



# RE-ENTRY PLAN FOR THE VILLAGE SCHOOL

## Message From Our Directors



September 1, 2020

Dear Village School Families,

Welcome to School Year 2020-2021! We are looking forward to opening our doors next week and beginning to greet all our students back to school. We have been busy preparing the school to be ready for our in-person learners and also planning new ways to connect with our remote students. Our goal, whether you are at home or in school, is to continue to build on our strong sense of community and create a seamless learning experience for all.

This year at our school, just like schools across our nation and around the world, things are going to look and feel a bit different for you and your children. We will have new rules and new routines to help keep everyone safe. We will need EVERYONE'S fullest cooperation and support as we work toward keeping our school a healthy and happy place for all.

We all must be engaged in a joint effort to keep students, staff, and families safe and healthy while the COVID pandemic is still very much a major health concern in our communities and schools. At school, we will monitor carefully the NJDOH and local health department status updates and be guided by them to determine the stage in which our school will operate at any given time. Based on these reports, we must all be prepared to accept changes in schedules and the very real possibility of needing to close different cohorts and classrooms, should we have any known cases of COVID exposure.

As of today, The Village School will return in September in Stage 2 of our previously published reopening document.

Below you will find information that relates to all programs. Additional information will be provided that will be specific to your child's program level.

Thank you for your cooperation. We look forward to seeing you soon.

Sincerely,

Marilyn & Dadmara

# RE-ENTRY PLAN

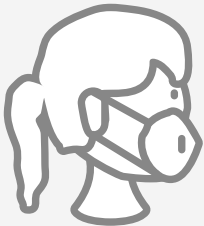
## Prepare



Before starting school, it is critical that you help your child prepare by making sure they can do the following:



**Properly wash their hands and use hand sanitizer.**



**Wear a mask.**

Masks should be at least two-ply thickness with no vents. Neck gaiters, bandanas, and face shields are not acceptable. All students should bring a spare mask to school.



**Enter the school building independently.**

Now is the time to practice these skills and prepare your child for what they will experience in school this year. All of the program levels have created videos and slide presentations that will help you and your child become familiar with what to expect and will be sent to you by email. Please watch and review them until your child feels comfortable.

Please use positive language when explaining why we need to follow these new practices saying something like, “This is how we can all help everyone stay healthy.”

Avoid using negative images or language centered around negative consequences like spreading germs/getting sick, etc.

We want our students to feel they can proactively respond to this challenge.



The Village School

Montessori Education

# RE-ENTRY PLAN

## Start Dates and Daily Schedule



### Re-opening Schedule for In-Person Students

School will be in session for in-person learning from Monday - Thursday.

8:30 a.m.- 2:30 p.m. MS, UE, LE

9:00 a.m.- 2:20 p.m. Kindergarten and Full-Day Primary

9:00 a.m.- 11:30 a.m. Half-Day Primary

*Friday will be a virtual school day for all students.*

**School begins:**

**Wednesday, September 9th - Middle School and Upper Elementary Programs**

**Thursday, September 10th - Lower Elementary Program**

**Monday, September 14th - Primary and Kindergarten Programs**

*September 9, 10, 14, and 15 will be half days.*

*There is no class on Friday, September 11th.*

*Primary/Kindergarten classes will have a phase-in process. Parents please refer to the program-level information provided to you by the school.*



### Re-opening Schedule for Remote Students

All remote students will begin school on the same day in-person classes begin for their program level.

Virtual learning will look different on each level. We will be providing all of our students (Primary - MS) with tablets or Chromebooks. All programs will include both synchronous and asynchronous programming, individual and small group lessons, and scheduled 1-1 meeting times. This year, all of our special subject areas will be virtual in Phase 2. Teachers have also created “at home kits” for our remote students. More details will be provided in your program-level Information.

# RE-ENTRY PLAN

## What to Expect



### Morning Arrival

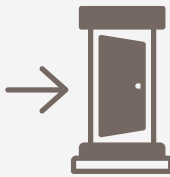
Parents will be asked to take their child's temperature and review the school-health checklist each morning and make responsible decisions about school attendance for their child before leaving for school.



Each Village School family has been assigned an arrival window. Primary/Kindergarten families should walk up with their child. LE, UE, and Middle School families should use the drop off lane and have children seated by windows. Everyone should be wearing masks.



A school nurse will meet each family to do a temperature check and review the health screening for each child. Temperatures over 100 will require a recheck in 20 minutes.



Each program level will have a designated entry door and specific route to their classroom. Students will be asked to sanitize their hands before entering the building and wash their hands after unpacking in their classroom.

**Please be sure to model patience and cooperation. Remember, your children are watching and learning from you.**



# RE-ENTRY PLAN

## What to Expect



### Afternoon Dismissal

Students will wait in their classrooms to be called for dismissal. Dismissal is at 2:30 p.m. for all LE, UE, and Middle School students. Primary/Full Day and Kindergarten students will be dismissed at 2:20 p.m. to facilitate smooth traffic flow in our parking and help prevent backing up onto West Prospect Street.

Parents of Primary/Full Day and Kindergarten students should park on the far side of the island and walk up with a mask on to the appropriate door, maintaining distance. If you have an older child to pick up, please return to your car and feed back into the pick-up line.

Students must keep their masks on until they are in their cars.



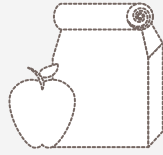
### Our Classrooms

- Class sizes have been substantially reduced to accommodate physical distancing, and children will be placed in cohort groups to minimize the possibility of cross exposure.
- Each classroom has been redesigned to provide appropriately spaced seating.
- We have limited the number of students in each cohort, with a maximum of 16. Each student will be assigned his/her own desk/table/rug.
- Materials in the classroom will be limited to single-use and will be cleaned and disinfected between usage.
- We will be adding smartboards to all classrooms to allow for remote access during class day.
- Specialist classes will be taught virtually for most of the program levels.



# RE-ENTRY PLAN

## What to Expect



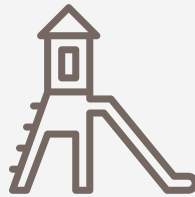
### Snack and Lunch

Students may bring a healthy, simple-to-eat, and easy-to-dispose-of snack to school to be kept in their personal space or lunch bag. All snacks must comply with the school snack policy of fresh fruit, fresh vegetables, or individually-wrapped cheese. Students must be able to manage their snack and clean up independently.

Snack will be held outside only, weather permitting.

**There will be no snack for Middle School this year.**

All students will bring a lunch from home and eat their lunch at their individually assigned desk. There will be no food service delivery.



### Recess

We will be going outside as much as we can while the weather permits. Our playground areas will be set up to enable each cohort to maintain physical distancing while enjoying the fresh air.

Children must wear their masks during both indoor and outdoor recess. Teachers will work to create brief structured and controlled opportunities for students to briefly remove their masks whenever possible during outdoor recess.

Climbing equipment will not be accessible to students in order to prevent cross contact. Balls and other shared equipment and materials will not be used for the same reasons. Coordinated games will involve maintaining safe physical distancing at all program levels.



# RE-ENTRY PLAN

## What to Expect



### Masks Will Be Required

All students, teachers, and staff are required to wear masks at all times, except for eating. If your child is unable to wear a mask in school they will be required to attend school virtually. Masks should be at least two-ply thickness without vents. Neck gaiters, bandanas, and face shields are not acceptable. Please contact the school health office if you have additional questions about your child's mask. All students should bring a spare mask to school.

*As per the most recent guidance from the CDC, face shields are not a recommended as a substitute for face coverings/masks.*



### Hand Washing Will Occur Frequently

#### **Students will wash their hands:**

- Whenever entering the classroom
- Before and after meals and snacks
- After going to the bathroom
- After blowing nose, sneezing, or coughing
- When hands are visibly soiled
- Before and after recess
- Before leaving for the day



# RE-ENTRY PLAN

## What to Expect



Hand sanitizer stations are provided throughout the building. Students in Primary/Kindergarten classes will be assisted in using these stations.



Cleaning and disinfecting routines will include frequent cleaning of common areas and high-touch surfaces throughout the day. Classroom furniture and materials will be cleaned after use, and classrooms will be cleaned and disinfected at the end of each day. Materials that cannot be easily cleaned have been removed



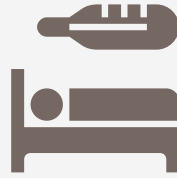
Each program level will have a bathroom designated for its use, and all bathrooms will be single-use only.



Window screens have been made for each classroom, to maximize air flow. We will use our playground and other outdoor areas as frequently as possible. Usage will be staggered so that all cohort groups have equal access.







## What happens if a student or teacher becomes ill with COVID symptoms?

We will follow the most recent recommendations from the NJDOH, the CDC, and local health department guidelines. This information is updated frequently. The most recent guidance states the following: ***As provided in CDC guidance, if individuals have been in close contact with someone who has tested positive for COVID-19, meaning they are within six feet of someone for at least 10 minutes, they should self-quarantine for 14 days from the date of last exposure before returning to school. In the case of a positive COVID test, local health departments, working in coordination with school districts, will conduct contact tracing to determine whether or not an individual has been in close contact with a student and advise any affected individuals, via trained contact tracers, to self-quarantine for 14 days. The local health department in coordination with the school will assess the specific circumstances of the individual with the positive test to determine those individuals that have been in close contact and need to self-quarantine – this may or may not include all students in the class.***

## Controlling the Spread

*Over the past few months we have worked diligently to prepare the school and make the changes necessary to reopen our building. It is, however, equally important to state that this does not mean and should not be taken to mean that we will be able to prevent every case. We can only hope to curb the spread by consistently adhering to the guidelines, rules, and routines we have put in place to control our environment. This is a community effort and can only be successful with community support. Every member of our school family has a shared responsibility to keep everyone safe, and we need your full cooperation in this. By choosing to send your child to The Village School, you have agreed to follow our policies. Failure to comply with our health and safety measures may be cause for dismissal.*



# RE-ENTRY PLAN

## Covid-19 Protocol

### Visitors

*The school will be limiting all visitors to the school in an effort to reduce the possibility of inadvertent spread of the COVID-19 virus. Students must come to school prepared with everything they will need for the day. If your child has left something at home, it will need to stay at home until the next day. We will not be accepting items brought from home during the school day.*

### Quarantine after Travel

*If you or a member of your family/household has recently traveled or vacationed outside of N.J., it is critical that you review the N.J. state guidelines on quarantining upon returning to N.J. As of August 25th, there are 31 states and U.S. jurisdictions that require a 14-day quarantine period. Please see the attached link for more information. Don't worry about your child missing the first days of school. We will arrange for your child to attend virtually so they will not miss out on anything and will be able to participate in all activities.*

### Returning to School After Illness

*If your child is not feeling well, please keep them home and monitor their symptoms.*

*\*All children must be fever and symptom free without medication for 24 hours before returning to school.*

*Remember, your child will be able to log in virtually if they are up to it while at home!*

### How You Can Help

*One thing that is very clear about COVID-19, is that our individual actions and choices can dramatically affect others. We ask that, as members of The Village School community, you take this responsibility to heart and follow all of our rules with the strictest attention to detail, even when they are difficult. This will ensure our community's well being and help enable us to keep the school open. Thank you for your cooperation and support.*

## Welcome Back!



The Village School

Montessori Education