



Continuing Policies & Procedures re COVID-19 - M5C – 2021-22 Program

Updated: 7/20/21

Since the pandemic M5C has followed state, local and federal guidelines for schools/child care centers. We will continue to do so as we head into the 2021-22 school-year. Our teachers and administration have been vaccinated and continue to wear masks at school. As we are aware, there is no COVID-19 vaccine for children under the age of 12, therefore, we will continue to require children over the age of 2 to wear a mask at school (they are removed at nap and snack/lunch time). We will also continue to not allow visitors into the building.

Below are our additional Policies and Procedures we will continue to follow as well as assess conditions on an ongoing basis to ensure all M5C families stay as healthy as possible.

Wellness Screening & Prevention Protocols

- Temperature checks for all staff members and children will be required upon entering the school. All adults on campus must wear a face mask unless they are working alone.
- We shall monitor staff and children throughout the day for signs of illness; notify parent to pick up any child with a fever of 100.4 degrees or higher, cough or other COVID-19 symptoms after isolating from the general room population.
- Face masks are highly encouraged for children over the age of 2. No child under the age of 2 is allowed to wear a face mask.
- Visitors will not be allowed on campus where children are present.
- Parents agree to not send their child to school if they have a fever or flu like symptoms. Further, no fever reducing medicine should be given to a child before coming to school.
- Staff and children will be monitored for any signs of illness.
- Additional vaccines may be required, including flu and COVID-19 once available.
- Persons with travel history within the last 14 days to an area identified by the CDC as Level 3 will be excluded from school for 10 - 14 days. Any travel by airplane by any close family member must be reported to the school to follow risk mitigation measures.

- Persons who have been in close contact with someone diagnosed with COVID-19 will be excluded from school for 10 – 14 days from the day of their last exposure and we require a written physician’s note.

Arrival and Dismissal

- Parents are requested to not enter the building unless necessary. Please inform the office ahead of time of your need. It is preferred that children are dropped off and picked up by the same person every day, if possible.
- Parents should wash/sanitize their hands and their child’s hands before and after dropping off children.
- A Receiving Table will be set up to greet you at drop-off and pick-up.
- Drive-up procedures will continue in the fall. Masks must be worn by all adults on campus. Teachers/Administrators may also wear face shields as needed.
- Social distancing at drop-off and pick-up is appreciated and you should bring your own pen to sign your child in/out. Hand sanitizer will be available at arrival/dismissal table.
- Administrators and/or teachers will assist children into the School.

Group Size / Class Size

Arrival:

- A teacher and/or administrator will take the child’s temperature with a no touch thermometer upon arrival.
- Child proceeds to the classroom and wash hands.
- All child belongings will be labeled and placed in their cubby.
- Classroom size to meet the licensing requirement and keep the same social bubbles together as much as possible.
- Teachers stay with the same group of children as much as possible.

Hygiene & Cleaning/Disinfecting

- Hand washing or hand sanitizing is required for all children and adults upon entry in the morning and intervals throughout the day.

- Staff will model the importance of healthy hygiene and provide frequent lessons.
- Cleaning of frequently touched items (doorknobs, faucets, etc.) will occur at required intervals.
- Shared materials will be cleaned after each use as much as possible.
- Deep cleaning and sanitizing of the classrooms will occur daily.
- Thorough school bathroom cleaning/disinfecting and sanitizing will occur in the evening of each day.

Social distancing with children

Classrooms:

- Classrooms have been redesigned to allow healthy distancing. The outdoor environment is set up for arts/crafts and gardening.
- Teachers will model how to keep distance.
- Role play during circle time will include: hand washing, proper etiquette for coughs and sneezes, and distance interactions.
- Frequent verbal reminders.

Lessons and Work period:

- Circle will still be part of our morning routine. Children will be allowed to sit with space in between each other.
- All working surfaces will be cleaned or sanitized according to schedule (ex: after each use).
- Teachers will remind children not to put objects in their mouth. If this occurs the item is temporarily removed and disinfected as soon as possible.

Snack:

- Starting in the fall, we will go back to each family in the classroom bringing in snack once a month for the whole class. The same snack guidelines apply (one protein, one fruit or veggie).
- Snack will be prepared by the morning teacher, wearing gloves. The older children will serve snack by themselves, the younger age group will be assisted by the teacher.

Children must wash hands before sitting down for snack. A clean plate must be used for each child.

- Water bottles are allowed, but must be labeled and sent home daily for washing. Water bottles will be kept in children's cubbies when not in use.
- Used classroom dishes/utensils will be washed daily in dishwasher. Placemats have to be washed after every use.

Outdoor Play:

- Outdoor play is staggered – different classrooms take turns going out to the playground.
- Classrooms will be expanded to include outdoor space as much as possible.
- Children will wash hands before going outside. Hand sanitizer, disinfecting wipes, gloves, ice packs, band aids and accident report booklet/pen available as always outdoors.
- Disinfecting of outdoor play equipment, tables, water fountain will be done daily.
- Children and teachers will wash hands upon re-entering the classroom.

Lunch Time:

- Children must wash hands before eating lunch.
- Children can choose to sit by themselves or with a partner. Some classrooms will have a family style table set for children to eat together.
- Teacher must have cleaned tables before having children sit. Children may assist in setting up the lunch tables.
- Teachers will wear gloves when assisting children with food. Children will assist in clean up after lunch.

Nap Time:

- All nap gear will be labeled, assigned teacher will wear gloves to put on bedding on labeled mat.
- Children's mats will be laid out 3+ feet apart from each other.
- All mats will be disinfected weekly.

Diapering:

- Same procedures apply in that teachers wear gloves during child diapering and replace with a new pair after each child.

Office:

- Handle as much business via email or phone. If you must come into the office, please wear a mask.
- Tours – A virtual tour is available through our website. Social distancing in-person tours can take place as long as masks are worn and children are not present (closed classroom).
- Any questions or concerns should be directed to the Office.

Protocol if COVID-19 is confirmed in a child or staff member:

- Vacate and close off areas used by the persons who is sick.
- Open outside doors and windows to increase air circulation in the affected areas.
- Clean and disinfect all areas used by the person who is sick, such as classrooms, offices, bathroom, and common areas and surfaces.
- Confer with the Alameda County Department of Public Health and CDSS.
- Communicate information to M5C families.
- Require a 14-day quarantine for sick person. Require a COVID-19 negative test prior to returning to M5C.

Important Notes:

- We will continue to monitor applicable state and local guidelines and update these procedures as necessary.
- We are adjusting our program design, classroom configuration, and curriculum and staffing to accommodate new COVID-19 health and safety requirements for school.
- We are committed to following best practices for all persons on campus and need the cooperation of all families to follow our guidelines. It is of extreme importance to notify the school of illness and stay home if sickness arises.

- Children will spend time outdoors in the outdoor classroom. We ventilate the classrooms by opening windows as much as possible to increase fresh air/flow. Air filters are changed regularly and circulation is continuous.
- School events like Back to School Night, Potluck, Parent Workshops and the Spring Concert/Graduation will be modified as needed according to official guidelines.

Much of the health screening is different in terms of daily procedures, but the integrity of the Montessori classroom, curriculum and philosophy will stay intact. Teachers will continue to use the Montessori approach of respect and encouragement to inspire the love or learning. We continue to have the beautiful, peaceful Montessori classrooms that you remember and will continue to provide a safe and engaging environment for learning.

Thank you, we'll all get through this together!

Resource Links:

Alameda County Health Department

<http://www.acphd.org/media/576680/acphd-covid-19-childcare-faq-english.pdf>

State of California

<https://covid19.ca.gov/pdf/guidance-childcare.pdf>

Federal Guidance

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>