



"It is possible to prepare for the future without knowing what it will be. The primary way to prepare for the unknown, is to attend to the quality of relationships, to how well we know and trust one another."

Margaret Wheatley



ELEMENTARY BACK TO SCHOOL

INITIAL REOPENING PLANS

We are looking forward to welcoming our students, faculty and staff to campus for our 2020- 2021 school year
CAC's 75th Year.

Following on from our head of school, Dr. Jared Harris' communication I would like to share the elementary initial reopening plans in more detail. Thank you in advance for reading this important communication and responding to our survey.

As we prepare to reopen the campus to learning, exploring and having fun we are guided by two principles:

- The health and safety of students, faculty, staff and our community
- The wellbeing and educational needs of our youngest students which are best provided in a face to face environment on campus.

All procedures below are based on CDC, WHO, WHY International school reopening, NESAs & EARCOS, Egyptian peer schools and current regulations and Egyptian government recommendations. All procedures are subject to change and will be reviewed daily to report every other week to CAC's task force. The task force includes health experts, board members, administration, and faculty/staff representatives. The CAC Board of Trustees has approved the reopening of school.

Elementary parents in advance I would like to thank you for reading all communication thoroughly, responding when needed and preparing your child/children prior to them returning to school. The success of our reopening plan needs home/school working together more than ever.

VERY IMPORTANT SURVEY
THANK YOU PARENTS

REQUIRED INFORMATION PRIOR TO RETURNING TO SCHOOL
[SURVEY LINK](#)

Please complete this survey by **August 10** confirming your child's return date as this information will be used to place your child in their NEST. The survey also asks about your child's well-being and your parental responsibility.

In submitting this form, you acknowledge that you:

- understand that Grade 5 students who have arrived in Egypt after August 3 must submit a negative Covid-19 test result to the health office no later than August 17 to commence August 18
- understand it is your responsibility to notify the health office should someone in your household have close contact with anyone tested for and diagnosed with Covid-19, and that in this event your child must stay home from school.
- understand no household member should come onto the CAC campus if they have a fever or any other symptoms, and all members of the family should stay at home until the individual is symptom-free and cleared by a doctor
- understand that it is your responsibility to update the health office if anyone in your household becomes unwell and is subsequently diagnosed with Covid-19
- understand you must take my child/children's temperature each morning before school. Students must be symptom-free with a temperature below 37.5C without fever-reducing medication, for at least 48 hours prior to attending school.
- understand that it is your responsibility to inform the school should any member of the household return home from International travel

- ❑ Read all of the safety and procedural information listed below.

NEW FAMILY ORIENTATION

Our new family orientation has been modified this year and it will be held online for parents, August 16 from 10:30 - 11:30 for Elementary parents and then on August 17 new elementary students and parents can sign up to visit us on campus. Detailed information will be sent to new families from Mrs. Jackson-Jin, the Elementary principal for the parent online session and Ms. Bibiana, our counselor for the scheduled student campus visit.

CAMPUS ACCESS

- New students whose parent/s have completed the self disclosure form will be able to access campus by appointment for our new family orientation
- All parents and visitors will be by appointment only with separate self-disclosure, health and travel screening protocols

HEALTH SCREENING BEFORE SCHOOL STARTS

- ❑ Grade 5-12 students who have arrived in Egypt after August 3 must submit a negative Covid-19 test result to the health office no later than August 17 to commence August 18
- ❑ Parents must take their child/children's temperature before sending them to school. Students must be symptom free with a temperature below 37.5, without the use of fever reducing medication, for at least 48 hours prior to attending school. (Please note we will also be taking temperatures at school entrances and students with a temperature of 37.5 celsius will be taken to the isolation area for further screening
- ❑ Bus monitors will also take the temperature of students as they board. Students must return home if they have a temperature of 37.5 celsius or above.
- ❑ Children who are unwell either way should not come to school.

WHAT TO BRING TO SCHOOL

- All students must come healthy to school each day and daily home temperature routines need to be in place
- All students must bring and wear a cloth or fabric face mask throughout their time on campus, including in NESTs and hallways
- Students must bring spare masks in a resealable or ziploc bag, labeled with their name
- All students must bring a full water bottle labelled with their name
- All students must bring a HEALTHY snack and lunch

- Physical Education - swimming is our first unit. Students will need a swimsuit, goggles, towel, clothes and footwear that is easy to take off and put on independently in a timely manner
- Art - an smock/t-shirt with their name
- Prek - Grade 1 change of clothes

HOME EDUCATION PRIOR TO COMMENCING SCHOOL

We will be working together to support students to adapt to our new learning environment. Part of our school's mission is to contribute to communities and we will all be doing our part to keep our school community safe. Children and young people should understand basic, age-appropriate information about coronavirus disease (COVID-19), including its symptoms, complications, how it is transmitted and how to prevent transmission. Stay informed about COVID-19 through reputable sources such as CDC, WHO and CAC's reopening plan. Be aware of fake information/myths that may circulate by word-of mouth or online.

- Talk with your child about what Covid- 19 is and how they can help others stay safe, social distancing, mask, washing hands, not touching face
- Mask
 - Practice wearing a mask so when it comes time to start school it is familiar
 - Ensure the mask fits your child's face
 - Teach your child how to put it on and off
- Social distancing, NESTs. Talk with your child about the NEST size and help them appreciate they may not be with all of their friends. Practice 2 meters distance at home, walking in lines and not groups following the one way paths
- Teach your child how to hand wash for 20 seconds
- Desk organization as each student will be responsible for their own resources

Face-to-Face Learning, Exploring, Fun Eagle NESTs



Nurturing
Environment
Students

Teachers

NESTs

Once we have your confirmed return date your child will be assigned their NEST. We will communicate class/NEST lists with you on August 17 in preparation for the first day of school, August 18.

To support safety our classes will be divided into nests for our young eagles

- Homeroom classes will be divided into two "EAGLES NESTs" with a maximum 10 students in each nest
- NESTs are next door/adjacent to one another for the teacher, aides, assistants to move between
- NESTs have the flexibility to be indoor and in outdoor spaces
- Specialist teachers come to the nest to teach, other than swimming class
- Students learn, eat, play within their nest, they do not mix with other nests
- While social distance will be maintained as much as possible, comfort and contact for the youngest students will be maintained
- Students will have all of the materials they need provided in their NEST
- Each NEST has a hand washing sink, single paper towel dispenser, water cooler refill station, open trash bins, sanitizer
- Younger class nests - PreK/Kg, Gr. 1 have a bathroom within their NEST and Grade 2-5 dedicated bathrooms on their floor
- Student NESTs will be carefully assigned by sending grade team following our placement philosophy
- Support teachers, aides, assistants will work with class teacher in NESTs
- All carpets, couches, bean bags, cloth covering seating are being removed from classrooms and put in storage

ARABIC/SPECIALISTS

- Arabic/Egypt Culture, Art, Drama, Music & Guidance teachers will go to nests for class both indoor and outdoor
- For our initial reopening Arabic will be taught in the NEST and therefore will be mixed leveled with differentiation applied
- PE- We will have one PE class for the initial opening and it will be swimming, students will go to the pool with their NEST
- As specialists will be teaching double the classes their times have been adjusted to allow all NEST to have their class each week

OUTDOOR LEARNING & PLAY

- Outdoor learning spaces will be set up for NESTs to use both in corridors and around the es division if the weather is comfortable
- Students will be assigned color coded play spaces in their NESTs and the location will rotate for variety
- Cleaning has been scheduled after each NEST has used a play facility

ARRIVAL

- We will have a staggered arrival schedule using assigned NEST entry using gate 6 & 7
- Bus students will arrive between 7:40 - 7:50 AM at gate 2
- Siblings arrive together at the youngest child's assigned NEST gate
- Students will arrive on time, social distancing at NEST gate
- Parents will escort child/children to arrival gate and depart to avoid a social gathering
- Students will enter school independently, temperature taken and move directly to NEST. First day they will be escorted by supervisors

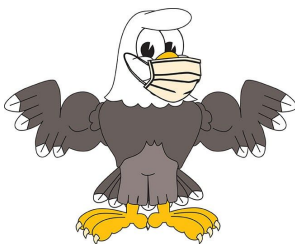
DISMISSAL

- We will have a staggered dismissal schedule using assigned NEST entry using gate 6 & 7
- Bus students will depart at 3:05 from NEST for a 3:20 PM departure from gate 2 between
- Students names will be called and the parent will present the student pick up card. **Students will not be released without this card.** If drivers or nannies are picking up they will need to present the student pick up card.
- Student pick up cards will be issued to new families on August 17
- Community campus hours by appointment, like now, before and after school will continue.

LATE ARRIVALS TO CAIRO

We appreciate that due to circumstances beyond their control, some families will not arrive in Cairo by August 18. In order to offer these students the opportunity to continue their learning, we will provide recordings of the instructional sections of lessons when appropriate. Such recordings will be limited in scope, and will not provide comprehensive overviews of the entire curriculum. These recordings will be available through the Seesaw platform. Teachers will not be available to support online learning as they will be teaching face-to-face.

GENERAL PROCEDURES



PHYSICAL DISTANCING GUIDELINES

- When moving around campus we will be expecting 2 meters physical distance
- Foot traffic will be directed one-way and in elementary staircases are designated as "up only" and ramp is "down only"
- Physical contact should be avoided

- For our younger students we will have a resource to help them with the distancing



SAFETY

The health and safety of students, staff and our community are paramount. To this end we have conducted substantial research and planning for the safe reopening of campus.

- Handwashing or hand sanitizing occurs as students enter NEST, before and after each change of activity, before food and dismissal.
- Health and safety education will be provided to students in classrooms and through visual signage around the division and in the NEST
- We will have daily lists with who each NEST has been in contact with and this will be shared with our health office in the case we need to conduct contact tracing
- Markers will be in place on campus as a reminder to follow social distancing and one way traffic in hallway and around play spaces
- Cubbies will not be used during the initial reopening, students will keep backpack next to assigned seating in NEST

HYGIENE & CLEANING

- The custodial staff will ensure cleaning and disinfecting of all NESTs, bathrooms, play spaces throughout the day
- Regular additional cleaning of all frequent touchpoints (for example: water coolers, handrails, lifts, doorknobs, outdoor class areas)
- A COVID-19 cleaning and support pack in each NEST containing hand sanitizer, other cleaning materials, will be provided

LIBRARY

- Online orders can be submitted, class read alouds and storytelling, however the library facility will be closed until further notice



TRANSPORTATION

- Buses run at reduced passenger capacity to ensure social distancing. Please respond to the email from transportation if you wish to register your child to ride the bus. Note that if you register it is for to and from school five days

a week, no exceptions during this initial reopening phase

FOOD SERVICES

- The ES cafeteria will be closed for the initial reopening phase as will all food vendors on campus

AFTER SCHOOL ACTIVITIES

- Will be suspended during the initial reopening phase

SIGNAGE

Our division will have clear signage to support our students, faculty, and staff. Students will be supervised when moving from arrival directly to their NEST, moving to outdoor learning, eating, playing, pool and dismissal.



IMPORTANT DATES

August 16 : New Family Orientation Online for parents

- 10:30 AM ES Principal presentation followed by our Information Technology session for parents to support accessing our online platforms including attendance, reporting, communication and parent dashboard.
- Class NESTs, arrival dismissal times to be published online
- Grade video welcoming students and showing them how to arrive, their NESTs, and dismissal

August 17: Student and parents campus 30 minute visit - sign up only

Purpose: Visit campus, meet Principals, teacher, technology check

Note: All adult and fifth grade visitors must have presented their negative Covid-19 test to our health office.

August 18 : Kindergarten - Grade 5 schedule

- First day of school, staggered arrival and dismissal
- PreKindergarten - Dismiss at 1:00 PM

August 20: Islamic New Year Holiday

August 23 - 27: PreKindergarten

- Dismiss at 1:00 PM

August 30: Our optional PreKindergarten aftercare program 1-3 will commence

We appreciate your continued partnership as we work together in a safe reopening of CAC school's 75th year.

Mrs. Julie Jackson-Jin
Elementary Principal

Mr. Mike Dunlop
Assistant Principal/PYp Coordinator

Reference : [CAC Reopening Booklet](#)