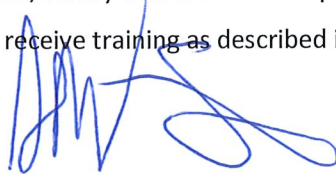


<b>School or District Site Name</b>
Marin Primary & Middle School
<b>School Type (select one)</b>
Traditional/Alternative Public School Charter School <input checked="" type="checkbox"/> Private, Independent or Parochial
<b>School Task Force Members and Positions</b> (ie teachers, custodians, secretaries, paras, parents, students, administration)
Andrew Slater, Head of School, Allison Brown, Director of Finance & Operations, Amy Taylor, Preschool Director, Jennifer Gollman, Primary School Director & Learning Resource Program Coordinator, Dave DeMartini, Middle School Director, Sarah Brewster, Associate Director of Administration & Special Projects, Ruth McDaniels, Associate Director of Communications & Marketing, Ledlie Pastor, Associate Director of Development, Angela Yokota, Director of Enrollment Management & Diversity Initiatives, Rose Wolf, School Nurse, Dave Munson, Facilities Manager, Kate Brubaker, School Counselor
<b>Public Health Liaisons and Contact Information (Primary and Secondary: Name, Email and Phone)</b>
Primary - Rose Wolf, School Nurse, rwolf@mpms.org, 415-413-9090 direct, 415-259-7659 mobile  Secondary - Sarah Brewster, Associate Director of Administration & Special Projects, sbrewster@mpms.org, 415-413-9041 direct, 415-497-4512 mobile
<b>This COVID-19 School Site-Specific Protection Plan (SSSPP) was most recently updated on:</b>
September 9, 2020

Principal or Administrator	
<b>Name:</b> Andrew Slater	<b>Title:</b> Head of School
<b>Email:</b> aslater@mpms.org	<b>Phone Numbers:</b> 415-413-9040 direct, 720-320-3784

I, Andrew Slater, certify that this SSSPP is posted on our school/district website, and that staff will receive training as described in this SSSPP before site-based classroom instruction begins.

Signature:



Date: September 9, 2020

## Specific Control Measures and Screenings

*Please provide as much detail as possible for how you intend to implement each guideline. If you need additional space, please provide an attachment.*

1. All activities are consistent with and will adjust to changing applicable state and local Public Health orders. A multi-disciplinary Task Force has been established to develop and support this School Site-Specific Protection Plan, who meet regularly to monitor and adjust the plan based on input from all stakeholders.

Our task force to safely reopen our campus consists of our leadership team:

- Head of School
- Division Directors
- Director of Finance and Operations
- Director of Enrollment Management and Diversity Initiatives
- Associate Directors of Communications and Marketing, Development, Administration and Special Projects, and Learning Resources
- Digital Learning and Innovation Coordinator

The leadership team meets twice weekly to share any updated guidelines provided by Public Health, to review and provide feedback on health and safety measures that have been implemented and to make changes as needed. Information is shared with and feedback is sought by this committee from staff and faculty.



The leadership team will utilize a document control tracker (Attachment A) to log stakeholder comments and any changes to Public Health Guidelines and how comments/changes were addressed and/or incorporated into the SSSPP. This document will be located at the front of the SSSPP.

In addition to the leadership team, the school has also designated a COVID-19 Health & Safety committee, which consists of the head of school, the associate director of administration & special projects, the school nurse, the school counselor, the board chair, and other members of the board and parent body that have expertise in healthcare, disaster response, and communications. This committee meets formally every two weeks, with members being available to analyze and advise the leadership team on federal, state and local COVID-19 response guidelines.

2. Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment, and up to date student and staff attendance tracking. Describe below:

Our COVID-19 Health & Safety Guidelines (Attachment B) describe health and safety practices and protocols before school, upon arrival and departure, on campus, and in the classroom. In addition, the guidelines describe the use of a forthcoming mobile health screening app Health-Trac to track student and staff attendance.

A link to our COVID-19 Health & Safety Guidelines has been included in our weekly email communication with parents since August 3, 2020 and is posted on our school's website.

3. Training is provided to all staff, students, and families reinforcing the importance of health and safety practices and protocols. Describe below:

Staff training: Our school nurse, leadership team, and facilities manager held a live Zoom health and safety training session for all staff and faculty. The training covered information on the virus including transmission and symptoms as well as those practices necessary to keep our community safe, physical distancing, proper wearing of face coverings, EPE, and hand hygiene. A separate training was held for all staff and faculty that covered cleaning, sanitizing, and disinfecting protocols, schedules, and the proper use of cleaning, sanitizing, and disinfecting products. These training sessions were recorded and shared with all staff and faculty along with the accompanying slide decks (Attachment C). All faculty and staff were required to attend the training session or confirm with our school nurse completion of viewing the recorded training sessions.

Staff training updates will be developed and presented throughout the year, as responses to COVID-19 and information evolve. We have scheduled further division

specific training to be conducted during regularly scheduled weekly Zoom division meetings. Our school nurse will attend these meetings to relay any new and emerging COVID-19 health and safety protocols as well as to address any concerns and questions that teachers have.

Our school nurse has created age appropriate COVID-19 health and safety training presentations for our students, to help them know what to expect when they return to campus. The presentations cover school arrival/departure procedures, proper wearing of face covering, hand washing and hygiene, physical distancing, and entrance/exit routes. COVID-19 health and safety training modules for students will be conducted by teachers via Zoom, prior to their first day back on campus. These practices will continually be modeled and reinforced by all staff and faculty on campus.

Student health and safety training will also be shared with parents. In addition we have invited parents to Zoom town halls to discuss our health and safety guidelines and have shared our COVID-19 Health & Safety Guidelines weekly through our weekly newsletter.

4. A primary and secondary point of contact are established, identified, and trained at each school site to direct questions or concerns around practices, protocols, or potential exposure. These points of contact will also serve as a liaison to Public Health and contact information is identified in the School Site-Specific Protection Plan. (Points of Contact listed above).

We have identified a primary and secondary point of contact both of whom will serve as liaisons to Public Health. Our primary point of contact is Rose Wolf, our school nurse, and our secondary point of contact is Sarah Brewster, our associate director of administration and special projects. They have both attended the liaison training provided by Public Health and provided their contact information.

5. Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces.

Our director of finance & operations and facilities manager have created cleaning, sanitizing and disinfection schedules (Attachment D) for all classrooms, offices, and shared spaces on our campus. These schedules are posted in each space and identify all items in any given space that need cleaning, sanitizing, and disinfecting as well as how often and by whom each should happen. Every classroom and office space is supplied with cleaning and sanitizing products. These are regularly checked and restocked as needed by our facilities manager. Additional cleaning products and EPE are stored onsite and the inventory is monitored.



UPDATED 09/09/2020

All staff and faculty responsible for cleaning, sanitizing and disinfecting classrooms, offices, and shared spaces attended a live Zoom training session led by our facilities manager and school nurse. The training covered enhanced cleaning, sanitizing and disinfection protocols, including the safe and proper use of cleaning supplies. The session was recorded and shared along with the presentation deck (Attachment C) with all staff and faculty.

Additionally, we have hired a member of our janitorial service provider to disinfect all bathrooms and common areas throughout the school day every day our students are on campus. At night, our janitorial service will clean and disinfect all indoor spaces.

Finally, our director of finance & operations and facilities manager are in regular communication with our janitorial service to ensure that best practices are consistently followed.

6. Health screening for students and staff are conducted daily for symptoms and history of exposure (links: [Daily Health Screening for Students](#) and [Daily Health Screening for Staff](#), and [QR Code Check-In System Instructions](#)).  
Updated:

Health screening for students and staff are conducted as advised and updated by Public Health. On July 23, 2020 the Centers for Disease Control and Prevention provided updated guidance on screening K-12 students emphasizing that parents and caregivers must monitor their children for signs of infectious illness every day at home, and universal symptom screening for K-12 students is not required. Staff should conduct daily health screening self assessment, which may be completed through an online questionnaire.

We have contracted with Health-Trac to develop a mobile health screening app for our staff, faculty and students. Prior to school each day, parents and caregivers will be asked to complete a two-part health screening form to report any symptoms of COVID-19 or possible Close Contact COVID exposures. Staff will be asked to self-screen as well. Designated staff will confirm completion of surveys using the Health Trac online dashboard prior to campus arrival.

If a student or staff member reports any symptoms of COVID-19 via the pre-screening tool, they will be asked to remain at home. We ask that sick students and staff members consult with their physician and be symptom free for 24 hours, without medication, prior to returning to school. If a student or staff member reports a close contact to someone who has tested positive for COVID-19, they will be asked to self-quarantine for 14 days and to contact their primary physician or Public Health for testing. If a student or staff member reports they have had a positive COVID-19 test result, they will be asked to self-isolate for 10 days. They

will also be asked to contact Public Health to notify other potential close contacts within our school and community.

7. Staff and students who are sick are expected to stay home and an isolation area is identified for students who begin to exhibit symptoms during the school day, until they can be picked up. Describe placement of designated Isolation Area:

We have a full time school nurse on staff who has experience and expertise in infection control techniques and protocols. The nurse's office is located within our main office and includes a treatment space for standard first aid and nursing care. Two additional rooms have been converted to dedicated isolation spaces available for any student or staff person who exhibits COVID-19 symptoms during the school day. The nurse's office has a dedicated supply of EPE for working with symptomatic students or staff. Both isolation rooms are equipped with HEPA air purification systems.

Protocols have been written and communicated with staff and faculty on the proper procedures to follow should they or one of their students become ill.

If a staff person becomes symptomatic during the day, they will notify the nurse and their supervisor. If symptoms are consistent with possible COVID-19 infection, the staff person will be asked to immediately leave campus and to contact their healthcare provider.

If a student becomes symptomatic during the day the school nurse will be notified and the student will be transferred to an isolation room for assessment. The parents (or a pre-designated emergency contact) will be called to immediately pick up their child and to contact their healthcare provider. We have communicated with parents that if they are notified that their child is ill they will need to be able to pick them up within the hour, to limit exposure risk and the amount of time in isolation. All children waiting for pick-up in an isolation room will be continually monitored by the school nurse or designated staff person via direct line of sight or video monitor. Children will be able to exit the building with their parents through a door with direct outside access.

The nurse will wear appropriate protective equipment when interacting with symptomatic individuals including gown, gloves, KN95 mask, and face shield. Isolation rooms will be fully disinfected between use. Plans have been developed to convert outdoor space to overflow isolation if needed.

8. Schools and districts will cooperate with Public Health to support testing strategies to mitigate transmission of COVID-19, including testing for staff at the beginning of the school year, and then no less than once every two months. This may include testing of students with appropriate parental permissions obtained in advance. (Identify testing vendors, if applicable)



To start the school year we have contracted with Agile Force to conduct surveillance testing of our staff and faculty prior to our return to campus. Our current plan is to have Agile Force conduct onsite surveillance COVID-19 testing for all staff and faculty following the outlined timeline for testing provided by Public Health. As we explore the best mitigation strategies for our community, we have leveraged the contacts of our parent body to enter into conversations with multiple testing vendors who provide full community testing solutions. We will review these solutions and reassess our testing strategies moving forward.

9. Protocols, actions and template communications are in place for the following COVID-19 related scenarios ([Marin County Public Health Protocols & Communication Templates](#) for each scenario):
  - A student or staff member either exhibits COVID-19 symptoms, answers yes to a health screening question or has a temp of 100.4 or above.
  - A family member or someone in close contact with a student or staff member test positive for COVID-19.
  - A student or staff member tests positive for COVID-19.
  - A student or staff member tests negative for COVID-19 after any of the reasons scenarios a, b or c.

As noted in Section 6 of this SSSPP, if a student or staff member reports any primary symptoms of COVID-19 or two secondary symptoms via the pre-screening tool, they will be asked to remain at home. Primary symptoms include: fever greater than 100.4F, new onset or worsening cough, difficulty breathing, new loss of taste or smell. Secondary symptoms include: sore throat, nausea, vomiting, diarrhea, chills, muscle pain, excessive fatigue, new onset severe headache, new onset nasal congestion or runny nose. We ask that sick students and staff members consult with their physician and be symptom free for 24 hours, without medication, prior to returning to school.

Should exposure to COVID-19 occur in our school community, MP&MS will follow the Marin County Public Health Protocols and the Onset of Symptoms, Potential Exposure to and/or Close Contact with an Individual Testing Positive for COVID-19 in a School/Classroom Setting updated July 31, 2020. As such, our exposure protocol will include the following:

- When a family member or someone in close contact with a student or staff member tests positive for COVID-19, our school nurse will complete the Template Communication Letter (Household Member w/ C19+) and through email will notify all families of students and staff members of the cohort that a student or staff member has a household member that has tested positive for COVID-19. The student and/or staff member whose household member has tested positive will be advised to contact their physician and/or Public Health to determine testing requirements and will have to quarantine for 14 days. The cohort and school will remain open.

UPDATED 09/09/2020

- When a student or staff member tests positive for COVID-19, our school nurse, head of school and/or division directors will call all families of students and all staff members associated with the cohort to report that a student or staff member in the cohort has tested positive. After the calls have been made, the school nurse will send a follow-up email of the completed Template Communication Letter (Confirmed C19+ in Cohort) to all families and staff members of the cohort. Students and staff will be required to quarantine for 14 days from date of last known contact. The classroom will remain closed for 14 days from the last exposure but the school will remain open.
- When a student or staff member tests negative for COVID-19 after symptoms or confirmed close contact, our school nurse will complete the Template Communication Letter (Negative Test Cohort Member) and through an email blast, notify all families of students and staff members of the cohort that the student or staff member tested negative. The school and classroom will remain open.

We have also included a link to the Marin County Public Health Protocols and the Onset of Symptoms, Potential Exposure to and/or Close Contact with an Individual Testing Positive for COVID-19 in a School/Classroom Setting in our COVID-19 Health & Safety Guidelines and have familiarized our parent community with these protocols during our Zoom town halls.

10. Where practicable, physical distancing of six feet is maintained between adults and adults and students; four feet distance is permissible between students within a classroom or instructional area where requirements herein are in practice.

We have redesigned all of our spaces throughout our campus to ensure at least 6ft of distance between students and 6ft of distance between students and teachers. To achieve this, we have:

- Purchased single desks and spaced each desk 6ft apart in classrooms.
- Posted signage around our campus to promote physical distancing vigilance.
- Placed decals / tape at our drop-off and pick-up points to help visually enforce six feet of distance between individuals.
- Scheduled staggered arrival, departure, recess, and lunch times to ensure physical distancing between cohorts.
- Recess and lunch time have been staggered and yard space has been designated for each cohort to limit the number of students in a given area, allowing for physical distancing as practicable.
- We have created out-door learning hubs for all classes to work in.

Finally, prior to the return to campus, all students will be taught the importance of physical distancing during their age-appropriate "Returning to Campus" training module.



11. For elementary schools, stable classroom cohorts (up to standard class size at each respective grade level) are maintained throughout each school day, and through each quarter or semester, with an assigned primary cohort teacher, and systems are in place to prevent the mixing of classroom cohorts.

Our primary school has one class (cohort) per grade level. Each grade is divided into two half-groups, each of which is assigned two primary teachers. The cohorts have a designated classroom space. Specialist teachers rotate through cohorts on a rotating block schedule. Outdoor classroom spaces are also being utilized to allow cohorts to receive instruction from specialist teachers. Arrival, departure, recess and lunch times (Attachment E) have been staggered for each primary school cohort. Each cohort has designated outdoor space, bathrooms, hand washing stations and entrances and exits.

12. For middle and high schools, larger cohorts made up of students from more than one classroom may be arranged as long as accurate attendance data for students and adults is maintained on a daily basis while avoiding school-wide mixing of students and staff. Describe below:

Our middle school has one class per grade level, hence each grade level is considered a cohort. Each grade level/cohort is divided into two academic groups. While these groups do not mix, the entire grade has two to three designated classrooms which the groups rotate through. All spaces are well ventilated, have air purification systems, and will be disinfected in between use. Each grade's designated classrooms are grouped together to reduce traffic flow and overlap during middle school passing periods. The schedule has been restructured so that all specialist schedules are on a rotating block structure to support fewer transitions in a given day and reduce the number of adults rotating through spaces each day.

Student attendance is tracked each day using our LMS, Blackbaud and adult attendance on campus is tracked using an attendance tracker in Google sheets. Any adult that visits a classroom that is not their designated daily teaching space will sign into the classroom visitor log. Each classroom has a visitor log and pens used to sign into the space will be sanitized between use. Visitor logs will be regularly collected and filed in the front office.

13. Where practicable, desks are arranged facing forward to minimize face to face proximity between students.

All indoor classrooms (Attachment F) have desks arranged 6ft apart from each other and outdoor classrooms will have student spaces arranged and clearly marked to ensure 6ft of distance between students and between students and the teacher.

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14. School staff are permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face covering protocols, and must document/record visits to classrooms that are not identified as their primary classroom cohort. Describe below:

We have created and posted visitor attendance rosters in each classroom. All staff and faculty (that are not the designated teacher in that space) have been asked to sign in with their name, the day and time on the room attendance roster when they visit the room. These rosters will be collected by the front office staff and filed. They will be available for the school liaisons to reference and share with Public Health in the event of a positive COVID-19 case.

15. Routes for entry and exit to the campus will be designated for each classroom cohort, using as many entrances/exits as feasible. Describe below:

Each division has clearly designated drop off and pick up locations as well as staggered drop off and pick up times for each cohort (Attachment G) helping to eliminate mixing of cohorts. In addition each division has a designated entrance and exit for arrival at and departure from campus:

- Preschool students will use the doors at the north entrance of the preschool building adjacent to the parking lot
- Primary students will use the gate adjacent to the parking lot
- Middle school students:
  - 5th grade will use the gate adjacent to the parking lot
  - 6th-7th grade will use the main gate on Magnolia Avenue
  - 8th grade will use the Magnolia Avenue Redwood Presbyterian church entrance

When on campus, the schedule is designed to limit the number of students that are moving around at any given time. Staff and faculty have been instructed to use exterior routes when possible when moving from one place to another on campus. Decals and tape have been placed in hallways to note that all should stay to the right while moving through the hallways.

16. Schedules for arrivals, recess and lunch will be strategically coordinated to prevent mixing of classroom cohorts. Describe below:

MP&MS has created a staggered arrival and departure schedules (Attachment G) and recess and lunch schedules (Attachment E) for all cohorts to prevent mixing of cohorts. Yard space has been assigned by area to prevent overlap of grades at PE or recess, including designated areas for outdoor lunch spaces for middle school.

A teacher for each group has been identified to oversee arrival and to confirm completion of the health screening questionnaire.



If a student is not able to be dropped off during their designated arrival time, the parent will call the front office and a previously identified staff or faculty member will meet the student outside at the designated drop off location to confirm the completion of their health screening prior to coming on campus and joining their cohort. Attendance will be updated for these students by our front office coordinator.

17. Congregate movement through hallways will be minimized as much as practicable. Describe below:

Preschool and primary school intend to reduce classroom transitions by rotating teachers rather than utilizing student rotation. In middle school, groups within a grade level will move between spaces that will be disinfected between each group. Decals and/or tape will clearly mark direction of movement in hallways, thereby assisting with the flow of student movement when necessary. In addition, staff members will monitor hallways and escort cohort changes when possible to ensure steady flow of students with no congregation in hallways.

All staff and faculty have been asked to limit movement through interior hallways and to use exterior routes when possible.

18. Large gatherings (i.e., school assemblies) are currently prohibited.

All assemblies and multi-cohort gatherings will be held virtually until we are informed by Public Health that we can safely gather in large groups.

19. The use of outdoor space for instructional purposes is maximized, shared, and coordinated to ensure students remain in their cohort. Efforts should also be made to maximize fresh air flow in classrooms through existing ventilation systems and opening of windows and doors as much as possible.

MP&MS has an eight acre campus with an abundance of outdoor space including a baseball field, basketball court, amphitheater, and outdoor garden center. These spaces will be utilized to maximize our space for instructional purposes. We have purchased two pavilions, three 10X20 walled pop up tents, one 13 x 13 pop up tent, and sail cloth shades for our art deck to provide shade and weather protection for our outdoor instructional areas.

Our preschool classes are using these newly covered outdoor spaces for their specialist classes - library, Spanish, garden, music and PE. Preschool teachers are also utilizing outdoor spaces for other learning activities as much as possible on an informal basis as the weather and schedule permits.

Primary specialists (Spanish, library, music) will utilize newly purchased tents, courtyard pavilions and existing outdoor deck space for instructional purposes. These spaces minimize surface touching and maximize airflow, and will be cleaned between cohorts. They will be disinfected at night by our janitorial staff.

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Our fifth graders have moved to classroom spaces that have direct access to outdoor areas including a covered deck. Sixth grade has the entire interior of our middle school building including two large classrooms with many large windows. They will use the amphitheater and garden when available. Seventh and eighth graders will alternate using the pavilion in the middle school courtyard for humanities, Spanish, math and art. For science they will alternate using our science lab and outdoor education center. Our eighth graders will have classroom space in Fellowship Hall in the Redwoods Presbyterian Church across the street from our main campus which includes an outdoor courtyard and access to Centennial Park. All interior spaces and high touch surfaces inside and out will be cleaned and sanitized throughout the day and disinfected between cohorts as well as every night by our janitorial staff.

In order to maximize fresh air flow from outdoors to indoors, windows will be kept open and fans will be placed in front of the windows to increase fresh air exchange OR window air conditioners will be set to outside air exchange to increase fresh air exchange. Additionally, each classroom will contain a portable high-efficiency air cleaner.

20. Use of shared playground equipment will be limited in favor of physical activities that require less contact with surfaces, and shared equipment will be cleaned between uses.

An outdoor playground rotation schedule has been created (Attachment E). Within this schedule, each cohort has a designated space for outdoor activities and recess. All students will sanitize their hands prior to the use of equipment and at the end of their time on the playground before returning to their classrooms. The cohorts will utilize the same space every day for a week before rotating to the next space, to allow adequate time between cohorts sharing spaces/play structures. Designated teachers and janitorial staff will sanitize all high touch areas daily.

21. Use of non-classroom space for instruction such as gymnasiums and multi-use rooms should be considered to support physical distancing with cleaning between uses.

All spaces on campus have been audited for potential use for classroom spaces to support physical distancing. Classrooms have been reassigned based on the number of students in each class to ensure at least 6ft between students and between students and teachers. Non-classroom spaces such as our MPR, projects lab, art and music rooms have been converted into classroom spaces (Attachment F).

We have also rented the Fellowship Hall in the Redwood Presbyterian church adjacent to the school which will be used for seventh and/or eighth grade classes. As described in Section 5 of this SSSPP, all indoor spaces throughout our campus and the rooms in the church will be cleaned throughout the day according to



schedules posted in each space. Additionally at night, our janitorial service will disinfect all common spaces and those used as classrooms.

- 22.Meals will be served in classrooms or outside instead of cafeterias or dining rooms with individually plated or bagged meals as much as practicable.

MP&MS does not have a cafeteria and traditionally students have eaten their snacks and lunches inside or outside of their classroom. MP&MS will continue to have students eat their snacks and lunches in their assigned classrooms or outside, weather permitting. MP&MS will also continue to use School Foodies as its hot lunch service provider. School Foodies has provided us with their health and safety protocols. They will use an exterior route to deliver the pre-ordered, individually packed and labeled lunches to a food warmer that is in a covered open air area. Lunches will be transferred into labelled bags and delivered to each classroom by a staff person.

- 23.Routines and schedules will be developed to enable students and staff to regularly wash their hands at staggered intervals.

As outlined in our COVID-19 Health & Safety Guidelines, all students and staff will wash their hands: immediately upon arrival; before and after eating snacks and lunch; after using the restroom; before and after transitioning from recess; after sneezing or coughing; and at the end of the day before leaving school.

The majority of our classrooms have sinks. In addition, a combination of outdoor sinks and portable handwashing stations have been purchased and are being installed throughout our outdoor areas. Each cohort has been designated a bathroom and a hand washing facility. The bathrooms and handwashing stations will stay operational and stocked at all times; hand sanitizer will be provided where indoor plumbing is not readily available.

- 24.All staff as well as all students in grades 3 - 12 are required to wear face coverings while in the classroom and on campus unless there is a medical or behavioral contraindication. Students from grades TK - 2 are strongly encouraged to wear face coverings and should be supported and taught how to wear them properly.

As noted in our COVID-19 Health & Safety Guidelines, all staff and students 3rd grade and above will be required to wear a face covering at all times while on campus except when eating or drinking and will follow CDPH guidelines for proper wearing of face coverings, unless there is a medical or behavioral contraindication. Students ages two years through 2nd grade are strongly encouraged to wear face covers. Parents will provide their child/children with their own face coverings; however, MP&MS will have a supply of single use face coverings available, if

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needed. A stock of disposable face coverings will be in each classroom in the event that a student and/or faculty member's face covering needs to be changed. Our school nurse keeps a supply of KN95 face masks in her office.

25. Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.

Our school nurse and teachers will familiarize students on proper use of face coverings, including instruction to minimize touching of face coverings, in our "Returning to Campus" training modules. Teachers have been instructed on the proper procedures for helping students, as needed, with their face coverings. Strategies for mask training with younger students, utilizing developmentally appropriate approaches, to encourage mask wearing by students have also been presented.

26. Sharing of supplies, manipulatives, toys, sports equipment, and other learning and recreational materials will be limited and each student will have separate individually labeled boxes or cubbies.

Each classroom space has been audited to ensure that those items that are not easily cleaned and/or disinfected have been removed. The use of shared items will be limited and cleaning and sanitizing protocols and schedules have been set for these items.

Every student has a labeled cubby where they can store their items. As practicable, students have been provided with individual supplies and manipulatives.

Sports equipment for each cohort has been designated and will be disinfected between cohort use.

27. Sharing of electronic devices, clothing, books and other games or learning aides will be avoided as much as practicable.

Our school has a one-to-one electronic device plan for all junior kindergarten through eighth graders. These devices were distributed to students at the beginning of the school year for distance learning and will continue to be used throughout the remainder of the school year. All preschool and primary classrooms have individually labeled cubbies where students can store their backpacks, jackets and extra clothing and face coverings. Teachers will monitor for physical distancing when students need to access their cubbies and lockers.

Our dedicated librarians are currently assessing how they can safely provide books to students and classrooms. They are taking into consideration all health and safety guidelines while developing these protocols.



28. Use of privacy boards or clear screens will be considered as much as practicable.

As an added layer of protection we have installed plexiglass on our front office coordinator's desk in our main office where all essential visitors will be required to check in.

Clear plexiglass table dividers will be purchased for use within our preschool classrooms. We are working with individual teachers in primary and middle school around the need of clear privacy boards in their classrooms and offices and will continually assess daily practices and our spaces to determine if we should introduce privacy boards into our classroom spaces.

29. Non-essential visitors, including parent volunteers will be limited and essential workers will be required to adhere to all health and safety guidelines.

As outlined in our COVID-19 Health & Safety Guidelines and conveyed in our Zoom town halls, we will be limiting access to campus this year to include only those individuals who are essential workers or who are needed on campus for emergency situations.

All vendors, community members, and visitors will be required to use the entry door by the middle school/front office and sign in at the front desk. Anyone staying on campus for more than 15 minutes will be required to complete a health screening form. All visitors must wear a face covering on campus.

30. This School Site-Specific Protection Plan outlining the above measures is completed, posted and shared with all stakeholders and updated as state and local Public Health guidance dictates.

Our School Site-Specific Protection Plan which outlines the above measures is completed and has been posted to our website and shared with our stakeholders via email. We will continually review and update our COVID-19 health and safety practices based on our experiences on campus as well as to comply with any changes to Public Health Guidelines. Upon approval by Public Health our SSSPP certificate will be posted at all of our campus entrances.