

The Montessori School of Laguna Beach

2020-2021 COVID- 19 Mitigation Policies



Drop-Off and Pick-Up

Family members are not permitted on campus until further notice.

PP (Pre-primary, ages 3-6) Drop-Off – Main Gate

- **Ms. Verdult + Mrs. Faruhki 8:00 to 8:15**
- **Mrs. Saadat + Mrs. Hassim 8:15 to 8:30**
 - All families will pull into the lot at their assigned time (above), form a carpool line and turn off their engines, at both pick-up and drop-off. The first car should be next to the front gate, all students will wait in their car until the teacher greets them. We will guide you through this process the first week.
- Parents must stay in the car at all times.
- Parents must wear a mask while teacher is present at their vehicle.
- Classroom teacher will greet the child at the car and complete the following tasks:
 - Take a quick no contact temperature check
 - Have the parent sign in and record the child's temperature
 - Sanitize the child's hands
- Teacher will walk the child through the gate. The parent will then start their engine and pull away at which point the next car in line will pull up to the gate.
- Once in the school, the child will be guided to the handwashing station and will then join their class.
- For children who are having behavioral/transitional challenges at drop off, please pull into one of our marked parking spots until the child is ready for the teacher/office personnel to walk them into school.
 - Please call the school when child is ready, and a teacher/office personnel will come out to the car - (949)-494-2411.

Pick-Up 12:00 to 12:15 + Pick-Up 3:00 to 3:15

- Pick up will be similar to drop-off. The first car in the lot will start the pickup line by parking and turning off the car at the front gate.
- The teacher/office personnel will walk children out to their car and provide parents with the sign out sheet.

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PPP Drop-Off (Pre-Primary Prep ages, 2-3) – Classroom Patio Door

- **Ms. Villarreal + Ms. Dadkhah 8:15 to 8:45 (after 9:00AM front gate)**
- Parents will park in the back parking lot, and then carefully walk their child around the front to our PPP classroom patio. We will guide you through this process on the first day of school.
 - Parents must wear a mask at all times and keep a 6 foot distance from other families.
- There is only one family (1 parent) allowed on the patio at a time.
- Walk child up the stairs to the patio.
- Teacher will take no contact temperature and have parent sign in.
- Drop- off transitions will be instructed by teacher:
 - Teacher may suggest parent and child return to the car where they can find a peaceful moment.
 - Once ready please phone the school so we can arrange for the teacher to greet your child again (949)-494-2411.

PPP Pick-Up 12:00 to 12:15 + PPP Pick-Up 3:00 to 3:15

- Parents must wear a mask at all times.
- Parent will come to patio door, sign out, and pick-up child.
- Only one parent allowed on patio at a time.
- Keep a 6 foot distance from waiting families.

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Essential School Supplies to Be Brought EACH DAY

(Required: Please label all your child's personal belongings clearly)

- Required: A Traditional School Backpack, large enough for all your child's belongings. This is to prevent contamination of child's personal supplies.

- Must have:
 - Lunch box
 - Snack container (extended care needs both an AM and PM snack)
 - Water bottle filled to capacity
 - Mask or face shield
 - Small bottle of hand sanitizer
 - A book to read daily
 - Spare clothes
 - Diapers, pullups, and wipes for PPP children (these will be stored on campus and need to be replenished weekly or as needed)
 - Nap bag with all nap items in a draw string bag (please refer to handbook)

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COVID-19 School Safety Policies

- Cleaning

- A professional cleaning service will clean and sanitize the campus nightly.
- Common surfaces will be disinfected by staff members throughout the day.

- Groups of 10 children with 1 teacher (PP) or 12 children with 2 teachers (PPP)

- We will refer to these groups as PODS.
- PP teachers will plan individual lessons and curriculum as a team and will work together to strategize classroom management. However, at this time, PP classes will stay in 2 separate PODS, each with their own teacher.

- Exposure to 1 teacher (to the extent possible)

- Our goal is for children to only have exposure to a non-POD teacher when outdoors or only in circumstances when a substitute is necessary.

- Playground

- PODS will have playtime together, PODS will be kept in distinct playground areas to prevent mixing during playtime.
- All outdoor equipment will be sanitized by office personnel and teachers between each PODS playtime.
- Each POD gets 1 hour of playtime and will rotate playground areas every other day.

- Staff protocols

- Staff temperatures will be taken every morning and as needed.
- Staff will be wearing either masks or clear shields depending on ability to social distance and type of activity.
- Staff lunch hours will be staggered to avoid social gathering and proper precautions will be taken during group staff meetings.

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- Social Distancing

- Children will be encouraged to keep a “butterfly wing span” when a situation calls for more caution. “Butterfly wing span” refers to distanced spacing starting with both arms extended and finger-tips apart.
- All COVID-19 protocols for children will be shared in an age appropriate manner to alleviate anxiety.
- Spacing guidelines will be provided on-site whenever possible with seating arrangements, sidewalk chalk markers, and other visual reminders.

- Classroom

- While in group and individual work, 6 foot distance between children will be maintained
 - Each child has their own marked desk and mat, this prepared environment will help make social distancing more natural
 - Our reimagined classroom configurations increase spacing and give a small teacher-to-student ratios, both of which reduce classroom density and provide a maximum amount of space between individual students and teachers.
- Before children start or resume classwork, they will be directed to the restroom in staggered groupings to wash their hands with soap and water. Additional opportunities for hand-washing will be a priority.
- In lieu of the traditional Montessori handshake greeting, students will be greeted by name and can choose to bow with their teacher.
- Doors and windows will remain open at all times to improve airflow and circulation.
- Each child will have a personal container with school supplies
- Common work materials will be sanitized after individual use, and a clearly marked sanitization station will be available for students to return used materials.
- Share items from home are suspended until further notice.

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Sick Policy

- **POSITIVE COVID-19 TEST RESPONSE** – if any child tests positive for COVID-19, that child's classroom will be disinfected and shut down for 14 days.
- All children will be given an option for remote learning during that time.
- If a child's Immediate Family member contracts COVID-19, that child must remain quarantined for 14 days.
- After 14 days, the child must show a negative COVID-19 test result and doctors note to return to campus.
- Any child exhibiting symptoms of COVID-19 will be sent home immediately to be monitored, and can only return with a doctor's note.
- Parents need to review sick policy in the parent handbook.
- Keep your child home if they exhibit extreme allergy symptoms until those symptoms are under control.
- Keep your child home if they exhibit any cold or flu like symptoms until they to recover fully.
- Any staff member who exhibits any of the above symptoms will follow the same protocol.

*Due to the COVID 19 risk, Please note that The Montessori School of Laguna Beach reserves the right to send a child home if the School deems that the child is unwell and reserves the right to determine if a child is well enough to return to campus.

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COVID-19 MITIGATION Strategies Summarized

With our age group, the CDC has stated the best way to prevent the spread of COVID – 19 is with proper care for the self. Care of Self is a concept the Montessori child has always had reinforced through Practical Life activities. With that being said, the following measures and strategies will be implemented with great care and regularity:

1. **Sanitation Stations** – Sanitation Stations will be used upon entry to school and upon leaving. These Stations will be set up around all areas occupied during our childcare program. They will be equipped with hand sanitizer and any other protection the teachers may need, such as gloves or masks, to keep themselves and the children safe.

2. **Use of Masks** – Children are not required to wear masks at all times, however your child is required have a mask available at school at all times (please see “Essential Supplies” section on Page 1). We do not anticipate Children needing their masks often, but they are needed for instances in which social distancing is not feasible. Teachers will be required to wear masks or shields at all times when social distancing is not feasible.

3. **Personal Supplies** – please have your child bring a Backpack. Each Backpack must include the following: hand sanitizer, a mask, a book, a water bottle and a lunchbox with lunch and snacks (please refer to our handbook for our food policies).

4. **Emotional Support** – Nurturing and caring for your child is our top priority. We recognize that the children may have challenges in controlling their behavior at this time, we and will always do our best to comfort and protect your child’s physical and emotional safety. However, if at any point the required support impedes upon the safety of teacher or other student, parents will be required to pick-up their child and give them the support they need.

5. **Parent Declaration, Waiver, and Acknowledgment of Policies** – Parents must sign and return all three of the following documents before their child is allowed on campus. Please complete and return these forms by the morning of August 24th, 2020.

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Return to School COVID-19 Declaration and Agreement

Please Print Clearly

I _____ (Parent), the legal guardian of _____ (Child)
make the following declaration to The Montessori School of Laguna Beach (MSLB):

1. My Child and members of my Child's household (collectively, "Immediate Family") have been in good general health and free from any symptoms of COVID-19 for the past 14 days.
2. If my Immediate Family has travelled internationally, I declare that any family members who travelled have been quarantined for 14 days post travel.
3. For at least the past 14 days, my Immediate Family has engaged in appropriate social distancing in accordance to local and state guidelines. (we know these often change, please use your best judgment when declaring this fact).
4. I allow my child's temperature to be taken each day before school and as necessary.
5. I will not bring my Child to MSLB if he/she is exhibiting any of the symptoms set forth in the MSLB Parent Handbook.
6. If my Child is found to have a fever or any other symptom indicating to the MSLB staff that she/he is not physically well, I agree to immediately pick-up my Child and not return to MSLB until child is cleared by a medical professional and has been symptom free for 14 days.
7. I agree to abide by all of MSLB policies found in the Parent Handbook, which includes all health-related policies and the updated COVID-19 mitigation policies.
8. I am aware that an inherent risk of exposure to COVID-19 exists in any public place where people are present. By allowing my child on campus, I voluntarily assume all risks of my Child's exposure to COVID-19.
9. I will pick up my child during their pick-up time and not any later. I understand there will be a one dollar per minute penalty charge for tardiness. I understand that repeated tardiness may result in termination of attendance.

Parent Signature: _____ Date: _____

*Please return the above signed document to the office before by the 24th of August 2020.

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The Montessori School of Laguna Beach

COVID 19 LIABILITY WAIVER

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact.

The Montessori School of Laguna Beach ("School") has put into place preventative measures to stop the spread of COVID-19, but the School cannot guarantee that you or your child(ren) will not become infected with COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child(ren) and I may be exposed to or infected by COVID-19 by participating in the School summer program, and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 at the School may result from the actions, omissions, or negligence of myself and others, including, but not limited to, School employees, and other School attendees and their families.

I voluntarily agree to assume all of the foregoing risks and accept sole responsibility for any injury to my child(ren) or myself (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I or my child(ren) may experience or incur in connection with my child(ren)'s attendance at the School or participation in School programming ("Claims"). On my behalf, and on behalf of my children, I hereby release, covenant not to sue, discharge, and hold harmless the School, its employees, agents, and representatives, of and from the Claims, including all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any Claims based on the actions, omissions, or negligence of the School, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any School program.

Parent Name _____ (Please Print)

Signature _____

Date _____

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Please Print Name Clearly.

I _____ (parent) the legal guardian of _____ (child)

Hereby declare that I have received the COVID-19 Mitigation Policies of the Montessori School of Laguna Beach. I agree to abide by all the policies contained therein, which are necessary for my child to safely attend School.

Signature of Parent/Guardian.

Date signed

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