

City of Fountains School

# COVID-19 Response & Reopening Plan

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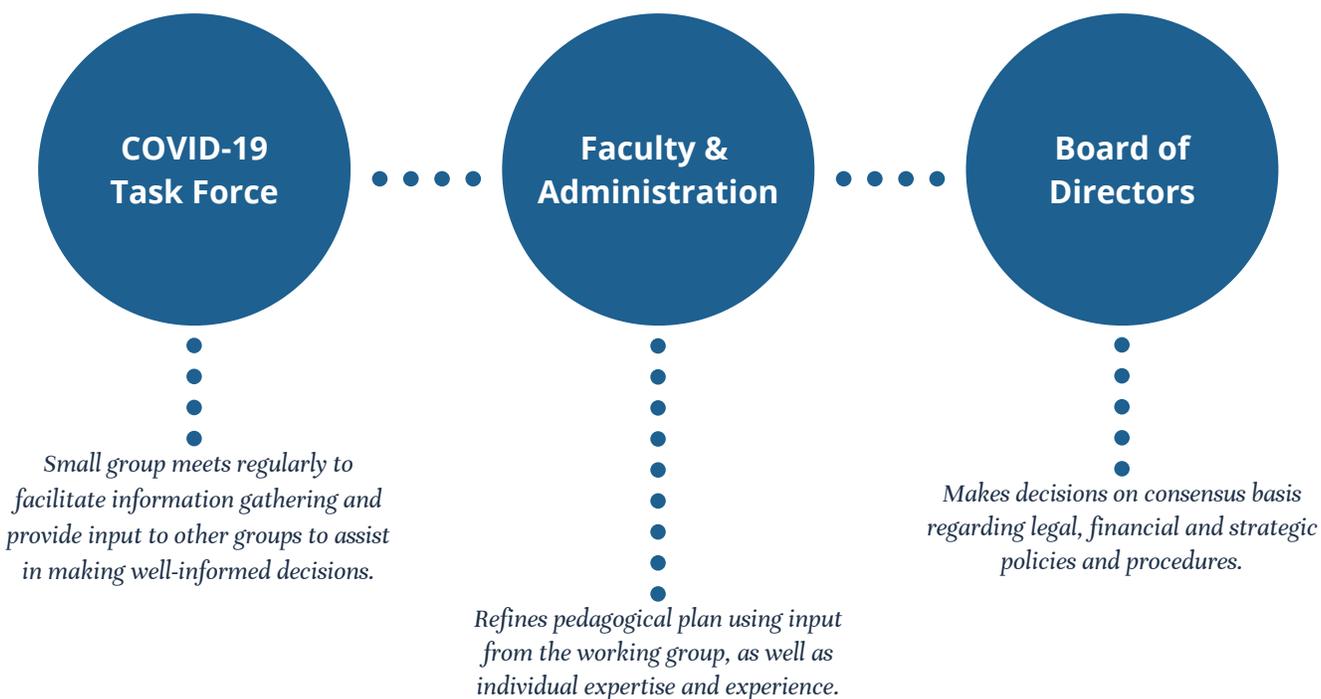
# Overview

The COVID-19 Response & Reopening Plan\* serves as a guide to reopening school under the current guidelines put into effect by official health authorities in response to the COVID-19 pandemic.

In making decisions about health, safety and reopening, we rely on updates from the Jackson County Health Department and Missouri Department of Health and Senior Services. We are also tracking publications from the Centers for Disease Control (CDC) and other sources, including information about how private schools in our area and leaders in Waldorf-accredited institutions across the country are reopening.

## COVID-19 Planning Workflow

Decisions for reopening have taken shape through communication among three groups, the COVID-19 Task Force, Faculty and Administration and the Board of Directors.



Together, our central focus is to protect the health and safety of students, faculty and staff while maintaining our commitment to provide developmentally appropriate education and keep intact the connection among our school community.

*\*Due to the ever-evolving nature of this situation, the contents within this document are subject to change. Any certain section may be refined or discontinued in part or in its entirety, at any time without prior notice. Furthermore, additional content or sections may be added as necessary. We will communicate any updates to our school community through the typical channels.*

## School reopening

We will open our doors on Sept. 8, 2020, for the first day of the 2020-21 school year, pending authorization by local and state officials. We are committed to staying open unless there is a government-mandated stay-at-home order.

We acknowledge that some families in our community are not comfortable or capable to be with us in-person. We respect each of the various levels of comfort among our families. As always, whatever your background or belief, you have a place at COFS.

Faculty and Administration are currently considering developmentally appropriate ways to extend schoolwork to those students who fall ill or who become quarantined, to ensure academic progress for each student enrolled.

### Enrollment

We ask that you please confirm your child's admissions status for the 2020-21 school year, even if you will choose to revoke enrollment, by filling out [this form](#) by 4 p.m., on Friday, July 31.

## Group sizes

For the 2020-21 school year, class sizes will be reduced with a cap on enrollment, as shown below. Our classrooms have been measured for recommended capacities and we will utilize these measurements for any class larger than 10 students.

As much as possible, students will remain in their classrooms for their classes while teachers move between rooms. Any shared space that is utilized will be cleaned and sanitized before the next group arrives.

Faculty may choose to implement a class schedule that includes early-release to accommodate smaller class sizes, minimize exposure and increase time for school sanitization.

### Early Childhood

- Dory's Class: 14 students, 2 teachers
- Morning Glories: 12 students, 2 teachers
- Buttercups (Parent/Toddler): 8 pairs (only one parent/caregiver per child), 2 teachers

### Grades

- Grades 1, 2/3, 4, 5, 6/7: 10 students per class, 1 Lead Teacher (or 1 Specialty Teacher)
  - Classes may be combined depending on space (e.g., gym, outdoor areas) for specialty subjects.

### Enrichment

- LGE/MGE/UGE: 12 students, 1 teacher

## Face masks

Students and staff who feel more comfortable wearing masks or cloth face coverings are able to do so during the school day. You will be notified if your child's teacher prefers to wear a face covering during instruction.

We are aware of the current mask mandate in Kansas City, which is set to expire August 15. If such an order should be put into effect during the school year, we will adhere to the guidelines put in place by the Kansas City Health Department. Under the order, faculty, staff and adults on school premises will be required to wear a face covering, and children over age 5 are strongly encouraged to do so as well.

## Social distancing

### Students

We will take many measures to organize the school environment in a way that removes the burden of social distancing from the students. Some of these measures in consideration include classroom and desk spacing, staying within their class, staggered recess in designated areas, staggered pick-up and drop-off.

Our goal is to allow for physical distancing in a way that is not punitive in nature – does not isolate students from their peers and teachers – and allows all students to be educated in an age-appropriate way about these measures and how they can help to keep the community healthy.

### Parents and Guests

We ask that adults adhere to the recommendation of keeping 6-feet distance between individuals.

## Curbside drop-off/pick-up

Administration is currently devising a plan for drop-off and pick-up including designated areas for each class to meet at the beginning of the day and leave at dismissal.

We are taking into consideration many options including staggering arrival and dismissal times, separate entrances for different classes and having designated staff members outside the school to pick up children as they arrive.

Our goals are to adhere to social distancing recommendations and restrict the number of people entering the building.

## Guests on campus

We will vastly limit the amount of nonessential visitors allowed on campus. We will not be hosting in-person school tours during school hours. In addition, we request there be no congregating without proper social distancing among our community members on school grounds, including the playground, ramp, sidewalk or lawn.

# Student health and wellbeing

Maintaining a safe and healthy environment for our students is our highest priority.

## Hand washing and sanitizing

Most of our classrooms are equipped with a sink, allowing students to have a dedicated area to wash their hands at regular intervals throughout the day. We will continue to provide education on proper hand washing techniques and children will wash their hands upon entering their classroom, after bathroom use, before and after each meal and other designated times as determined by their teacher. We will use single-use paper towels for drying hands instead of a washable cloth. If and when hand washing is not feasible, we plan on using a hand sanitizer produced by a local business.

## Health checks

We ask that you be alert for signs of illness in your child and to keep them home when they are feeling unwell. Upon arriving to school and before entering the building, a visual health check of each child will take place. If a child is showing signs of illness, including flushed cheeks, rapid or difficulty breathing (without recent physical activity), fatigue, stomach pain, extreme fussiness or coughing, they may be asked to return home for the remainder of the day. Students and Faculty exhibiting symptoms of illness will be required to wear a mask until they have vacated the premises.

## Health station

We will have a dedicated, private area for students who fall ill during the school day. COFS does not currently have a school nurse on staff, however, we plan to provide Faculty and Administration the opportunity to complete health and safety training this summer, along with renewing usual first aid and CPR certifications. Staff who care for unwell children will be provided with appropriate personal protective equipment and we will continue to follow the guidelines of the public health department.

## Air filtration and purification

As much as possible, windows will be open in classrooms to increase circulation of outdoor air, unless an open window poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) for children. In addition, the Board recently approved budget to purchase UV air purifiers for each classroom, though it is uncertain if our current electrical lines will accommodate the filtration system. Administration has been in discussion with local electricians as well as the Church, and we hope to acquire approval and any additional funds to ensure classrooms can be equipped with air purifiers.

## Water bottles

Our water fountain will be restricted. Please ensure your child has a clearly-labeled water bottle filled up each day. If you feel that one water bottle is not enough, please pack two. Coming prepared with a full water bottle will greatly reduce the hallway traffic and class distractions. If water bottles need to be refilled during the school day, a staff member will properly do so using our filtered water system.

## School sanitization

We will have dedicated times between classes, throughout the day and at the end of the school day during which all staff in attendance will be required to clean classrooms and common areas. We will focus sanitization efforts on high-contact areas such as door knobs, light switches, faucet handles indoors. Outdoor high-contact areas include playground equipment, door knobs and railings.

We will utilize Force of Nature and thymol-based products to clean, sanitize and disinfect our school.

### Force of Nature

This cleaner and disinfectant kills viruses and is an EPA registered disinfectant & sanitizer as effective as bleach that's registered for use in hospitals, ICUs, schools, daycares and more. Furthermore, it is on the [EPA's List of Disinfectants for Use Against SARS-CoV-2 \(COVID-19\)](#).



## Hospital-Grade Sanitizing & Disinfecting

Force of Nature is an EPA-registered disinfectant & sanitizer that kills 99.9% of **germs\***, even Staph, MRSA, Norovirus, Influenza A, Salmonella, and Listeria when used as directed. It's on EPA's list of Disinfectants for Use Against SARS-CoV-2, the cause of COVID-19.



It kills **viruses and bacteria** with no toxic chemicals. EPA registered for hospital & ICU use.



It disinfects & sanitizes just as effectively as bleach with no harmful chemicals.

## School closure

In the event of a government-mandated stay-at-home order, or if it is determined that we should close our doors based on guidance from local and state health departments, we will provide academic continuity by initiating a remote learning block.

### Remote Learning

First, it is important to note the distinction between our plans for 2020-21 remote learning and the emergency Distance Learning Program (DLP) that you experienced during the spring. Our plans for a possible remote learning block during the upcoming school year will evolve from the DLP survey responses collected in June. As in year's past, we have invested in Faculty training over the summer, allowing Lead Teachers the opportunity to develop rich and age appropriate curriculum to be delivered in-person or over distance. We will ensure a robust and consistent response across the Grades and within the Early Childhood and Enrichment programs. We are committed to maintaining a connection with each child, helping them to progress in their education in ways that align with Waldorf philosophy and pedagogy.

At the beginning of a mandated school closure, we will give families, Faculty and Administration a week to prepare for remote learning. During this transition period, communications may increase, so it is vital that parents stay connected with their child's Lead Teacher and school administration. Necessary school materials/supplies will be picked up this week.

The remote learning block will commence at the beginning of the second week and will last for eight weeks – excluding planned school breaks – unless the stay-at-home order is lifted before then. If the school closure lasts beyond eight weeks, we will discontinue the remote learning block for a break period. At this point, we will take up to four weeks of a break, during which your school Leadership will determine a plan for initiating another block of remote learning. We will compensate the amount of school days missed, up to four (4) weeks, with make-up days during Spring Break and/or into June.

### Tuition

We understand that your child's education is a major decision. Attending a private school is not a decision made lightly for many in our community, and we recognize that. We want you to feel secure and supported in your choice to attend COFS, no matter what. That's why, at the start of school closure, we will offer a reduced tuition option for families. Exact financial logistics regarding decreased tuition during a time of school closure are currently in review until enrollment is finalized and will be explained in greater detail in the coming weeks.

Undoubtedly, we remain committed to working with families who experience financial hardship during this time. Our Fundraising committee will initiate a relief fund to support those COFS families in need of emergency tuition assistance.



## School closure example

For greater clarity, here is an example of what our remote learning block could look like:

Say a government shut-down is initiated beginning Monday, Nov. 9, and lasts for 13 weeks. The sample schedule below shows what the remote learning block would look like in this scenario.

Any days (up to four school weeks) spent in the 'break period' after the remote learning block ends will be made up during the week of Spring Break in this scenario.

<b>Date</b>	<b>RL Week</b>	
Nov. 9 - 13		<i>School closure mandate, begin transition period</i>
Nov. 16 - 20	1	Remote learning block (RL) begins
Nov. 23 - 27		<i>Fall Break</i>
Nov. 30 - Dec. 4	2	RL
Dec. 7 - 11	3	RL
Dec. 14 - 18	4	RL
Dec. 21 - 25		<i>Winter Break</i>
Dec. 28 - Jan 1		<i>Winter Break</i>
Jan. 4 - 8	5	RL
Jan. 11 - 15	6	RL
Jan. 18 - 22	7	RL
Jan. 25 - 29	8	RL
Feb. 1 - 5		<i>RL break, school days made up during Spring Break week</i>

# Contact

You may submit any questions you have regarding 2020-21 planning [here](#). Specific feedback can be directed to the following individuals based on subject matter:

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