

**Lewis & Clark Career Center/CAPS**  
**Re-Entry Plan for Fall 2020**

**General**

- **Students at Lewis & Clark and CAPS come from 15 different high schools in the County.**
- **The safest possible plan is to keep students isolated into their separate programs and spaces and to minimize to the extent possible the co-mingling of students from the different programs.**
- **Contact tracing for any student who might test positive for COVID-19 will be much easier if students remain in their own respective program areas and not interact with other students from other programs.**
- **There is no virtual option for Lewis & Clark or CAPS like there is at other high schools in the County.**
- **If the situation arises that St. Charles High and St. Charles West (from our home district) go virtual for all students, Lewis & Clark and CAPS plan to implement a hybrid learning program to continue hands-on, in-person learning on campus and at the various CAPS business sites with a virtual/online component.**

**Before Driving to Lewis & Clark/Catching bus for Lewis & Clark/Driving to CAPS**

- **Every student has an obligation to do an honest self-assessment on their health and if any sign of illness/symptoms of COVID-19 should stay home.**
- **Anyone staying home has an obligation to contact Lewis & Clark/CAPS (Attendance Secy: 636-443-4960) and his or her home school to report student health conditions. Students will follow the proper district protocol regarding any necessary testing, when to return, etc.**
- **While regular attendance is always expected at Lewis & Clark and CAPS, the attendance policy at L&C and CAPS will be more liberal than usual due to the pandemic. Individual circumstances will be considered if poor attendance affects a student's standing in his or her program.**

### Entering/exiting/Buses/Parking

- **Students will enter and exit the building directly into their program areas without going into the hallways. (Certain entrances will be used by different programs.) Map attached.**
- **Buses will drop off students at various locations around the building to make entering the various areas safer.**
- **Buses will be encouraged to have assigned seats for students to use daily.**
- **Parking spaces at Lewis & Clark may be scarcer based on the thought that more students will avoid bus riding, thus student parking may be in traditional non-student parking areas.**
- **CAPS students will get their specific entry/exit instructions from their instructor. The CAPS Health Care strand will be meeting at various locations including the Lewis & Clark Campus.**

### Moving around within the school building

- **Students will only use the common hallways outside their classrooms/shops in order to use the restroom or for any necessary office visits**
- **Masks will be required of students and staff when inside the building/in the hallways, restrooms, offices. Students who refuse to cooperate may jeopardize their good standing at Lewis & Clark and CAPS.**
- **CAPS students attending their program at a partner company or association must adhere to the internal policy guidelines for that specific company.**
- **Any all-school assemblies will be held outside at the football stadium next door to Lewis & Clark.**

### Students who are feeling ill at Lewis & Clark/CAPS

- Lewis & Clark and CAPS does not employ a school nurse mainly because students are generally in the building for less than 3 hours. And obviously the offsite nature of CAPS makes a school nurse impractical.
- The building secretary generally handles basic first aid on the Lewis & Clark campus.
- Any student who feels symptoms of COVID-19 should alert his or her instructor.
- If student has own transportation, instructor will contact office and student will drive home. Student's parent will be contacted by instructor or school secretary.
- If student does NOT have transportation, student will be isolated from others. Parent will be called to pick up student ASAP.
- District protocols regarding testing, isolating, etc. will determine when a student can return to school.

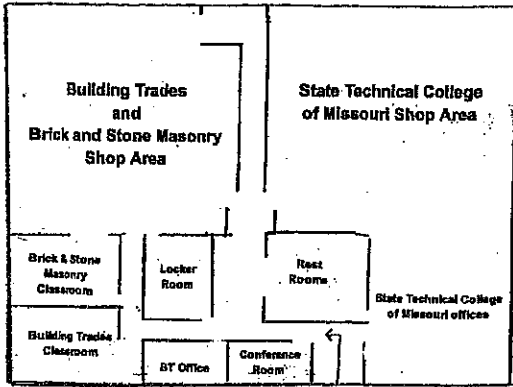
### ARBS/JC's School Store

- At this time, all food purchases will be done in advance through an ordering system at the beginning of class.
- All food will be delivered to program area during specified break time.

### More Information

- More information specific to a students' program will be provided by each individual instructor before school starts such as where to enter the classroom, etc.
- Please don't hesitate to email the Lewis & Clark director, Dr. Andrew M. Stewart at [astewart@stcharlessd.org](mailto:astewart@stcharlessd.org) or the CAPS director, Mrs. Erica Land [erica.land@scccaps.org](mailto:erica.land@scccaps.org) if you have further questions.

BSM  
Lewis & Clark Career Center Annex Building



BT

Entrance  
CAPS Health Care

# LEWIS & CLARK

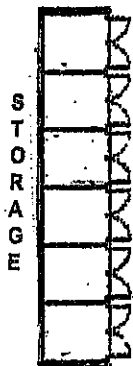
## CAREER CENTER

leading through innovation

### Campus Map

N ←

Parking



PET →

Power Equipment Technology (PET)

HVAC

ET →

Electrical Trades (ET)

HVAC

PMT →

Precision Manufacturing Technology (PMT)

Early Childhood Careers (ECC)  
RR

Parking

ARBS →

Applied Retail Business Skills (ARBS)

WE  
ACR

North Entrance

Main Office RR

Welding (WE)

Auto Collision Repair (ACR)

Auto Service Technology (AST)

← AST

OFFICES

Parking

HO/HRO →

Health Sciences (HO/HRO)

Multi-Purpose Room

Computer Maintenance & Networking (CMN)

Computer Software Development (CSD)

← CSD

West Entrance  
CMN

Parking