



Chamberlain International School COVID-19 Guidelines Updated 10/8/2020

Chamberlain International School has developed these safety guidelines based on what is currently known about the transition and severity of the Coronavirus virus (COVID-19). These practices are developed based on the guidance from our regulatory agencies and will be updated as needed as additional information becomes available.

Day Students/School Day: (Refer to Facility & Operations Plan for complete Protocols)

- Can attend school as long as they have not come in close contact (within 6 ft. of a COVID-19 positive individual for at least 15 minutes and the following is met
- Student groupings will be kept small, with 8-12 or smaller student groupings.
- Day students will be a separate cohort and will not intermingle with residential students
- Assigned Seating will be provided in the classroom
- Students and staff must wear a mask at all times covering their nose and mouth, with the exception of eating or mask breaks, identified by the staff/teacher. Parents are expected to supply their child with masks, however Chamberlain will have some available if needed. If there is a medical reason a student cannot wear a mask, a face shield may be substituted.
- Students will be provided with 2 mask breaks daily. One will be an outdoor break and the 2nd will be lunchtime.
- Students will be provided individually packaged lunches which will be delivered to their assigned classroom
- Physical distancing will be followed, keeping a minimum of 3 feet distance, preferably a 6 ft. distance whenever possible.
- Hand sanitizer stations will be available in all classrooms. This consists of a wall dispenser, however washing your hands with soap and water for at least 20 seconds is the best practice. There are signs in these areas as a reminder to all.
- Any student showing signs or symptoms of COVID-19 will immediately be removed from the classroom and taken to a separate waiting area/room. Parents will be notified by Nursing with the expectation that they must be picked up by a parent/guardian.
- This waiting area/room will be supervised by staff. Whenever feasible, the student will have their own waiting room, without any other student. When this is not

possible, and more than one student is assigned to the same waiting room, each student will remain 6 feet apart and wear a surgical mask (not cloth or a non-N95). If a student does not have this type of mask, one will be provided. The staff assigned to this waiting room will also be provided with appropriate PPE.

Parents will be notified and will be required to pick up their child. Their child will not be permitted to go home on public transportation.

- If a student or staff member has COVID-19-like symptoms, they may only return to school after they have tested negative for COVID-19, have improvement in symptoms, and have been without a fever for at least 24 hours without the use of fever reducing medications.
- Cleaning protocols are followed several times throughout the school day.
- Whenever possible, classroom windows or doors will be open to increase ventilation.
- If at any time a student begins to show any symptoms, as described in the student assessment, the student should stay home.
- Anytime a student is not cooperative complying with these safety guidelines, a TEAM meeting will be scheduled to further discuss recommendations.
- Flu vaccinations are mandatory in Massachusetts for all students enrolled in school. All students must be vaccinated by December 31, 2020. Parents should make arrangements for this at the next scheduled school vacation period or over the Thanksgiving or winter break. Documentation is required to be submitted to the Nursing Dept.

Residential Students/Dorm: (Refer to EEC Congregate Care Regulations for complete protocols)

- Dorm staff are required to clean/disinfect 3 x daily: Prior to breakfast, prior to dinner, and after dinner. In addition to frequent disinfecting of high touch surfaces: door handles, sinks, faucets, refrigerator door, t.v. clicker, etc.
- Dorm staff are required to wear a mask while indoors and interacting with students.
- Any student showing symptoms will be required to wear a mask and will be isolated until further determination is made.
- Dorms will open windows/doors as often as possible to help with ventilation.
- Dorm staff will frequently observe students for any acute respiratory illness, including cold and flu symptoms, and report to Nurse.
- Dorms will not socialize with other dorms, to keep contact with others to a minimum.
- Community activities will consist of those where social distancing can be followed, i.e. hikes, parks, beach, and other outdoor activities.
- All campus departures and return dates must be planned and approved in advance, with the exception of medical emergencies. See Re-entry Protocols listed below.
- It is recommended for students to have a COVID-19 test completed prior to their return to Chamberlain regardless of length of absence from campus. This will need to be done at home PRIOR to returning to school.
- Parents/guardians are asked to complete a symptom checklist upon the students return to campus (Chamberlain will provide upon returning).

- Following school vacation periods all students will be required to return by a specified date. This will allow all students requiring quarantine to begin and end the 14 - day period at the same time, reducing the disruption to the learning and dormitory environment.
- Hand sanitizer is available in all the dorms. This consists of a wall dispenser, however washing your hands with soap and water for at least 20 seconds is the best practice.
- Any student showing signs or symptoms of COVID-19 will be quarantined in a separate dorm whenever possible. If not available, the student will remain in their bedroom and the room/area will be closed off to the remainder of the dorm. A cleaning protocol will be followed to reduce surface contamination. Students will be expected to wear a mask and staff will be provided with appropriate PPE.
- On campus visitation is discouraged during COVID-19, however parents requesting to visit their child must get prior approval from a Chamberlain Administrator as special safety protocols must be implemented during this visit (see protocol below). Chamberlain School will support alternative electronic methods for communication with family's, i.e. zoom, skype, etc.
- Anytime a student is not cooperative complying with these safety guidelines, a TEAM meeting will be scheduled to further discuss recommendations.
- Flu vaccinations are mandatory in Massachusetts for all students. Students must be vaccinated by December 31, 2020. Parents should make arrangements for this at the next scheduled school vacation period or over the Thanksgiving or winter break. Documentation is required to be submitted to the Nursing Dept.

Re-Entry & Isolation Protocols for COVID-19

Re-Entry from a home visit, without showing any COVID-19 symptoms:

During re-entry from a home visit your child will adhere to the following as long as they are not showing symptoms:

1. Students who have received a negative COVID-19 test, will be required to go to a re-entry dorm for a period of 3 days, to ensure that no symptoms appear.
2. Students who have NOT taken a COVID-19 test, will be required to go to a re-entry dorm for a period of 14 days, to ensure that no symptoms appear.
3. Stay in their assigned bedroom as much as possible.
4. All common areas will be disinfected frequently.
5. Ventilation with open windows to occur as often as possible.
6. Students are required to wear masks outside of their bedroom.
7. While outside, if 6 ft. social distancing cannot be practiced, masks are required.
8. Students are allowed to sit outside on the deck or in the front or back yard of their assigned dorm, with staff permission/supervision.
9. Students may be permitted to go for a walk with staff, however, cannot visit other dorms/buildings or areas that are occupied with other students.
10. Students will not travel or visit inside any other building on campus during this "re-entry period" and will be provided school work in their dorm via Zoom or other means.

11. Notify staff or nursing if the student shows any symptoms of an illness.
12. Staff will wear a mask at all times.

Chamberlain will have an array of activities available during this “re-entry period” to keep students engaged.

- Movies with masks
- Puzzles
- Arts and crafts (painting, jewelry making, models, clay, drawing)
- Knitting, sewing
- Video/ computer games, time limited
- baking/cooking
- Walks/outdoor exercise
- Reading

Isolation Protocol for Symptomatic Student

(fever 100.0 or greater with dry cough, body aches or other COVID-19 related symptoms) Nurse **must** be contacted first to determine need for isolation.

If a student needs to be isolated due to symptoms of Covid-19 the following steps should be followed:

- The student should be brought to 11P immediately and put in the back right rear bedroom. If another student needs isolation, they should be placed in the left rear bedroom.
- The school nurse will contact a healthcare provider and Middleboro Board of Health to review the risk assessment and discuss laboratory testing and control measures.
- Nursing Dept. in consultation with the Board of Health, Parents, and funding agency, will determine the best plan for isolation/quarantine. Specific guidelines must be met if a student is able to go home for this isolation period. (refer to Page 10 of Policy)
- The bedroom windows should be opened as well as the bathroom window to keep good ventilation. The door to the room should also be kept open to increase ventilation of the room.
- The student is allowed access to the bathroom when needed but should otherwise remain in the bedroom and should not have access to the remainder of the house. Staff should remain in the living room as much as possible.
- Limit the number of staff interacting with the student and make sure they are maintaining a six foot distance from the student at all times with the exception of an emergency situation. (there are tape lines in bedroom that staff should not cross unless an emergency arises)
- Students should wear a mask as much as possible to contain infectious secretions. If the student cannot tolerate the mask, a face shield will be worn and rigorous respiratory hygiene should be followed: ie: covering any cough/sneeze with either disposable tissues or paper towels. All paper products used to cover cough/sneeze should be disposed of in a double bagged, lidded trash receptacle in the students room (preferably the larger, thicker black trash bags)
- Staff/caregiver should wear a tight fitting mask (ensure mouth and nose are covered) and gloves whenever within 6 feet of the student. Masks should not be

- touched or handled while using and if the mask gets dirty or wet from secretions it should be replaced immediately. Remove the mask without touching the front- either untie it or remove the loop from behind the ear with one gloved finger. Masks should be disposed of in double bagged receptacle and vigorous hand washing should be performed before and after putting on and taking off masks and gloves. **MASKS AND GLOVES SHOULD NOT BE REUSED!**
- Surfaces in the room where a student is residing should be disinfected at the beginning and end of every shift. This should include bedside table/dresser, bed frame and any other furniture in the room.
 - The bathroom that the student is using should also be disinfected at beginning and end of every shift. The supplied disinfectant should be used first followed by cleaning with a solution that is 1 part bleach to 9 parts water.
 - Student's clothes, bed linens and bath towels/face cloths should be washed in water that is 140- 194 degrees with regular laundry detergent and dried thoroughly on the hottest setting. Any student laundry/lines should be kept in a separate laundry bag and do not shake it at any time. Any contaminated linens should also avoid coming into contact with staff's skin or clothes.
 - Gloves and protective clothing (gowns) should be used when cleaning surfaces or handling any soiled clothing/linens. Hand hygiene should be performed before and after removing gloves. ***This means you are washing your gloves while still on your hands before you remove them to minimize contamination***
 - Gloves, masks and other waste generated during isolation should be placed in a lidded trash receptacle in a student's room before being disposed of as infectious waste. All infectious waste should be double bagged.

If at any time due to the number of students with COVID-19 symptoms or positive testing, Chamberlain may be required to utilize other dorms for quarantining students. It is always our goal for students not to remain in dorms with other students not showing symptoms. However, if due to space limitations, it is necessary to house students together, careful planning will be done to minimize/limit any contact the identified student will have with others in the dorm. A separate bedroom will be assigned and other whenever possible a separate bathroom. Other students will be separated from this resident as much as possible. The resident will be required to wear a mask except when alone in his/her bedroom. Daily cleaning/disinfecting of all areas/surfaces will be completed. (see page 11 and page 14 for more information).

If any staff caring for an isolated student develops any symptoms, they should contact their primary care provider and wear a mask when travelling to seek care. The staff should avoid taking any public transportation and can be transported in a private vehicle with all the windows open if possible. The symptomatic staff should be advised to continually perform respiratory and hand hygiene and to remain as far away as possible from others while in transit to a healthcare facility. Any surfaces in the vehicle the staff is transported in should be cleaned with disinfectant first and then the diluted bleach solution.

A variety of activities will be provided to entertain and keep the student occupied. This will include assigned school work, craft projects, movies, etc.

Visitation Guidance

All visits will be required to get prior administrative approval. Limiting the number of guests will help the school minimize the risk of spreading COVID-19. Whenever possible, Chamberlain recommends using electronic methods for students and families to connect. However, should an in person visit be warranted, Chamberlain School will comply with the following:

- All visits must be approved in advance
- Limit the number of visitors per student to not exceed 6 people
- All visitors must be logged, to include: name, date of visit, staff on shift, contact information.
- Visits will be scheduled in a staggered fashion, in order to allow for appropriate social distancing and avoid overlaps.
- One day prior to the scheduled visit, Chamberlain will identify a staff member to contact visitor to review screening protocols and review details of the visit. The symptom checklist will be reviewed with this visitor at this time. If the visitor answers yes to any of the screening questions, the visit will be cancelled.
- Visitors from an identified high risk state will not be allowed to visit without a negative COVID test or their return to Massachusetts was at least 14 days prior.
- Upon arrival for scheduled visit, all visitors will again be screened using the COVID symptom checker prior to meeting with student.
- Anyone with symptoms including fever, cough, shortness of breath, sore throat, muscle pain, chills, or new loss of taste or smell, will not be permitted to visit.
- Visitors are not permitted to visit if they have tested positive for COVID-19 in the past 14 days or if they have been ordered to quarantine due to exposure.
- Hand sanitizers, wipes, and trash disposal will be available/accessible during all visits.

Scheduled Visit:

All visits for students and families should occur outside whenever possible. Visits can use outdoor decks, porches, grass areas, or other outdoor areas that are conducive to maintaining social distance as well as limit interactions with other students.

Chamberlain School may allow for indoor visitation only if certain precautions are followed in order to reduce the risk of transmission:

- The dorm where the resident lives must not have had any confirmed or suspected COVID-19 cases for students or staff in the past 14 days.

- Whenever possible, Chamberlain will identify a location for this visit to occur which will not be in a dorm building, i.e. cafeteria or empty building.
 - The indoor space should allow for social distancing
 - This space should have proper ventilation/filter system. Open door or window to circulate the air, whenever possible.
 - Hand hygiene must be adhered to prior to the start of visit (handwashing or sanitizing must be done prior to and following visit by all parties)
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- Face masks must be worn by all visitors including staff/students.
 - Visitors should remain 6 ft. away from each other, only brief physical contact should be permitted if necessary (less than 15 min.)
 - Hugging should only be done with faces in opposite direction and avoid kissing.
 - Cleaning and disinfecting of the designated indoor space, including high-touch surfaces will be completed using an appropriate approved disinfectant.
 - Sharing items during visit should be avoided as much as possible.
 - Food should not be shared off the same plate or using the same utensils. Drinking should not occur from the same container. Each person should have their own utensils/plate/cups whenever food is consumed.
 - Any left over food should be taken by the visitor or disposed of.
 - Only food in an unopened container can be given to the student to return to the dorm with.
 - Any items given to the student during this visit will be disinfected prior to student bringing it back to his dorm.
 - Refusal to follow health and safety precautions may result in the termination of the visit.

Chamberlain International School

COVID-19 Symptom Assessment for Students

(To be completed by a parent, when possible)

Student: _____

1. Please check off any **NEW** symptoms your child is are having that is not due to another identified health problem (i.e. allergies):

- Fever (100.0 or higher)
- Cough (new or worsening)
- Shortness of breath (new or worsening)
- Fatigue (new tiredness doing normal activities)
- Body Aches
- Headache
- Sore Throat
- Loss of smell or taste (new)
- None of the Above

2. Has your child come in close contact (within 6 feet) with someone who has a laboratory test confirmed COVID-19 diagnosed in the past 14 days?

- Yes
- No

3. Has your child travelled outside your state in the last 14 days?

- Yes, where? _____
- No

4. Has your child been tested or diagnosed with COVID-19?

- Yes, diagnosed with COVID-19 on _____
- Yes, tested and negative for COVID-19 on _____
- No

Daily Disinfecting Checklist



This checklist must be completed in addition to the daily cleaning of all surfaces/areas. Each dorm/building that has been occupied at any time with staff/students, will open windows DAILY to circulate the air. This includes all common areas including: living room, kitchen, bathrooms and also bedrooms

This should include (do not use of food surfaces):	Date	Shift	Time	Staff signature
<i>Desks</i>				
<i>Hand rails</i>				
<i>Door knobs/handles</i>				
<i>Sinks/Faucets</i>				
<i>Window sills</i>				
<i>Light Switches</i>				
<i>Equipment knobs/controls</i>				
<i>T.V. clicker</i>				
<i>Shared gaming systems</i>				
<i>Cabinet/drawers knobs and handles</i>				
<i>Chair arms</i>				
<i>Telephones</i>				
<i>Refrigerator door</i>				
<i>Soap Dispensers</i>				
<i>Toilet flusher</i>				
<i>Paper towel dispenser</i>				
<i>Bathroom fixtures</i>				
<i>File drawers</i>				
<i>Fax machines/copiers</i>				
<i>Vans: door handles, radio knobs, seats, steering wheel, shifts</i>				

This disinfecting should be completed at the following times:
 Prior to breakfast in each dorm
 After breakfast in each dorm
 Prior to school at each location

Prior to lunch being served
After school/classroom departure
Prior to dinner in each dorm
After dinner in each dorm
During the overnight shift at least 2 x
Vans should be completed before and after school each day