



SY2020-2021 Health & Safety Guidelines and Procedures

Attendance

- If your child is sick and cannot attend class, you must promptly email the school at info@mosaicmontessori.org.
- If your child is unable to attend or return to school for any other reason, please inform **Mosaic Montessori Academy (MMA)** accordingly.
- Although the school reopened for students and staff on June 22nd, 2020, **parents or visitors are currently NOT ALLOWED** inside the facilities during school hours. Classroom observations or school tours are likewise temporarily suspended.

Illness & Fever Guidelines and Procedures

Your child may come to school if he/she:

- can participate in classroom and outdoor activities without the use of antipyretics, antitussives, antivirals, or antibiotics
- is fever-free with a temperature of 99.4 °F or lower
- has no symptoms of COVID-19 or other communicable diseases including fever, cough, or rash
- has no symptoms of vomiting/diarrhea

Your child should stay home/will be sent home if he/she:

- appears to be or complains of feeling unwell or shows symptoms of disease
- has a fever of 99.5 °F or higher. In this case, the child must have a signed clearance from the primary care provider or pediatrician before returning to school.
- displays COVID-19 symptoms such as a continuous cough, respiratory difficulties, muscle aches, or loss of taste or smell. The child will be sent home in these cases as a precautionary measure.

Any student who develops a fever during class will be transferred to a designated quarantine room, and will be required to wear a mask while waiting for pick up. Parents or authorized adults are expected to pick the child up within 45 minutes after being notified by the school, or an emergency contact will be notified.

If your child presents COVID-19 symptoms, it is recommended to urgently follow CDC guidelines and to arrange for testing with a healthcare professional.

In the event of a suspected COVID-19 infection, the student cannot return to school until they have been cleared by a healthcare professional and can provide test results.

If someone in your family has been exposed to or is being tested for COVID-19, please immediately inform the school, and the student must submit a signed clearance from a primary care provider or pediatrician before returning to school.

Children testing positive will need to follow CDC guidelines and quarantine. They may not return to school for a minimum of 14 days. The student must be symptom-free and must submit a negative COVID-19 test result before returning to school.

If a family member tests positive, we ask that the child self-isolate with their family and refrain from attending school during that time. CDC guidelines and procedures must promptly be followed. The child must submit a negative COVID-19 test result prior to returning to school after the 14-day quarantine period.

Before a student returns to school following an illness or isolation period, they must submit a signed clearance from a primary care provider or pediatrician.

PROMPTLY SUBMIT COVID19 TEST RESULTS & HEALTH CLEARANCES TO MMA

ALL MEDICAL INFORMATION OBTAINED BY MMA WILL REMAIN CONFIDENTIAL

Staff Expectations

Staff will have their temperatures taken daily prior to beginning work in the classrooms. Any staff with a temperature of 99.5 °F or higher will be sent home until they are fever free for at least 48 hours.

All staff members have been tested negative for COVID-19, and are required to wear face coverings/masks while in the school building and when working with children.

Staff are required to practice regular hand washing and hand sanitizing at least every half hour throughout the day and prior to each school day.

School in Session for Students

Once students have passed the temperature screening, they will change from their outside shoes to their inside pair, and will be escorted by staff to a hand washing station before going to their designated seat.

Students must be wearing a face mask before entering the school. They have the option to remove their masks while seated and working in their designated space, but must wear their mask before leaving their seat. Masks are also required during recess.

Each student will have a designated table, chair, and work bin. Tools and materials will be kept in individual bins to prevent sharing and cross-contamination.

Students are required to bring their own packed snack and lunch (if applicable), as well as a water bottle that school staff are able to refill. Food items must not require cooking or heating. Until further notice, **no school prepared food items will be served to students.** Please be reminded that we are a nut-free environment.

Arrival Expectations

- Parents should take their child's temperature each morning before going to school. A temperature slip must be filled out and submitted to school staff at drop-off. If your child's temperature is 99.5 °F or higher, he or she **must** remain home.
- **Primary students** will use **ONLY** the **back door entrance** facing the playground or the **southeast church entrance** by Lake Street. Your child's assigned Primary classroom will determine your drop-off & pick-up door.
- **Toddler students** will use **ONLY** the **front door** entrance facing Lake Street.
- **Primary and Toddler Full Day** program students may enter at **7:30am** and other students at **8:20am, not earlier.**
- **Social Distancing** rules must be observed while waiting for your children to enter the school. A distance of **at least six(6) feet** must be kept between families.
- **During drop off**, a screening process will be strictly enforced where students' temperatures will be taken and recorded using a touch-less thermometer. After the student's temperature has been cleared, parents must say goodbye and leave.

In order to maintain proper safety and hygiene, students will be constantly reminded to keep their mask on and to wash or sanitize their hands as needed, as well as redirected to practice social distancing during school hours and carpool. Parents will be promptly notified if a student is having difficulty complying with the safety practices.

Students are asked to refrain from bringing personal items, such as toys, to the school.

Dismissal Expectations

Morning program students **will be dismissed** promptly at **11:45am**.

Extended Day program students **will be dismissed** promptly at **3:15pm**.

Full Day program students **must be picked up** no later than **6:00pm**.

Parents are expected to ensure that their children are picked up promptly at their scheduled dismissal or pick-up time. Back-up arrangements must be in place in the event of an unexpected emergency or delay.

In line with our safety protocols, dismissal/pickup schedules **will be strictly enforced**, so any student who is picked up after ten(10) minutes from dismissal or pick up time will be assessed a **Late Pick-Up Fee** of \$50.00 per hour.

Face Coverings

Students must wear nose to mouth face masks or coverings, and these should be washed at home after usage to prevent the spreading of germs.

Students are able to remove their face coverings in the classroom when seated in their designated space, and after teacher permission has been granted.

Students are required to keep their face coverings on at the end of school until they have completely left the building.

Hygiene Procedures

In preparation for the school reopening, a deep cleaning of classrooms, restrooms, and shared spaces was undertaken. When school reopened, additional measures were put into place such as daily cleaning and disinfecting of door handles, restrooms, and hand washing stations, etc. These measures will be intensified with additional cleaning personnel during school days.

School staff will always have access to the following cleaning materials:

- Spray bottle of disinfectant and paper towel to wipe down
- Disinfectant wipes & hand sanitizers
- Masks and disposable gloves

The school has also purchased these additional supplies:

- Portable hand washing stations for use inside the classroom
- Electronically powered disinfectant sprayer
- Hospital grade disinfectant
- Masks and disposable gloves
- Touch-free thermometers
- Hand sanitizers



Assumption of Risk and Waiver of Liability

We hereby acknowledge that we have read and understand the **SY2020-2021** health & safety guidelines and procedures clearly stipulated in this five(5) page document.

We acknowledge that Mosaic Montessori Academy (hereinafter referred to as **MMA**) is located inside the building of the River Forest United Methodist Church (hereinafter referred to as **RFUMC**).

We acknowledge the contagious nature of the COVID-19/Coronavirus, and that the CDC, and other public health authorities still recommend practicing social distancing.

We voluntarily and willfully enrolled our child/children at **MMA**.

We further acknowledge that while **MMA** has put in place comprehensive safety measures and protocols to prevent or reduce the risk of exposure of their students and their families to the COVID-19/Coronavirus, **MMA** and **RFUMC** cannot guarantee that our child/children and/or our family will not be exposed to or infected with the COVID-19/Coronavirus.

On behalf of ourselves and our children, heirs, and any personal representatives, we hereby release, covenant not to sue, discharge, or hold harmless **MMA** and **RFUMC**, its employees, board members, agents, or representatives from any and all causes of action, demands, including all liabilities, claims, actions, damages, costs, or expenses of any kind with respect to any injury, illness, death, and medical treatment that may arise from, or in connection to a contagion, communicable disease, and the dangers which may be present during our child/children's enrollment & attendance at **MMA**.

By signing below voluntarily as our own free act and deed, we acknowledge and represent that we have read and fully understand the foregoing Assumption of Risk and Waiver of Liability.

Name(s) of our child/children enrolled: _____

Parent 1 Signature Over Printed Name

Date

Parent 2 Signature Over Printed Name

Date