



childpeace
M O N T E S S O R I S C H O O L

2021-22 School Year Health and Safety Guide

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Childpeace Montessori School

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Due to the nature of the continuing SARS-COV-2 pandemic, changes to this document are highly likely. The school aims to provide clear communication in a timely manner regarding any changes to policy or protocols.

Changes to this document from the previous version are *indicated by green italics*.

Policies and procedures in this document are based on guidance and policies from the Oregon Department of Education (ODE), Oregon Early Learning Division (ELD), Oregon Health Authority (OHA), Oregon OSHA, the Multnomah County Health Department (MCHD), national independent school pandemic briefings, and the Centers for Disease Control (CDC).

Family Health and Safety Agreements

By enrolling and dropping off your child/ren at Childpeace, families agree to the Family Health and Safety Agreements below.

- I agree that our family will practice physical distancing with those not in our household as much as possible to maintain the health and safety of our Childpeace students, employees, and community.
- I agree to obtain a doctor's note if my child/ren have a pre-existing condition such as asthma with symptoms similar to COVID-19 symptoms in order to attend Childpeace.
- I commit to keep my child/ren home if they exhibit symptoms and will report any confirmed or presumptive cases of COVID-19 to Childpeace immediately.

COVID-19 Policy and Procedures

In addition to the health policies in our family handbook and employee handbook regarding exclusion from campus, employees and children may not come onto campus or enter any school building if they have one or more of the following primary COVID-19 symptoms:

- Fever of over 100°F (37.8°C) in the last 24 hours
- Persistent cough
- Chills
- New loss of taste or smell
- Shortness of breath or difficulty breathing

The following non-primary COVID-19 symptoms do not always require exclusion. If they persist for more than one day, employees and children should consider evaluation by a healthcare provider who can determine if viral testing is advised:

- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Nasal congestion or runny nose
- Nausea or vomiting (requires exclusion from school; see the Family Handbook)
- Diarrhea (requires exclusion from school; see the Family Handbook)

In addition, OHA maintains a list of daycare-restricted and school-restricted diseases including but not limited to chickenpox, scabies, staph, and strep infections. In some cases we may need to notify the local Health Department of any outbreaks. For more detail on non-COVID-19 illnesses and symptoms, see the Family Handbook.

Social-Emotional Health

It is important to recognize that COVID-19 impacts employees and students differently based on race, age, culture, and/or role. Attending to the well-being of everyone in the school community is a necessary prerequisite when planning our 2021-22 school year.

We will address mental, social, and emotional health and familiarize employees with resources and strategies to recognize and acknowledge stress and trauma students, families, and employees have and may continue to experience during the summer with the goal to normalize the experience and prioritize time to process.

Home Health Screenings & Preventative Measures

Prior to leaving home each morning for a day of school at Childpeace we ask families and employees to complete a health assessment. Doing so helps support our community wellness goals. Find a printable one-page reference for the assessment in the appendix of this document. If you answer YES to any of the questions on the health assessment, your child will **not** be allowed on campus, on any school outing, nor in any school building. If a child's symptoms are linked to a pre-existing condition such as asthma, allergies, etc., the child may come to campus if they have a doctor's note explaining the symptoms are not related to COVID-19.

As we balance our goals to provide an exceptional educational experience and environment for all students with the health and safety needs of students, families, and employees, our approach is aligned with recommendations from the ODE, which anchor our state in common values and help generate collective action during this time:

1. **Ensure safety and wellness.** Students need food, clothing, a safe place to learn and shelter, as well as a sense of care and connection in order to engage in challenging intellectual work. Please see the [ODE COVID-19 website](#) for Mental Health and Social Support resources.
2. **Cultivate connection and relationship.** Student connections and relationships with trusted adults promote belonging, which is especially important as learning takes place outside of the school setting.
3. **Center equity and efficacy.** Prioritize equity in every decision; build on cultural and linguistic assets to inspire learning and promote student efficacy. Consider how decisions and actions attend to racial equity and social justice ([Oregon Educator Equity Lens](#)). Consider the assets of students who experience disability.
4. **Innovate.** Iterate through complex change with a spirit of possibility, centering in deep learning, student agency, and culturally sustaining practices.

Key Principles for Reducing Potential Exposures

The mainstays of reducing exposure to the coronavirus and other respiratory pathogens are:

- Physical distancing: minimizing close contact—less than two meters (six feet)—with other people.
- Hand hygiene: frequent washing with soap and water or using hand sanitizer.
- Stable grouping: conducting all activities in groups that remain consistent over time without mixing groups.
- Protective equipment: use of face coverings.
- Environmental cleaning and disinfection: including air circulation and attention to high-touch surfaces.
- Isolation of sick people and quarantine of exposed people.

With the above considerations foremost, outdoor activities are safer than indoor activities.

General Wellness Practices

While the COVID-19 global pandemic ebbs and flows, we are still a school full of children who may become sick with other illnesses. We have observed that our wellness practices that were initiated to mitigate the spread of COVID-19 have also helped to dramatically reduce the incidences of other communicable illnesses in our community. The effect of this has been fewer absences for students and employees. To support ongoing community wellness, we ask families and employees to use some of the key strategies to limit the spread of all illnesses. These include:

- Regular and thorough handwashing
- Increased physical distancing where possible, *at least three feet (one meter)*
- Limit the touching and increase the cleaning of high-touch surfaces and shared use items
- Wear a face covering, indoors *and outdoors*, when ill or recovering from illness

The four items above are likely to be part of our community practice for the foreseeable future. Using these strategies helps to increase community wellness by limiting the spread of all illnesses among children, families, and employees.

Vulnerable/High-Risk Groups

Based on currently available information and medical expertise, older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness

from COVID-19. To protect those at higher risk, it is important that everyone practices healthy hygiene behaviors.

Daily Wellness Screening

In order to lower the risk of the spread of illness within our community, each day before a child comes onto campus, we ask families to conduct a self-screening at home. Upon arrival at school, each child's temperature will be taken with a contactless thermometer. If the temperature is over 100°F (37.8°C) the child will not be permitted on campus. Once the non-fever temperature is confirmed, an employee will sign in each child at arrival. Children will also be signed out at dismissal. These detailed records are required to be kept for the purpose of contact tracing, should someone in our community be diagnosed with COVID-19. Employees complete a similar daily wellness self-check before arriving on campus.

Procedure:

- **At home:** Prior to leaving home, parents or guardians will conduct an at-home wellness screening and visually check for any of the primary COVID-19 symptoms. If the child has any of the primary symptoms, they should not come to school.
- **Arrival at school:**
 - An employee meets each child at an exterior door and takes each child's temperature using a contactless thermometer. The child's temperature must be below 100°F (37.8°C) to come to school.
 - An employee records the time at which the child arrived on campus, who dropped them off, and that a temperature check was completed. In the Middle School, only the temperature check is completed.
 - Students are directed to wash their hands for 20 seconds upon entering their classroom.
 - Arrivals will be staggered throughout the following time windows and will take place at separate doors in order to ensure distancing between stable groups:
 - Toddler Community: 8:30 - 8:40 am
 - *Children's House: 8:25 - 8:40 am*
 - Lower Elementary: 8:25 - 8:40 am
 - *Upper Elementary: 8:15 - 8:25 am*
- **Dismissal from school:** An employee signs out each child by recording what time they left and who picked them up. All students use hand sanitizer at dismissal each day.

Our goal is to work to mitigate risk for every member of our community and work to keep everyone as healthy as possible while maximizing access to the school and in-person learning experiences. Thank you in advance for your patience and support.

School Employee Vaccination Mandate

All employees, volunteers, and contracted individuals who have contact with students as a part of school activities are required to show proof of COVID-19 vaccination or submit a form indicating exception from the requirement due to medical or religious reasons.

Policy for COVID-19 On-Campus Testing

In accordance with the Oregon Department of Education and Oregon Health Authority's guidance and policies for health and safety practices in schools when students attend in-person and on campus, Childpeace Montessori School offers on-site COVID-19 testing for employees and students in kindergarten through eighth grade.

Testing is offered for any employee or student who develops COVID-19-like symptoms while on campus. Testing is only offered when the following conditions are met:

1. The student/employee arrived at school without symptoms.
2. The student/employee develops COVID-19-like symptoms while on campus or the student was exposed to COVID-19 while part of a school group and testing is recommended by the local public health authority.
3. The student's parent(s) give written consent in advance for the COVID-19 test.

Testing is not provided in the following situations:

- The student or employee develops COVID-19-like symptoms while off campus.
- The student or employee arrives at campus already with COVID-19-like symptoms.
- The student or employee has no COVID-19-like symptoms.
- The individual is neither a student nor an employee of Childpeace Montessori School.

The COVID-19 test is a BinaxNOW self-administered test. A trained employee oversees the administration of the BinaxNOW self-test and reads the result. The employee follows the procedures in the BinaxNOW training.

Test Results

- An information sheet will be provided to the employee or family after the test.
- If the result is positive for COVID-19, the student/employee will be sent home and the test result will be immediately reported to the Oregon Health Authority and the Local Public Health Authority as required. The student/employee should consult with their physician about further care and treatment.

- If the result is negative for COVID-19, the student/employee will be sent home for quarantine due to symptoms and the test result will be immediately reported to the Oregon Health Authority as required.

Protocol if a Child or Employee Gets Sick while at Childpeace

If a child exhibits any primary COVID-19-like symptoms, they will be taken to a designated isolation room within their building until a parent or guardian can pick them up. An employee will remain with the child until a parent or guardian arrives. The employee will wear a face covering, use gloves, and maintain as much distance as possible while providing care and comfort.

School employees maintain a log for every student who enters the isolation room. Logs include:

- Date and time of isolation
- Name of supervising employee
- Name of student
- Reported symptoms/reason for isolation room visit
- Actions taken (e.g., parent contacted, care given, time of pick up, etc.)

If an employee exhibits any COVID-19-like symptoms, they are offered an optional on-site COVID-19 test as described in our “Policy for COVID-19 On Campus Testing” section. After the test is administered, the staff member will go home immediately.

Any student or employee exhibiting primary COVID-19 symptoms will be asked to stay home and seek testing off-campus. If the student or employee does not seek testing, they will be asked to stay home for a minimum of 10 days after the onset of symptoms and for 24 hours after resolution of both fever and cough **unaided by medications**. If the student or employee seeks testing and receives a negative result, the school will make a report to the Local Public Health Authority and follow the instructions received.

If a student or employee tests positive for COVID-19, they will need to quarantine for a minimum of 10 days. If an unvaccinated student or employee is exposed to a confirmed or possible case of COVID-19, they will need to quarantine at home based on instructions from the Local Public Health Authority that the school will receive at the time of the report. The school will report any confirmed or presumptive cases of COVID-19 to the local public health authority and seek guidance from those authorities regarding the scope and duration of any quarantine, isolation, cleaning, or possible closure. The school retains the right to close the building to ensure adequate cleaning is done.

The school will communicate:

- With any family if their child has been in close contact with someone on campus who then tested positive for COVID-19.
- With employees if they have been in close contact with someone on campus who has tested positive for COVID-19.
- With all families and employees if a classroom has been closed temporarily due to COVID-19 exposure.
- With all families in the case of a COVID-19 case on campus.

Face Coverings

We have based our policy on face coverings (masks) on [guidance from OHA](#), ODE, and ELD. Our approach aims to be consistent with the [CDC guidance](#) and current regulations from the Governor's Office as they are released.

Employees: Face coverings are required and are available for all faculty on our campuses. All employees must wear a face covering at all times unless alone in an office or in a private workspace.

Students Age *Five* and Older: All students ages *five* and older are required to wear a face covering *indoors and outdoors while on campus or attending school activities and outings off-campus. Students may remove their face coverings for snack, lunch, naptime, or a brief face covering break when they can maintain a distance of at least six feet (two meters) from others.*

Students Under Age *Five*: Students under age *five* are not required to wear face coverings on campus *but we strongly encourage children ages three and four to wear face coverings indoors and outdoors on campus.* Students younger than age *five* may wear a face covering if:

- *They are at least two-years-old*
- They are able to remove the face covering without assistance
- They are able to avoid touching the face covering
- They are able to replace the face covering when visibly soiled and each day

Face coverings are **not recommended** for:

- Students with a disability that prevents them from wearing a face covering;
- Students who are unable to remove the face covering independently;
- Students who have a medical condition that makes it difficult for them to breathe with a face covering;
- Students while sleeping.

All student and employee face coverings should be washed or thoroughly cleaned daily.

In some cases, plastic barriers may be used in place or in addition to face coverings, for example, for social-emotional instruction that would benefit from a more direct view of the Guide's face. After plastic barriers are used, they will be cleaned and sanitized.

Sanitation

Childpeace will be following the [Cleaning and Sanitation Guidelines](#) outlined by the ELD, ODE, and CDC. In addition, Childpeace's efforts include:

- HVAC rooftop units run with the highest MERV filtration level and dampers set to bring in and filter as much outside air as possible.
- Ensuring bathrooms and other common areas are cleaned more frequently during the school day.
- Using an electrostatic mister to sanitize surfaces in the buildings at the end of each school day.
- Routinely cleaning, sanitizing, and disinfecting surfaces and classroom materials that are frequently touched using an [EPA approved cleaner](#).
- Laundering all machine washable cloth materials between use by different children and limiting their use to one individual at a time.
- Bedding for children who nap at school is kept separate and stored individually. Cots and mats are labeled for each child. Bedding is sent home weekly for laundering.
- Because books and other paper-based materials such as mail or envelopes are not considered high risk for transmission, they do not require additional cleaning or disinfection procedures.

Physical Distancing

Toddler Community: Young children sometimes have a more difficult time adhering to distancing guidelines while on campus. Young children learn by engaging with their environment and their peers. The school employs the following strategies for minimizing the risk of a spread of COVID-19 within our community:

- Children in the Oak and Laurel Rooms together form one stable group of 20. "Stable" means that the same children and their consistent caregivers are in the same group each day.
- These two classrooms stay separate during indoor class times and may combine during playtimes and during after school care.

Children’s House: Young children sometimes have a more difficult time adhering to distancing guidelines while on campus. Young children learn by engaging with their environment and their peers. The school employs the following strategies for minimizing the risk of a spread of COVID-19 within our community:

- Willow and Spruce Room children form a stable group (Sage Pod) of up to 50 children. Maple and Pine Room children form a stable group (Trillium Pod) of up to 50 children. The Terrace is one stable group of 17 children. “Stable” means that the same children and their consistent caregivers are in the same group each day.
- Classrooms may mix within these stable groups during playtimes, nap times, and after school care.
- Children may not change from one stable group to another during the day.
- The Guide and Assistant remain with a single group each day. In the case of illness, a designated substitute for the group assists with caregiving.
- Nap mats are spaced at least one meter (three feet) apart and children sleep head-to-toe during naptime.

Elementary (grades 1-6): Elementary classes are enrolled up to the capacity that meets ODE ratio and physical distancing requirements.

- All activities and instruction support physical distancing with one meter (three feet) between individuals to the greatest extent possible.
- Faculty and staff minimize the time children stand in lines and take steps to ensure one meter (three feet) of distance between students is maintained.
- Faculty and staff model, teach, and reinforce physical distancing and hygiene practices until they become an expected and accepted way of being on campus. In other words: we provide instruction and do not employ punitive discipline.
- Students’ visits to other classrooms at their level, e.g. within Lower Elementary, are limited.
- Students from different classrooms within a stable group, e.g. Lower Elementary, may mix during outdoor activities.

Middle School (grades 7-8): The amount of space in the Metro environment exceeds the amount of space which is advised by ODE ratio and physical distancing requirements for health and safety.

- All activities and instruction support physical distancing with one meter (three feet) between individuals to the greatest extent possible.
- Faculty and staff minimize the time children stand in lines and take steps to ensure one meter (three feet) of distance between students is maintained.

- Faculty and staff model, teach, and reinforce physical distancing and hygiene practices until they become an expected and accepted way of being on campus. In other words: we provide instruction and do not employ punitive discipline.

Hand Hygiene

Washing hands helps to keep people healthy and prevent the spread of infections from one person to the next. All children and employees engage in hand hygiene at the following times:

- Arrival to the classroom and after breaks
- Before and after eating or handling food
- After playing outdoors
- After handling garbage
- After using the toilet or—for an employee—after helping a child use the bathroom
- After coming in contact with bodily fluid including after sneezing and coughing

Please see the CDC's recommendations for [How and When to Wash Your Hands](#).

For times when hand washing is not feasible, the school provides alcohol-based hand sanitizer that contains at least 60% alcohol. All students use hand sanitizer at dismissal each day. Hand sanitizer can quickly reduce the number of germs on hands in many situations.

Off-Campus and Overnight Travel

Elementary overnight trips have been suspended for the fall. Overnight trips in the spring are dependent on future risk assessment and existing COVID-19 guidelines. The small group Going Out short day trips are allowed following Childpeace protocols for face coverings, hand hygiene, and physical distancing.

Middle School is planning for the fall Odyssey trip to take place but is unsure of overnight travel at this time. Metro families will receive updates about travel in August and in early September during Advisory Meetings. Spring overnight trips are dependent upon risk assessment and future COVID-19 guidelines. Small group Going Out day trips are allowed following Childpeace protocols for face coverings, hand hygiene, and physical distancing.

Visitors

For the health and safety of our students, families, employees, and community, Childpeace is currently limiting visitor entry into the building. Thank you for your understanding.

Only these individuals may enter Childpeace Montessori School's buildings:

- Students
- Employees
- Contracted tutors/specialty instructors
- Essential maintenance personnel
- Parents with a scheduled meeting with an employee
- State licensors/regulators/inspectors
- Emergency medical personnel

Note: Parents or guardians are allowed to enter the school if they have a concern for the health and safety of their child. Please call ahead when possible.

All other visitors are subject to approval by the Head of School before entry is permitted.

Limiting the number of people on campus helps reduce the risk to all members of our community. All authorized visitors must follow the procedures outlined below:

- Take their temperature before coming to Childpeace
- Wash hands following posted handwashing procedures
- Sign in and answer the required question
- Answer Childpeace's COVID-19 Wellness Checklist Questions in the presence of an employee

Additional Guidelines for Visitors:

- Only employees may admit a visitor to campus. Visitors must be accompanied by an employee at all times and asked to follow the above procedures upon entering the building.
- All mail deliveries are left outside the front door with an employee present.
- The employee who answers the door will follow the physical distancing protocols from OHA.
- Parents/Guardians/Caregivers are encouraged to consider and talk with their child's Guide/Advisor about video/phone meetings for conferences and other meetings.

APPENDIX: Home Health Assessment

Prior to leaving home each morning for a day at Childpeace we ask families and employees to complete this health assessment to support our community wellness goals. Check YES if you have any of the following symptoms:

YES

- Fever of over 100°F (37.8°C) in the last 24 hours
- Persistent cough
- Chills
- New loss of taste or smell
- Shortness of breath or difficulty breathing
- Nausea or vomiting (non-primary COVID-19 symptom which requires exclusion from school)
- Diarrhea (non-primary COVID-19 symptom which requires exclusion from school)

If a child or employee checked YES to any of the above symptoms, they are not allowed on campus, on any school outing, nor in any school building.

The following non-primary COVID-19 symptoms do not always require exclusion. If they persist for more than one day, employees and children should consider evaluation by a healthcare provider who can determine if viral testing is advised:

- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Nasal congestion or runny nose

Note: If a child's symptoms are linked to a pre-existing condition such as asthma, allergies, etc., the child may come to campus if they have a doctor's note explaining the symptoms are not related to COVID-19.