

PROCEDURES FOR CONTROLLED REOPENING

Health and safety protocols adopted during the controlled period

Screening and Prevention

Temperature checks temperature checks and screening questions mandated daily for each child upon entry. (threshold of 100 degrees Fahrenheit and staff will do a quick health assessment if needed).

No medication policy Children cannot come to school after receiving ANY fever reducing medication. If found, the school will inform appropriate authorities.

Sick/Illness No sick children or adults are admitted to the school premises. If you or your child display any COVID-19 symptoms, any flu symptoms, any cold & cough symptoms you MUST get yourself tested by a medical professional who conducts COVID-19 testing. The school must receive proof of testing via email (attach photo of clearance) prior to being allowed to the school.

Additional vaccine requirements including flu and COVID-19, once available

Hygiene

The school gets children to hand wash for all children and staff upon entry in the morning.

The school maintains a handwashing schedule at certain intervals throughout the day (e.g. hourly recommended). Montessori Explorer policy is for every child to wash hands after each use of material and after every activity.

Required use of face masks for both staff and children.

Food

No food preparations services are available at the school. Only home brought lunches allowed.

No snacks from school is provided.

Snack and Lunch can ONLY be eaten on a placemat brought by the child from home.

Child must bring water bottle, snack, lunch, placemat, and all utensils from home. These items will not be provided by the school.

Group size, health practices and ratios

12 children per room currently and will change as enrollment increase. Guidelines provided can be changed and the school will communicate with parents at the time guidelines change.

Keeping siblings in the same room to the extent possible, stable groups students and staff for each classroom

Keeping same adults in the classrooms

Keeping the required social distancing as much as possible. Wearing face masks at all times while at school. All windows kept open. Fans, germ guard machines used throughout the day.

Temperature checks every two hours for all staff and children

Hand washing upon arrival and after every use of Montessori Materials

All used Montessori materials are disinfected by a staff member in the classroom and disinfected materials returned to the shelf.

Containing infected or persons showing symptoms of Covid-19

If staff is showing symptoms, they are sent home immediately and requested to get a Covid-19 test and send results to the school via email or photo from a mobile phone.

Staff with symptoms are asked to self-quarantine themselves for 14 days and take a second test prior to returning to the school. Two tests must show negative results.

Children showing symptoms are isolated immediately outside of the classrooms and taken to a well-ventilated area outdoors until parents pick them hour (minimum one hour wait).

Children and family are asked to self-quarantine and get tested. A second test is requested prior to returning back to school. Two tests must show negative results.

Parents will be asked to give a list of contacts prior to infection and will follow criteria provided by the health department.

Staff will be tested through their primary care doctor and information about local testing sites will be provided to the staff and parents when needed.

The school will direct staff to get tested periodically to eliminate anyone who is asymptomatic. Testing will be done through local testing sites or by their primary care provider.

Trigger for switching to distant learning

If state requires another stay at home order

If county requires a stay at home order

If Covid-19 numbers continue to climb in the area where staff and children reside

If parents request the school to switch to digital learning. This is difficult as each child will not have the Montessori materials to follow the lesson, but the school will do its best to provide materials that are home made to suffice the material requirement.

Cleaning and disinfecting

Cleaning of frequently used items (doorknobs, faucets etc.) at required intervals

More frequent laundering of children's cleaning supplies (like towels) or use of disposable paper products (**Advocate** for childcares to receive free cleaning supplies)

Daily or twice daily full cleaning and sanitizing of room and bathrooms. Bathroom faucets and toilet is sprayed with disinfectant after each use

Cleaning of shared materials cleaned after each use

Full cleaning between groups of children if staggering am/pm schedule opens.

Currently the school provides one schedule

Use of cleaning products labeled for viruses, bacterial and fungal disinfection, and sanitation

Evening sanitation after children leave the classrooms of all disinfected materials, surfaces, and frequently touched surfaces.

Frequent fogging of classrooms after sanitation.

Staff Training and Parent Education

Staff will be trained using zoom training programs made available to the staff through the local childcare resource service, health department, and the community care licensing.

Parents will be informed of such training programs and training materials will be shared for educational purposes.

Drop off/pick up procedures

Distancing at drop-off and pick-up, minimum six feet.

Elementary children will go directly to their classroom and will not mix with the preschool/day care children.

No parents/guardians allowed inside classroom or to linger outside classrooms

Parents cannot have power struggles with their children during drop/pickup as this defeat all the preparations taken by the staff

Drop-off and Pick-up by the same people every day if possible

Visitors

Parents currently not enrolled at the school are not allowed to the building

Parents who come to drop-off tuition checks must put them in the locked box outside the school front gate

Currently enrolled parents who want to visit the school **MUST** make an appointment via email to come. Entry is encouraged after 3:00 pm by appointment.

All visitors to the school are only permitted inside after 4:00 pm and only by appointment and no one is allowed into the sanitized classrooms.

All visitors and parents **MUST** wear a mask and must be healthy. Temperature is checked prior to entry into the school building.

Guidelines for Parents

Always maintain social distance while in public

Refrain from taking children to public places if they are attending school (parks, beach, shopping, etc.)

Self-quarantine if exposed, going out of one's city, or if anyone outside of your family visits your home

Practice excellent hygiene practices at home (wash hands before eating, wash hands after bathroom use, wash hands before food prep, disinfect food preparation surfaces, put daily worn clothes to wash, take daily showers, wash placemats used by child daily, wash lunch bags daily if possible or every other day (washing machine does a good job), and wash child's water bottle and sanitize it daily.

We will send home any child that has a runny nose clear or dark during this time of the Covid-19 pandemic. If your child has a cold, runny nose, a cough, a fever, sore-throat, or any other symptoms listed as part of Covid-19 symptoms do not send your child to school. If you suspect you, your family members, your child is exposed to Covid-19, self-quarantine yourself. Inform the school and get tested. We will make every accommodation to provide digital learning to your child during this period through our Google Classroom.

Letter sent to parents

We have enforced strict face mask wearing protocols for all staff, all parents and visitors entering Montessori Explorer, and all children ages two and up. We have also enforced strict handwashing guidelines as outlined above for staff and children. We are practicing social distancing to the best of our ability, children to children and staff giving lessons to children. We will wear face shields when the mask cannot be worn during language lessons.

We cannot guarantee that your child will not be exposed (whether at school or when child is in his own home environment). If your child contracts Covid-19, despite the best efforts to prevent it, we will notify all families and staff and we will close the school for 14-days to follow protocol. We will notify all families considering the HIPPA guidelines.

Additionally, I agree to notify Ms. Dinusha Perera via phone call (619-425-3300) or via direct email to dinusha@Montessori-Explorer.com if my child or any member of our household

is exposed or has tested positive to Covid-19. This action will help ensure the utmost safety of our children, staff, and families.

By signing below, you agree to waive any claims of liability against Montessori Explorer, Ms. Dinusha Perera, or staff and hold harmless all indicated if your child or you contract Covid-19 despite the best efforts to prevent it. Please sign and email this page before Friday, July 3rd 2020.

Child's Name: _____

Child's Name: _____

Child's Name: _____

Parent/Guardian Printed Name & Signature (1): _____

Parent/Guardian Printed Name & Signature (2): _____

Date: _____