

APPENDIX: COVID-19 Health and Safety Protocols

Updated 6/2/2020

Social Distancing Agreement

By sending your child to Namaste Montessori School, you agree to continue to abide by social distancing guidelines until such time as it is no longer deemed necessary by the Tompkins County Health Department and the Centers for Disease Control.

- Stay at least 6 feet apart from people outside of your household or close family
- Avoid groups, crowded places, and mass gatherings
- Wear a face mask when in public places
- Refrain from travel outside of Tompkins and surrounding counties
 - If travel is necessary, your child will be asked not to attend school for a 14 day quarantine period
- Refrain from close interactions with anyone who has traveled outside of Tompkins and surrounding counties in the previous 14 days
 - If you have close interactions with someone who has traveled or is from outside Tompkins and surrounding counties, your child will be asked not to attend school for a 14 day quarantine period
- Let the administration of Namaste Montessori School know if you may have been exposed to SARS-CoV-2 or if you need to engage in activities that may increase your risk of exposure.

Please contact the administration if you are unsure how these guidelines may apply in your specific situation.

Drop Off

Families will be met outside by one of their classroom teachers who will walk children to their classroom after completing the Daily Health Check (see below). Parents are asked to wait with their child either in their car or next to a designated cone/space at least 6 feet apart until called by the teacher. Children must arrive between 8:30 and 8:45 am.

- Toddler Classroom - by the black courtyard gate
- Chickadee Primary classroom - outside the double doors
- Bluebirds Primary classroom - outside the back door
- Elementary Programs - outside front door

Teachers greeting children will wash or disinfect hands after welcoming each child and completing health checks, before meeting the next child.

Only staff and children assigned to each classroom will enter that room, hand washing/sanitizing will occur each time a person enters or exits the classroom, mixing throughout the day will be avoided if possible.

Any adult in the building must wear a mask/face covering when at the center in the presence of others, staff working together in shared office space must wear masks if they are not spaced 6 feet apart or are working away from their designated work space.

Pick Up

- Toddler Classroom - send Laura a message through Remind when the parent arrives at the parking lot. Teacher will walk the child out to the car with belongings.
- Chickadee Primary classroom - dismissal will be from the playground through the courtyard. Walk into the courtyard, maintain 6 foot distance from others, wear a mask, and wait outside the black gate if necessary. Teachers will let the child out of the playground gate with their lunch bag. In case of inclement weather, dismissal will be from the double doors.
- Bluebird Primary Classroom dismissal will be from the playground near the back door. Maintain a six foot distance from others and wear a mask while waiting to pick up your child. In case of inclement weather, dismissal will be from the back porch.
- Elementary Programs dismissal will be from the playground near the garden. Maintain a six foot distance from others and wear a mask while waiting to pick up your child. In case of inclement weather, dismissal will be from the front porch.

Lunch and Snacks

Namaste will continue to provide morning and afternoon snack for children. Snack will be prepared and served by a teacher.

Children will place their lunch bag or box into a reusable cloth bag provided by the school upon arrival. Children will eat at individual tables during lunch.

COVID-19 Illness Exclusion Protocol

Protecting the health of our families is our highest priority. We will be modifying our illness exclusion policy in the following ways:

If your child has any of the following symptoms associated with COVID-19, not otherwise explained (ex. allergies), please contact your child's pediatrician for guidance regarding testing and isolation. :

- Fever of 99.4 F (axillary) or above
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Newly acquired loss of taste or smell
- Skin rash

Your child may return to school if they have been

- Symptom-free for 24 hours
AND
- Fever-free for 72 hours with either
 - Letter from pediatrician that it is safe for the child to return to school (telehealth appointment is acceptable)
OR
 - Negative COVID-19 test result;
OR
 - 10 days have passed since onset of symptoms

DAILY HEALTH CHECK PROCEDURES

A Daily Health Check will be conducted on every person (all staff, families and children) entering the center. Screener will wear gloves and a face covering for the screening process:

1. TEMPERATURE CHECK:

- a. Non-contact thermometers will be used when possible, if not available appropriate coverings and sanitizing of thermometer will occur between each use.
- b. A designated staff member will take the temperature of each person seeking to enter the building.
- c. Information will be recorded on a Daily Health Check form.
- d. Any person with a fever of 99.4 F (axillary) or above will not be permitted to enter.
- e. The CDC Discontinuing Home Isolation Procedure (below) will be followed regarding when someone who has had a fever or other symptoms can return.

2. SCREENING QUESTIONS:

Each person will be asked the following questions and any person/household who answers “**YES**” to ANY question will NOT be permitted to enter OR return per the COVID-19 Exclusion Criteria Policy:

- a. Do you or does any member of your household:
 - i. Have a fever of 99.4 F or above now or in the preceding 72 hours?
 - ii. Have a cough?
 - iii. Have a sore throat?
 - iv. Have any muscle aches?
 - v. Have any difficulty breathing/shortness of breath?
 - vi. Have recent loss of taste or smell?
 - vii. Have taken any Tylenol, Ibuprofen or another NSAID in the last 24 hours for fever or unexplained muscle pain?
 - viii. Have you had any symptoms of illness in the last 48 hours? (assess any and all symptoms)
- b. Is your entire household in full compliance with the COVID-19 Exclusion Policy? Including, for the last 14 days:
 - i. No one tested positive for COVID-19

- ii. No one has been tested for COVID-19 due to suspected exposure and is awaiting test results
- iii. No one is under quarantine for suspected exposure to COVID-19
- iv. No one has travelled , or been within 6 feet of someone who has been outside of Tompkins and surrounding counties for an extended time.

COVID-19 EXPOSURE RESPONSE POLICY

Per the Centers for Disease Control, if someone who has been at Namaste Montessori School or a member of their household tests positive, we will:

1. Immediately notify Tompkins County Health Department and OCFS.
2. Dismiss all students and most staff for 24-48 hours. This initial short-term dismissal allows time for the local health officials to determine the COVID-19 situation impacting the center.
3. 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, etc.
4. Communicate with staff, parents, and students. Coordinate with local health officials to communicate closure decisions and the possible COVID-19 exposure.
5. Clean and disinfect thoroughly.
6. Make decisions about extending the school dismissal.

DISCONTINUING HOME ISOLATION

The following information is provided by the CDC regarding people who have had or been exposed to SARS-CoV-2. Additional guidance should be obtained from the Tompkins County Health Department and OCFS where applicable:

People with COVID-19 who have stayed home (home isolated) can leave home under the following conditions**:

1. **If you have not had a test** to determine if you are still contagious, you can leave home after these three things have happened:
 - a. You have had no fever for at least 72 hours (that is three full days of no fever **without** the use of medicine that reduces fevers)
AND
 - b. other symptoms have improved (for example, when your cough or shortness of breath have improved)
AND
 - c. at least 10 days have passed since your symptoms first appeared
2. **If you have had a test** to determine if you are still contagious, you can leave home after these three things have happened:
 - a. You no longer have a fever (**without** the use of medicine that reduces fevers)
AND

- b. other symptoms have improved (for example, when your cough or shortness of breath have improved)
AND
- c. you received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

People who DID NOT have COVID-19 symptoms, but tested positive and have stayed home (home isolated) can leave home under the following conditions:**

1. **If you have not had a test** to determine if you are still contagious, you can leave home after these two things have happened:
 - a. At least 10 days have passed since the date of your first positive test
AND
 - b. you continue to have no symptoms (no cough or shortness of breath) since the test.
2. **If you have had a test** to determine if you are still contagious, you can leave home after:
 - a. You received two negative tests in a row, at least 24 hours apart. Your doctor will follow [CDC guidelines](#).

In all cases, **follow the guidance of your doctor and local health department. The decision to stop home isolation should be made in consultation with your healthcare provider and state and local health departments. Some people, for example those with conditions that [weaken their immune system](#), might continue to shed virus even after they recover.