

**Midland
Montessori
School
COVID-19 Mitigation
Plan
2020-2021**



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PURPOSE

- The purpose of this document is to guide the Midland Montessori School community in a responsible return to school, protecting the health and wellness of students, faculty, and staff in an effort to keep our campus open and support general public health.

NOTICES/SIGNAGE

- Midland Montessori School (MMS) will adhere to guidelines from the CDC, Governor Abbott's Task Force, the Texas Education Agency (TEA), Texas Health and Human Services (THHS), and Midland Health Department.
- MMS will maintain a hard copy of this COVID-19 Mitigation Plan in the front office, along with sanitization logs, health screening logs, and attendance information.
- MMS will post entryway signage stating that any person with symptoms consistent with COVID-19 may not enter the premises.
- MMS will post other signs and notices as needed to reinforce any policies contained within the COVID-19 Mitigation Plan.
- MMS will periodically or as needed make revisions and update parents about new State or school-sanctioned guidelines.
- MMS Director will oversee training of staff regarding this COVID-19 Mitigation Plan and each staff member will be provided a copy of this plan prior to their return.
- MMS Director will oversee communication of health guidelines to all children and staff in an age-appropriate manner.
- MMS Director will be the point of contact for questions regarding the COVID-19 Mitigation Plan by email: director@midlandmontessorischool.org or phone: 432-699-1665.

ENHANCED OPERATIONAL DAILY PROCEDURES

Procedures for Kindergarten-Elementary

- Students may arrive between 7:40am-8:00am. Students will exit the vehicle curb-side with the seat belt unbuckled to maintain social distancing.
 - *Carpool staff will not get children out of car seats.*
- Students are to wear a cloth face mask or face shield before staff approaches the car. Carpool staff also will be wearing a face covering.
- Staff member will proceed with general health screening including a temperature check and visual/verbal health check while student is still in the vehicle.
- Upon clearance, student will exit car and students will apply hand sanitizer upon entering campus playground area.
- Students will enter school campus through gate door by office.

Arrival procedures for Preschool

- Students arrive at 8:15am.
- Parent will park and escort student to designated classroom door. Social distancing markers will be placed on the sidewalk and playground for waiting. ONE parent may escort student. (Parent must wear face covering.)
- Parent and student will enter through preschool gate door and use hand sanitizer station before waiting at a social distancing marker to proceed to classroom door.
- Before entering through classroom door, teacher will proceed with health screening including temperature check and visual/verbal health check.
- Student only will enter classroom.
- ***It is highly recommended for preschool student to wear a face covering if they feel comfortable doing so.***
- Parent will exit playground area through office gate door to facilitate traffic flow.

Handwashing

- Teachers will supervise handwashing for all children focusing on the following steps:
 - Run hands under water to get them wet.
 - Place hands under the touchless soap dispenser to apply soap.
 - Rub hands together for 20 seconds.
 - Rinse hands thoroughly.
 - Use of paper towels from touchless dispensers to dry hands.
 - Dispose of paper towel in waste basket near sink.
- Touchless faucets and soap dispensers will be utilized throughout the buildings.
- Teachers will share appropriate songs that mark the 20 second hand washing requirement for children to sing while washing hands.
- Signs with the steps to proper hand washing will be displayed throughout the building and by all handwashing sinks.

Late Arrivals and Early Pick-ups

- All parties are required to wear face coverings during the process of late arrivals or early pick-ups.
- If arriving or departing outside of the designated scheduled time windows, park and walk up to the office entrance. Use the call button to alert the office staff. (For early dismissal, please let the teacher or office know of an intended pick up time.)
- Wait on the porch while office staff facilitates the late arrival or pick-up for your child.
- Parents and non-essential visitors will not be allowed to enter the building, unless in the case of an emergency.

Health Screening

- Daily health screenings will be facilitated through an App for the following individuals before entering the facility:
 - ❖ School staff
 - ❖ Persons with legal authority to enter, including law enforcement officers, and Department of Family and Protective Services staff
 - ❖ Professionals providing services to children

- ❖ Children enrolled at the school
- ❖ Parents who have children enrolled and present at the school. ***Parents will only enter the school when necessary.***
- MMS will conduct health screenings for staff and students upon arrival to school and as needed throughout the day. Included in the health screening are temperature checks done upon arrival, before lunch, and at dismissal. We will send home any employee or child who has any new or worsening signs or symptoms of possible COVID-19. Screening will include checking face covering, temperature check with touchless thermometer, and asking about the following symptoms from the Health Questionnaire.
 - A measured temperature reading at or above 100.0 degrees Fahrenheit
 - Cough
 - Shortness of breath
 - Difficulty breathing
 - Chills
 - Shaking or exaggerated shivering
 - Significant muscle pain or ache
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Known close contact with a person who is lab-confirmed to have COVID-19
 - Suspected of having or has COVID-19 symptoms

INTERVENTIONS FOR INDIVIDUALS CONFIRMED, SUSPECTED, OR EXPOSED TO COVID-19

All determinations below will be made in consultation with Midland Health Department.

- Staff and students may not come to school if they have COVID-19 symptoms, are diagnosed with COVID-19, are waiting test results, or have been exposed to someone with symptoms.
- The Midland Health Department and the Texas Department of Health and Human Services will be notified immediately if a student or staff member has tested positive for COVID-19 (or have come into close contact with someone who has tested positive.)
- In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all four of the following criteria are met:
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e.g., cough, shortness of breath) without the aid of medication;
 - and at least ten days have passed since symptoms first appeared.
- Should a child develop symptoms identified in the Health Questionnaire, particularly a fever greater than 100.0° F, parents will be notified for pick up their child within the hour, and the child will be quarantined in the designated office isolation room until a parent arrives. We will not administer fever-reducing medicine. PLEASE NOTE: WE WILL CALL PARENTS LISTED ON CONTACT NUMBERS FIRST. IF WE ARE UNABLE TO REACH A PARENT, WE WILL CONTINUE TO CALL OTHER NUMBERS LISTED ON CONTACT LIST. PLEASE BE SURE THAT EVERYONE ON THE CONTACT LIST WILL BE AVAILABLE TO PICK UP A SICK CHILD.

CLASSROOM SAFETY AND SOCIAL DISTANCING

- Students and staff will maintain social distancing in designated workspaces.
- To minimize sharing of classroom materials, students will be provided personal supply boxes, individual sets of Montessori materials when feasible, and an assigned work mat.
- Staff in each classroom will have access to sanitizing supplies such as hand sanitizer, CDC approved disinfectant cleaner, paper towels, gloves, etc.
- Physical guides, such as tape on floors and sidewalk, and signs on walls will be used to ensure that staff and children remain at least six feet apart.
- Social distancing parameters will be acknowledged in outdoor space and indoor classroom environments with an understanding of limitations on social distancing in younger children.
- Outdoor spaces will be used for lessons whenever weather permits.
- Visitors, including parents and delivery personnel, are not permitted to enter the facility to prevent cross contamination.
- MMS will closely manage the inventory of classroom materials to minimize sharing to every extent possible.

HYGIENE PROTOCOLS

- **Face Coverings (Masks and Face Shields)**
 - MMS considers face coverings (masks or face shields) to be an intervention approach towards preventing the spread of COVID-19. MMS staff will teach and reinforce the use of face coverings. Face coverings will be essential in times when physical distancing is difficult. MMS will reinforce keeping our hands away from our faces and washing our hands well and frequently.
 - Masks worn by students and staff must meet the following CDC criteria:
 - Must fit snugly and comfortably around the face
 - Must be secured with ties or ear loops
 - Must include multiple layers of fabric
 - Must allow for breathing without restriction
 - Masks and face shields will be removed during lunch/snack time and when outdoors after ensuring appropriate social distancing.
 - Students will wear their face coverings (masks/shields) in the bathroom.
 - Coughs and sneezes will be covered with cloth face coverings.
 - Tissues used for coughs and sneezes should be thrown in the trash and hands washed immediately with soap and water for at least twenty seconds.
 - Families should wash and sanitize face coverings on a regular basis.
- **Hand Sanitizing and Hand Washing**
 - All sinks will be equipped with touchless soap dispensers and touchless faucets.

- Staff will wash their hands frequently throughout the day using soap and water. Student and staff hand washing will occur at the following times:
 - Upon arrival at school
 - After restroom use
 - Before/after eating
 - Before and after lessons
 - After outdoor activities
- Hand washing will utilize soap and water for no less than 20 seconds.
- A hand washing log will be kept for each classroom.
- Hand sanitizer (60 percent alcohol) will be allowed for children with staff supervision.
- MMS will maintain an adequate supply of hand soap, hand sanitizer with at least 60 percent alcohol, and paper towels for each designated environment.
- Designated staff will monitor the inventory of these products to maintain adequate levels.

CLASSROOM PROCEDURES

- **Restrooms**
 - Restrooms will feature touchless faucets and touchless soap dispensers.
 - Students will use designated restrooms in their area.
- **Workspaces**
 - Workspaces will be assigned and clearly marked for social distancing as much as possible.
 - Individual materials and belongings will be stored in assigned cubbies
 - Movement of students throughout campus will be coordinated to maintain social distancing.
 - Tabletop plexiglass barriers will be used at teaching tables.

CLEANING/DISINFECTING

- Daily cleaning and disinfecting will be conducted in compliance with CDC and local public health protocols by staff and nightly cleaning staff.
- MMS will maintain an adequate supply of CDC approved cleaning and disinfecting products.
 - Designated staff will monitor the inventory of these products to maintain adequate levels.
- Staff will frequently disinfect touched surfaces throughout the day. This includes tables, doorknobs, light switches, countertops, handles, sinks, faucets, shared supplies / materials, etc.
 - Sanitization checklists will be kept in each classroom and staff members will initial after each sanitization.
 - Use of shared supplies/materials will be minimized.
- Table and chairs will be disinfected after each lesson.
- The office isolation room will be sanitized per CDC guidelines following any usage.

- When a student or staff member tests positive for COVID-19, we will perform CDC recommended cleaning/disinfecting. Based on guidance from the health department and TTHS, MMS may close the school or an individual classroom for 72 hours to allow for natural deactivation of the virus, followed by comprehensive disinfection of all non-porous common surfaces prior to students' return.

SNACK AND LUNCH TIME FOR KINDER-ELEMENTARY

- Preschool students will not be served a snack during the three-hour class time.
- MMS will purchase individually wrapped snacks for full day kindergarten-elementary students.
- Staff and students will hand wash before and after snack.
- Staff will distribute snack to students.
- Lunch: Kinder-Elementary students may bring a lunchbox. Student must be able to open all items in their lunchbox. Teachers **will not** open containers.
- MMS will utilize our outdoor eating spaces with appropriate social distancing, weather permitting. Tables will be disinfected by staff before and after usage.

MATERIALS/OBJECTS

- Students will wash their hands **before and after** using shared materials.
- After the last use of a material in a given day, it will be set aside for **end-of-day** cleaning and sanitizing.
- Staff will clean and sanitize any materials that end up in a child's mouth.
- If lesson materials need to be used multiple times during the day, the materials will be cleaned and sanitized between uses.
- To minimize sharing of classroom materials, students will have personal supply boxes, individual sets of Montessori materials when feasible, and use assigned work mats.

Illness and COVID-19 Diagnosis Information

If your child has fever, defined as 100.0 degrees F or higher and/or any combination of the symptoms below, the protocol is they must stay home.

- Cough
- Shortness of breath
- Difficulty breathing
- Chills
- Exaggerated shaking or shivering
- Significant Muscle Pain or Ache
- Diarrhea
- Headache
- Sore Throat
- Loss of taste or smell
- Known contact with COVID-19 illness

In the event your child has tested positive or exhibits symptoms for COVID-19, in order to return to school:

- A child must be fever-free for 72 hours without fever reducing medications
- 10 calendar days must have passed since onset of illness
- Symptoms have improved (cough, breathing, etc.)

In the event a child exhibits COVID-19 symptoms while at school:

- The child will be separated from other children
- Families will be notified
- The child must be picked up within the hour.
- Children may return to campus once the above criteria for returning to school are met.

What if another student or teacher in my child's class test positive for COVID-19?

- If someone has tested positive, communication with families will be sent out as soon as possible, relaying that a student/staff member that was on campus has tested positive. No other identifying information will be given out to protect identity. The Health Department will be notified and contact tracing will begin. Deep cleaning and sanitizing will begin immediately. Further information regarding other necessary precautions, which include quarantining, will be followed as requested by health officials.
- If we are notified of a positive case within three days of the individual being on campus, we will close the classroom that the individual was in for 14 days. During these 14 days, the class will move to remote learning, and the classroom will be sanitized. Once student/staff member have been asymptomatic during the 14-day quarantine, they may return to school.
- If we are notified of a positive case more than three days after the individual was on campus, we will contact the health department and follow the guidance given at that time.