Daily Plan through May 31, 2020

Hours of Operation

Because we are working to ensure social distancing as our student numbers increase, we must reduce the hours we are open. **We will open at 8:00 a.m. for all classrooms and close at 4:30 p.m**. This timing will allow the staff to ensure everything is thoroughly cleaned, sanitized and disinfected before the children arrive the next day. If this is a hardship for your job, please contact Donna directly.

Expected Attendance

At this time, we are expecting the number of children to increase slowly as members of the community are allowed to go back to work outside of home. To ensure we are prepared for your child's return, please let us know, by phone or email, 24 hours in advance of sending your child. We are continually working on our model to ensure social distancing and yet provide the truest Montessori experience. <u>We will not be able to accept children on a drop-in basis until further notice.</u>

Children's Work Plan

We will keep the infants isolated for the majority of the day, though they will have the chance to see the older children in the outdoor environment. Toddler and Primary students will stay in their separate classrooms and outdoor environments.

<u>Primary</u>

We are expanding our outdoor environment to include both more Practical Life as well as Sensorial and multiple language materials. We are also working on a curriculum that is entirely in the playground/garden area. This allows us to create three separate work areas for the children. As the number of children grows, we will divide the children into groups of 10 ideally but no more than 13 (the State maximum). Each group will have mixed ages and sexes. We will rotate the work groups from one area to another every hour (ideally, we would rotate on a daily basis to give the children a true 3-hour work period, but Arizona's heat does not allow us to keep any child outside for 3 hours or more). The children will have the ability to work independently, with each other and with the lead. While the children's group will stay the same from day to day, the lead will change so that each group will have the benefit of a trained teacher 2 out of 3 days. Playground time will be supervised to ensure that groups stay in their assigned area. The moment the State allows, we will combine the groups into one classroom again.

<u>Toddler</u>

The toddler classroom is arranged into areas—not to keep the children in one specific area for any period of time but to enhance the use of the materials. In this situation, those areas will make it possible for us to rotate groups of children through the areas of the classroom. One adult will work with each group of children—no more than 5 with any adult. Again, staff will move from group to group on a daily basis so that all children have the advantage of the trained and untrained staff.

Siblings and Staff Children

We continue to have elementary aged children of staff at the school throughout the week. They have been with us the entire month of April and go virtually no where else. We have set up a Montessori-like

elementary program for them in the back room of the office. While the number of Primary children remains low, these children will join us in the afternoon for playground time. However, once the number of Primary students reaches 10, we will restrict interaction until further notice from the Governor.

Mitigation of Spreading Germs

All children and staff will continue to be required to thoroughly wash hands upon arrival and before leaving for home. We have been drawing cute figures on the back of hands to determine whether we are washing our hands well enough throughout the day—for both children and adults. The goal is for the design to be washed off before the end of the day if we are doing a good job. Nail brushes are used every time we wash our hands.

We will use disposable table cloths at meal times, which will be discarded after each meal to facilitate disinfecting (typically paper).

Food preparation has been discontinued. Snack will be served in individual servings rather than family style. Dishes will not be reused before sanitizing.

We will continue to disinfect materials and furniture on a daily basis as we always do. We are paying extra attention to areas where food is prepared and eaten, drinking water dispensers, bathrooms, nap mats and all sinks. Toileting and diapering procedures will be followed as always. Door handles, sink faucets, toilets, etc., are sanitized multiple times per day.

Because our clothes can harbor germs, we recommend that you change your child's clothing as soon as they get home. It would be a good idea for you to do the same if you have been any place other than your home and the school to pick up your child.

We are NOT wearing gloves and masks unless ordered to do so. We feel strongly that the children need to see us as normally as possible. We want them to see school as a safe place, not just another place they might get sick.

Arrival Health Check

All children and staff must be assessed on arrival for symptoms of illness, including taking temperatures, verbal questioning and visual inspection. Any person found to have signs of illness will be asked to go home and keep in contact with the school.

Arrival and Departure Procedures

<u>Infant and Toddler:</u> Please help us maintain social distancing by staying in your car until there is no other family at the gate. Once you get out of your car, we will unlock the gate and allow one person at a time in through the main gate. The second gate will also be locked. We ask that adults stay inside that area during the arrival health check and pickup. Allow your child to walk through the second gate without you. In this way, no other children will have contact with you. Staff will get the tablet ready for you to sign and you should only have to touch one finger to the tablet.

<u>Primary:</u> Please use carpool drop off between 8:15 and 8:30 if at all possible to maintain social distancing. Staff will greet your child at the car and go through the Arrival health check. At pick up, please use the 3:00 carpool if at all possible. If you cannot pick up between 3 and 3:15, please park and

look over the wall to ensure there is no one else in the carpool area before walking in through the gate. Please stay in the carpool area and allow us to bring your child to you.

Signs of Illness

As always, we will notify parents if a child becomes ill during the day. We must enforce a strict 1-hour pick up of a sick child. While we are aware that anyone is contagious before symptoms appear, we will still separate the sick child from the rest of the children until the parent arrives. Staff will also be required to leave the property as soon as they show any signs of illness. As an extra precaution, if your child is sent home with symptoms, they may not return to school for 48 hours to ensure no other symptoms appear.

Families will receive a notice if at any point anyone is sent home with signs of illness so that you will be able to make your decisions on a daily basis about whether to send your child to school the following day.

If anyone in your family has a fever or other signs of illness, we ask that you keep your child home for 48 hours to determine whether those symptoms will develop into something serious. After 48 hours, if there are no other symptoms in the family member, your child may return to school.

Acknowledgement of Risk

Parents sending children to Aldea and employees working acknowledge that despite all our best efforts, there is still a risk of infection. Attendance implies acceptance of the risk. We encourage you to continue to assess the best course of action for you and your family.