



Escuela Del Sol Montessori + Harwood Art Center

Covid Operating Plan

2022-2023

August 2022

Covid Operating Plan 2022-2023 School Year Updated August 2022

Introduction

After considerable planning and deliberation, Escuela del Sol Montessori crafted a response to the global COVID-19 pandemic by staying true to our mission. Via decisions by our Board of Trustees and our leadership, we made a commitment to care for our community of children, their families, and our employees while ensuring the sustainability of our organization. This was done by re-opening the campus with strict guidelines in place, establishing an organization-wide vaccination policy for all staff in May 2021, and by our continuing commitment to abide by all federal and state requirements for the health and safety of our school community.

Our classrooms are designed to activate the internal drive of each child and optimize development through experiential interactions with the environment. By doing everything in our power to keep our campus open, Escuela del Sol aims to fulfill our mission to guide the intellectual, physical, social and emotional development of each child along a path toward their full and unknown potential in ways that honor the complementary needs of the individual and the group.

A new phase in the continued mitigation of COVID-19 requires a continued commitment to our community's health and safety. Unfortunately, the pandemic continues to provide us with an ever-shifting landscape of challenges. With careful and thorough attention to guidelines provided by state and federal authorities, these updated policies and procedures for the 2022-2023 school year further our organization's successful commitment to our community. This document is intended to explain the procedures Escuela will employ to continue its mitigation of COVID-19 related risks at school.

The information in this document will provide clarity around the practices and procedures Escuela has established to minimize exposure to our community, but in no way warrants that COVID-19 or other communicable disease infection will not occur through participation in our programs.

THANK YOU for your support, your ongoing patience and your collaboration.

A handwritten signature in black ink, appearing to read 'Kate Chavez', with a stylized flourish at the end.

Kate Chavez, Executive Director

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8/15/22 updates throughout this document are dated and in BOLD.

Updates to this operating plan from the previous version (published March 2022), include but are not limited to:

- **Updated Test-to-Stay policy**
- **Updates to student surveillance testing program**
- **Updated definition of fully vaccinated**
- **Updates to morning health screening process**

Escuela Covid Officer

Elizabeth Marcilla, Administrative Director, is Escuela's designated Covid Officer.

All questions regarding COVID-19 should be directed via email to ElizabethM@edelsol.org.

Glossary of Terms

For clarity and consistency throughout all of our communications going forward, we have created a Glossary of Terms for our community.

Remaining open during the ongoing pandemic: School operates Monday - Friday. All procedures, including arrival, departure and classroom time, are modified to respond to health and safety recommendations arising from the COVID-19 pandemic. Only staff, students, and invited visitors are allowed into the interior of campus during regular school hours. Proper mask use, social distancing, and other safety and hygiene protocols will continue to be enforced as age appropriate.

Partial or Temporary Closure: Escuela will follow the most current guidelines and recommendations. Details regarding which programs will close and for how long depend on the particulars of the event and on guidance from ECECD, NMPED, and/or the NMDOH. Escuela del Sol will work to keep classrooms open whenever possible.

Masks: Masks are well-fitting face coverings to go over the nose and mouth; they are meant to contain respiratory droplets and protect other people in case the wearer is unknowingly infected but does not have symptoms. Face masks must cover the mouth and nose and fit snugly against the sides of the face in order to contain respiratory droplets. **Cloth masks should only be worn when paired with a surgical mask or with a surgical grade filtration device, such as a PM2.5 filter. Preferred masks include KN95s or equivalent.**

The following face coverings are **not** substitutes for face masks:

- Masks that have exhalation valves or vents
- Bandanas or scarves
- Neck gaiters (also known as a neck fleece)
- Face shields (unless they are hooded, or start at the forehead and wrap around the face from ear to ear and extend to the chin)
- **Single or double layer cloth masks that have no additional filtration**

Quarantine: Quarantine is used to keep someone who might have been exposed to COVID-19 away from others. Quarantine helps prevent spread of disease that can occur before a person knows they are sick or if they are infected with the virus without feeling symptoms. People in quarantine should stay home, separate themselves from others, monitor their health, and follow directions from their state or local health department.

Isolation: Isolation is used to separate people infected with the virus (those who are sick with COVID-19, and those with no symptoms) from people who are not infected. People who are in isolation should stay

home until it's safe for them to be around others. In the home, anyone sick or infected should separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom (if available).

Proof of Vaccination Status: Proof of vaccination can be logged **using this form**. An image of the vaccination card can be uploaded on the form, or the card can be shown to a member of the administrative team.

Fully Vaccinated: Per PED guidance, Escuela will follow the CDC recommendations and consider vaccines "up to date" when an individual has received all approved doses of a COVID-19 vaccine including boosters, when eligible. Children are considered fully vaccinated against COVID-19 two weeks following receipt of their final dose. (8/15/22)

Confirmed Case: A person who has tested positive for COVID-19 by laboratory or at home antigen testing.

Community Health Screening Form: An **online screening form** that must be completed for all students before they arrive on campus. Note: As of August 2022, screenings are no longer required but may be reinstated if necessary.

Assisted Arrival: Any and all children dropped-off during regular school hours. Detailed procedure in the arrival section.

Close Contact: An individual who has cumulatively spent fifteen minutes or longer within six feet of a confirmed COVID-19 case with or without a mask during a 24-hour period. Under NMPED guidance, there is an exception: "the close contact definition excludes students (but not staff, teachers, adults in pre-K-12 setting) within 3 to 6 feet of an infected student where (1) both students were engaged in consistent and correct use of well-fitting face masks; AND (2) other K-12 prevention strategies were in place."

Classroom Close Contact: Close contact to a COVID-19 positive individual within the classroom or on campus. This activates the Test-to-Stay protocols or quarantine for individuals who opt out of Test to Stay.

Off-Campus Close Contact: Close contact with a COVID-19 positive individual at any location outside of Escuela.

Surveillance Testing: Weekly COVID-19 testing required by PED and ECECD for any staff members not up-to-date on their vaccination. Weekly surveillance testing will no longer be conducted for students. Surveillance testing has not resulted in the discovery of any asymptomatic cases on campus. To best utilize testing supplies, Escuela will no longer be conducting weekly surveillance testing of students. Per PED guidelines, staff members who are not considered fully vaccinated must provide negative results for weekly surveillance testing. (8/15/22)

Test-to-Stay: A rapid antigen COVID-19 testing program for all individuals exposed to COVID-19 that shall be implemented at least three days per week following notification of close contact. Intended to maintain in-person learning for children and staff who remain asymptomatic. Individuals with Covid exposure will now be asked to test at home and must submit test results via the [online form](#) by 7:45 a.m., prior to arrival on campus. (8/15/22)

Post Covid-Positive Protocol - students: An student who has tested positive may return to school after completion of the quarantine period provided they are symptom free. A negative antigen test must be provided before they can return to school and they will be asked to wear a mask until Day 10.

Post Covid-Positive Protocol - staff: Any staff member who has tested positive may return to work after completion of the quarantine period provided they are symptom free. They will be asked to wear a mask until a negative test result is submitted, regardless of if this surpasses the 10-day window. (8/15/22)

General Preparedness and Planning (ALL LEVELS)

Escuela del Sol Montessori has and will continue to comply with local health officials to help protect the whole school community. School plans are designed to complement other community mitigation strategies to protect everyone, and minimize disruption to teaching and learning.

This document was compiled using the COVID-19 guidelines and recommendations for schools and childcare programs published by the CDC, PED (New Mexico Public Education Department), the ECECD (Early Childhood Education and Care Department), and NMDOH (the Department of Health). Escuela's operating procedures meet or exceed the minimum standards of care and will be updated as new information or additional guidelines are made available.

Background information regarding Licensing, Accreditation and Governance

For clarity, please remember that the ECECD is the State's licensing agency that oversees and licenses all our Early Childhood programs; those are Toddler and Primary programs for children ages 18 months through Kindergarten.

PED (the Public Education Department) has no licensing authority for independent schools. It governs K – 12 public school programs. Escuela del Sol stays up to date with all PED guidelines, opinions and informational materials, using this to enhance and strengthen our practices. The current NM public health mandate, however, requires that private schools must follow COVID-19 safety guidance put forth by PED.

Escuela del Sol Montessori is accredited by the American Montessori Society (AMS). We are the first school in New Mexico to be thus accredited, having met all the high standards of that national organization. Through this accreditation and membership Escuela gleans information, has collegial support and access to experts from around the world to support and enhance our programs.

Health Screening

Daily health screenings are important to help reduce the transmission of COVID-19 and other illnesses. Submitting a daily Health Screening form is no longer required. Should it become necessary, Escuela reserves the right to reinstate this requirement. (8/15/22)

Regardless of vaccination status, no individual is permitted on campus who is exhibiting any symptoms of COVID-19.

Student Screening Prior to Arrival

Parents are encouraged to be on the alert for signs of illness in their children and must keep them home when they are sick or exhibiting symptoms. Staying home when sick is essential to prevent spread of COVID-19 infections to others.

All persons (children and adults) who meet any of the criteria below will be denied entry:

- Temperature of or over 100.4°F (without temperature lowering medications); or
- In the last twenty-four hours, any of the following symptoms:
 - New frequent, dry cough (for students with chronic allergies/asthma, a change in the student's baseline cough)
 - Shortness of breath or difficulty breathing
 - Fever or chills
 - Fatigue
 - Repeated shaking with chills
 - Muscle or body aches
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Congestion or abnormally runny nose
 - Nausea or vomiting
- In the previous 5 days has been notified of a positive exposure to someone confirmed to have COVID-19 and has opted to not participate in Test to Stay.

Has taken any medication for the purpose of symptom reduction in the last 24 hours. **If you answer “yes” to any of the following questions, do not send your child to school or come to our campus. Contact a medical provider or call the COVID-19 Hotline at 855-600-3453.**

Students who have been kept home due to illness may return to school if they are fever free and have displayed reduced symptoms, without the use of symptom reducing medication, for at least 24 hours and [provide](#) a negative PCR test, two OTC rapid antigen tests taken 24-48 hours apart, or a note from a medical professional. We ask that, whenever possible, you continue to consult a medical professional, but understand that in some cases this is providing an undue hardship on our students and families. Please refer to the chart below for guidance in sending your child back to school following illness once a negative COVID-19 test has been procured:

Escuela Staff and Student Illness Decision Tree

March 2022

Escuela Staff and Student Illness Decision Tree

Are you experiencing symptoms of greater intensity or frequency than what is normally experienced?

No

Continue attending school

Yes

If at home: stay at home and rest

If at school:

1. Tell your teacher or supervisor immediately.
2. report to isolated room immediately until you are able to leave school.

Get Tested for Covid-19
and/or *strongly encouraged*
consult your doctor

A negative PCR test, two antigen tests taken 1-2 days apart, or a doctor's note is required for all staff and students to return to campus after experiencing symptoms

Test result is
NEGATIVE

STAY HOME

until 24 hours fever free without the use of fever-reducing medication and with improved symptoms

Return to school when energy has been restored and you can participate fully in your daily activities

Test result is
POSITIVE

STAY HOME

UNTIL RELEASED FROM ISOLATION

You must communicate with Elizabeth Marcilla, Covid Officer, prior to returning to campus.

Additional guidance can be found on the [NMDOH](#) website.

The greatest factor in keeping our community healthy is that Escuela families continue to keep children home when there have been any symptoms for COVID-19.

Staff Self-Assessment Prior to Arrival at School

All staff members will conduct a self-assessment prior to arrival at school. If a staff member self-identifies as having symptoms listed in the screening criteria above, they will contact the designated administrator, **not come into work**, and follow the procedures in the section: COVID-19 Symptoms at School - Staff.

Screening of Children at School

Teachers will make a visual inspection of their students for signs of illness which could include flushed cheeks, rapid breathing, or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness. If a child exhibits any of these symptoms, or runs a temperature at any point during the day, parents will be required to pick up their child immediately.

Face Coverings/ Masks

Per the [Governor's Executive Order](#) issued February 17, 2022, and current guidance from ECECD, and PED, masking at school indoors is no longer mandatory and all masking policies may be determined by each individual school district. As of March 7, 2022, masking both indoors and outdoors is optional for all individuals, except in the following cases:

- If a student becomes ill during the day, or exhibits any COVID-19 symptoms, they must go home immediately and wear a mask until they are picked up.
- If a classroom has a positive case, students and staff will be required to wear a mask throughout the Test-to-Stay protocol indoors.
- If an individual has an off-campus exposure and is participating in Test-to-Stay with home tests, they must wear a mask throughout their Test-to-Stay process.
- If the CDC moves Bernalillo County back into the Red zone, Escuela reserves the right to require universal masking indoors.

UPDATED COVID-19 Testing at School

Test-to-Stay (Modified Quarantine) - updated 8/15/22

Test-to-Stay is recommended practice to ensure uninterrupted classroom learning. Any individual participating in Test-to-Stay must be asymptomatic.

Test-to-Stay for On-Campus Exposure - As of August 2022, Test-to-Stay will be open to all students and staff, regardless of vaccination status or recent positive. No individual may enter campus if they are experiencing any COVID-19 symptoms. Participating in the Test-to-Stay program is entirely voluntary. Families who choose not to participate will be required to have their students quarantine at home for five days. All individuals participating in Test-to-Stay will be required to mask indoors.

Under the Test-to-Stay protocol, tests are conducted in the classroom by a trained staff member via rapid antigen test three days a week following close contact.

- To participate in Test-to-Stay requires an individual to test negative with rapid COVID-19 tests on selected Test-to-Stay testing days.
- Test-to-stay terminates at the end of the quarantine period, regardless of the number of testing days.
- Students will not be allowed to enter campus until test results are submitted for the corresponding Test-to-Stay Day.
- Subsequent exposure requires resetting the testing sequence.

While participating in Test-to-Stay, students should not participate in non-school activities, hence the "modified" portion of the "modified quarantine."

Test-to-Stay for Off-Campus Exposure - Following notification of an off-campus exposure, unvaccinated students may participate in Test-to-Stay during the duration of their quarantine. Tests will be conducted by the family every-other day throughout the student's quarantine period. Families must [submit the negative results](#) prior to their child's arrival on campus. Families may reach out to the office if they need assistance acquiring tests.

- To participate in Test-to-Stay requires an individual to test negative with rapid COVID-19 tests at least every-other day for the duration of their quarantine period. Families may test students more frequently.
- Individuals participating in Test-to-Stay are required to wear a mask for the duration of their quarantine period.
- Students will not be allowed to enter campus until test results are submitted for the corresponding Test-to-Stay Day.
- Subsequent exposure requires resetting the testing sequence.

UPDATED COVID-19 Vaccination

Student Vaccination Protocol

Escuela highly recommends that every student receive their COVID-19 vaccinations and boosters as soon as they are eligible. For accurate participation within testing protocols, proof of vaccination status must be on file with the school office. Parents may submit their child's vaccination status upon completion of their vaccination series via the [Vaccination Verification Form](#). Information about receiving vaccines for children can be found at [VaccineNM.org](#)

Students who develop symptoms following their vaccination will not be required to provide a doctor's note or negative PCR or antigen test to return to school. Refer to the chart below for additional guidance.

If my child develops symptoms after vaccination, should they isolate and get tested for Covid-19?

Individuals who develop symptoms after vaccination may be unsure if their symptoms are related to vaccination or if they are infected with the SARS-CoV-2 virus. The following approach should be utilized to determine next steps when post-vaccination symptoms occur and get better within THREE DAYS of vaccination.

PRESENCE OF SYMPTOMS AFTER VACCINATION	SUGGESTED APPROACH
Injection site pain, swelling, and/or redness	These symptoms are consistent with the Covid-19 vaccinations. Self-isolation is not recommended
Cough, shortness of breath, runny nose, sore throat, and/or loss of taste or smell	These symptoms are unlikely to be from the Covid-19 vaccination. Self-isolate immediately and get tested for Covid-19.
Fever (100.0°F or higher), fatigue, headache, chills, myalgia, and/or arthralgia	<p>These symptoms are consistent with post-vaccination, SARS-CoV-2 infection, or another infectious pathogen.</p> <p>Self-isolate until ALL of the following conditions have been met:</p> <ul style="list-style-type: none"> • Feel well enough to participate fully in normal activities, AND • Fever has resolved, AND • No additional symptoms are experienced (i.e. do not have other signs of Covid-19, including cough, shortness of breath, sore throat, and/or change in smell or taste) <p>Self-isolate and get tested for Covid-19* if symptoms are not improving or persist for more than three days</p>

*positive viral (nucleic acid or antigen) tests for SARS-CoV-2, if performed, should not be attributed to the Covid-19 vaccine as vaccinations does not influence the results of these tests

Information provided by NM Public Education Department Covid-19 Response Toolkit, Updated November 1, 2021

Additional Procedures to Mitigate Spread of COVID-19

Physical Distancing

Requirements and distancing practices will differ according to age and developmental abilities. Please see details in level descriptions. As of July 2022, PED stipulates that students are no longer required to socially distance at school.

Hand Hygiene

Washing hands can keep our community healthy and prevent the spread of infections from one person to the next. All children and staff will engage in hand hygiene at the following times, at a minimum:

- Arrival to the classroom and after breaks
- Before and after each work choice
- Before and after eating or handling food
- After using the toilet or helping a child use the bathroom
- After coming in contact with bodily fluid
- After playing outdoors

Cleaning and Disinfecting

Escuela del Sol Montessori follows the national standards for cleaning, sanitizing and disinfection of educational facilities for children provided by the CDC, ECECD, NMPED and the NMDOH.

Toddler and Primary: Each child's bedding is kept separate and stored in individually labeled containers. Cots and mats are labeled for each child. Bedding will be sent home to be cleaned weekly on Fridays.

COVID-19 Symptoms and COVID-19 Cases in School

COVID-19 Symptoms at School - Students

If symptoms of an illness begin while at school, the child will be sent home as soon as possible. Sick children will be kept separate as much as possible and must wear a mask until they are picked up.

- Classroom staff will follow these procedures:
 - Classroom staff will inform the office of symptoms exhibited.
 - Additional cleaning in the classroom will be handled by teachers.
 - Office staff will contact parents to immediately come pick up the child.
 - Ill children must wear a mask until picked up.
 - A staff member will supervise the child until the parent arrives. Once a parent arrives, the office should be called to alert them of their arrival. The child will be brought to the blue gate.
- If a student develops symptoms consistent with COVID-19, Escuela del Sol will follow all ECECD and NMPED guidelines with respect to requirements for self-isolation, quarantine, testing, and returning to campus. Consistent with all such requirements, an individual may be requested to provide a medical professional's note and/or a negative COVID-19 test clearing the individual for their return. All medical information will be kept strictly confidential.

COVID-19 Symptoms at School - Staff

Staff are required to monitor their health and to perform daily self-assessment for symptoms of COVID-19. Staff members must stay home if they are exhibiting symptoms of COVID-19; they will be asked to contact their healthcare provider.

- Staff exhibiting symptoms of possible COVID-19 at school are required to:
 - Immediately don a mask.
 - Leave the campus immediately.
 - Obtain a COVID-19 test (either a PCR or two OTC antigen tests taken 24-48 hours apart).
 - Follow the recommendations of their healthcare provider.
- Employees may not return to work until return criteria as per CDC and NMDOH are met.
- All medical information will be kept strictly confidential.

Classroom COVID-19 Close Contact - Staff and Students

If COVID-19 is confirmed in a child or staff member in a classroom community, the school will strictly abide by all reporting requirements implemented by NMDOH, the NMPED and the New Mexico Environment Department and follow their directives. This may include the following actions to be taken by school administration:

- Ensure the positive individual immediately dons a mask, is isolated/sent home and that all isolation and other procedures are followed before returning to school.
- Contact all required entities, including Child Care Licensing, to report the presence of COVID-19 at our school.
- Notify staff and parents/caregivers that a member of the classroom has been diagnosed with COVID-19. Confidentiality will be maintained.
- Enact Test-to-Stay protocols (unvaccinated students who have not opted into the Test-to-Stay program will be required to quarantine). Escuela del Sol will follow up-to-date DOH and NMPED guidelines and requirements.
- Students and staff in the affected classroom must wear masks indoors during the Test-to-Stay period.
- Perform enhanced cleaning, sanitizing and disinfecting in accordance with CDC guidance.
- Notify the school community that a child in the school (not their classroom) has been diagnosed with COVID-19. Confidentiality will be maintained.
- Decisions about classroom closure will be made in consultation with the NMDOH. Children or staff with a positive case of COVID-19 can return to school/work when the criteria set by ECECD, PED, and/or the NMDOH are met.

Communication from Escuela del sol to Enrolled Families

Escuela del Sol Montessori will communicate:

- With families, if their child has been in close contact with someone at school who has tested positive for COVID-19.
 - With the entire school community if a classroom enters Test-to-Stay protocols or has been temporarily closed due to COVID-19 exposure.

Student Drop-off and Pick Up Procedures

Before Care

Before Care (pre-registration* only; NO drop-in): 7:30-8:00 a.m.

*A minimum of 24 hours notice and office approval is required.

Before Care will be held in the middle Toddler room and outdoor space. If dropping-off before 8:00, you may park and walk your child to the outdoor Toddler space to check them in.

Regular School Day

Arrival: 8:00 - 8:30 a.m.

Regular Classroom Hours: 8:30 a.m. - 3:00 p.m.

Departure: 3:00 - 3:30 p.m.

Toddler and Primary Arrival Procedures

Toddler and Primary students will be dropped off in the south parking lot, on Granite, following the procedures outlined below. Toddler and Primary students will enter through the south gate. Children with a sibling in Elementary may also be dropped off with that older sibling in front of the Harwood building on 7th if their sibling is willing and able to walk them to class.

- Mask wearing is optional both indoors and outdoors.
- Pull all the way forward in the drop-off zone.
- Staff will walk to your car to greet your child(ren). We ask that children remain seated with their seat belt fastened.
- Your child will be invited to unbuckle the seat belt or you may assist them in getting out of the car as needed.
- As soon as your child is safely away from the vehicle, pull up to await your turn to exit the drop-off area.

Do not walk your child to the gate from your car. Traffic and parking lot safety is our utmost concern.

Elementary and Jr. High Arrival Procedures

Assisted Arrival for all classrooms will be from 8:00 - 8:30 a.m.

Elementary students will be dropped off in front of Harwood, on 7th, and Jr. High students will be dropped off at the Jr. High House, on 6th, following the procedures outlined below. Jr. High students with an Elementary sibling may be dropped off in front of Harwood and then walk through campus to the Jr. High House.

- Masking is optional both indoors and outdoors.
- Stop at the farthest spot in the drop-off zone.
- As soon as your child is safely away from the vehicle, you may pull up to await your turn to exit the drop-off area.

All Levels Late Arrival

Late arrival in advance with the main office.

Please follow this procedure:

- If you arrive after 8:30, please park and call the office (505-242-3033). We will meet you **at the Blue Gate** to sign your child in and walk them to their classroom.
- For campus safety and to ensure all students are properly signed in, all student arrivals must be facilitated by the office. *Please do not walk your child onto campus if they are arriving late.*

All Levels Dismissal/Departure Procedures, Regular School Day

School day departure for all classrooms will be from 3:00 - 3:30 p.m.

Families will be allowed to come onto campus to retrieve their students:

- Toddler, Primary, and Elementary families are welcome to enter through the Blue Gate (using this gate code) or front of Harwood and walk to the space outside their children's classroom for pick up between 12:15 and 12:30 (for Early Childhood) and from 3:00 to 3:20 (all levels).
- Children who are not enrolled in Extended Day or Art & Sol classes will be in the plaza with a member of the admin team at 3:20 for pick-up.

Pick-Up Location Details:

- **Toddlers** can be picked up just outside their playground. A Guide will walk your child and their belongings to you at the playground gate.
- **Primary** students can be picked up outside their classroom. A student "greeter" will be ready to meet you and let your child know that it is their time to leave. Thank you for your patience as they practice this important job :)
- **All Junior EI** students can be picked up from the portal on the south side of the Junior EI building. We'll orient you to this space when you come for Classroom Visits on the 11th. A student greeter will also be there to meet you and let your child know it's time to go, a coveted job and wonderful opportunity to practice Grace & Courtesy and keep track of information.
- **Senior EI** students can be picked up from the hallway outside Senior EI. A greeter will meet you just outside the classroom and will let their classmates know when their rides are here.
- **Jr. High** students will be dropped off and picked up at the Jr. High House.

All Levels Early Departure

Early departure must be scheduled in advance with the main office (505-242-3033) and your child's teacher. Please follow this procedure:

- Notify the office and classroom teacher in advance (24 hours if possible).
- Enter campus through the Blue Gate and walk to the child's classroom.
- Check in with a classroom Guide so they can sign the student out. If you plan to bring your child back to school after the appointment, make sure a Guide knows this and is aware of their return time.

Extended Day

Extended Day (**pre-registration* only; NO drop-in**): until 5:00 p.m.

*A minimum of 24 hours notice and office approval is required.

Students enrolled in Extended Day can be picked up between 3:45 and 5:00 p.m. from the Toddler playground, Primary White Room or Junior Elementary East. To pick up your child between the hours of 3:45 and 5:00 p.m., follow the procedures outlined below.

Park in the south parking lot and enter campus through the blue gate to pick up your child(ren). No visitors will be allowed inside the classroom. Adults who come on campus to pick up a child must wait outside the classroom; a staff member will bring the child outside.

COVID-19 Safe Modifications for Classrooms

EARLY CHILDHOOD (Toddler and Primary, ages 18 mos. – 6 yrs.)

ELEMENTARY (Junior and Senior Elementary, ages 6 – 12, grades 1 – 6)

JR. HIGH (ages 12 – 15, grades 7 – 9)

Escuela del Sol Montessori does not expect that young children will distance themselves from other children or adults while at school. Young children learn by engaging with their environment, which includes the other people in it. However, Escuela del Sol Montessori will employ a variety of strategies for limiting the spread of COVID-19 in our communities.

C-safe modifications include use of indoor/outdoor classroom spaces. Special fencing and/or boarders will enable students to work outdoors as well as inside in the prepared environments created by their teachers. Outdoor classroom spaces are separate and distinct from each other, and from the playground areas. Other modifications include, but are not limited to:

- Children will have increased opportunities to be outside for work and play.
- Jr. High students will continue to use designated school laptops, which can be taken home in the event of prolonged closure necessitating distance learning.
- During meals, children will be spread out as much as possible.
- For naps, mats will be spaced as far apart as possible and with head to toe placement.
- Enhanced hygiene protocols have been implemented, with special attention to handwashing:
 - Upon arriving at school / in the classroom
 - After using the toilet
 - Before and after meals
 - After they come in from outside