



CANTON MONTESSORI SCHOOL COVID-19 Mitigation Plan – School Year 20-21 August 20, 2020-May 27, 2021

Overview

As part of our commitment to reopen the school for the 20-21 school year and offer onsite programming, Canton Montessori School (CMS) established new policies and procedures to prioritize the safety of our students, parents/guardians, teachers, staff and their families and took steps to minimize the risk of exposure to COVID-19. These policies are effective beginning on August 20, 2020.

The purpose of this plan is to ensure the safety of all students, staff, and families. With the spread of the coronavirus or COVID-19, Canton Montessori School must remain vigilant in mitigating the outbreak with the objective of protecting the health of everyone concerned.

During the facility's closure a complete professional cleaning and disinfection procedure was conducted by Restoration 1, Northeast Ohio utilizing EPA-approved, N list disinfectant.

The administration is responsible for overseeing the implementation of this Plan and will set a good example by following the Plan at all times. This involves practicing good hygiene and schoolwide safety and prevention practices. The administration will ask for and monitor the same behavior from all employees.

This Plan is based on the information available from the Centers for Disease Control & Prevention (CDC), Ohio Department of Health (ODH), Ohio Department of Education (ODE) and the American Academy of Pediatrics and may be changed and amended based on further information. Flexibility from all stakeholders is essential.

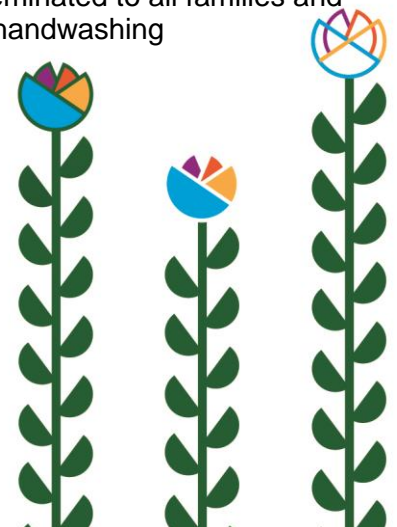
A copy of the Mitigation Plan will be provided to staff and families.

Staff will be trained appropriately and will explain and model safety, physical distancing, handwashing, and hygiene procedures to students in an age-appropriate manner.

Signage and Information

Signs are posted at the entrance. Everyone entering the building must read them. They give clear and precise information on COVID-19, its symptoms, when not to enter the building, risk factors, information on our daily health checks, and other conditions of exclusion of students.

Information regarding this Plan and resources related to COVID-19 will be disseminated to all families and employees. Additional signage will be posted throughout the building including handwashing procedural illustrations in each classroom and restrooms.





Family/Student Responsibilities

Parents are asked to conduct health checks for their child(ren) **prior** to going to school which should include taking temperature and assessing their symptoms (as detailed under “symptom assessment”)

Parents will be asked to keep child(ren) home if ill or if they present a temperature of 100 degrees or higher.

No child may return to the facility until they are fever-free for 24 hours, without the use of fever reducing medication. Families are asked to review and follow CDC/ODH information and guidance. Families are expected to report any known exposures to COVID-19 to the school and/or if they are in quarantine.

If child becomes ill while at school, s/he will be placed in a separate room, monitored, and distanced with proper PPE until they can be picked up. Timely pick up of ill children is required.

If any family returns from an area of high risk (hot spot) outside of Ohio or any Level 4/Red county in Ohio, they can choose to quarantine for 14 days. In order for the student to return to school, a negative test must be presented to school administration.

Mask/face covering policy for students: It is highly recommended that parents try different masks/face coverings with their students leading up to their return in order to establish the mask/face covering of greatest comfort for the student.

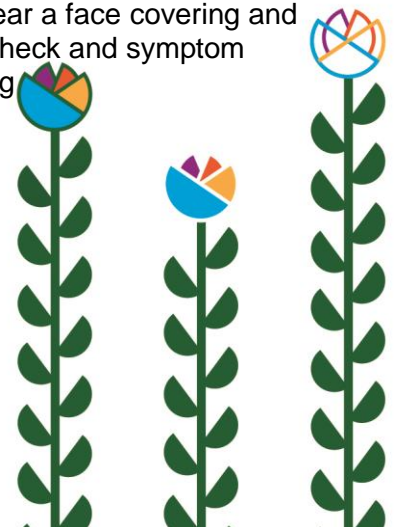
Toddler through Pre-Primary – students are not required to wear a mask/face covering. If parent(s) prefer, they are welcome to wear a mask/face covering.

Kindergarten and Elementary (Grades 1-6) – it is highly recommended by the CDC and required by the ODE/ODH that all students in Kindergarten through Grade 6 and up should wear face coverings/masks. **It is the CMS policy that all students in Grades K-6 will wear masks/face coverings at school. Face shields are also acceptable if they “wrap around the face and extend below the chin” but must be worn WITH A FACE COVERING/MASK.**

Drop-Off and Pick-Up

***please see “drop-off/pick-up procedure” that will be shared via email & in the welcome packet that will be delivered for more specific detail**

Children will be received at the door by a staff member wearing a face covering. No visitors, including parents, will be allowed in the building. The only exception to this is a pre-approved visit by the Head of School or in an emergency. If a parent or visitor needs to enter the building, they will need to wear a face covering and will be screened. Each child will be screened at the door where a temperature check and symptom assessment (list of questions verbally shared with the parent) will occur. Pending admittance to the building, hand sanitizing will occur. Each staff member's temperature will be taken and a verbal symptom assessment will occur before admittance and will be logged each day in a secure location. These logs will be secured properly and maintained at all times. Hand sanitizing and/or hand washing will occur.





Group Size and Outside Time/Field Trips

***please see environment-specific guidelines that will be shared via email & in the welcome packet that will be delivered for more specific detail**

Group size:

15th street (Toddler and Pre-Primary including Kindergarten):

Toddler: maximum of 11 toddlers per environment (vs 13). Total Toddlers = 22 (vs. 26).

Pre-Primary/K: maximum of 21 students per environment (vs 24). Total Pre-Primary/K = 62 (vs. 72)

Elementary Annex (Grades 1-6):

Lower Elementary (Grades 1-3): maximum of 21 students (vs. 24)

Upper Elementary (Grades 4-6): maximum of 14 students (vs. 18)

Activities will be held outside when possible.

If it is necessary for an outside area to be shared there will be a staggered schedule with complete and thorough sanitizing of equipment between groups.

Activities that require projection of voice and/or physical exertion must only take place outdoors with a minimum of 6 feet between each person whenever possible and understanding the limitations of physical distancing with young children. Physical distancing will be practiced, modeled, and encouraged in an age-appropriate manner. Staff will model and instruct as needed. There will be no field trips that involve mixed groups or other outside groups. There will be no trips off campus where others may congregate. The only exception to this is any planned Elementary program field trips that are outdoors and within walking distance.

Staff Responsibilities

Guideline #1: Vigilantly Assess for Symptoms. Staff members will conduct health checks *prior* to going to school which should include taking temperature and assessing their symptoms (as detailed on the next page under "symptom assessment")

Staff members will have pre-shift screening, and this will be logged and stored in a secure location. Each staff member's temperature will be taken upon arrival and a verbal symptom assessment will occur before admittance and will be logged each day in a secure location. These logs will be secured properly and maintained at all times.

No staff member may report to work if showing symptoms of COVID-19.

The same staff member(s) will remain with that group throughout the day except for providing administrative supervision, staff breaks, absentee coverage, and/or food delivery.

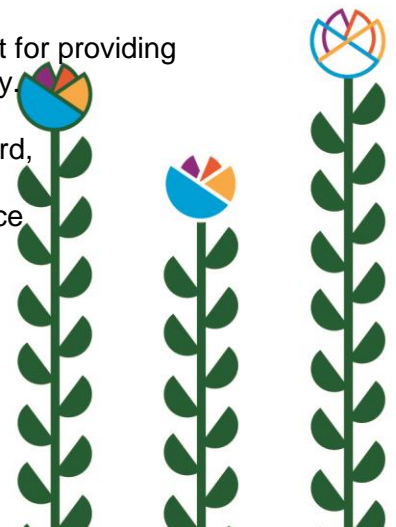
In these instances, staff must wash hands following CDC/ODH guidance before entering a new group and must disinfect any items they may carry (pen, clipboard, tablet, computer).

Guideline #2: Wash and Sanitize Hands to Prevent Spread. Staff should practice frequent handwashing for at least 20 seconds when hands are dirty, before and after food preparation and eating, assisting a child with eating, after changing diapers, and after using the restroom. If soap and water are not available, a

Office of the Head of School

125 15th Street NW, Canton, Ohio 44703

www.cantonmontessori.org





supply of hand sanitizer with at least 60-95% alcohol will be used.

Guideline #3: Thoroughly Clean and Sanitize School Environment to Limit Spread on Shared surfaces. Staff will clean surfaces frequently, paying close attention to high touch areas. All surfaces will be cleaned and disinfected regularly. Areas/items to be cleaned include: tables, chairs, doorknobs, light switches, counter tops, handles, sinks, faucets, and Montessori works. Adequate cleaning and disinfecting supplies will be maintained. CDC/ODH cleaning and disinfecting protocols will be followed. Utilization of disinfecting products will be exercised when children are not present, and the facility aired out before children return. If disinfection occurs while children are present, staff will wipe the area again with water to remove any residue.

Glove Policy for Staff:

Staff will wear gloves when attending to cuts or abrasions (as always) and maintenance staff will wear gloves when cleaning and sanitizing the building.

Guideline #4: Practice Social Distancing. Staff will try when possible to maintain 6-foot social distance among students, staff, and volunteers in all school environments. Staff will avoid/limit using shared materials and reduce the mixing of student groups. CMS will limit the number of visitors to emergency situations, pre-approved parent/guardian visits, and limited prospective family visits.

Guideline #5: Implement Face Coverings Policy.

Mask/face covering Policy for Faculty/Staff: School faculty and staff must wear masks/face coverings. Masks/face coverings will be worn by all employees at all times unless it is unsafe to do so or where doing so would significantly interfere with the learning, with exceptions (eating and/or playing a musical instrument). Faculty/Staff will be instructed not to touch the face covering and take it home for washing daily. Face shields are also acceptable if they “wrap around the face and extend below the chin” **but must be worn WITH A FACE COVERING/MASK.**

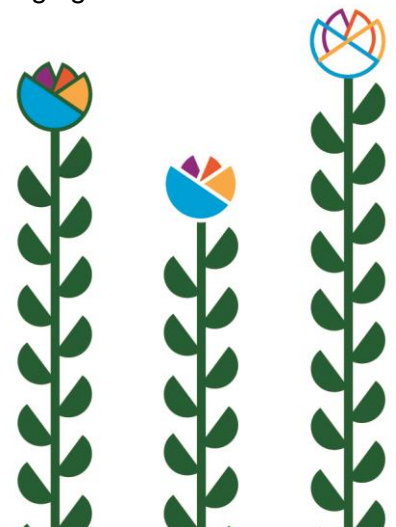
The school will report to families any known exposures to COVID-19 positive individuals while respecting the privacy of the individual.

Eye Protection Policy for Staff:

Staff are encouraged to wear eye protection whenever possible.

Symptom Assessment:

- Employees who have symptoms should notify their supervisor and stay home. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus.** *People with these symptoms may have COVID-19:*
- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills





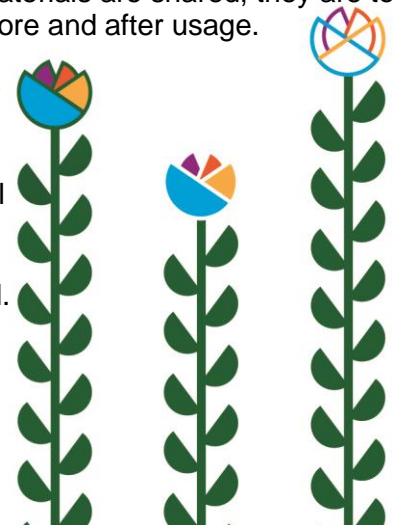
- Muscle pain or body aches
- Sore throat
- New loss of taste or smell
- Nausea or vomiting
- Fatigue
- Headache
- Congestion or runny nose
- Diarrhea
- Sick employees should follow CDC/ODH-recommended steps. Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers.
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC/ODH recommended precautions.

Faculty/Staff who exhibit any of the above symptoms while at work should be immediately quarantined and leave the premises as soon as possible.

Students who exhibit any of the above symptoms while at school will be placed in a separate room, monitored, distanced, with proper PPE until they are picked up. This “quarantine room” will be disinfected after pick up.

Working with Children

Children will be monitored at all times. There will be regular and frequent hand washing with soap and water for children. If hand sanitizer is used staff must monitor its usage. Staff will model and encourage age-appropriate physical distancing. The sharing of materials will be minimized. If materials are shared, they are to be disinfected between uses and staff and students are to wash their hands before and after usage. Used materials will be kept separate until the used materials are sanitized. Any Shared items or materials will be cleaned between uses. An adequate supply of materials will be maintained. All meals and snacks will be in the classroom or outside depending on the weather. Staff will plate student’s food. Multiple students are not to use serving utensils. As always, certain designated sinks will be used solely for food preparation. Children’s naptime cots will be spaced out as much as possible with 6 feet being optimal. Children will be placed head-to-toe instead of face-to-face to further reduce the potential for viral spread.





Staff will receive training in proper use of PPE, handwashing, social distancing, proper use of face masks, symptom assessment techniques and strategies to reinforce these concepts with students and families. Staff will deliberately revisit teaching and modeling for students proper handwashing, social distancing, use of facemasks, and “cover your mouth” cough/sneeze etiquette.

Encouraged Best Practices

Any person in a high-risk population is encouraged to stay home, not work in school/childcare settings, and avoid entering for drop off or pick up. CMS will follow all ODH health and safety guidelines and will follow all ODH return to school considerations to the best of our ability.

