

Dear Parents,

As we move into the month of August and look forward to the beginning of the school year I would like to share with you our School Reopening Plan. Our plan is to open fully in September. As I have mentioned before this plan can and will change as more information becomes available. We are confident that the plan we have developed will allow for the safety and well-being of everyone involved in the school community. Schedules, class assignments, supply lists and more information will be coming in the next few weeks. We will need to work together to make sure that our plan is successful. I ask that any changes we make to schedules be strictly followed. There will be bumps along the road, but if we work together we can overcome them and move forward safely. Thank you in advance for your cooperation. I am hoping and praying that we will see you and your children soon.

### **School Reopening Plan**

#### **Communication:**

All updated information will be communicated through emails, text messages and our website. Procedures and policies will change as the Department of Health and the New York State Education Department deem necessary and we will communicate those changes immediately.

#### **Instruction:**

In-Person learning:

Cohorts: Each teacher will have a small group of children assigned to them. Children will remain with the same teachers throughout the day. Grids will be designed in each classroom to allow for the safety of the children and teachers. Children will know which grid they are assigned to and will remain in that grid for the school day unless movement is made to an outdoor environment.

Distance Learning:

In the event that schools are ordered to close we will immediately go to a distance learning format. GoogleClassroom will be used by all classes allowing parents to see the weekly schedule for their child/children. Daily virtual meetings and lessons will be held, assignments will be given and a rotation of drop-off and pick-up of work will be communicated.

### Hybrid Learning:

In the event that a parent is hesitant to send a child fully back to school due to family health concerns or the medical needs of an individual child we will work with the family to make accommodations. These may include (but are not limited to) “zooming” in the child for lessons, setting up an individual google classroom account to assign lessons and preparing pre-recorded instructions.

### **Arrival & Dismissal:**

To ensure that everyone enters and exits the school safely there will be four different locations for arrivals and dismissals. Time frames will be staggered to allow for clear entryways. Children will be met by their cohort teacher and escorted to their classroom.

### **Class Size and Structure:**

Each teacher in the 3 -6 year old program will have a small group of children in their cohort. Nursery children will be a group no larger than 7 children. Pre-Kindergarten and Kindergarten children will be in a group of no more than 12. Elementary children will have a 10:1 ratio within the elementary classrooms. This will allow for more individual attention both in the classroom and in the event that we need to return to virtual teaching.

### **Health & Safety:**

#### Social Distancing:

Through the use of grids children and teachers will be required to maintain the recommended 6-foot distance when possible. Classrooms will be set up with shelves and desks arranged along the walls so that children will have the necessary space to complete their activities. Masks will be required for all children, but when distancing is in place there will be time allocated for the children to remove their masks. No outside visitors will be permitted in the building during the school day. Any deliveries will be left at the door and we will move them into the building when it is deemed safe.

#### PPE:

Children will be required to bring and wear their own masks. The school will have masks on-hand for those children who may forget their masks, but it is highly recommended that children bring their own masks. Teachers will be required to wear masks. Masks will be provided to the teachers on a daily basis unless they choose to wear their own.

### Health Checks:

While daily temperature checks will not be done in school (as per the CDC) parents must complete a daily questionnaire confirming that their child/children are temperature free and have not been exposed to anyone with the COVID 19 virus. These questionnaires will be submitted to the teacher at drop-off every day. No child will be allowed into the building without the form filled out.

### Ventilation:

Classrooms will typically have windows open and ceiling fans on to keep the flow of air moving. Filters on air-conditioning units will be changed prior to the start of the school year and checked periodically.

### Classroom Materials:

As a Montessori school there are many materials the children touch throughout the day. There will be a separate shelf in each classroom for materials that have been used by a child. These materials will be cleaned appropriately prior to use by another child.

### **Hand-Washing:**

Children will be reminded frequently throughout the day to clean their hands properly. Each classroom has a sink either in it, or nearby, and teaching the children the importance of washing their hands correctly will be a priority. The review of coughing and sneezing into one's elbow will be done daily.

### **Containment:**

If a child displays any of the signs of the virus during the school day the nurse will assess that child and remove them to a separate isolation room. A parent will be called to pick up the child. The parent will be asked to go directly to the nurse's office. The nurse will bring the child out to the parent/guardian.

### **Closure:**

If a child or a teacher from a cohort is found to test positive for the virus that class will immediately go to remote learning for a period of 14 days. All guidelines from the Department of Health and the Centers for Disease Control will be followed. Nurse Nancy will keep us abreast of any updates from these health offices.

## **Social and Emotional Well-Being**

The social and emotional well-being of each of our children has always been a priority. Re-entry after so many months will likely lead to a range of emotions for the children and we are committed to respecting their feelings, allowing them the time to readjust and converse with one another and keep in touch with families when concerns arise.