



Meadow Montessori School

Reopening Guidelines & Matrix

DECISIONS AND GUIDANCE WILL BE MADE USING THE MOST CURRENT PUBLIC HEALTH AND SAFETY DATA

THIS DOCUMENT WILL CONTINUE TO BE AMENDED AS CIRCUMSTANCES CHANGE

CURRENT AS OF: JUNE 30, 2020





Important Note

Our Administration has been using guidance available from a number of reputable sources. Chief among them is the guidance from the Provincial Health Officer and the CDC. The CDC has provided a basic reopening chart (found on the next slide). In order for Meadow Montessori School to reopen the doors to the school to students in the Fall, we will strive to adhere to the CDC guidelines found at www.CDC.Gov/Coronavirus - on the next slide you will see that we need to get through all the steps by answering “yes” in order to get to the green “go ahead” which looks like this:

Meeting those requirements would be step one.

The Matrix will explain the different scenarios beyond that first step.



**Open and
Monitor**

SCHOOLS DURING THE COVID-19 PANDEMIC



The purpose of this tool is to assist administrators in making (re)opening decisions regarding K-12 schools during the COVID-19 pandemic. It is important to check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of the local community.

Should you consider opening?

- ✓ Will reopening be consistent with applicable state and local orders?
- ✓ Is the school ready to protect children and employees at higher risk for severe illness?
- ✓ Are you able to screen students and employees upon arrival for symptoms and history of exposure?

ANY
NO



Are recommended health and safety actions in place?

- ✓ Promote healthy hygiene practices such as hand washing and employees wearing a cloth face covering, as feasible
- ✓ Intensify cleaning, disinfection, and ventilation
- ✓ Encourage social distancing through increased spacing, small groups and limited mixing between groups, if feasible
- ✓ Train all employees on health and safety protocols

ALL
YES

ANY
NO



ALL
YES

Is ongoing monitoring in place?

- ✓ Develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival, as feasible
- ✓ Encourage anyone who is sick to stay home
- ✓ Plan for if students or employees get sick
- ✓ Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures
- ✓ Monitor student and employee absences and have flexible leave policies and practices
- ✓ Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area

ALL
YES

ANY
NO



OPEN AND
MONITOR



MMS Color Coded Matrix for Reopening Scenarios





Quick Guide to the Matrix

- BLACK** Stage 5 - “No in-class school order” in place, only essential employees go to school as needed
- RED** Stage 4 - Students stay at home, essential employees and teachers can go to school, distance learning in place.
- ORANGE** Stage 3 - Small groups of students at school (30 - 50%), social distancing in place, some alternating schedules, distance learning in place.
- YELLOW** Stage 2 - Larger groups of students at school (50 – 90%), dual cohorts and classroom extensions into auditorium, social distancing in place, connected & distance learning in place.
- GREEN** Stage 1 - All students safe to return, school resumes regular schedule



BLACK “Stage 5” high risk for everyone

- Local Considerations - Uncontrolled community spread of cases and potential for overwhelmed health system.
- Designated by local government leaders. Communicated out to Meadow Montessori community by the Administration.
- Distance learning taught by teachers remotely.

- Only essential employees and functions at school
- No visitors.
- Everyone stays home.
- Cancel or postpone in-person meetings, conferences, workshops, and training sessions.
- Do not congregate.



RED "Stage 4" moderate-high risk for everyone

- Local Considerations - Monitored community spread of cases and potential for overwhelmed health system.
 - Designated by provincial government leaders. Communicated out to Meadow Montessori community by the School.
 - Distance learning taught by teachers remotely. Learning packets sent home as applicable.
 - All classes designed to accommodate students remotely
- Essential personnel as determined by the Head of School; staff to self check for symptoms, including temperatures.
 - No students at school, no visitors.
 - Everyone stays home.
 - Cancel or postpone in-person meetings, conferences, workshops, and training sessions.
 - Do not congregate.



ORANGE “Stage 3” medium - low risk transition period for everyone but high risk

- Designated by provincial government leaders and affirmed by the School.
- June 1, 2020 Limited opening 30 - 50% capacity
- Staggered drop-off and pick-up times
- Separate doors for classes
- Verbal health check daily upon arrival
- Hand sanitizer stations provided & required for all individuals at entrances and exits
- Assigned seating
- Tables & chairs etc. disinfected before being used by another
- Montessori materials disinfected before another child uses them. Materials that cannot be cleaned will not be available for use.

- All high-touch surfaces (e.g. materials, keyboards, desks, door knobs) cleaned frequently throughout the day.
- Students eat lunch at their own desk and will not share with others.
- Teachers remain in classrooms during lunch.
- There is no mixing of groups of children (kept in separate rooms, allowed on the playground at different times).
- Enhanced cleaning, disinfecting and social distancing protocols; PPE supplies available.



ORANGE “Stage 3” medium - low risk transition period for everyone but high risk

- Avoid unnecessary congregating within the confines of the building or within 6’ from the playground.
- No visitors unless deemed essential by Administration
- All classes designed to accommodate students remotely
- Children and staff must stay home if they are sick and get tested if symptomatic.
- Teachers have a plan in place in the event the school needs to adjust back to a "Red" level.

- Rooms and bathrooms scheduled with time between transitions as much as possible, to make cleaning and social distancing easier
- Parents do not enter the building except as essential. They remain outside of the building during drop off and pick up.
- Activities that cannot be performed remotely may be conducted in-person, if there is an urgent, time-sensitive issue involved.



YELLOW “Stage 2” low risk for everyone except high-risk individuals

- Designated by provincial government leaders and affirmed by the School.
- Staggered drop-off & pick-up times
- Separate doors for classes
- Verbal health check daily upon arrival
- Hand sanitizer stations provided & required for all individuals at entrances and exits
- **Lower & Upper EI classes extended into auditorium – most students in attendance**
- Assigned seating - Tables & chairs etc. disinfected before being used by another
- Community engagement activities performed remotely whenever possible.

- Montessori materials disinfected before another child uses them. Materials that cannot be cleaned will not be available for use.
- All high-touch surfaces (e.g. materials, keyboards, desks, door knobs) cleaned frequently throughout the day.
- Students eat lunch at their own desk and will not share with others.
- Teachers remain in classrooms during lunch.
- There is limited mixing of groups of children (kept in separate rooms, allowed on the playground at different times).
- Guidelines for safety and protection addressed prior to any gathering.



YELLOW “Stage 2” Low Risk for everyone except high-risk individuals

- All classes designed to accommodate students remotely if necessary
 - Children and staff must stay home if they are sick and get tested if symptomatic.
 - Teachers have a plan in place in the event the school needs to adjust back to an “Orange” level.
 - Interactions in decreased group sizes that facilitate social distancing guidelines. We do not yet have guidance on how big these groups could be, but expect them to be larger than 10 students.
 - Enhanced cleaning, disinfecting and social distancing protocols; PPE supplies available but not necessarily required.
- Safety measures from code Orange are maintained.
 - Guidelines for safety and protection addressed prior to any community gathering, activities preferentially performed remotely.
 - Parent visits are as brief as possible
 - Visitors will be screened for symptoms including possible temperature check.
 - A visitor’s log will be maintained by the School for tracking purposes.
 - Avoid unnecessary congregating within the confines of the building or within 6’ from the playground.



GREEN “Stage I” normal for everyone except high-risk individuals

- Designated by provincial government leaders and affirmed by the School.
- Normal use back to on-the-ground and freedom-within-limits Montessori learning in prepared environments.
- Fully operational as per pre-Covid 19 standards.
- Enhanced cleaning and disinfecting protocols will remain in place.
- All individuals will wash hands with soap and running water upon arrival.
- Return to normal for all classroom events and outdoor activities for groups including outdoor school, field trips, and day trips for hiking and other activities.

- All faculty, staff, students, and families as usual - with the exception of self reported, high risk community members who are at risk themselves or have extended family members who are at risk.
- Vulnerable individuals must identify their needs to the administration, who may provide accommodations as required by applicable law.
- Children and staff should stay home if they are sick or symptomatic and get their temperature checked at school upon return.
- Community engagement activities and gatherings permitted without restrictions. High risk individuals to take precautions.



Our goal is to safely open Meadow Montessori School for all students in September. Please note that this information is subject to change due to the constantly changing landscape around the Covid 19 Pandemic.

Montessori style learning is about every experience for a child being a learning experience, a teachable moment. Now in these uncertain times, we need to work together to help our children grow and nurture them through resiliency, patience, kindness, and love.

As a member of the Meadow Montessori School community, we can help each other get through this together!

Please contact the Head of School with any and all questions: admin@meadowmontessori.ca

