teachers will rotate.
- We will limit the frequency with which students share supplies.
- Students will remain in classrooms for lunch, which will be delivered to the classroom if families choose to order.
- Break will be provided.
- Student room assignments will be based on the individual student's course schedule.
- Some classes may be offered fully online. Students are encouraged to bring their laptop to school each day.

Upper (9-PG)

- Student desks will be spaced six feet apart and facing in the same direction.
- Passing time between periods will be extended so that students can move between classes while maintaining social distancing. Hallways and staircases will be designated as one direction.
- Students will pick up bagged lunches in the Blue Gym, where they can maintain spacing. Lunches will be brought to designated areas on campus where students will be able to eat while spaced six feet apart or separated by plastic dividers.
- During free periods, students will report to the KCCA auditorium where they can work while maintaining social distancing.
- Some classes will be offered fully online. Students are encouraged to bring a laptop to school each day. Students who do not have a laptop will be able to sign out a school laptop.



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SCHOOL CLOSURE AND VIRTUAL LEARNING

Overview

- If we are forced to close to in-person instruction, we will initiate virtual learning as soon as possible.
- There will be a pro rated 15 percent tuition credit for any days spent in virtual learning (toddler and preschool will receive full credit).
- Anticipating the potential for shifting between in-person and online instruction during the 2020-2021 school year, PowerSchool will open after the second week of each term and remain open for the majority of the term.
- Grades will be updated every week by Sunday night by 5:00 p.m. EST/EDT. Assignments collected but not graded will be labeled as missing or late. Larger assignments will be graded and returned within a seven-day cycle.
- PowerSchool will close at the beginning and end of each term to allow teachers time and space to finish grades.
- In grades 4-12, Google Classroom will serve as the Learning Management System for each class. Teachers will upload a weekly preview by Sunday night at 5:00 p.m. EST/EDT, which includes an overview of the expected work for the week as well as Zoom links and times.



Early Childhood and Primary

- There will not be virtual instruction in toddler and preschool.
- Students will complete between three-to-five hours of work each day with live, synchronous instruction in major subject areas and asynchronous activities. Workload and frequency of synchronous instruction will increase with grade level.
- Teachers in pre-kindergarten and kindergarten will post daily assignments in SeeSaw, introduced during Morning Meeting and reviewed during the Closing Circle.
- Materials for hands-on projects will be distributed as needed.



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Middle School

- Student work will be posted and collected through Google Classroom.
- Students will have three synchronous class meetings per week for each major subject.
- Teachers will be available at the end of each day for individual or small group conferences.
- Students are expected to attend all synchronous class meetings. Parents should contact the teacher if a student is going to be absent from class.

Upper School

- Each class will have at least two synchronous meetings per week.
- Students are expected to attend all synchronous class meetings - students in international time zones will be excused from class meetings that occur after lunch; students in the Pacific or Mountain time zone will be excused from the first period of each day.
- International student attendance will be required during the 8:00 a.m. session.

VIRTUAL INSTRUCTION OPTION

Overview

- For students in grades Kindergarten through Postgraduate who are unable to return to campus or who would prefer to learn virtually until there is a vaccine or effective treatment for COVID-19, Wyoming Seminary will provide online instruction.
- Families should contact Admissions and register for this option as soon as possible if they wish to choose this option for the first trimester.
- If conditions improve, families may request to move to in-person instruction at the end of each trimester.

Kindergarten-Grade 4

- Students who opt for virtual learning will be assigned to a mixed-level, fully-virtual class.
- These classes will be led by a Wyoming Seminary primary teacher, who will deliver instruction in core academic areas.
- Students will receive live whole group and individual instruction through Zoom.



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- Students will also be expected to complete independent work, which will be posted to SeeSaw.
- Students will complete between three-five hours of work each day with live, synchronous instruction in major subject areas and asynchronous activities. Workload and frequency of synchronous instruction will increase with grade level.
- Parents will be asked to pick up physical materials from the school when needed.
- Students will be able to participate in special events/activities with in-person class via camera throughout the year.

Middle Grades (5-8)

- Students who opt for virtual learning will be assigned to a fully-virtual class schedule.
- These classes will be led by Wyoming Seminary middle school teachers, who will deliver instruction in core academic areas.
- Students will receive live whole group and individual instruction through Zoom.
- Students will also be expected to complete independent work, which will be posted to Google Classroom.
- Parents will be asked to pick up physical materials from the school when needed.
- Students will be able to participate in special events/activities with in-person class via camera throughout the year.

Upper School

- Students who opt for virtual learning will participate in a mix of classes that are fully online and hybrid classes that include on campus students as well as students who participate online.
- Work for all classes will be posted to Google Classroom.
- Students in international time zones will be required to attend class meetings that occur prior to lunch; students in the Pacific or Mountain time zone will be excused from the first period of each day.
- Faculty will be available during the conference bell for virtual appointments to discuss course content.
- Students will be able to participate in assemblies, advisory and other community activities in as low risk a manner as possible, whether it be socially-distanced or virtual.



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SAMPLE VIRTUAL SCHEDULES

Sample Virtual Schedule - Pre-K and Kindergarten

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 9:30	Morning meeting in Zoom	Morning meeting in Zoom			
9:30 - 10:15	Independent work in SeeSaw/ Reading/Projects	Independent work in SeeSaw/ Reading/Projects			
10:15 - 10:45	Brain Break	Brain Break	Brain Break	Brain Break	Brain Break
10:45 - 11:30	Independent work in SeeSaw/ Reading/Projects	Independent work in SeeSaw/ Reading/Projects			
11:30 - 12:00	Lunch	Lunch	Lunch	Lunch	Lunch
12:00 - 12:30	Recess	Recess	Recess	Recess	Recess
12:30 - 1:15	Independent work in SeeSaw/ Reading/Projects	Independent work in SeeSaw/ Reading/Projects	Independent work in SeeSaw/ Reading/Projects	Independent work in SeeSaw/ Reading /Projects	Independent work in SeeSaw/ Reading /Projects
1:15 - 2:00	Art	Physical Education	Music	Dance	Library
2:00 - 2:30	Closing Circle in Zoom	Closing Circle in Zoom			

Sample Virtual Schedule - Grades 1 and 2

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 9:45	Zoom Morning Meeting/Live Math Instruction				
9:45 - 10:15	Independent work				
10:15 - 10:30	Brain Break				
10:30 - 11:30	Literacy Instruction: Whole Group in Zoom				
11:30 - 12:30	Lunch and Free Play				
12:30 - 1:15	Physical Education	Music	Dance	Library	Spanish/ French
1:15 - 1:30	Brain Break				
1:30 - 2:00	Literacy Instruction: Small Group in Zoom				
2:00 - 2:30	Independent work				
2:30 - 3:00	Closing Circle in Zoom				



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Sample Virtual Schedule - Grades 3 and 4

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 9:45	Live Instruction Period 1 in Zoom				
9:45 - 10:15	Independent work				
10:15 - 10:30	Brain Break				
10:30 - 11:30	Live Instruction Period 2 in Zoom				
11:30 - 12:30	Lunch and Free Play				
12:30 - 1:15	Spanish/ French	Art	Physical Education	Music	
1:15 - 1:30	Brain Break				
1:30 - 2:15	Live Instruction Period 3 in Zoom				
2:15 - 3:00	Independent work/Office Hours in Zoom				

Sample Virtual Schedule - Middle School

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00 - 9:45	Spanish	Science	iPresent	Algebra B	Social Studies
9:55 - 10:40	iPresent	Algebra B	English	Latin	Science
10:50 - 11:35	English	Latin	Social Studies	Spanish	Algebra B
11:35 - 12:35	Lunch	Lunch	Lunch	Lunch	Lunch
12:35 - 1:20	Social Studies	Spanish	Science	iPresent	Latin
1:30 - 2:15	Physical Education	Independent work	Physical Education	English	Speeches and Assembly
2:15 - 3:00	Independent work/Office Hours	Independent work/Office Hours	Independent work/Office Hours	Independent work/Office Hours	Speeches and Assembly



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Sample Virtual Schedule - Upper School

TIME	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5	DAY 6	DAY 7
8:00 - 9:00	Math Meeting for International Students	Science Meeting for International Students	English Meeting for International Students	Languages Meeting for International Students	Fine Arts Meeting for International Students	Advisory	History Meeting for International Students
9:00 - 9:50	Literature of Self Discovery	Public Speaking	Latin I	Free	STEM Foundations	World Civilizations	Geometry
10:00 - 10:50	Latin I	Free	STEM Foundations	World Civilizations	Geometry	Literature of Self Discovery	Public Speaking
11:00 - 11:50	STEM Foundations	Assembly (11:00-11:30)	Geometry	Literature of Self Discovery	Public Speaking	Latin I	Free
12:00 - 1:00	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1:00 - 1:50	Geometry	World Civilizations	Public Speaking	Latin I	Free	STEM Foundations	World Civilizations
2:00 - 2:50	Independent work	Literature of Self Discovery	Independent work	Professional Development	Independent work	Independent work	Independent work
2:50 - 3:30	Conference	Conference	Conference	Professional Development	Conference	Conference	Conference



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ATHLETICS

Wyoming Seminary will take the necessary precautions and follow recommendations from the federal, state, and local governments, CDC, PA Department of Health, as well as the National Federation of State High School Association (NFHS), Pennsylvania Interscholastic Athletic Association (PIAA), New England Prep School Athletic Conference (NEPSAC), USA Wrestling, and National Prep Wrestling. The Wyoming Seminary Athletic Department realizes that as new COVID-19 information and treatments become available, existing policies, procedures and recommendations will be modified/updated to reflect the new information and communicated in an effort to minimize the risk of exposure to our staff, student body, families and spectators.



RECOMMENDATIONS

- Athletes, coaches, and staff should undergo a COVID-19 health screening prior to any practice, event, or team meeting. The purpose is to check for signs and symptoms of COVID-19.
- All athletes must have a current physical exam and medical clearance on file in the health center. Athletes who have been diagnosed with COVID 19 infection require a separate medical clearance from their PCP or family doctor.
- Promote healthy hygiene practices such as hand washing (20 seconds with warm water and soap) and wear a cloth face covering. Hand sanitizer will be available for team use as resources allow. Face coverings are required to help decrease potential exposure to COVID-19 respiratory droplets by an infected individual.



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- In an effort to get our students back on the fields and into the athletic facilities, and keep them there without repeat interruptions related to illness or quarantine, Wyoming Seminary is requiring face masks be worn by all athletes and coaches at all times, on and off the fields. Since it will be impossible to maintain physical distance on the athletic fields during practice or play, face masks are necessary to provide an additional level of protection from the spread of COVID 19. An unmasked person on the field who tests positive exposes every unmasked individual who comes within six feet of that person. All unmasked athletes, who came within six feet of contact with a positive person will be required by the PA DOH to self-quarantine for at least 14 days, longer if they also test positive or if symptoms develop.
- Exposure and subsequent quarantine of one person on an athletic team will be disruptive. The more students and coaches unmasked at

the time of exposure the more likely the team will be required to quarantine and the program suspended. Face coverings reduce the potential for athletic program suspensions.

- No more than 25 athletes and coaches are permitted at one time and only if six feet physical distance can be maintained. Occupancy for closed gyms and weight rooms should be governed by the ability to maintain six feet physical distance.
- Encourage social distancing through increased spacing, small groups, and limited mixing between groups, where feasible.
- Educate athletes, coaches, and staff on health and safety protocols.
- Anyone who is sick must stay home.
- Athletes and coaches will provide their own water bottle for hydration. Water bottles must not be shared.
- Ice machines for general use will be off limits. Only coaches and trainers, if available, will be able to dispense ice. Anyone dispensing ice must wear gloves. Gloves will be available near the ice machines.
- PPE (gloves, masks, eye protection) will be used as needed and situations warrant.



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CLASSIFICATION OF SPORT

- **High Risk:** Sports that involve close, sustained contact between participants, lack of significant protective barriers, and high probability that respiratory particles will be transmitted between participants. Examples: football, wrestling, dance
- **Moderate Risk:** Sports that involve close, sustained contact, but with protective equipment in place that may reduce the likelihood of respiratory particle transmission between participants OR intermittent close contact OR group sports that use equipment that can't be cleaned between participants. Examples: basketball, volleyball, baseball, field hockey, softball, soccer, ice hockey, tennis
- **Low Risk:** Sports that can be done with social distancing or individually with no sharing of equipment or the ability to clean the equipment between use by competitors. Examples: running events, cross country, throwing events, swimming, golf, weightlifting, sideline cheer



LEVELS OF PARTICIPATION

PHASE 1 (PA STATE RED)

- **Team Activities:** No in-person gatherings allowed, athletes and coaches may communicate via online meetings (Zoom, Google meet, etc.), and athletes may participate in home workouts including strength and conditioning
- All school facilities remain closed as per Pennsylvania State Guidelines
- Athletes and coaches should abide by guidelines set forth by the local and state governments.



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PHASE 2 (PA STATE YELLOW)

Team Activities

- May include team meetings, open field/gym, weight training/conditioning, running, and sideline cheer, etc.

Pre-workout Screening

- All coaches and students will be screened for signs/symptoms of COVID-19 prior to a workout. Screenings may include a temperature check.
- Any person with positive symptoms reported will not be allowed to take part in workouts and should contact his or her primary care provider or other appropriate health-care professional. A clearance may be required to return to play.

Limitations on Gatherings

- No gathering of more than 25 individuals including coaches and spectators per scheduled field/court
- Controlled non-contact practices only, modified game rules
- Social distancing should be applied during practices and in locker rooms and gathering areas
- No parents or visitors at practices
- No concession stands

Facilities Cleaning

- Cleaning schedules will be created and implemented for all athletic facilities.
- Athletic facilities will be cleaned appropriately to support the events for each venue.
- Weight Room Equipment will be wiped down after team and individual's use.
- Appropriate clothing/shoes will be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces.



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Physical Activity

- Lower risk sports practices may begin.
- Modified practices may begin for Moderate and High-Risk sports (practices must remain non-contact and include social distancing where applicable).
- Students should refrain from sharing clothing/towels and all equipment should be washed after each practice, including scrimmage vests.
- Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, etc.) should be cleaned intermittently during practice and events as deemed necessary.
- Hand sanitizer will be used periodically.
- Spotters for maximum weight lifts should be stationed at each end of the bar.



Hydration

- Students are required to bring their own water bottle. Water bottles must not be shared
- Hydration stations (water cows, water troughs, etc.) will not be used.

PHASE 3 (PA STATE GREEN)

Pre-workout/Contest Screening

- Any person who has COVID-19 symptoms will not be allowed to participate in practice/games and should contact their primary care physician or another appropriate health-care provider. A clearance may be required to return to play.
- COVID-19 screenings (questionnaire and temperature checks may continue as per state and local government recommendations).
- Team attendance will be recorded.



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Limitations on Gatherings

- When not directly participating in practices or contests, social distancing should be considered and applied when able.
- This fall, Sem will install cameras in Carpenter Gymnasium and at Klassner and Nesbitt Fields, and will offer a subscription service for parents to view games via livestream or on demand.

Facilities Cleaning

- Cleaning schedules will be created and implemented for all athletic facilities.
- Athletic facilities will be cleaned appropriately to support the events for each venue.
- Weight room equipment will be wiped down after team and individual's use.
- Appropriate clothing/shoes will be worn at all times in the weight room to minimize sweat from transmitting onto equipment surfaces.



Physical Activity and Athletic Equipment

- Low, Moderate, and High-Risk practices and competitions may begin (As per State, Local, and PIAA Guidelines).
- Students should refrain from sharing clothing/towels and equipment should be washed after each practice, including scrimmage vests.
- Athletic equipment that may be used by multiple individuals (balls, shields, tackling dummies, etc.) will be cleaned intermittently during practice and events.
- Hand sanitizer should be used periodically.
- Spotters for maximum weight lifts should be stationed at each end of the bar.

Hydration

- Students are required to bring their own water bottle.
- Water bottles should not be shared.
- Hydration Stations may be used.



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OTHER RECOMMENDATIONS

Transportation

Modifications for student/coach transportation to and from athletic events may be necessary. This may include:

- Reducing the number of students/coaches on a bus/van
- Using hand sanitizer upon boarding a bus/van
- Social distancing on a bus
- These potential modifications will be determined by Wyoming Seminary, bus companies, Department of Education, state and local governments.

Social Distancing during Contests/Events/Activities

- Sidelines/Bench – appropriate social distancing will need to be maintained on sidelines/bench during contests and events, as deemed necessary by the school and governing bodies.

Overnight/Out of State Events/ Events in COVID-19 Hot Spots

- Wyoming Seminary will evaluate each event and follow all local/state government guidelines on a case by case basis.
- Every consideration will be taken so as to not expose students to unnecessary or potential high-risk exposure.

What to do if you are sick?

- **STAY AT HOME** if you are sick with COVID-19 or think you are infected with the virus. It is essential that you take steps to help prevent the disease from spreading to people in your home or community. If you think you have been exposed to COVID-19 and develop a fever and symptoms, call your healthcare provider for medical advice
- Notify Wyoming Seminary immediately (School Dean, athletic director, athletic trainer, coach)
- It will be determined if others who may have been exposed (students, coaches, staff) need to be notified, isolated, and /or monitored for symptoms



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- If a Positive case of COVID-19 is diagnosed, Contact Tracing will be implemented with the assistance of local health professionals and the CDC/PA DOH.

What to do if a student or staff become ill with COVID-19 symptoms during practice, event, or during transportation to or from an event?

- Every effort will be made to isolate the ill individual from others until the student or staff member can leave the school or event
- If a student, parent/guardian will be contacted immediately, and arrangements will be made for the student to be picked up
- All individuals will be asked to contact their physician or appropriate healthcare professional for direction.



How does a student or staff return to athletics following a COVID-19 diagnosis?

- Student or staff should have medical clearance from their physician or appropriate healthcare professional, determined to be non-contagious
- A student must be fever free (without fever-reducing medicine), show improvement in respiratory symptoms (cough, shortness of breath), no vomiting or diarrhea.

ATHLETICS WAIVER

- Parents should send the completed athletics waiver to the Athletics department.



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RESIDENTIAL LIFE

We look forward to welcoming our boarding students back to the dorms and providing a robust boarding experience. While things will look and feel different in the dorms upon your return, we are confident that you will settle into the new routines in your smaller, boarding units. The health and safety of our boarding students is our primary consideration. Wyoming Seminary will maintain a supportive, community oriented, boarding experience for all of our boarders and their families during this challenging time. Please see below for some of the modifications to your usual routines.

- Please refrain from non-essential travel:
 - » For the duration of the pandemic, we strongly encourage all Sem families to refrain from non-essential travel, non-essential use of mass transportation and participation in other activities where physical distancing is not possible.
 - » If such activities are unavoidable, please communicate promptly with the school so we can partner with you in determining whether quarantine on- or off-campus is necessary.
- Boarding students will begin moving into dormitories on October 3-4.
- We ask that all students should begin a period of self-quarantine commencing 14 days prior to returning to campus.
- All boarding students are expected to have a COVID-19 PCR test within 48-72 hours prior to returning to school.
- Students who test positive, or who are symptomatic prior to returning to school, should contact Director of Health Services Beth Blaum at bblaum@wyoingseminary.org.





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- Sem has expanded its health services to include a detached Student Health Center capable of quarantining a small number of students who are awaiting COVID-19 test results, or transportation off-campus following a positive COVID-19 test. Sem has expanded its medical staffing to meet the potential need.
 - Sem will be able to provide COVID-19 testing on campus during the school year, should a student or community member become symptomatic.
 - Save for those times they are using the bathrooms for personal hygiene, in their dorm room, alone or with their roommate, we ask that boarding students wear masks.
 - Student traffic flow in the dorms will move in one direction, based on the particular dorm layout.
- Students will be assigned specific bathrooms for their use based on location of their room.
 - Middle sinks in all bathrooms will be disabled to provide social distancing while students attend to personal hygiene.
 - The common indoor spaces will be used by small groups that are socially distanced.
 - Weekend activities: Per Sem's established practice, the first two weekends of the year are closed.
 - » The purpose of closed weekends is to use them to establish community and to familiarize our students with other students and the campus.
 - We encourage families to limit weekend visits home.
 - » Limiting visits will help boarders settle into their important school routines and also mitigate the potential for infection at home and school.
 - Day students may visit boarders in common areas.
 - In order to reduce the risk of infection, family members of boarders may visit in the dorm common spaces only. Social distancing and mask wearing expectations will apply.



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- Weekend activities will take place with some modifications. Modifications may include appropriate distancing measures, reduced capacity in vehicles and limited use of enclosed spaces.
 - » For example, socially-distanced on-campus movie nights will take place in one of our two theaters or on Back Campus.
- Students will be able to depart campus for essential trips to local stores to purchase personal items, etc. We ask that they are masked for all of those trips.
- Food deliveries to the dorms will be modified to reduce the possibility of infection.
- Transportation to and from airports:
 - » We are currently evaluating best practices in this area in close collaboration with our transportation providers.



Social distancing practices will be encouraged on campus and in the dorms.

GUARDIANSHIP FOR ALL BOARDING STUDENTS

In case a boarding student tests positive for COVID-19 and has to depart campus, or in the event the school is closed by the Department of Health, we ask that all boarding students submit contact information for a family member or guardian to the Director of Residential Life.

- The information should include:
 - » The name, address and contact information for a person who is within 500 miles of Kingston, Pennsylvania and who will be able to pick the student up within 72 hours.



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FOR BOARDING STUDENTS UNABLE TO RETURN TO CAMPUS FOR THE START OF SCHOOL

- Our hearts go out to boarding students who are unable to return or arrive to campus in a timely manner due to international visa delays, embassy, consulate closures, and travel restrictions both internationally and domestically. We want to assure those students and families that they are very much a part of the Sem community regardless of distance.
- Dorm rooms are being saved for all students unable to arrive for the start of school.
- To keep our boarding community engaged, our residential faculty will be implementing a virtual program for boarding students.
 - » Dorm community meetings will be held in-person for boarding students on campus and boarding students, unable to be physically present, can participate with their dorm virtually via Zoom.
 - » With the input of Dorm Heads, Class Deans, Mr. Shafer, and Ms. Heerschap, we are exploring how to best keep our entire community connected. We are always open to ideas!
- Virtual Resident Assistants (RA) will be appointed to work together with residential dorm faculty and RA's on campus to create initiatives to keep our community connected
- Levi Spragues and RAs will work together to create new initiatives to bring our virtual learners and in-person learners together in creative ways
- Class Deans and Ms. Heerschap (sheerschap@wyomingseminary.org) will be a great resource for students who are at a distance. As a reminder, this year's Class Deans are:
 - » **9th Grade** - Mrs. Gensel (jgensel@wyomingseminary.org)
 - » **10th Grade** - Ms. Swaback (msswaback@wyomingseminary.org)
 - » **11th Grade** - Mrs. Bartron (rbartron@wyomingseminary.org)
 - » **12th Grade** - Dr. Penland (epenland@wyomingseminary.org)





WYOMING SEMINARY 2020-2021 SCHOOL PLAN

ENROLLMENT & FINANCIAL STRUCTURE 2020/2021

INTERNATIONAL AND DOMESTIC TRAVEL FOR BOARDING STUDENTS

- Students unable to travel to Wyoming Seminary due to travel bans or a delay in obtaining a travel VISA, a virtual learning schedule will be implemented for each student until they are able to arrive on campus
- Prorated room and board will be credited for the period of time the student is not on campus
 - » Dorm rooms will be reserved for students
- Tuition will be billed as normal

FAMILIES OPTING FOR VIRTUAL LEARNING

- Virtual learning teachers will be assigned
- Integration with in-person classes and teachers will occur for units and classes when appropriate
- Tuition will be billed as normal

IN-PERSON LEARNING INTERRUPTIONS

- If a student has to take a 14-day leave of absence from the classroom due to themselves or a family member being exposed to COVID-19, the in-person learning teachers will work with the student to maintain continuity of curriculum
- In recognition that students may face lengthy absences from school for a variety of reasons, Wyoming Seminary will be adopting practices that allow students to remain engaged in their academic environment should they need to be home for an extended period of time. While implementation will vary by grade level and discipline, teachers will be able to utilize digital tools including: cameras and microphones that will allow students to participate in class when appropriate, Google Classroom for the distribution and collection of student work, and open PowerSchool grade books that allow students to track their academic progress
- If a student has to miss school due to routine illness, we ask that they stay home, rest, and heal. It will not be required for a student to participate in work via the camera system.



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COMMONWEALTH OF PENNSYLVANIA - FORCED SHUTDOWN

Toddler & Preschool:

- As with Spring 2020, tuition refunds will be issued for the period of time the school is closed by order of The Commonwealth
- Virtual learning will not be offered

Day Students, Grades Pre-Kindergarten - 12:

- Classes will transition to virtual learning
- There will be a 15 percent tuition discount for the period of time the school remains closed by order of The Commonwealth

Boarding Students, Grades 9 - Postgraduate:

- Classes will transition to virtual learning
- There will be a 15 percent tuition discount for the period of time the School remains closed by order of The Commonwealth
- Prorated room and board will be credited if dorms are closed by order of The Commonwealth and boarding students are required to depart campus

FACTS Payment Plan:

- During the 2020-2021 school year, payments will run from September 2020 to June 2021.



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PANDEMIC RESPONSE TEAM PROTOCOL

Students presenting to the health office with the following symptoms will be quarantined and tested for COVID-19:

- Cough
- Shortness of breath/difficulty breathing

Students presenting to the health office with two or more of the following symptoms will be quarantined and tested for COVID-19:

- Fever
- Headache
- Stomach pain
- Nausea/vomiting
- Diarrhea
- Chills
- Repeated shaking with chills
- Muscle or body aches
- Sore throat
- Congestion/runny nose
- New loss of taste or smell

DAY STUDENT PROTOCOL

Our Nurse will contact a parent or guardian to take the student home. Follow up with PCP and COVID-19 testing will be required before a student is permitted to return to campus.



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- **Negative test:** student remains quarantined for 72 hours following initial test. If symptoms persist beyond 72 hours, recommend repeat COVID-19 test and respiratory panel to r/o influenza, pneumonia or other viral or bacterial respiratory infection. Medical clearance from PCP or family doctor required to return to school.
- **Positive test:** Home quarantine for a positive student with symptoms is a minimum 14 days from date of test. The student must then be symptom free for 72 hours, test negative and obtain a clearance note from PCP to return to school. For symptoms persisting beyond 14 days with positive COVID-19 test, a student should remain at home for 72 hours beyond the resolution of symptoms, i.e, a student with persistent cough or other symptoms will not be permitted on campus until symptoms have fully resolved.

BOARDING STUDENT PROTOCOL

- Contact parent or designated guardian to begin preparations for emergency evacuation of the student from campus, pending test results.
- Proceed with COVID-19 test on or off campus.
- Quarantine student in health center and manage symptoms until test result obtained
 - » **Negative test:** symptomatic students remain quarantined in infirmary for 72 hours. If symptoms persist beyond 72 hours, the COVID-19 testing will be repeated and a respiratory lab panel obtained under the direction of the school physician, Dr. Joseph Anistranski.
 - » **Positive test:** requires immediate removal from campus for 14-day quarantine with parent or guardian.
- School contacts the family to initiate the student's evacuation plan.
- Quarantine for a positive boarding student with symptoms is a minimum 14 days from date of test.
- The student must then be symptom free for 72 hours, test negative and obtain a clearance note from PCP to return to school.
- For symptoms persisting beyond 14 days with positive COVID19 test, a student should remain at home/off campus for 72 hours beyond the resolution of symptoms, i.e, a student with persistent cough or other symptoms will not be permitted on campus until symptoms have fully resolved.



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COMMUNITY FOLLOW UP REGARDING EXPOSURE TO INDIVIDUALS WITH A POSITIVE COVID-19 TEST ON CAMPUS

- The Pennsylvania Department of Health will be contacted for guidance. In the event of a school closure impacting the boarding community, we communicate with boarding families and ask that they implement their student evacuation plans.
- Contact tracing of all positive tests should include all students/faculty/staff who came within six feet of contact with a positive tested individual. Contact tracing will be conducted by PA DOH with assistance from health center staff.
- COVID-19 testing will be required for any person unmasked during time of exposure to a positive tested person. The untested individual should be quarantined until tested and follow above protocols as per outcome of testing.

COMMUNICATION

- Information regarding a confirmed positive test on Upper or Lower School campuses will be coordinated through the health centers and the communications office and will include recommendations provided by the local DOH.
- Please note that those recommendations could likely include closure of school for a brief or longer period of time.
- If a student, faculty or staff member tests positive on either campus the entire community will be notified of a positive test through the Communications Office.
- No personal information will be communicated unless directed by the DOH.

RESIDENTIAL LIFE, FACULTY, AND STAFF

- Residential and day faculty should follow the protocols above and consult with the health centers for additional guidance regarding the ability to continue with assigned duties. All faculty and staff will be relieved from in person responsibilities following a positive test result with or without symptoms.
- Faculty and staff will also be required to quarantine off campus or in their residential housing following a positive test result of any household member.
- If school is closed, we will ensure appropriate student support remains in place, and we will ensure continuity of learning.



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PARENTAL, GUEST & VISITOR POLICIES

LOWER SCHOOL

- All drop off and pick-up of students will take place outside of the buildings.
- At this time, parents access to buildings will be limited
- Any visitor or parent coming to campus are by appointment only.
- Upon arrival at the appropriate building, parents should call the person with whom they are meeting, who will meet them at the door to let them into the building.
- If a student becomes ill during the day and needs to be picked up, parent or guardian doing pick-up will call nurse from the parking lot and the student will be escorted to the car by a masked lower school professional.
- More detailed information and procedures will be provided in the coming weeks.



UPPER SCHOOL

- Any visitor or parent coming to campus to meet with the Dean, a teacher, Class Dean, College Guidance, Coach, advisor, etc. are by appointment only.
- Upon arrival at the appropriate building, parents should call the person with whom they are meeting, who will meet them at the door to let them into the building.

BOTH CAMPUSES

- All visitors will be masked and maintain social distancing.
- Visitors who will require a longer period of time on campus, i.e., essential workers providing service to maintain facilities, will be required to do a daily symptom check in addition to mask and social distancing.



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FLEET PROTOCOLS

Temperature checks must be done and recorded of **ALL** students, coaches, and faculty/ administration before getting into a school vehicle. Records must be maintained.

- Clean and disinfect surfaces
 - » Drivers should wipe down every touched surface in a vehicle – first when entering the vehicle and second when they return it
 - » Examples of surfaces include the steering wheel, gear shift, door frame/ handles, windows, radio/temperature dials and seatbelt buckles
- Wear masks
 - » Masks must be worn at all times while operating or riding in a school vehicle
- Practice social distancing
 - » Limit the number of passengers in the vehicle; driver plus 3 to 4 passengers (one student per row sitting diagonally to maintain greatest distance possible)
- Improve ventilation in the vehicle
 - » Open windows or set the air conditioning on non-recirculation mode
- Practice hand hygiene and avoid touching surfaces
 - » Avoid contact with surfaces frequently touched such as door frame, door handles and windows. Use a hand sanitizer containing at least 60 percent alcohol as soon as possible afterward
 - » When you arrive at your destination, wash your hands with soap and water for at least 20 seconds





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VAN 7 CLEANING AND DISINFECTION PROTOCOL AFTER TRANSPORTING SUSPECTED COVID-19 POSITIVE STUDENTS FOR TESTING

Van 7 will be used to transport suspected COVID-19 positive students for testing. After transporting a suspected COVID-19 positive student, the Van 7 operator will return the van to its parking space behind the Wellness Center. The operator will wipe down the interior of the van and will leave the windows partially open, if the weather allows the windows to be left open. The nurse on duty will ensure the van windows are closed at the end of their shift and will send notice via a Help Desk ticket to the Maintenance Department that the van was used to transport a student for testing and that it needs to be cleaned and disinfected.

The following morning, the van will be cleaned by the school's housekeeping staff in accordance with the CDC's recommendations for Cleaning and Disinfection for Non-emergency Transport Vehicles. All doors and windows will be opened fully while the van is being cleaned and disinfected. The nurse on duty will be notified that the van has been cleaned and disinfected by a completed Help Desk ticket and verbally if the nurse is available.



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RESOURCES

- **GEISINGER**
- **TESTING**
 - » Students requesting testing through Geisinger should call the COVID hotline or visit with their Primary Care physician.
 - » Geisinger Community Medicine and Convenient Care Sites (Urgent Care) do not perform testing.
 - » Geisinger COVID-19 24/7 Hotline for answers about care recommendations is 570-284-3657
- **CHILDREN'S HOSPITAL OF PHILADELPHIA**
- **INFORMATION ON MASKS**
- **INFORMATION ON COVID-19**
 - » Department of Health's website
 - » Crisis Text Line by texting PA to 741-741

