



The Growing Place Montessori's commitment to safely and effectively meet the public health challenge presented by COVID-19 extends to revising our policies and practices in accordance with best practices and recommendations from local, state, and federal authorities. These practices may be subject to change, as public guidance is revised and more information arises about the transmission of the virus.

Updated Facility Practices

- The facility will be vented by opening windows before and after school, and running the HVAC system to maintain the temperature and keep air circulating throughout the day
- All arrivals will be monitored at the main entry, including a temperature and wellness check (anyone presenting with a temperature over 100 degrees will not be admitted)
- Anyone entering the building will be asked to wear a face mask and use our hand sanitizing station. Students may be exempted from this requirement based on age and current local, state, or federal requirements
- All high touch-surfaces in common areas will be disinfected at least twice per day (i.e. door, toilet & faucet handles, light switches, adult restrooms, reception desk etc.)
- UV-C light disinfection will be utilized after hours to sanitize common areas and classrooms, in addition to the use of chemical disinfectants

Updated Classroom Practices

- Drop off and pick up procedures will be amended to support social distancing measures and minimize the number of people entering the facility and classroom, to include electronic sign in/out using the keyless entry system
- Whenever possible, the same parent/caregiver should drop off and pick up students every day
- Students will be assigned in groups as small as possible, adopting appropriate student-to-teacher ratios as permitted by the state childcare licensing department
- Teachers will be assigned to a consistent group of children and siblings will be accommodated in the same classroom, to the greatest extent possible. Face coverings may be required for staff and/or students, if required by public health orders
- Classroom environments will be rearranged to promote more independent and small group activities to maintain six feet of separation, when possible
- Parents acknowledge that proper social distancing is not possible with children nor recommended for their healthy development. However, staff will make efforts to develop and encourage appropriate touchless interaction, and guidance will be given to discourage and redirect nonessential contact
- Children will be invited to spend more time outdoors, weather permitting
- Students will be spaced six feet apart during nap time, with heads in opposite directions
- School snacks will be discontinued, and children will be encouraged to choose snacks from their lunch box and to drink from personal water bottles as needed. Parents agree to provide each child with a morning and afternoon snack, lunch and a water bottle. No food will be provided by the school
- Enrichment activities (Dance, Playball, etc.) and the Upper Primary program will be suspended
- Teachers will review, model, and reinforce healthy habits and skills like hand washing, covering coughs, etc.
- High-touch surfaces like toilet/sink handles will be sanitized routinely throughout the day
- Classroom materials will be cleaned routinely, and activities that are difficult to clean or sanitize (i.e. Play-Doh) will be removed or replaced frequently
- Cleaning and disinfection practices will be intensified

Updated Illness Policy

- All arrivals will be monitored at the main entry, including a temperature and wellness check (anyone presenting with a temperature over 100 degrees will not be admitted)
- In accordance with our school [Illness Policy](#), students and staff that exhibit signs of illness after entering the facility, particularly those with respiratory symptoms, will be isolated as much as possible until they can leave campus. For illness symptoms that may be related to COVID-19, students and staff may return to campus once they have met the requirements found within the [Fever/Covid-19 Symptom Decision Tree](#)
- Staff, parents, and students that test positive for COVID-19 (or who have been exposed to an individual who has tested positive for COVID-19) within 14 days of visiting our campus are required to disclose their illness to the administrative staff as soon as possible (see Community Transmission Policy, below). Identifying information pertaining to reportable cases will be kept confidential, unless such disclosure is required to protect the health and safety of others, as in the case of contact tracing, or as required by law.

Community Transmission Policy

If someone with a confirmed case of COVID-19 has been determined to have entered the facility, there may be a need to implement short-term closure procedures regardless of community spread. In this event, The Growing Place Montessori's leadership team will:

- Coordinate with local health and licensing officials. These officials will help administrators determine a course of action based on the circumstances presented
- Dismiss students and most staff for 2-5 days. This initial short-term closure allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19
- Discourage staff, students, and their families from gathering or socializing anywhere. This includes group child care arrangements, as well as gathering at places like a friend's house, a favorite restaurant, or the local park
- Communicate with staff, parents, and students. Coordinate with local health officials to communicate dismissal decisions and the possible COVID-19 exposure
- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area. If possible, wait up to 24 hours before beginning cleaning and disinfection
- Clean and disinfect the facility, with particular focus on areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces
- Make decisions about extending the school closure. Temporarily closing child care programs is a strategy promoted by the Centers for Disease Control to stop or slow the further spread of COVID-19 in communities
- During school closures, staff may be directed to develop and deliver lessons and materials remotely, thus maintaining continuity of teaching and learning and supporting families' educational goals. In this case, tuition may be discounted to account for the shift to virtual learning, but all terms and conditions of the Enrollment Agreement will remain in effect

If someone is determined to have entered the facility who may have been exposed to a confirmed case of COVID-19, the affected parties will be notified via email as soon as practicable, and encouraged to undergo testing.

Disclaimer

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. As a result, federal, state, and local governments and federal and state health agencies recommend social distancing and have, in many locations, prohibited the congregation of groups of people.

As outlined above, The Growing Place Montessori (TGPM) has put in place preventative measures to reduce the spread of COVID-19; however, we cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending the programs offered by TGPM could increase your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, you acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that you and your child(ren) may be exposed to or infected by COVID-19 by attending TGPM and that such exposure or infection may result in personal injury, illness, permanent disability, and death. The Undersigned further understands that the risk of becoming exposed to or infected by COVID-19 at TGPM may result from the actions, omissions, or negligence of oneself and others, including, but not limited to, TGPM employees, volunteers, contractors, students, and their families.

The Undersigned voluntarily agrees to assume all of the foregoing risks and accept sole responsibility for any injury to their child(ren) or themselves (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that the Undersigned or their child(ren) may experience or incur in connection with the child(ren)'s attendance at TGPM or participation in TGPM programming ("Claims"). On their own behalf, and on behalf of their children, the Undersigned hereby releases, covenants not to sue, discharges, and holds harmless TGPM, 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. The Undersigned understands and agrees that this release includes any Claims based on the actions, omissions, or negligence of TGPM, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any TGPM program.

The Undersigned acknowledges responsibility for reading and understanding these amendments to The Growing Place Montessori's Parent Handbook and agrees to be bound to the terms therein as a condition of enrollment. The Growing Place Montessori reserves the right to revise its practices, policies, and/or procedures with or without notice.

Signature

Printed Name

Date
