



Parent Handbook Addendum: Covid-19 Policy Addendum

Please note that this document may change at any time due to state recommendations, school needs, and the over health and safety of the Philly Montessori community. This document is an extension of the 20-21 parent handbook, and all parents are responsible for reading the entire document.

Philly Montessori is committed to creating a safe and healthy school environment for our children to continue to grow and thrive in when they return to school. We are seeking your partnership in this process, and we thank you in advance for your cooperation and understanding. *If you have questions about this document, or have feedback please let us know, we are eager to work with you to ensure the safety of our community. As new information becomes available Philly Montessori will update its health and safety procedures.*

Please read this document in its entirety, and submit a signed copy to transparent classroom no later than July 1, 2020, regardless of whether your child is attending Summer Camp or not.

School Safety Policies

- If a child or teacher tests positive or is diagnosed with COVID-19 and attends school, the school may be closed until deemed safe to re-open.
- Families are required to inform the school *without delay* if anyone in the household has been diagnosed with or comes into contact with anyone who was diagnosed with COVID-19.
- If a child or teacher enters school symptomatic or becomes symptomatic while at school, they will be separated immediately. The child will be asked to be picked up from school immediately.
- **A child or teacher who has been sent home due to illness or who is sick (COVID-19 or otherwise), must have a doctor's note to return back to school.**
- We will follow the following rules when assessing when it is safe for a child to return to school:
 - If COVID-19 testing is negative, and your child has been symptom free (fever, vomiting, diarrhea, excessive coughing) for 24 hours without medication, they may return to school;
 - If a clinician has evaluated your child, and documented an alternate diagnosis, and have provided a written notice saying that it is safe for your child to participate in school activities, they may return to school.
 - If positive for Covid-19, your child must have been 72 hours symptom free, and 10 days since the onset of symptoms, and provide a doctor's note stating that it is safe for the child to return back to school.
 - If your child has been in contact with anyone that was positive for Covid-19, they will need to stay home for the required 14 day symptom free quarantine.
- The school will follow our infectious disease procedure with regard to Covid-19. Following these guidelines, if a child or teacher or a member of our school community is diagnosed with covid-19, we will inform the parent community through a health notice. The privacy of such individuals must be protected, and no identifying information regarding the infected individual will be shared.

The following symptoms could indicate COVID-19:

- Cough - Fever – Chills - Headache - Sore Throat - Muscle Pain – New Loss of Taste or Smell



- If a child is suspected to be ill at school, they will be separated from other children (we will use the gym), and the accompanying teacher will wear full head to toe PPE equipment. The entire area will be fully sanitized.

School sanitization practices

- Classrooms will keep windows open as weather allows. The primary classroom will keep the patio door open as weather allows.
- UV light and HEPA filtration systems are installed in all air conditioning units.
- All tables in Primary classroom are separated with plexi-glass.
- Toddler tables are one person tables, at lunch plastic barriers are placed between “diners”.
- Touchless soap dispensers will be used.
- The classroom will have a mouthed items bin (mainly toddler), and all items will be fully sanitized before replacing back in the classroom.
- Classrooms will be fully sanitized three times a day (after lunch, at 3, and at 6), and throughout the day as children are working.
- Children (mainly primary), will be shown to wash their hands before choosing a work. This will be a part of every lesson we give.
- Primary children place a “stop sign” on their work when they are finished using it. A teacher then knows that the work should be sanitized, and other children know not to use the work until the “stop sign” is removed.
- Teachers will provide hand sanitizer to children periodically throughout the day, and when they observe that it is necessary.
- Primary children will have their own personal work mat and art supplies in order to reduce shared items.
- Snack will not be self-serve.
- Children will no longer wash their dishes.
- High frequency touch surfaces will be sanitized very often.
- Chairs and tables will be spaced out to promote social distancing, though we recognize that social distancing for our age group is not consistently possible.
- Sensory bins, playdough, and similar items will be eliminated.
- No toys from home will be allowed.
- Outdoor time will be limited to open spaces (Palumbo, shot tower field, open area at Weccacoe, Mario Lanza, etc.) and walks or time on the patio. We will not play on public play equipment.
- Teachers will wear masks while in the classroom.
- Teachers will practice social distancing during break times.
- Children older than two will be encouraged to wear a mask. If we observe that the mask is becoming a hindrance to good hygiene, we will keep it removed.
- Parents understand that Philly Montessori teaches children that we all do the best we can do. This means that some children will keep masks on at all times, and others may not. The children understand these differences and learn to be understanding of one another’s comfort, needs, and abilities.
- Masks will be removed during nap.

Pick up and Drop Off



- All adults must wear a mask within 6ft of the school building, and at drop off and pick up. If more than one family is arriving at a particular time, we will mark spaces 6 ft apart for establishing a line to enter.
- Caregivers, teachers, and children will have their temperature checked at drop off (teachers, when entering the building). We think that having caregivers participate in the temperature check will help children be more comfortable with the check.
- Anyone with a temperature at 100.4 or above, will not be permitted to enter school, and will need a doctor's note to return to school. This policy extends to siblings as well. If a member of the household or consistent caregiver is exhibiting symptoms and/or fever, the student must stay home. A child must have a doctor's note to return back to school.
- Caregivers will be given a list of symptoms to observe. Teachers will ask daily, "Have you observed any symptoms of illness in the child", and caregivers are obligated to give a truthful account. Consistent failure to report symptoms of illness will be considered a breach of positive parent-school relationship.
- Only one caregiver is permitted to drop off and pick up.
- We recommend that when possible, please use a consistent caregiver for drop off and pick up.
- Caregivers should stand on designated spaces at drop off and pick up (not congregating close to one another).
- Family members/caregivers that are high risk for COVID-19 should avoid being the person in charge of pick up and drop off.
- Caregivers will not be permitted inside of the school, until further notice.
- When children enter the school, they will be given hand sanitizer, go to their cubby to change to indoor shoes, and then will wash their hands. We recommend you do the same protocol when going back home.
- Strollers, scooters, car seats, etc., will not be permitted at school. You may choose to lock such items to the patio gate at your own risk.

Daily Health Questions:

1. Temperature taken on-site

If temperature 100.4°F or higher, do not allow into the facility

2. Do you, your child, or anyone living in your household have either cough, shortness of breath, or new loss of taste or smell?

If YES to either, do not allow into the facility

3. Do you, your child, or anyone living in your household have any of the following? Fever, sore throat, chills, muscle pain, headache

If YES to 1 or more, do not allow into the facility

4. Does the child have flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness (in a child), or cough?

If YES, do not allow into the facility

5. Have you been exposed to anyone with a confirmed case of COVID-19 in the past 14 days?

If YES, do not allow into the facility

Caregivers (this includes any caregiver outside of the household such as a nanny) and Teachers commitment to slow the spread

- Caregivers and teachers will remain vigilant of all recommendations by CDC and WHO to slow the spread of COVID-19.



- This includes:
 - Maintaining social distance, wearing a mask, and using very good hand hygiene.
 - Maintaining small pods of family and friends to engage with, and avoiding large gatherings wherein maintaining social distance would not be possible.
 - Avoiding any non-essential travel as possible.
- We also encourage families to not enroll children in any after school activities or weekend activities where children from different schools attend together (particularly indoor forums). We will provide a selection of afterschool activities supported by our school staff to maintain the enrichment of our children's lives.
- Please inform the school of any outside activities that your children participate in.

In sending your child to Philly Montessori you understand the risks presented by the COVID-19 pandemic, and you agree to hold Philly Montessori harmless should your child or any member of your family or household contract COVID-19.

Please fill out and sign below to acknowledge that you have read this document in its entirety and you understand the new procedures and policies during this time. Please upload the signed form to transparent classroom no later than July 1, 2020, regardless of whether your child is attending Summer Camp.

Child(ren)'s Name: _____ Child(ren)'s Name: _____

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____

Parent/Legal Guardian's Name: _____

Parent/Legal Guardian's Signature: _____ Date: _____