

COVID-19 Code of Conduct

Please note this code of conduct is for students and families who are choosing in-person learning.

The teachers and staff at Primary Prep are looking forward to being back in the classroom with your children. We want to ensure our staff and your children remain healthy during this time. We will need 100% cooperation from our families to make this possible. Reopening our school during a pandemic comes with great risk that we do not take lightly. Several staff members are in high risk categories, and the virus has shown that even younger, healthier people are not immune to the worst case scenarios.

In order for this to be a safe and successful school year, the following procedures must be observed in order to attend school in person. If this code of conduct is not working for a student or family, then virtual learning will be assigned to that particular family.

We are counting on you to follow these guidelines with fidelity.

Parents/Guardians

1. Parents will not be admitted into the building unless there is a medical emergency - no exceptions will be made.
2. All parent meetings with staff will be conducted via Zoom or Google Meet between the hours of 7:30 am-3:30 pm.
3. Students exhibiting any signs of illness must stay home from school. This may include, but is not limited to, cough, fever, chills, stomach ache, and runny nose.
4. Absent students will make up work upon their return. In-school and virtual learning are two separate entities. Absent students cannot join the virtual classroom.
5. If dropping off your child, a parent or guardian must accompany children to their assigned school entrance for a temperature check while maintaining social distancing and wearing masks.
6. If your child walks to school, but is declined admittance based on temperature or symptoms, the child has your permission to walk home. A phone call will be made to inform you of this decision.
7. Please inform the school of the following immediately:
 - a. Your child is exhibiting cold symptoms.
 - b. Your child took a fever reducing medication prior to the start of the school day.
 - c. Any person in your household is currently being tested for COVID-19.
 - d. Any person in your household has tested positive for COVID-19.
 - e. Any person in your household has been in recent contact with a person who tested positive for COVID-19.
8. Parents will teach their children appropriate mask-wearing/hygiene skills at home in order to prepare for the reopening of school.

9. Plan for possible school closures or periods of quarantine. If transmission is increasing in our community or if multiple children or staff test positive for COVID-19, the school building might close. Similarly, if a close contact of your child (within or outside of school) tests positive for COVID-19, your child may need to stay home for a 2-week quarantine period. You may need to consider the feasibility of teleworking, taking leave from work, or identifying someone who can supervise your child in the event of school building closures or quarantine. (CDC)
10. While we understand that life experience and travel can be their own learning experiences, we will continue to follow the state guidelines in regards to travel both domestically and abroad. Currently, individuals traveling to or returning to New Jersey from states with increasing rates of COVID-19 are advised to self-quarantine for 14 days. This includes travel by train, bus, car, plane, and any other method of transportation. For the latest information please visit the COVID-19 Information Hub (<https://covid19.nj.gov/faqs/nj-information/travel-information/which-states-are-on-the-travel-advisory-list-are-there-travel-restrictions-to-or-from-new-jersey>).
11. This school year will look very different from anything your child has experienced in the past. We encourage you to speak as a family and prepare your child(ren) for these differences.
 - a. Talk with your child about how school will look different (e.g., desks far apart from each other, teachers maintaining physical distance, possibility of staying in the classroom for lunch).
 - b. Talk with your child about how school is going and about interactions with classmates and teachers. Find out how your child is feeling and communicate that what they may be feeling is normal.
 - c. Anticipate behavior changes in your child. Watch for changes like excessive crying or irritation, excessive worry or sadness, unhealthy eating or sleeping habits, difficulty concentrating, which may be signs of your child struggling with stress and anxiety.
12. Guidelines for Masks:
 - a. Masks are mandatory.
 - b. Have multiple cloth face coverings, so you can wash them daily and have back-ups ready. Choose cloth face coverings that:
 - i. Fit snugly, but comfortably against the side of the face.
 - ii. Completely cover the nose and mouth.
 - iii. Are secured with elastic loops - no ties.
 - iv. Include multiple layers of fabric.
 - v. Allow for breathing without restriction.
 - vi. Can be washed and machine dried without damage or change to shape.
 - c. Label your child's cloth face coverings clearly in a permanent marker so that they are not confused with those of other children.
 - d. Students are required to carry a spare mask.
 - e. Practice with your child putting on and taking off cloth face coverings without touching the cloth.
 - f. Explain the importance of wearing a cloth face covering and how it protects other people from getting sick.

- g. As a family, model wearing cloth face coverings, especially when you are in situations where physical distancing is difficult to maintain or impossible.
13. Help build student's comfort wearing a cloth face covering and become comfortable seeing others in face covers.
- a. Praise your child for wearing a cloth face covering correctly.
 - b. Put a cloth face covering on stuffed animals.
 - c. Draw a cloth face covering on a favorite book character.
 - d. Show images of other children wearing cloth face coverings.
 - e. Allow your child to choose their cloth face covering that meets the mask requirements.
 - f. Suggestions from the [American Academy of Pediatrics](#)

Students

1. Students will be expected to adhere to safety measures to ensure the well-being of all students, teachers, and staff. These measures include:
 - a. Proper mask and possible shield wearing.
 - b. Keeping appropriate distance between each other and teachers.
 - c. Complying with hand-washing procedures.
 - d. Maintaining the sanitization of their desks/areas, and the classroom in general.
 - e. Sharing of belongings is prohibited.
 - f. If improper mask-wearing becomes a concern, parents will be contacted. If the behavior continues, and is not corrected in a timely fashion, the student will be assigned to the virtual learning program.
2. Proper hygiene must be practiced during all times of schooling. Scheduled hand-washing and bathroom times will be assigned to each class to ensure safety. Due to assigned cohorts, traveling unattended in the building is highly discouraged to minimize contact with other cohorts.
3. Students are expected to respond to direction from teachers immediately and completely. Students may find it difficult to stay separated from their friends, and while we want the students to have social interactions, safety comes first!