

## Island Montessori Children's School

### Reopening Parent Covid-19 Handbook - Executive Summary

July 16, 2020

Dear Parents/Guardians,

The Island Montessori Children's School Reopening Parent Handbook (thereafter the "Handbook") outlines our school's commitment to creating a safe learning environment in response to the impacts of COVID-19. Specifically, we have developed health and safety protocols that meet or surpass (to the extent possible) the recommendations of state and national health authorities and environmental and educational organizations. It was developed over months by a committee with careful review by the Administration and Board of Directors. **Please read the full handbook which contains important details.** At the end is a "Parent/Guardian Acknowledgement form" which you are **required to return by August 10, 2020.**

**This Executive Summary provides an overview of the Handbook's key content:**

1. Message from the Director
2. General guidelines for communication; prevention practices; and **daily monitoring of COVID-19 symptoms;**
3. **Revised Learning Plan** which includes reduced class sizes, student grouping, and use of additional space (including outdoors) to facilitate social distancing. Curriculum to include additional emphases on health and safety education and social-emotional learning;
4. Health and safety protocols including **enhanced facility and materials cleaning;**
5. **Parent/Guardian Responsibilities** (including symptom monitoring; Before School, Arrival and Drop-Off, and Dismissal protocols; and snacks);
6. **Sudden closure, distance learning,** and tuition and enrollment;
7. **Appendices** include Parent/Guardian acknowledgement form, Health Screening Questionnaire, and After School Protocols.

Please refer to the full handbook for detailed information. Parents will be notified of any changes.

#### **Daily monitoring and prevention**

Daily monitoring of COVID-19 symptoms will occur each day for children, staff, and anyone entering the building. Parents/guardians will have to answer a health screen questionnaire each day at drop off (parents/guardians remain in their vehicle with masks on). Children will have their temperature taken and be observed for symptoms. Children exhibiting symptoms and/or with a fever of 100.4 or above will not be permitted to enter the building. Very few people, including parents, will be permitted to enter the school building.

Temperatures will be tested at least two times per day. Students will sanitize their hands before entering the school building and then wash their hands in the classroom. Students will have shoes sprayed each day upon arrival and prior to dismissal. Students will enter and exit through designated doors. Nappers will be properly distanced.

## **Revised Learning Plan**

Class sizes will be reduced from 27 (in 3 classrooms) to 15 or fewer (in 5 classrooms). The multipurpose room will be our 4th classroom and our outdoor space will be our 5th. Students will spend one day a week, or in the alternative, one week every five weeks, in the outdoor classroom (need to be dressed appropriately for that day).

Tables will be modified so that only two children at a time are sitting at a table. Learning materials will be utilized in a manner that maximizes social distancing. There will be limited sharing of items such as pencils and other table items. **Students will need to bring their own snacks.**

Please see the **typical schedule** of the day in the Parent's Handbook for more information about your child's day at IMS. In addition to our regular curriculum (and the enhanced environmental lessons made possible by our outdoor classroom), the teachers and staff believe that social-emotional learning (SEL) is paramount to the well-being of children, especially during these anxious times.

## **Health and Safety Protocols and Enhanced Cleaning**

In addition to social-distancing protocols to prevent spread, staff will sanitize high-touch surfaces and materials throughout the day. We have purchased 9 new hand sanitizers stations, disinfectants, wipes, masks, scrubs, gloves, outdoor materials, a washer and dryer, 2 electrolyzed water sprayers, and a Lysol sprayer with hospital grade disinfectant.

Additionally, an evening cleaning crew wearing PPE will sanitize materials on shelves and disinfect bathrooms, tables, chairs each day.

## **Parent/Guardian Responsibilities**

Ensuring the health and well-being of our children and staff has to be a team effort. We are only as strong as our weakest link. Specific parental/guardian responsibilities include: monitoring for symptoms, keeping sick children home, truthfully answering the daily health screening questions at drop-off, being ready to pick up your child within one hour if they exhibit symptoms, etc.

In addition, parents will need to provide healthy meals and snacks for your child(ren), provide a water bottle each day, sanitize your child's lunchbox and water bottle each night at home, wash and sanitize nap materials each night and return in the morning. We will minimize personal belongings.

**Parents must sign and submit the "Parent or Guardian Acknowledgement form" (at the back of the handbook) and submit by August 10, 2020.**

## **Sudden Closure and Distance Learning**

Should the State of North Carolina suspend in-person learning, the Children's School may employ developmentally-appropriate, remote learning. This plan may be modified according to a child's enrollment in the private preschool program or in kindergarten as part of the public charter school (the latter guided by the mandates of the North Carolina Department of Public Instruction). Note: In the event that the public school system mandates distance-learning for charter school kindergarten students, it is possible that our private preschool students may continue in-person learning on campus. In the event of remote learning, all existing tuition commitments and re-enrollment policies would remain in place.

Executive summaries by nature must be concise. Please excuse any brusqueness in tone. We very much look forward to seeing you and your child(ren) in August.