

New Castle Career Center

New Castle Career Center COVID Procedures 2020-2021

- Students participating virtually at their sending school are still able to participate in person at the Career Center. If New Castle School Corporation gets shut down temporarily, the Career Center will offer a virtual curriculum during that time.
- The Marketing program can be offered virtually. It is the only virtual option.
- Students are to bring their own mask each day.
- Masks are required for students and staff.
- Instructors will teach and follow students' industry COVID19 safety expectations.
- Students are able to work in groups of 4 or less in labs. The instructors will document the groups and keep them consistent.
- Students will have assigned seats, beginning on the first day.
- Two guests are permitted each month per program with social distancing. Speakers must have temperature checks, wear masks, and have smaller group interactions if distancing is not possible.
- NCCC will extend grace on attendance during this time as parents are encouraged to keep students home if they are ill.
- Students should make hygiene practices a priority.
- Encourage students to wash their hands or use hand sanitizer at the break.
- All clinical experiences are suspended (except Veterinary Science). The NC School Corporation Health Committee will meet prior to scheduling clinical.
- Please see the COVID Program guide for more specific information on programs and procedures.

Calendar Changes, Breaks, and Dismissals

AM Session 8-10:25 AM Cosmetology 7:30-11:30 AM

PM Session 12-2:32 PM Cosmetology 12-4 PM

2 Hour Delay

If the sending high school is on a delay and New Castle is not, students are still expected to attend at 8 AM. The afternoon students will arrive at 12:40 PM.

AM Delay Schedule 10-11:25 AM

PM Delay Schedule 12:40-2:32 PM

Calendar Changes: August 3 One of the two optional days for training (not mandatory)

August 4 One of the two optional days for training (not mandatory)

August 5 Teacher Planning

August 6 Teacher Planning
August 7 Teacher Planning
August 10 First day of school for students
January 4, 2021, will now be a regular school day for students
February 15 will now be a regular school day for students
May 28 will now be a regular school day for students

Breaks and Dismissals will be staggered. Students cannot congregate in the halls. They can use the restrooms and return immediately to their classroom. The break room will be closed for the first nine weeks to encourage social distancing. Students can bring snacks and drinks from home to eat during their scheduled break time. Snacks and drinks are to be placed away from computers and equipment and put away during class time.

- **Students will not congregate in the hallways before class begins.**
- **All students will enter through the main Career Center door.**

AM Break Schedule

Machine Trades & Welding 8:45-9 AM

Culinary, Education, & Vet Science 9-9:15 AM

Computer Operations & Dental 9:15- 9:30 AM

Graphic & Engineering- 9:30-9:45 AM

PM Break Schedule

Machine Trades & Welding 12:45-1 PM

Culinary & Vet Science 1-1:15 PM

Computer Operations & Dental 1:15-1:30 PM

Graphic & Engineering- 1:30-1:45 PM

Health Careers and CNA will stagger break times and dismissal to limit traffic at the Danielson Center.

Education- When students return from elementary

Early College

Early College will follow Ivy Tech COVID19 Procedures

<https://www.ivytech.edu/coronavirus.html>. Students will attend both in-person and virtually. The Orientation will be August 24, 2020, during the regularly scheduled class time.

