



Sint Maarten Montessori Foundation Safety Plan and Protocols

In planning for the resumption of in-class instruction at the St. Maarten Montessori Foundation, it is critical to balance the risk of direct infection and transmission of COVID-19 in our students with the impact of school closure on their physical and mental health. Current evidence and experience support the concept that children can return to school in a carefully structured manner that maximizes children's health and minimizes risks from a public health perspective. The following protocols focus on the importance of decreasing the number of interactions and increasing the safety of those interactions.

Transportation

- No “regular” buses for August (we will re-evaluate at the end of the month).
- We recommend parents drive their children to school or car pool when “appropriate”.
- If parents contact and hire a private bus, they must take on the responsibility to ensure the bus company is following recommended safety precautions.
- Parents must send a letter for approval by the school principal indicating that their child(ren) will be arriving by bus and what safety precautions are being taken on the bus.
- Once decision is made by the school to make use of our regular bus companies, the school will be in contact with them to ensure they are only taking half number of students, ensuring students are hand sanitizing upon entering the buses and other recommended safety protocols.

Staggered Timing of the Day

- Montessori 8:00 a.m. until 2:00 p.m. (including CIA Early Years).
- CIA Elementary (Gr. 1-6) 8:15 a.m. until 2:15 p.m.
- CIA High School/Intermediate (Gr. 7 & 8) 8:30 a.m. until 2:30 p.m.
- “Exceptions” made if a family has children in multiple schools or divisions.

Arrival at the start of the Day

- Morning arrival - main gates are locked and no car traffic via the round-about.
- The small gates will be open, one for entering and one for exiting.
- To enter the school grounds, **all** (staff, parents and students) must have either a face shield (what we will require from students and staff) or a face mask.

- Washing stations and hand sanitizing stations must be used by all once coming through the gate.
- CIA Principal - Mr. Klassen, security Mr. Fritz, and Ms. Kimberley will be meeting parents to remind them of their new procedures as they enter (additional staff may also be used on a rotating basis).
- Primary, Lower and Upper Elementary Students – Parents will be allowed to walk their children in through the gates and to the tables set up in front of the stairs for a temperature and symptom “check”.
- Each classroom will have a “touch-less” thermometer for the teacher to use.
- Teachers will recheck the temperature of each student as they arrive to the class and record it on an attendance sheet.
- Any student showing signs or symptoms or with a temperature above 37.5 degrees will be sent home immediately with the parent.
- **Playground, Sports Court are all “closed”** at the start of the day.
- Students go directly to their desk when they arrive not in the halls or the library (closed to students at this time).
- Students can use either staircase for arrival, after 8:30 a.m. one set of stairs will designate as the “UP” and one “DOWN” for transition between classes.
- All teachers upon their arrival each day will have a temperature check done, anyone with a temperature above 37.5 degrees will be sent home.

End of Day Dismissal

- The staggered day between schools and divisions will help reduce the number of students at the entrance way of the school at any one time.
- Montessori @ 2:00 p.m., CIA Grades 1-6 @ 2:15 p.m. and CIA Grades 7-12 @ 2:30 p.m.
- Teachers in Early Years to Grade 8 will walk their children down to the roundabout area.
- At the end of the day parents are only allowed to pick up children via the roundabout in their vehicles.
- If there is a situation where a parent needs to pick up a child in High School and Elementary, the child in High School will be dismissed at 2:15 p.m.

Location of Washing stations (auto faucets) and Hand sanitizers stations

- 3 at the entrance
- 2 at the sports court
- 2 near microwaves under the pool deck
- 2 at each step going up to the classrooms
- 2 near the cafeteria
- Every floor outside bathrooms will have hand sanitizers
- 2 standing hand sanitizers on the 5th floor

Entering Classrooms

- Free entry for students instead of lining up outside to start the day.
- No parents inside classrooms
- Hand sanitizer or wash stations must ALWAYS be used before entering a classroom

Inside Classrooms

- Shields for staff and students at all times except when eating at snack time and lunch.
- School will purchase face shields for staff (have disposable masks available as well), will purchase face shields in bulk and sell to parents at cost.
- Social distancing between desks of at least 1M.
- Hand washing as part of class routines (e.g. Every hour, every time entering room).
- No physical greetings (e.g. No hugging, handshakes, etc.).
- Posters in classrooms about good hygiene will be on display.
- Plexiglass dividers provided for all Elementary teachers to have on their teacher desks.
- Elementary grades – no sharing of resources (Ziploc baggies for their own supplies).
- Hygiene supplies will be available in each classroom.
- In High School, teachers will assist students when they arrive for each period in cleaning the surface area of their desk - sanitizer in spray bottle, paper towel dispenser in each room.
- Elementary teachers will encourage students to keep their own desks sanitized on a regular basis.
- Parents need to ensure that their child arrives each day at school with their Face Shield (make sure student name is on shield), Bottle of water, Personal Hand sanitizer.
- At Gym and recess time shields stay on.
- Swim classes will be on hold for at least 2 weeks.

Lunch and Recess Procedures

- Cafeteria will be open; parents will be encouraged to send food to avoid lines at the Cafeteria.
- Tape on the pavement to indicate social distancing for lining up to the Cafeteria.
- Parents to order food online so that it is individually prepared and wrapped, waiting for students to pick it up.
- No sharing of food and drinks among students.
- Increased cleaning of cafeteria area.

- Primary, Lower and Upper Elementary students will eat in their classrooms during lunchtime.
- No group snack in the Primary class, parents are asked to provide their child with snack.
- Bleachers and picnic table will indicate maximum number at each table or area.
- Elementary will be allowed on sports equipment with face shields.

Library Procedures

- No Classroom visits to the library for shared reading, Ms. Kimberley will go into classrooms for class reading.
- Maximum number of students at each table will be indicated with tape.

Cleaning procedures

- Increase in level of cleaning and timing.
- Planned regular washroom cleaning.
- Students/teachers responsibilities in the rooms.
- Students at the end and start of a class must wipe down their desks (each class will have a paper towel dispenser).

Movement between classes

- Everyone will follow arrows so movement between classes is one direction only.
- For High School transitions teachers will reinforce moving directly to the next class without grouping of students in the hallways, also want to avoid lining up, students to come in quickly to classrooms and into assigned desks.

Delivery of the Program

- The Upper Elementary Teacher will be streaming lessons in order for students who require online learning to actively participate.
- A Webcam will be installed in the classroom to stream the lessons.
- It will only be directed at the teacher, the whiteboard or sharing the teacher's laptop screen, it will not be directed at the students in the classroom.
- Primary and Lower Elementary classes will not necessarily stream lessons but record some lessons and post them as well as, provide work for students to complete at home both digitally and packages of work photocopied.
- Teachers will continue to make use of Online Platforms for both students on campus and/or online.

Additional Considerations/Information

- Families returning to the island from abroad will be asked to keep their children home for 2 weeks before sending them to school.
- Anyone showing signs or symptoms must stay home, or will be sent home and should be tested as soon as possible.
- Parents must inform the school immediately if their child or someone in their family tests positive.
- Children should remain at home if anyone in their family is showing symptoms or while they wait for any test results on family members.
- ***If a student or staff tests positive the school will be closed for 14 days.***
- School to be thoroughly cleaned and disinfected by a company before re-opening.
- Air conditioners are to be thoroughly cleaned before re-opening and on a regular basis.
- Student's Personal belongings brought to school should be minimized. If brought to school, personal items, e.g. backpack, clothing, sun protection, water bottles, food, etc., should be labeled.

This Safety Plan will be evaluated and updated on an ongoing basis, as staff and student safety are our number one priority.