



PARENT HANDBOOK ADDENDUM 2021-22

COVID-19 RELATED PROCEDURES

August 2021



Dear Parents,

Welcome back to a new school year. As you are aware, the Delta variant is still at large and we are planning for a year where we respond thoughtfully with practices that will reduce the risk of transmission and keep us all together as a community. To reiterate, our community kept us safe over the past 14 months of in-person school through careful decisions, open communication and a commitment to sacrifice for the greater good.

As we come back together we are once again all accepting some increased risk of contracting the COVID-19 virus. We completed 14 months of in-person school from June 2020 to July 2021 and are pleased to report that we had only one case of COVID in our community, and that this did not lead to any transmission. The procedures that we put in place seemed to work well and parents went above and beyond to do their bit. Listed in this document is an updated set of protocols which we are convinced will continue to minimize exposure and transmission in our community, *however, in no way do they guarantee that COVID-19 or other communicable disease infection will not occur through participation in the program.*

This document explains the policies and procedures we are using to mitigate COVID-related risks at school. Our approach is built around comprehensive health and screening procedures. These procedures will include all but our toddlers wearing masks, and 3 feet physical distancing as much as possible. These plans are designed to complement other community mitigation procedures to protect high-risk populations, and to minimize disruption to teaching and learning. We will continue to collaborate and review plans with the local health department and the Department of Social Services to help protect the whole school community. Our plans meet or exceed the standards provided by the CDC and State of Virginia.

Bringing the children back to school with all of the new protocols in place represents an important step towards living responsibly with the virus. However, each Fiore family and staff member will need to make their own decision about the balance of risk and what is best for themselves and their children. It is here that we ask each of you to recognize your own responsibility in keeping all of us safe and well. Please be aware of your own movements and exposures. Please read the details of the new guidelines carefully and follow them. Please alert us if you feel that you or a family member have been exposed in any way. We are looking at new protocols in two dimensions - prevention and response. In the following pages you will find detailed descriptions of each of these.

Thank you to each of you who has stood by the school community to keep things going. Your words and your actions display a tremendous commitment to our community and for this we will always be grateful. This year once again has begun with uncertainty. I am counting on open communication, honest feedback and most of all trust as the foundation of how we all move forward..

Wishing you good health, with best regards,
Sailini



PARENT HANDBOOK ADDENDUM - POST COVID REOPENING

2021-22 SCHOOL CALENDAR

PREVENTION OF COVID EXPOSURE

1. Travel Policy
2. Health Policy

PREVENTION OF COVID TRANSMISSION WITHIN THE SCHOOL

1. Limit Exposure and Screen For Symptoms
2. Use Face Coverings/Masks
3. Staggered & Dispersed Arrivals/Dismissals
4. Stable Groups and Physical Distancing
5. Hygiene & Cleaning

RESPONSE TO COVID EXPOSURE

6. Responding to COVID symptoms in children and staff
7. What happens if COVID disrupts in-person schooling?

2021-22 SCHOOL CALENDAR

First Day: Monday, August 23, 2021 (see transition schedule for your child's age and class)

Labor Day: School Closed Monday, September 6

Staff Workday: School Closed Friday, October 8

Indigenous People's Day: School Closed Monday, October 11

Parent Teacher Conferences: School Closed Monday, November 1st and Tuesday, November 2nd

Thanksgiving Holiday: School Closed November 24-26

Winter Celebration: Friday, December 17. Early Dismissal 11:45 - Toddlers, 12:00 - Primary, 12:15 - Elementary

Winter Holidays: School Closed December 20-31, 2021 *All programs resume Monday, January 3*

Martin Luther King, Jr. Day: School Closed Monday, January 17

Professional Development Day: School Closed Friday, February 18

President's Day: School Closed Monday, February 21

Staff Workday: School Closed Friday, March 11

Parent Teacher Conferences: School Closed Thursday, April 7 - Friday, April 8

Spring Break School Closed: Monday, April 11 - Friday, April 15

Last Day of School: Thursday, June 2. Early Dismissal 11:45 - Toddlers, 12:00 - Primary, 12:15 - Elementary,

PREVENTION OF COVID EXPOSURE

1. TRAVEL POLICY : AVOID TRAVEL or QUARANTINE/TEST

AVOID TRAVEL WHERE POSSIBLE

Please avoid travel. When you are away from home on overnight trips you will be put in the position where risk mitigation is harder.

IF YOU CHOOSE TO TRAVEL MAKE WISE CHOICES TO GET SOME TIME AWAY:

- Plan day trips to close-by places which are outdoors.
- Look up the CDC tracker to identify counties/states/countries which are showing rapid increase in COVID cases and avoid them. It is worth the extra effort.
- Avoid using public transport because invariably, airports and train stations bring large groups of people together from all over the world and increase risk dramatically. Instead consider personal transportation.
- Choose open air spaces with small crowds and if you are meeting friends and family, be thoughtful about secondary exposure.
- Wear face coverings, keep social distance and wash hands regularly.
- Be extra cautious-When you return, if your child is exhausted, not his/her usual self, or is showing what would normally be considered mild symptoms, consider keeping them home till they return to full normalcy. Mild GI symptoms are common in what is believed to be asymptomatic patients. Also remember when your child is extra tired/has lost sleep or routine after a trip, their immunity is low and this increases the chances that they might catch something.

IF YOU HAVE TO TRAVEL PLEASE FOLLOW THE FOLLOWING GUIDELINES

In addition to keeping mitigation strategies in mind we are asking all parents to follow the following guidelines effective immediately:

- Notify the School - If you are planning travel outside our immediate area, which will require hotels, overnight stays, gatherings, airports etc. Notify the school 1-2 weeks prior to your trip. [Please use this Google form to let us know.](#)
- Quarantine Rules - Please plan to quarantine and potentially test if you meet one or both these criteria:
 - If your travel takes you to a state/county that is showing a rapid increase in COVID cases. We will use the [CDC tracker for change in cases over the last 7 days](#) to identify places which are showing rapid increase ('red' limits) or high per capita COVID cases; and or
 - If you fly on a commercial plane or use other forms of public transportation where undeniably there will be exposure to large crowds.

Option 1 - Quarantine for 14 days upon return - this is the standard incubation period for the virus to show symptoms. Your child may return on day 14 after travel if he/she is symptom free. This is the preferred option to be as safe as possible.

Option 2 - After 4-5 days of return from your trip get a PCR COVID test and return to school on day 7 if you get a negative test result and are symptom free. Please note:

- Your child should be tested no earlier than day 4 upon return. This will allow for the virus to sufficiently incubate and increase the chances of detection substantially if present.
- Your child should have no symptoms by the 7th day.

Use the 'PCR' test which will take up to 48 hours to give results. The PCR test is believed to be more reliable than the rapid test. PCR tests are now being returned the same day as well . Please be sure to ask which test is being administered.

2. HEALTH POLICY : Wait 48 hours after symptoms disappear without medication.

Return to school only after 48 hours of being symptom free without medication. We are requesting that if your child presents a fever or other COVID-like symptoms that you keep them home for 48 hours after they are symptom free. Start counting the 48 hours after stopping all medications and after symptoms disappear. In case of two or more symptoms please also call your pediatrician to see if a COVID test is required. Your doctor will have up to date information and the current guidance on local transmission, and will be able to advise you accordingly. The latest list of COVID symptoms is:

- Temperature over 100.0°F or chills
- Cough or sore throat
- Shortness of breath or difficulty breathing
- Fatigue/Muscle or body aches or Headache
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting or Diarrhea

Procedure for Quarantine. If you or your child have had a known exposure please quarantine the whole family for 14 days or test after day 4-5 and return symptom free on day 7.

The decision to exclude any community member from entry or to send someone home will be made at the discretion of the school administration.

PREVENTION OF COVID TRANSMISSION IN SCHOOL

1. LIMIT EXPOSURE & SCREEN FOR SYMPTOMS

Limited entry into the building: We will be limiting the number of adults allowed into the building. For now, new parent tours will all be held using video conferencing. When and if parents are allowed to enter, they will be asked to wear a mask to sanitize their hands, and only enter if they are symptom free.

Daily Screening: Additionally, all children and staff will be screened everyday for the following criteria and will only be allowed to attend school if no COVID related symptoms are present. Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are showing any signs that could become COVID-related. Each family will submit a screening form via Transparent Classroom.

No child or adult with any of the following symptoms may enter the school:

- Temperature over 100.0°F or chills
- Cough or sore throat
- Shortness of breath or difficulty breathing

- Fatigue/Muscle or body aches or Headache
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting or Diarrhea

Exceptions: If a staff member or child suffers from seasonal allergies we will evaluate symptoms with this in mind. Please inform us in advance so that we may add these symptoms to our health indicators for your child.

Screening During School Hours: Staff will make a visual inspection of your child for signs of illness, which could include flushed cheeks, rapid breathing, or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness. If the child exhibits any of these symptoms upon arrival or at any point during the day, the child will be separated and parents will be required to pick up their child.

2. USE FACE COVERINGS/MASKS

Face coverings are meant to protect other people when the wearer of the mask is unknowingly infected but does not have symptoms. Face coverings are not surgical masks, respirators, or other medical protective equipment.

All primary and elementary children (ages 3 +) will be required to wear a mask while at school except when eating, drinking, playing outside, and napping. In certain situations (when they are outside and exercising vigorously, for example) children will be allowed to take a 'mask break' for a short time by pulling it down under their chin. They will maintain at least 3 feet distancing when they do this.

Here are some examples of masks to consider buying for your child: [Etsy - Nose clip/adjustable ear loop filter pocket](#), [Etsy Cotton, Double layer, 3D](#) & [Amazon Crayola nose clip/adjustable ear loop / deep under the chin](#)

All staff will wear masks while inside the school building, with leeway to take mask breaks while outside.

Parents are required to wear masks at all times if they enter the school building or when within 3 feet of others.

3. STAGGERED & DISPERSED ARRIVALS/DISMISSALS

Staggered Arrivals: In order to avoid crowding at arrivals, we will welcome children over an extended period of time as follows:

Elementary - Children will arrive between 7:45 am and 8:00 am. Siblings in Primary and Toddler will be invited in at 8:00 am. A staff member will wait for children at the ramp to check their temperature (During winter months this will be temporarily discontinued since our thermometers are ineffective in the cold weather). If you arrive after 8 am, please join the car line and follow the directions below.

Primary & Toddler - Children will be welcomed over a 20 minute period from 8:10 am to 8:30 am each morning during the regular car line. Please see the details below.

Early Bird - Elementary - 7:30 am - 8:00 am; Primary - 7:45 am - 8:10 am; Toddler - No early bird

Siblings of Elementary Students - 8:00 am - Staff will invite siblings of Elementary children in at 8:00 am

Classroom Entry and Exit separated - Children will enter (and exit from) their classrooms from different doors. These two measures will prevent crowding in hallways and near entrances during transitions.

Carline procedure - We will continue to run the car line as before. Parents are requested to turn off their car and to personally unbuckle their child. Please wait on the sidewalk by your vehicle for someone to assist you. Remember to have your child wearing a mask if they are in primary or elementary. Staff will approach you, check your child's temperature, and offer them hand sanitizer. If the temperature is normal, the child will be guided to their classroom. We will sanitize your child's hands prior to entering the building and they will wash with soap and water when they enter the classroom. If you arrive after car line, please park and walk your child to the front door.

Screening questionnaire is required every day: Parents, please be alert for signs of illness in your children and keep them home if any of the listed symptoms show up. Each morning, please screen your child and complete the distance drop off form on Transparent Classroom, whether your child is coming to school or not. Parents who have not completed pre-screening on Transparent Classroom prior to arrival must complete it prior to the child entering the building.

Multiple siblings attending school: Please arrange your child's seating to have the oldest on the passenger side and the youngest on the drivers side. Unbuckle the youngest child first and wait on the sidewalk next to your car. We will then check the child's temperature and assist him/her into the building as needed. Then unbuckle the eldest child and repeat the process.

Dismissals - Toddlers will be dismissed from their classroom door. Primary children will gather on the concrete toddler slab for noon dismissal and from their classrooms for 3pm/later dismissals. Elementary children will be dismissed from the front door at 3:30.

Schedule changes - Please do everything in your power to avoid changes to your child's schedule. We cannot emphasize enough how valuable a stable routine can help your child in the long run. If an exception is required to this rule, please

email the office (office@fioremontessori.com), and your child's guide, to request late drop off or early dismissal. Please walk up to the front office to drop off or pick up your child.

4. STABLE GROUPS & PHYSICAL DISTANCING

Stable Groups: In line with CDC guidelines and VDOE requirements, classroom communities will consist of stable groups of children and adults. This means that within each classroom and in the garden, the same group of children will interact with each other. This is considered a best practice while our community is still addressing the risk of transmission.

Physical Distance during work cycle, transitions, snack, lunch, nap and garden visits: A key guideline to reduce the risk of transmission is believed to be physical distancing of 3-6 feet. In line with VDOE requirements, we will enable this to the best of our capabilities with the children. Grace and courtesy lessons will be presented to the children. This will not preclude socialization as children will be encouraged to speak to their friends, only with more distance between them.

In the classroom: Tables will be placed 3 feet apart so that children have physical distance between them. Lunch will also be eaten at each child's respective table. While teachers will attempt to avoid close contact, we are going to be natural and reach out to children per their needs (e.g. A young child who needs a hug or is having an emotional time). During one-on-one lessons teachers will avoid physical contact where possible. These precautions are intended to minimize the effects that accompany a classroom community's higher exposure to one another than to the rest of the school population. .

Nap time: Children will be separated 3 feet apart in well-ventilated rooms, in a head to toe arrangement. Nap rooms will have a local HEPA filter to add an additional layer of protection.

Garden: When outdoors, children will be encouraged to play with 3 feet distance between them. The primary garden will be subdivided into parts so that the stable groups from the classrooms can continue to stay within their community. Elementary children will explore the wooded space in our backyard in addition to the garden area, which they will have to themselves in the afternoons.

New ways of greeting: The normally expected handshake will be replaced by a variety of different options. Each guide is exploring different ways to maintain social connection while maintaining physical distancing. A wave or a verbal good morning with a nod are two options. Teachers will also use this unusual time to teach cultural lessons of bowing in the Japanese tradition, the elbow touch, and the Namaste greeting/farewell of the Indian tradition.

5. HYGIENE & CLEANING

Hygiene at Fiore has always been incredibly important and we will build on our previous experience to increase the intensity of personal and classroom hygiene. The following are changes that we have made to reduce the risk of COVID transmission:

Hand hygiene: Hand washing has always been an important part of our routine in every classroom, given that washing hands can keep you healthy and prevent the spread of infections from one person to the next. In light of the current situation we have intensified this practice.

Existing hand washing practices:



- Before and after eating or handling food
- After using the toilet or helping a young child use the bathroom
- After coming in contact with bodily fluid
- After playing outdoors or in sand
- After handling garbage
- After touching your eyes, nose, or mouth

New COVID hand washing practices:

- Upon arrival to the classroom, and after breaks
- Before and after each work choice
- If children touch their eyes, nose, or mouth

Personal water bottles instead of designated cups and water pitchers: Communal water pitchers and glass cups will not be available, and for the time being, milk will not be provided. Children will be required to bring their own water bottle.

Primary / Toddler - We ask that you please send a bottle which is small (8-12oz) with an attached wide mouth screw top. Please avoid a bottle with a sippy, straw, or squirt-type top. The wide top will ensure that the bottle can easily and thoroughly get washed. Here are two examples to consider: [Option 1](#) and [Option 2](#)

Elementary - Children should bring a bottle of water 24-32oz each.

Toilet Hygiene: Hand Washing after toilet use will be monitored. The children will only use their classroom restroom throughout their time at school. The restroom will be disinfected at least twice a day.

Cleaning guidelines: In order to maintain hygiene we have reviewed our cleaning s procedures and prepared a detailed list of additional cleaning that we will do to reduce transmission. All material and furniture will be disinfected as needed throughout the school day, and routinely at the end of the work cycle. Food serving and preparation equipment will be disinfected after every use. After school cleaning will continue with an emphasis on shared spaces.

Clean air circulation. The school is equipped with five heating/cooling zones, each separate from the other. This means that air from one zone will not be circulated in other zones. This adds a further layer of protection for each classroom community. We have additionally added UV-C light filters to the air handlers to disinfect the air that is being circulated through the system. Our building is an E class building (Education class per Fairfax county) and meets all the standards of air circulation required for this class of building. Each classroom is additionally equipped with HEPA filtration units as an added layer of protection.

Cleaning and Disinfecting Products - Fiore continues to maintain its commitment to use disinfecting products that are EPA-approved for use against the virus that causes COVID-19, and also to be thoughtful about the implications of harsh chemicals near children.

RESPONSE TO COVID EXPOSURE

6. RESPONDING TO COVID SYMPTOMS IN CHILDREN AND STAFF

Covid-19 Symptoms at School: If a child or staff member presents COVID-19 symptoms while at school, they will be sent home as soon as possible. A separate space has been designated for a child with symptoms while they are waiting to be picked up. The following protocol will be followed:

- Call parents to request pick up ASAP.
- Disinfect materials, furniture and the designated space to avoid transmission.
- A child who has exhibited symptoms that could indicate COVID-19 can return to school if the child is symptom free for over 48 hours without any medications, and if the parent has obtained a medical professional's note clearing the individual for return based on a negative COVID-19 PCR test and a negative diagnosis.

A confirmed case of COVID 19 is reported in the staff or child: If someone at our school is reported to have COVID then the following protocol will apply.

- Call the health department to ask for an updated protocol. This ensures that local and updated information is taken into account.
- The child or staff member will not be allowed to return to school until either a quarantine period of 14 days has passed and the person is now symptom free, a doctor / health department has cleared the individual to return, or based on a negative COVID PCR test.
- The classroom most recently exposed to the individual will be cleaned. Children and staff will not be allowed to enter until cleaning has been completed.

7. WHAT HAPPENS IF COVID DISRUPTS IN-PERSON SCHOOLING?

We have spent a considerable amount of time thinking through the likely scenarios that we may face this school year. The only thing that we know for sure right now is that if at all possible, we plan to stay open with all hygiene and safety procedures in place. However, if we are forced to close, we will adopt the following plan:

Toddler / Primary

- Our guide will work one-on-one with parents to help set up a home environment, and to schedule a home routine. After 1-3 days of preparation, for older Primary children we will also offer online options.
- We will make up 50% of days lost to COVID closures with a maximum of 20 days (4 weeks) at the end of the school year between June 3rd 2022 and June 30th 2022.
- For children signed up for early bird or all day (until 4:45/5:45), tuition will be credited for the amount over the regular full school day for any days not made up.

Elementary - In the event that we have to close school due to COVID related reasons:

- We will shift to online distance learning during days that the school building is closed, after 1-2 days of preparation;
- No additional days will be made up.
- For children signed up for Aftercare, tuition will be credited for days lost.