

Princeton Montessori School

2020-21 School Year

School Health & Safety Plan / Program-Specific Details

Our Campus Reentry Guidestar: The safety, health, and best interests of our students, faculty, staff, and families will lead how and where we learn and operate. Our belief in our mission and our fifty years of experience and expertise will ensure the quality and high standards of our student learning experiences design, parent supports, and professional development of our faculty, staff, and adult learners, so that we can continue our mission.

The School is making extensive efforts to make the environment as safe as possible for all students and employees. We are using the [NJ state guidelines](#) and [CDC guidelines](#) as our touchstone. Our policy seeks to ensure maximum risk reduction through multiple mitigation efforts and should be seen holistically. Our strategies to reduce risk of transmission of the Covid-19 virus include:

1) pre-screening; 2) screening; 3) social distancing; 4) cohorting; 5) masking; 6) hygiene; 7) disinfection; and 8) illness & isolation

School Health & Safety Plan

1	Pre-Screening	<p>All: All health forms need to be received by the health office no later than two days before the child begins. No exceptions. All immunizations must be up to date. All required medications must be in the health office 2 days prior to the child's start date.</p> <p>Attendance will be taken daily and reported to the main office. If a child will be absent, we ask parents to inform the school by emailing their child's name to absences@princetonmontessori.org and including a reason for the absence, i.e, sickness, vacation, family event, etc. Absence notifications will be forwarded to the correct child's conference teacher.</p> <p>Children: To protect the health of all of our community and to prevent the spread of infection, parents must report to the school immediately if the child or any person in the child's household has or is suspected to have COVID-19. State and federal regulations and guidelines will be followed and confidentiality will be protected to the greatest extent possible.</p> <p>Faculty/staff: Faculty/staff must report to the school immediately if they or any person in their household</p>
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		has or is suspected to have COVID-19, or has any of the following symptoms: fever, shortness of breath, sore throat, cough, temperature, loss of smell, loss of taste, myalgia, fatigue, nausea, diarrhea.
2	Screening	<p>Children: Temperature checks for all students will be conducted daily at drop-off, while they are still with their parents, so that if there is a fever, they can go straight home. Any student with a temperature equal to or higher than 100.4 will be sent home.</p> <p>Faculty/staff: Temperature checks will be completed independently as faculty and staff arrive. Any faculty or staff with a temperature equal to or higher than 100.4 will be sent home.</p>
3	Social Distancing	<p>Drop off and Pick up: We will minimize parent presence in the building and minimize cross-class exposure during drop off and pick up times by the use of multiple entry and exit points and a refined transition to the classroom for each group. Details of each program's procedures and arrival and dismissal times will be included with program-specific communication.</p> <p>Outdoor Classrooms: Each program is equipped with beautiful outdoor classroom space, dedicated to their program. As much as possible, each program will make use of outdoor classroom spaces, weather permitting, to allow children to spread out and enjoy fresh air.</p> <p>By Program:</p> <ul style="list-style-type: none"> Infant - drop off & pick up inside according to child's individual schedule Toddler - drop off & pick up outside at Toddler classroom door Primary - drop off & pick up outside at main school entrance Upper School - drop off & pick up outside at lower parking lot <p>Visitors: Non-essential visits will be significantly limited and, if deemed safe, carefully arranged. When we are able to, we will have essential visitors and service-providers come during hours when children are not present. When we are not able to, visitors shall be scheduled and escorted so that they will not come within six feet of students and non-visit related employees. All visitors shall be subject to the same screening procedures as children and staff.</p> <p>We will not have field trips this year, nor bring visiting presenters to campus.</p>

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4	Cohorting	<ul style="list-style-type: none"> • Cohorts are defined as ‘classes’ for our school. Each class will stay separate from the other classes, with their own learning environments as well as staggered use of the playground. Shared multi-use rooms will be disinfected and ventilated between use. We will maximize being outdoors, as weather permits, and will ensure adequate ventilation when indoors. • Children and teachers will have close contact, but each classroom will function as an independent unit, and be socially distant from other classrooms, administration, and facilities, as much as is possible. We want the children in the classroom to be comfortable and able to freely move, learn, and interact. Keeping children in smaller cohorts reduces overall risk of transmission. • Due to cohorting, we will not offer clubs this year. See details about extended day and specials changes on the program-specific section.
5	Masking	<ul style="list-style-type: none"> • Parents - Parents will wear a mask when dropping-off and picking-up. Parents will not come inside the building unless absolutely necessary and if they do, they will mask. • Administrators - Inside, administrators will wear masks when walking through the building or not alone in their offices. Outside, administrators should always mask, as an extra precaution, as we are engaging with cohorts we are not a part of. • Substitutes - Substitutes, because they are exposed to multiple cohorts, will wear a mask at all times, indoors and out, and try to limit close contact with children and staff. • Faculty - Indoors, teachers will wear a mask at all times. Outdoors, masks will be worn when getting closer than 3 feet distance from each other for more than 15 minutes, which is the contact tracing definition of risked exposure. <i>(as per American Academy of Pediatrics and National Academy of Sciences guidelines)</i> • Children - <ul style="list-style-type: none"> ○ Indoors, children, two years of age and older, will wear masks except when eating or drinking. Children will never wear masks during nap times. During eating, drinking, and nap time, distance between children will be maximized and other measures may be taken as they are available, depending on if we are inside or outside.

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		<ul style="list-style-type: none"> ○ Outdoors, with activities that DO NOT INVOLVE heavy breathing, masks will be worn when getting closer than 3 feet distance from each other, particularly if contact is for more than a 15 minutes of exposure. <i>(as per American Academy of Pediatrics and National Academy of Sciences guidelines)</i> ○ Outdoors, with activities that DO INVOLVE heavy breathing, such as singing or fitness, masks will be worn when getting closer than 6 feet distance from each. ● Education on mask wearing will occur in all programs. ● Note that indoor gym classes will not occur, even with masking, as anything that results in heavy breathing in an enclosed space increases the risk of transmission.
6	Hygiene	<ul style="list-style-type: none"> ● All faculty, staff, and children will wash hands thoroughly and properly upon entering the building, and frequently throughout the day, according to what is appropriate for that age group and recommended by the CDC. Teachers are responsible for setting and maintaining these routines. ● Certain individual supplies will be provided to children, such as: scissors, pencils, markers, glue, playdough. Students will wash hands before selecting a work and disinfecting of materials will happen as often as possible. ● High-contact shared objects, such as door knobs and sink handles, will be cleaned throughout the day and all shared materials will be, once again, thoroughly disinfected at the end of each day. ● We will not offer food work. Students will bring their own lunches and utensils from home, with the exception of the Toddler lunch program. As part of reducing the potential for transmission, children will eat snack and lunch outside when feasible. Snacks may be left out for kids to elect to take for short periods of time. Seating arrangements for eating will be arranged to maximize distance from others. ● Clothing and other student materials will be stored individually in the child's cubby or locker.
7	Disinfecting	<ul style="list-style-type: none"> ● Cleaning will occur in the classrooms multiple times during the day both to clean and disinfect high touchpoint items. Each evening, our cleaning company will perform nightly cleaning and disinfecting throughout the building. There will be weekly electrostatic disinfection, using spray mist, by City Wide Cleaners. ● iWave AdvantageAir Purification Bi-Polar Ionization units are installed in our HVAC units. The iWave approach produces equal amounts of positive and negative ions that break down pathogens, allergens,

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		particles, smoke, odors and VOCs in the air, creating a healthy environment without producing any harmful byproducts.
8	Illness & Isolation	<ul style="list-style-type: none">• Any child who exhibits signs of illness during the day will immediately be brought to the health office for further evaluation and isolation. If the child exhibits a fever or is deemed to be too ill to remain at school, a parent will be called to pick the child up. The child will remain in the health office, isolated from other students, until a parent can arrive.• Parents are asked to ensure they have someone on their contact list that can be at the school to pick up within 30 minutes. Students with a fever will need to remain at home and be fever-free (without fever-reducing medication) for 72 hours (3 days) before returning to school. Faculty or staff who are ill will also be sent home and asked to monitor for Covid-19 symptoms and will not return to work until cleared.• The school will immediately notify our county department of health of any known or suspected COVID-19 exposure in the program facility. We will follow state guidelines on partial or full closure of programs should someone in our community have a confirmed case of Covid-19. The community will be notified should a positive case of Covid-19 be confirmed in our community.• Any employee who has a family member who has tested positive for Covid-19, or have themselves come in close contact (defined by closer than 6 feet for more than 15 minutes) with someone who has tested positive for Covid-19, should not come to campus until 14 days have passed.

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Infant Center Programming & Practices

Infant - Orientation	Our traditional parent interview to hear about the child and share information will be done by Zoom meeting, or onsite with safety precautions.
Infant - Phase In	<ul style="list-style-type: none">• Day 1 = limited visit on rotation• Day 2 = half day• Day 3 = full schedule with parent drop off as described in the 'general' section
Infant - Drop-Off and Pick-Up	Drop off and pick up by coming directly into the building and to the infant center using access card
Infant - Screening	Temperature checks for all students will be conducted daily at drop-off, while they are with their parents, so if there is a fever, they can go straight home. Any student with a temperature equal to or higher than 100.4 will be sent home.
Infant - Schedule	7:30am - 6:00pm available
Infant - Cohort Size	Maximum of 10 infants in the program at any given time
Infant - Conference Teacher Assignments	Conference teacher assignments were communicated in August.
Infant - Food	<ul style="list-style-type: none">• All food is brought in by parents for their child only.• Parents should provide cutlery for their child, which will not be shared. This cutlery will be returned home nightly. Otherwise, the child will be provided with disposables.
Infant - Diapering	<ul style="list-style-type: none">• Masks and gloves will be worn by teachers for diapering, feeding, and at other times where effective.• Hands of infants will be wiped down after every change.

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	<ul style="list-style-type: none"> The changing table and trash can will be wiped down after each change.
Infant - Napping	Napping for Toddlers and Infants will maximize distance between nappers, increase ventilation, have nappers head to toe in proximity to each other, and assure proper and regular disinfecting of materials. As always, napping will be supervised at all times.
Infant - Sanitization of the Children's Materials	<ul style="list-style-type: none"> All soft toys and manipulatives will be laundered on a daily basis. All environments will be cleaned and sanitized each evening. All playground materials will be sanitized in between usage. There will be multiple sets of student materials to minimize multiple children using the same work. There will be smaller baskets of manipulatives for individual use. Tables will be cleaned and disinfected before and after each use. We will require inside shoes for teachers and students. Each child who is on the mat will use their own toys.
Infant - Outside Play	<ul style="list-style-type: none"> Infants and Toddler classes will go out to the shared play area in rotation and use their own outside space just for their class. Equipment in the shared outside space will be wiped down thoroughly after each use. Infant toys will be kept separate from Toddler toys.
Infant- If campus is closed, due to Covid-19, and school is remote for all	<ul style="list-style-type: none"> Weekly circle time and parent Zoom call Infant Parents would be refunded for tuition and fees for all weeks the school is closed due to Covid-19.
Infant - If campus is open, but a child needs to learn from home	<ul style="list-style-type: none"> join morning circle weekly conference teacher reach out resources shared with parents if remote more than a week join a work period to see what friends are doing/present a lesson. (once a week for a part-day child and twice a week for a full day child)

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Toddler Programming & Practices

Toddler - Orientation	<ul style="list-style-type: none"> • Zoom meeting to present and answer parents' questions • One-on-one meeting/group meeting with parents
Toddler - Phase In	<ul style="list-style-type: none"> • Day 1 - Parent/child visit to the classroom, one family at a time, on rotation • Day 2 - One hour without parent • Day 3 - Regular schedule
Toddler - Drop-Off and Pick-Up	<p>Arrival: Toddler children will be walked to the outside door entrance for their program and a teacher will greet you there, take the child's temperature, and welcome the child to come inside or into the outdoor play area.</p> <p>Departure: Toddler children will be dismissed at 2:45 PM or 4:00 PM from the I/T classroom-specific door. Although masking is not required outside, we ask that as an extra layer of protection all parents be masked while dropping off or picking up their child. Parents will park, turn their car off, and come to the front outside area of the I/T main door. Your child's teacher will meet you with your child.</p>
Toddler - Screening	Temperature checks for all students will be conducted daily at drop-off, while they are still with their parents, so that if there is a fever they can go straight home. Any student with a temperature equal to or higher than 100.4 will be sent home.
Toddler - Schedule	<p>8:00am - 8:20am - before care by classroom for families needing extended day (additional fee)</p> <p>8:20am - 8:30am - core day arrival</p> <p>8:30am - 2:45pm - core day</p> <p>2:45pm - 4:00pm - after care by classroom for limited number of families needing extended day (additional fee)</p> <p><i>*note we will not be able to offer after school care until 6pm, due to having to provide these services by class</i></p>

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Toddler - Cohort Size	The Toddler program will be capped at 10 students per classroom and each classroom will be a cohort, separate from the other cohorts.
Toddler - Classroom & Conference Teacher Assignments	Conference teacher assignments were communicated in August.
Toddler - Food	<ul style="list-style-type: none"> • No food preparation work will be offered to children. • Families provide individual snacks, to be eaten when the child decides. • Lunches will be served individually to each child and no food will be shared. • Families may provide a lunch from home or may participate in our Toddler lunch program, for a subsidized fee. • Our lunch program will be modified so that only the cook is involved in the preparation of the food and meals are plated individually, in keeping with the state guidelines. • Families are to provide daily tableware, or the child will be given disposable products. Eco-friendly, recyclable and reusable servicewear is encouraged. • Families provide an individual water bottle, to be filled at the water fountain, as needed.
Toddler - Specials	Toddler will not have specials for the 2020-21 year but will ensure their programs are rich with music, movement, and language, led by core day teachers. Any outside activity that involves heavy breathing, such as sports or running on the playground will be done with no more than 15-minute exposure within 6 feet of another person. For stationary activities, such as singing, students will be spaced 6 feet apart.
Toddler - Diapering/Toileting	<ul style="list-style-type: none"> • Use of masks, gloves while changing diapers • Monitor handwashing and follow with wipe if required
Toddler - Napping	Napping for Toddlers and Infants will maximize distance between nappers, increase ventilation, have nappers head to toe in proximity to each other, and assure proper and regular disinfecting of materials. As always, napping will be supervised at all times.
Toddler - Sanitization of the Children's Materials	<ul style="list-style-type: none"> • Launder all soft toys and manipulatives on a daily basis - have schedules for classrooms • Evening - additional disinfecting of materials • Sanitize all playground materials in between usage • Multiple sets of work

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	<ul style="list-style-type: none"> • Smaller baskets of manipulatives, 3 sets. Use the washing machine/sanitizing tablet • Tables will be cleaned and disinfected before and after each use • Inside shoes for teachers and students • Each child will have their own set of materials including playdough, art kit, etc.
Toddler - Outside Play	<ul style="list-style-type: none"> • Use of both playgrounds with a restricted number of children using the grounds • Each class will remain separate from each other • Sanitize playground/Kaleidoscope room before the next group goes out • Each classroom will have its own bin of outdoor toys
Toddler - If campus is closed, due to Covid-19, and school is remote for all	<ul style="list-style-type: none"> • Daily connections through circle time, one-on-one connections, virtual work block, and also pre-recorded lessons available for families. • No after-school programming will be offered and parents would be refunded for after school fees during the time period the school is closed due to Covid-19.
Toddler - If campus is open, but a child needs to learn from home	<ul style="list-style-type: none"> • join morning circle • weekly conference teacher reach out • resources shared with parents if remote more than a week • join a work period to see what friends are doing <p><i>*Teachers need 2-5 days notice before transitioning between remote and on campus; check with your child's conference teacher as to their needs. Two week minimum commitment to remote learning plan required</i></p>

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Primary Programming & Practices

Primary - Orientation	<ul style="list-style-type: none"> • Zoom meeting for parents as part of Orientation • Classroom visits for parent and child to see the environment and meet the teacher • First day with children - focus on new procedures for children
Primary - Phase In	One day phase-in (orientation) onsite for students new to the program or new to PMonts.
Primary - Drop-Off and Pick-Up	<p>All Primary children will arrive and depart at the main circle. Due to the reduced number of children, taking into account those already in the building for before school, and the reduced risk while outdoors, we have decided on the following practice for our Primary arrival and dismissal times. Please note masks are to be worn even though outdoors to reduce risk even further, and staff will be facilitating the entrance to the building and time in the Primary hallway to further ensure spacing of children by cohort.</p> <p>Arrival: The primary arrival time is 8:30 AM. Faculty and staff will be out to receive children daily between 8:20 and 8:40 AM. Parents should pull up into the main circle and park their car, and then get out and unbuckle their child and assist them out of the car. F/S will then take a temperature check curbside. Once cleared, parents may depart and the child will be escorted into school.</p> <p>Dismissal: The primary dismissal time is 2:45 PM (or noon for part-day students). Students will exit the building by the main doors, and sit on the benches and remain socially distanced and separated by classroom. Traffic will be guided by administration, and entrance and exit routes will be shared with parents before the start of school. Faculty will walk children to their car. Parents will get out of their car, and it will be the parents' responsibility to put the child into the car and ensure they are safely buckled into their car seat.</p>
Primary - Schedule	<p>8:00am - 8:20am - before care by classroom for families needing extended day (additional fee)</p> <p>8:20am - 8:30am - core day arrival</p> <p>8:30am - 2:45pm - core day</p> <p>2:45pm - 4:00pm - after care by classroom for limited number of families needing extended day (additional fee)</p> <p><i>*note we will not be able to offer after school care until 6pm, due to having to provide these services by class</i></p>

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Primary - Cohort Size	Each Primary classroom will have no more than 14 students for our smaller-sized classrooms and 16 students for our larger-sized classroom.
Primary - Classroom & Conference Teacher Assignments	Conference teacher assignments were communicated in August.
Primary - Food	<ul style="list-style-type: none"> • No food preparation work will be offered to children. • Snack food will be served individually and with teacher preparation. • Snack groceries will be supplied by the school. • Families provide individual lunch, to be eaten at lunch time. No food will be shared. • Food delivery services communicated separately • Families are to either provide daily tableware or the child will be given disposable products. Eco-friendly, recyclable and reusable servicewear is encouraged. • Families provide an individual water bottle, to be filled at the water fountain, as needed.
Primary - Specials	<p>Specials will be a combination of remote live, some pre-recorded, and some in person outside, with social distancing and masking. Any outside activity that involves heavy breathing, such as sports or running on the playground will be done with no more than 15-minute exposure within 6 feet of another person. For stationary activities, such as singing, students will be spaced 6 feet apart.</p> <p>Any outside activity that involves heavy breathing, such as sports, singing, running on the playground will be done with no more than 15-minute exposure within 3 feet of another person. For stationary activities, such as singing, students should be spaced at least 3 feet apart, and 6 feet apart when possible.</p>
Primary - Sanitization of the Children's Materials	<ul style="list-style-type: none"> • Inside shoes for teachers and children. Outside shoes will be accessed in a way to reduce exposure. • Frequent student and teacher handwashing will contribute to keeping learning materials safe. • Some materials will be personalized, such as playdough. • Each child will have their own supply case of pencils, markers, erasers, and other writing instruments. • Each child will have their own work rug, which will be washed weekly. • An all-school cleaning and sanitation will occur nightly. • Tables/chairs/bathrooms and sinks will be wiped down in between each work cycle

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<p>Primary - Outside Play</p>	<p>Our classrooms will maximize outdoor time by adding a shaded work space directly outside the classrooms. In addition, regular playground time will be enjoyed by each class, taking turns which side they play on. These sides will be clearly delineated for the children to lessen the chance of a child stepping into the other play area. Outdoor equipment will be wiped down in between use by each class.</p>
<p>Primary - If campus is closed, due to Covid-19, and school is remote for all</p>	<ul style="list-style-type: none"> • Parent education session provided via Zoom to set up the home environment and support your child's learning while remote • Live morning session via Zoom for all levels each day by classroom, including: <ul style="list-style-type: none"> ◦ Opening circle and group lesson or activity ◦ Daily specials ◦ Work time using individualized packets ◦ Closing circle • Afternoon, 1-1 Zoom sessions with each student 2x per week for individualized lessons • Phone call or zoom meeting with a parent to check in and help individually guide each child as needed • Limited materials and individualized supplemental packets will be available for pick-up from the school or mailed to your home. • Kindergarteners: <ul style="list-style-type: none"> ◦ Individual goals provided in individualized packets: <ul style="list-style-type: none"> ■ To be selected with the classroom teacher and completed by the child during live work time ■ Child will share their finished goal with the classroom teacher during live work time. ◦ Additional live kindergarten specials a few afternoons a week
<p>Primary - If campus is open, but a child needs to learn from home</p>	<p>Daily:</p> <ul style="list-style-type: none"> • Join morning circle virtually. • Join group lessons virtually. • Join specials classes virtually. • Join morning and afternoon work period virtually with an 'in class' buddy. • Depending on teacher availability and the number of children being served remotely, a short daily lesson from a teacher. <p>Weekly:</p> <ul style="list-style-type: none"> • Receive a parent call from the conference teacher to provide feedback and support. • Parent picks up any needed materials to borrow for the coming week.

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**2 week minimum commitment to remote learning plan required Teachers need 2-5 days notice before transitioning between remote and on campus. Check with your child's conference teacher as to their needs. Any materials will be sent home the Friday before for the coming week.*

Elementary Programming & Practices

Elementary - Orientation	<ul style="list-style-type: none"> • Zoom meeting for parents & students as part of Orientation • First day with children - focus on new procedures
Elementary - Phase In	One day Phase-In onsite for students new to the program or new to PMonts
Elementary - Drop-Off and Pick-Up	<p>All Elementary children will arrive and depart at the lower parking lot, near the Imaginarium Art Room. We will not stagger arrival and dismissal times.</p> <p>Arrival by Level: An admin will be present at arrival for temperature checks at the cars. After having their temperature taken, children will proceed to enter the building at the following entrances: LE - between 8:20 & 8:30 - masked - enter through f/s entrance (across from AS door) at top of ramp UE - between 8:20 & 8:30 - masked - enter from the patio through Imaginarium hallway doors, go directly to class</p> <p>Departure by Level: Children will be dismissed at 2:45 PM from the Elementary benches, apart from other classes. Parents do not need to get out of their cars or enter the building.</p>
Elementary - Schedule	<p>8:00am - 8:20am - before care by classroom for families needing extended day (additional fee) 8:20am - 8:30am - core day arrival 8:30am - 2:45pm - core day 2:45pm - 4:00pm - after care by classroom for limited number of families needing extended day (additional fee)</p> <p><i>*note we will not be able to offer after school care until 6pm, due to having to provide these services by class</i></p>

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Elementary - Cohort Size	Elementary classes will not exceed 28 students. Within this grouping, learning and work groups will be smaller and be spread out over the three classrooms used by each Elementary program.
Elementary - Classroom Assignments	Conference teacher assignments were communicated in August.
Elementary - Food	<ul style="list-style-type: none"> • No food preparation work will be offered to children. • Each student will bring a snack from home daily. • Families provide individual lunch, to be eaten at lunch time. No food will be shared. • Food delivery services communicated separately • Families are to either provide daily tableware or the child will be given disposable products. Eco-friendly, recyclable and reusable servicewear is encouraged. • Families provide an individual water bottle, to be filled at the water fountain as needed.
Elementary - Specials	Specials will be a combination of remote live, some pre-recorded, and some in person outside, with social distancing and masking. Specific specials information was shared at our Parent Orientation meetings. Any outside activity that involves heavy breathing, such as sports or running on the playground will be done with no more than 15-minute exposure within 6 feet of another person. For stationary activities, such as singing, students will be spaced 6 feet apart.
Elementary - Storage of Individual Student Supplies	Student cubbies will be spaced out to maximize inside distance between students. Items that were previously shared by class will be personalized, such as writing instruments and scissors.
Elementary - Sanitization of the Children's Materials	<ul style="list-style-type: none"> • Inside shoes for teachers and children. Outside shoes will be accessed in a way to reduce exposure. • Frequent student and teacher handwashing will contribute to keeping learning materials safe. • Each child will have their own supply case of pencils, markers, erasers, and other writing instruments. • Each child will have a personal workspace. • An all-school cleaning and sanitation will occur nightly. • Tables/chairs/bathrooms and sinks will be wiped down in between each work cycle.

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<p>Elementary - Outside Play</p>	<p>Our classrooms will maximize outdoor time by adding a shaded work space directly outside the classrooms. In addition, regular playground time will be enjoyed by each class, taking turns which side they play on. Outdoor equipment will be wiped down in between use by each class.</p>	
<p>Elementary - If campus is closed, due to Covid-19, and school is remote for all</p>	<p>Lower Elementary:</p> <ul style="list-style-type: none"> • Daily circle, morning/afternoon • Students will have materials at home • Weekly schedule for students • Live zoom lessons (2-3 hours per day live) • Recorded lessons for reference • Specials classes live on Zoom • Daily Math and Literacy Lessons via Zoom • Teachers will: <ul style="list-style-type: none"> ○ Send updates / post work, etc. ○ Allow for student-student interaction ○ Check student work 	<p>Upper Elementary:</p> <ul style="list-style-type: none"> • Daily circle, morning/afternoon • Students will have materials at home • Work assigned in Google classrooms serves as a work plan for the students • Live zoom lessons (2-3 hours per day live) • Specials classes live on Zoom • Daily Math and Literacy Lessons via Zoom • Teachers will: <ul style="list-style-type: none"> ○ Provide updates / post assignments, etc. ○ Check student work

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<p>Elementary - If campus is open, but a child needs to learn from home</p> <p><i>*Teachers need 2-5 days notice before transitioning between remote and on campus. Check with your child's conference teacher as to their needs.</i></p> <p><i>*2 week minimum commitment to remote learning plan required</i></p>	<p>Lower Elementary:</p> <ul style="list-style-type: none"> • Students may join in live, via Zoom, for circle and lessons happening in school. Lessons will be recorded, too (<i>wifi connection dependent</i>). • Students will be given some materials for home, to some degree, and borrow the rest weekly. • Students are expected to do homework as assigned. • Students will receive a weekly check-in from a Lower Elementary teacher. <p>It will be the student's responsibility to be on time to live sessions, tend to technology, and notify the teachers of any difficulties. If learning from home is a temporary situation, teachers must be notified the day before by 4pm so they can prepare to have them join.</p>	<p>Upper Elementary:</p> <ul style="list-style-type: none"> • Students may be present virtually for all of the day via Zoom, including lessons and group work. Lessons will be recorded, too (<i>wifi connection dependent</i>). Each student will have their own Chromebook. • Students will be given some materials for home, to some degree, and borrow the rest weekly. • Students are expected to do homework via online resources. • Students will receive a weekly check-in from an Upper Elementary teacher. <p>It will be the student's responsibility to be on time to live sessions, tend to technology, and notify the teachers of any difficulties. If learning from home is a temporary situation, teachers must be notified the day before by 4pm so they can prepare to have them join.</p>
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Middle School Programming & Practices

Middle School - Orientation	<ul style="list-style-type: none"> • Webinar for families for general procedures • First day with children - focus on new procedures
Middle School - Phase-In	One-day Phase-In onsite for students new to the program or new to PMonts
Middle School - Drop-Off and Pick-Up	<p>Arrival: All Middle School students will arrive and depart at the lower parking lot, near the Imaginarium Art Room.</p> <p>An admin will be present at arrival for temperature checks at the cars. After having their temperature taken, students, masked, will proceed to enter the building through Crescendo patio doors, wash their hands in the bathroom, and proceed directly to the Middle School area.</p> <p>Dismissal: Middle School dismissal is at 4 pm. Dismissal is at the back parking lot, on benches separate from the Elementary students dismissing at that time from after school. Parents may remain in their cars. Students will walk out to them.</p>
Middle School - Schedule	<p>8:00am - 8:20am - before care by classroom for families needing extended day (additional fee)</p> <p>8:20am - 8:30am - core day arrival</p> <p>8:30am - 4:00pm - core day (no after school programming)</p>
Middle School - Cohort Size	The Middle School program will not exceed 25 students. Within this grouping, learning and work groups will be smaller and be spread out in the classrooms used by the program.
Middle School - Conference Teacher Assignments	Conference teacher assignments were communicated in August.
Middle School - Food	<ul style="list-style-type: none"> • Students will bring their own snacks and lunches to school. • Food delivery services communicated separately

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	<ul style="list-style-type: none"> • Students will bring reusable utensils and napkins for meals. • Students will bring individual water bottles to be filled at the water fountain as needed.
Middle School - Specials	<p>Specials will be a combination of remote live, some pre-recorded, and some in person outside, with social distancing and masking. Specials information was shared at our Parent Orientation meetings. Singing is allowed outside, if done with some distancing.</p> <p>Any outside activity that involves heavy breathing, such as sports or running on the playground will be done with no more than 15-minute exposure within 6 feet of another person. For stationary activities, such as singing, students will be spaced 6 feet apart.</p>
Middle School - Storage of Individual Student Supplies	<p>Student access to lockers will be spaced out to maximize inside distance between students. Students will have individual supplies of materials, such as pens, as much as possible.</p>
Middle School - Outside Play	<p>Our classrooms will maximize outdoor time by adding a shaded work space outside the classrooms. Recess will take place outside, apart from other classes. Outdoor equipment will be wiped down in between uses.</p>
Middle School - If campus is closed, due to Covid-19, and school is remote for all	<ul style="list-style-type: none"> • Daily zoom classes at set times with teachers, according to a weekly schedule, including design, art, music, PE, etc. All students expected to attend. • Weekly class meeting via Zoom - all students expected to attend. These will be similar to in-class meetings. • Individual meetings between teachers and students for lessons, check-ins, etc., as needed. • Students will have independent work assigned for each week for each class, tied to the current unit. Students are expected to work on assignments during dedicated work times each school day. • IB MYP units continue as when students are on campus. • Parent email as necessary for Q&A; check-ins with parent/teacher

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Middle School - If campus is open, but a child needs to learn from home

**Teachers need 2-5 days notice before transitioning between remote and on campus. Check with your child's conference teacher as to their needs.*

**2 week minimum commitment to remote learning plan required*

Students may join classes live via a computer device all day, participate in group projects, check in with the conference teacher and subject teachers, and complete online posted classwork and homework, as usual. It will be the student's responsibility to be on time to live sessions, tend to technology, and notify the teachers of any difficulties. Teachers must be notified the day before by 4pm so they can prepare to have them join.