



Supplemental Covid-19 Pandemic PARENT HANDBOOK

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The following are the new guidelines we will be implementing as we resume school on May 18, 2020. These include rules mandated and /or recommended by the California Department of Social Service, Los Angeles County Public Health, and CDC. This Covid-19 Supplemental Handbook is in addition to the Parent Handbook that you received at the time of enrollment and is intended to be used in conjunction with the Parent Handbook. Please read each section of this handbook carefully as it is for the safety and well-being of the students and staff at the facility.

1. Please notify us if:
 - a. You or any member of your household have symptoms of fever, cough, respiratory ailments, or other signs of illness in the preceding 24 hours prior to having your child attend school, or
 - b. You or any member of your household have been diagnosed or have had any exposure to another individual with suspected or confirmed Covid-19.

IF your child, or a household resident, has a temperature of 100° F or higher or shows other symptoms of Covid-19, (dry cough, shortness of breath or any of the below symptoms etc..) the child must be temporarily excluded from the childcare program and you must consult your health care provider. A clearance note from the doctor will be required for the child to resume school.

2. Parents and caregivers are required to screen themselves and their children daily. The children's temperatures must be checked, prior to coming to the facility. Please inform the facility if your children have taken any medication in the past 24 hours. Upon arrival, the children's temperature will be checked at the school entrance. Anyone with a temperature of 100° F or higher or displaying any signs of illness will not be accepted that day.

Per CDC: Covid-19 symptoms in children may include the following. If your child exhibits these symptoms, please monitor them at home and seek medical attention if needed. Please note that the child may return only when symptoms have fully cleared for a period exceeding 24 hours.

- Fever
- Cough
- Nasal congestion or rhinorrhea
- Sore throat
- Shortness of breath
- Diarrhea
- Nausea or vomiting

- Fatigue
 - Headache
 - Myalgia
 - Poor feeding or poor appetite
3. We are no longer authorized to administer any medication at school. Children must be fever (or illness-free) free without any medication for 24 hours before attending school.
 4. After a bout with illness, a doctor's note will be required upon the child's return if deemed necessary.
 5. If your child has any pre-existing respiratory conditions or other health issues, we request that you consult your physician before your child returns to school. You can always try a shorter day schedule or opt to delay your starting date. We will give priority over a new student to hold his/her spot in class with no fee.
 6. Visual wellness and fever checks will be conducted upon arrival and health questions will be asked if warranted.
 - Specific entrances will be designated to encourage social distancing between parents/visitors and the facility population.
 - Parents are requested to wash their children's hands before dropping them off at the facility and parents are requested to wash their hands prior to coming to pick up their children.
 - There will be a staff member to assist with the sign/out sheets. Please use your own pens.
 - Children will undergo daily wellness and temperature check at the entrance. Once cleared, teachers will receive the children, wash, and sanitize their hands before taking them to their classrooms.
 - Please have all your child's personal belongings, with instructions and labels, ready to hand over to the staff in clear sealed (Ziploc) storage bags.
 - Maintain social distancing between other families and staff. We request that parents/caregivers wear masks at the time of pick up and drop off.
 - At this time, we will only allow the enrolled children inside the facility. There will be no other family members allowed inside the facility during school hours.

- For the health and safety of our staff, we will no longer accommodate late pickups. We kindly request that you plan to pick up on time, and early whenever possible, to minimize your child's periods of daily exposure.

7. Drop Off & Pick-Up Schedule:

DROP OFF TIME: 7 – 9:30 AM (ONLY)
 PICK UP: 12 – 1 PM (Only for Half day)
 3.30 – 6:30 PM (Full day).

Please notify the school of any new pick up person via email at least 3 hours before the scheduled pick up time with a screenshot of their ID. Last-minute requests cannot be guaranteed.

SUGGESTED SAFETY MEASURES TO MINIMIZE CONTACT & HANDLING:

- We will provide breakfast, lunch, two snacks, milk & water.
- All belongings to be in clear, sealable bags (Ziploc) with full name labels for easy identification and handling. No backpacks or lunch pails, please.
- School Supplies: 1 box of crayons (24), 2 pencils, 1 handheld sharpener, 1 box of markers (12) 1 eraser, children's scissor in a Ziploc bag. This will remain in their cubbies and will not be shared.
- 2 crib size sheets and one light blanket. No thick blankets, pillows, or stuffed toys for nap time. (Crib sheets and blanket should fit in a sealed bag)
- No toys. (no exceptions)

8. Personal Hygiene:

- Children must be dropped off in clean clothes and diapers. Please wash or sanitize their hands before they are dropped off.
- Sets of extra clothes must always be available.

9. Children and staff will be monitored throughout the day for any signs of illness. A child who appears ill will be separated from the room population, and parents will be contacted immediately for immediate and timely pick up. The parents and authorized pick-up persons should be available by phone or text (reminder) while children are at school. Please provide us with additional emergency contacts if necessary.

- Children over 2 years should bring 2 reusable/breathable children’s masks (available on Amazon). Teachers will assist and monitor their safe and appropriate use when needed. These will be sent home at the end of each day for washing & return. Please make sure these are labeled and sent in Ziploc bags. A spare mask must always be available at the facility.

10. Please do not send children to school with open food containers or while they are consuming food or drinks. All items must be discarded before entering school. All food items for Infants must arrive in labeled and sealed containers and will be served by staff in a properly sanitized area.

DISCUSSING SOCIAL DISTANCING WITH CHILDREN AT SCHOOL

We will reconfigure classroom and playground spaces to include proper social distancing and ratios. Teachers will discuss, model and role-play social distancing and give frequent reminders regarding handwashing, proper etiquette for sneezing, coughing, etc.

We will teach, model, and reinforce healthy habits and social skills:

- Not to share food or drinks
- Practice frequent handwashing
- The use of their own supplies when available and putting them away immediately after use.
- Using a tissue to wipe noses and to cough inside their elbow or neck of the shirt

11. It is important for all of us to work together to ensure the safety of students, families, and staff. We urge you to avoid unnecessary exposure of your child to the general public to help them stay healthy and to keep their school attendance uninterrupted.

12. To maintain social distancing, tuition payments will be placed in the Tuition Drop Box only. All receipts will be available within one business day.

13. HOW TO CONTACT US:

E-Mail: info.primanti@gmail.com

Phone: (562) 943-0246 During business hours

Please note that our procedures, rules, and schedules may change with minimal advance notice as we try to keep up with rapidly changing Federal, State, and County Health measures and directives. We will do our best to inform you immediately should we need to make these changes. The Facility reserves the right to refuse services to families who refuse to comply with these guidelines.

We will closely monitor the current situation and will adjust our guidelines accordingly. We kindly ask all our families for their fullest cooperation and attention to help us continue our services during these challenging times.

Our facility is open to provide care for parents who need our services. During this time, is not mandatory for families to return. Each family must make the choice to return based on their individual priorities and needs. If you feel this is not the right time to return, you can delay the start date till current conditions are more favorable and acceptable to you and your family.

Though the school will adhere to all State, County and CDC health guidelines, COVID-19, as you all know, can be spread by asymptomatic persons or exposures outside of the facility that cannot be controlled, traced or contained by us. As such, please be advised that it is your responsibility and we kindly request, that you and your family adhere to all State, County, and CDC health guidelines issued in reference to COVID-19. We mandate that if you, your child, or family member develops COVID-19 symptoms or have been exposed to COVID-19 symptoms, to immediately inform us so our management can take the necessary precautions to ensure safety of our students and staff. Please understand, that our school management and our staff cannot be held accountable for the contracting of COVID-19 if these health-related guidelines are not adhered with care and diligence by you and your family.

Parent's Signature

Date

Name

Student Name

Student Name