

Shamrock Montessori COVID – 19 SOP

7.2022



How We Keep our Families & Staff Safe During Pandemic

We are determined to take all the appropriate steps to keep you, your children, and our staffs and community safe during this pandemic. Please read below to understand the safety precautions our center is taking. **This SOP is subject to change at any time** and in accordance with the CDC's, DOH of WA and King County guidelines unless otherwise stated in this SOP.

Before Attending School

- Have all the parents/guardians read and learn about the school SOP, sign the last page, and turn in to school.
- Fill out the **Condition Form** for the past 14 days. (Before the child returns from sickness, vacation, or break)

Access to the Building

- Access to the interior of the school will be limited to children, staff, and some special visitor only.
- Vendors and service providers will be limited to access at nonoperational times.

During the Day

Hygiene

- All children, and staff should engage in hand hygiene at the following times:
Children:
 - ❖ Upon arrival at site/classroom
 - ❖ After outside play time/being outdoors
 - ❖ Before and after snack/mealtimes
 - ❖ Before and after water play
 - ❖ After encountering bodily fluids
 - ❖ After using the restroom**Teachers: same as above, plus**
 - ❖ After taking a break
 - ❖ Before preparing and serving food or bottles
 - ❖ After using chemicals, such as bleach solutions
 - ❖ After taking out garbage
 - ❖ After helping children use restroom (WAC).
- Children will be taught to not touch their faces, to the best of their ability.
- After assisting children with handwashing, staff are required to wash their hands.

Infant and Toddler Care

Infants and toddlers need to be held. To the extent possible when holding, washing, or feeding young children, childcare workers should:

- Wash their hands frequently.
- Wash their hands, neck, and anywhere touched by a child's body fluids.
- Avoid touching eyes while holding, washing, or feeding a child.
- If body fluids get on the child's clothes, change them right away, whenever possible, and then wash hands.

- Wash hands before and after handling infant bottles prepared in the facility.

Cleaning and Disinfecting

- Cleaning of frequently used items (doorknobs, faucets etc.) at required intervals.
- Daily full cleaning and sanitizing of bathrooms.
- The classroom and all the materials will be cleaned and sanitized thoroughly at the end of school day.
- Touchless soap dispensers in bathrooms are installed.

Meals and Food Prep

- Classroom staff should wash their hands before preparing food and after helping children to eat.
- Snack and lunch will be served by classroom staff who wears face covering and gloves.
- Sinks are used for food preparation should not be used for any other purposes.
- Classroom staff should ensure children wash hands prior to and immediately after eating.

Mask Policy

- All staff are required to wear a mask/face shield indoor.
- Preschoolers will be encouraged to wear a mask/face shield indoor.
- Child above age 2 in toddler room will practice wearing a mask/face shield indoor.
- Face covering is not required outdoor.
- A well-fitting **mask** will be required for individuals by DOH **WHEN**:
 - ❖ Days 6-10 when a student, child, or staff returns from Covid isolation after 5 days unless they have tested negative.
 - ❖ Expose to a positive case but continue to attend school (See [What to do if a Person is Symptomatic](#) flowchart as a reference)

Stay Home if

- fever ($\geq 100.4^{\circ}\text{F}$) or chills
- shortness of breath or difficulty breathing
- muscle or body aches
- new loss of taste or smell or other signs of new illness unrelated to a preexisting condition (such as seasonal allergies)
- cough (new, changed, or worsening)
- congestion or runny nose
- nausea, vomiting or diarrhea
- headache
- fatigue
- sore throat

Employee COVID-19 Vaccination

All employees in educational settings are **required** to be fully vaccinated or have a medical or religious exemption per [Governor's proclamation 21-14.3](#).

Exclusion of Individuals with Symptoms of COVID-19

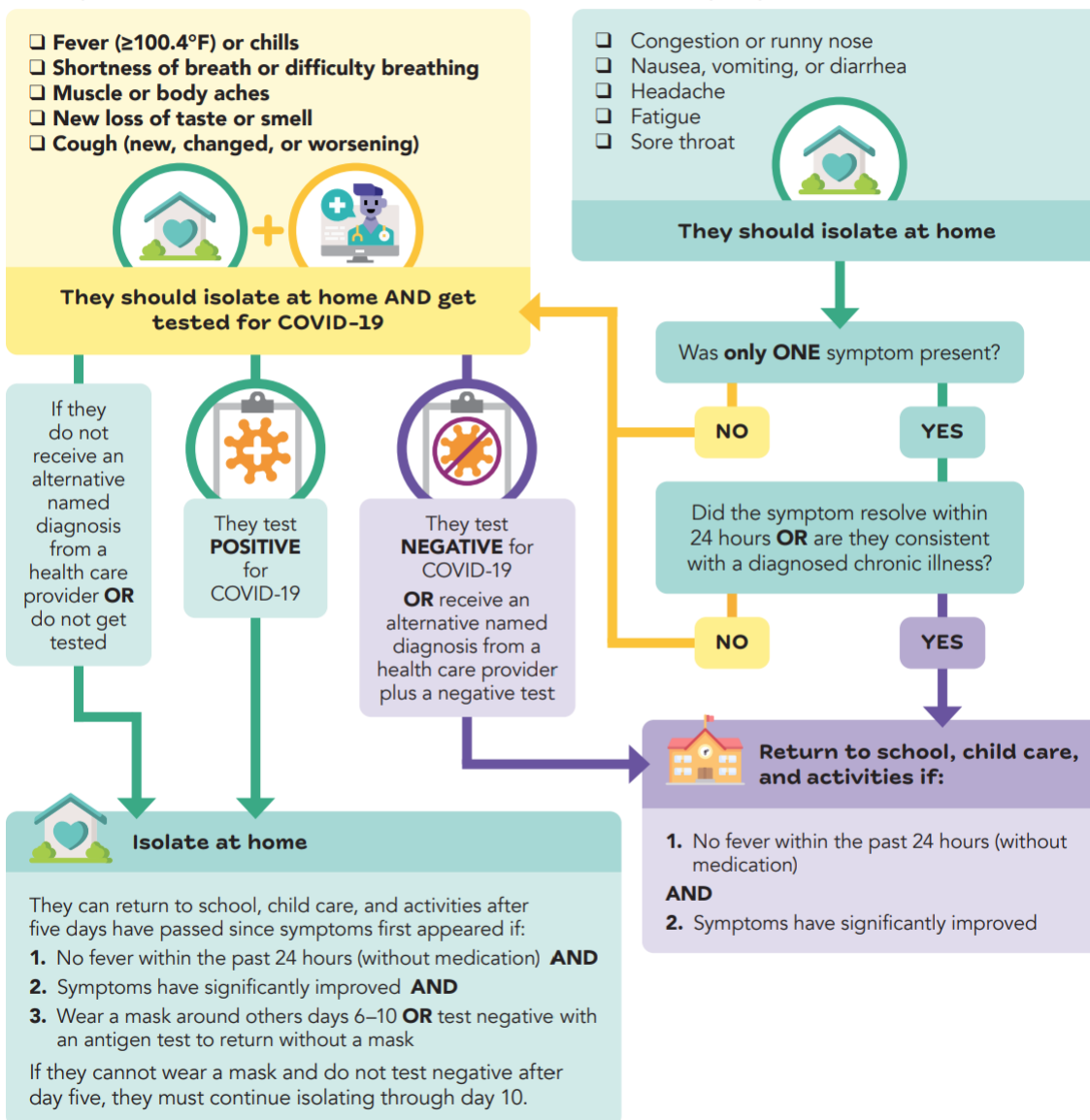
Students, children, and staff who have symptoms of [COVID-19](#), are **required** to stay home and should get tested and/or see a health care provider and follow the return to work/care/school protocol accordingly. See [What to do if a Person is Symptomatic](#) flowchart as a reference.

What to do if a Person is Symptomatic



These recommendations are for K-12 schools, child care, and connected extra-curricular activities.

If a person has one or more of these symptoms:



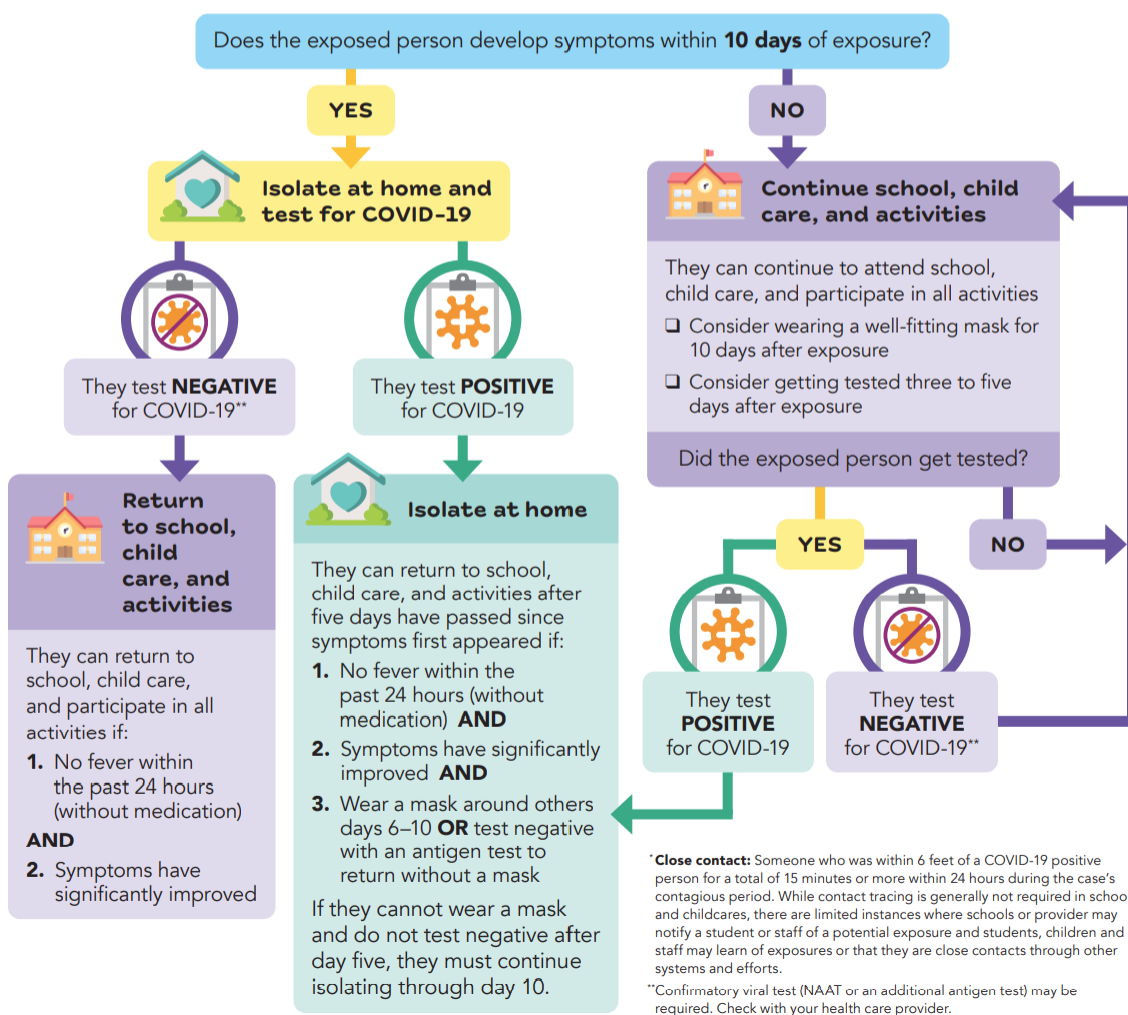
What to do if You Receive an Exposure Notification or are Identified as a Close Contact*



These recommendations are for K-12 schools, child care, and connected extra-curricular activities.

Regardless of vaccination status, the following guidelines are recommended:

- Continue to attend school, child care, and activities.
- Monitor for symptoms for 10 days after exposure.
- Consider wearing a well-fitting mask for 10 days after exposure.
- Consider getting tested three to five days after exposure.



At-Home Isolation Protocol and Returning to School, Care, or a Program

A student, child, or staff who tests positive for COVID-19 is **required** to isolate at home, regardless of vaccination status. The isolation period is **10 full days** from the start of symptoms or the date of positive test.

The individual may return to school/care after 5 full days of isolation if:

- Their [symptoms](#) have improved, or they are asymptomatic, **AND**
- They are without a fever for the past 24 hours without use of fever-reducing medications.

AND IF returning to school/care days 6-10, the individual is **required** to:

- Wear a well-fitted mask during days 6-10 of their isolation period, **OR**
- Test negative with an antigen or at-home test any day after day 5 before returning. **Testing beyond day 10 is not necessary.**

If the individual is not able to wear a well-fitted mask, AND does not test negative, they are **required** to continue isolating through the end of their isolation period.

See also the [What to do if a Person is Symptomatic](#) flowchart as a reference

Travel Policy

You might have been exposed to COVID-19 on your travels, whether you traveled by air, land, or sea. You might feel well and not have any symptoms, but you can still be infected and spread the virus to others.

International Travel

For all travelers (regardless of vaccination status):

- Stay home and self-quarantine for **a full 5 days** after travel.
- Get tested with a COVID-19 viral test **3-5 days after arrival.**
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- [Isolate](#) if your test result is positive or you develop [COVID-19 symptoms](#).

Domestic Travel

For all travelers (regardless of vaccination status):

- Get [tested](#) with a [viral test](#) if your travel involved situations with greater risk of exposure such as being in crowded places while not wearing a well-fitting mask or respirator.
- Self-monitor for [COVID-19 symptoms](#); isolate and get [tested](#) if you develop symptoms.

If You Recovered from COVID-19 Recently (Only applies to domestic travel)

If you recovered from a documented COVID-19 infection **within the past 90 days (regardless of vaccination status)**, you do NOT need to get a test after travel. If you develop [COVID-19 symptoms](#) after travel, [isolate](#) immediately and [get tested](#). Continue to isolate until you know the results. Wear a [well-fitting mask](#) around others.



Parent's Statement of Agreement

I certify that I have read and have had an opportunity to discuss with the administration any questions or concerns about the rules and policies contained in the **Shamrock Montessori Covid-19 SOP**. In this SOP I understand the policies and procedures as written. I understand that this SOP is subject to change at any time and in accordance with the CDC's, DOH of WA and King County guidelines. Shamrock Montessori will inform parents of changes taking place whenever possible in a timely fashion.

I understand that tuition and deposit are not refundable if I decide to withdraw for disagreement on future updates of this SOP in compliance with CDC, King County and DOH of WA guidelines.

Student Name _____

Parent Name (print) _____

Parent Signature _____

Date _____

Please make a copy of this agreement and turn it in with your enrollment papers.