

# COVID-19 Safety Protocols

2022-2023

A Working Document for Ensuring the Safety, Health, and Well-Being of  
our MOMI 'Ohana

These protocols are subject to change. As updates to our COVID-19 Safety Protocols are made,  
communication will be made to families.



2933 Baldwin Avenue  
Makawao, HI 96768  
**Revised August 17, 2022**



Dear Parents:

Please accept the details and procedures included herein as our protocol and most sincere attempt at offering plans and expectations for our start on campus. It is important that you keep in mind that *everything* we have done, said, and will do is a work in progress, largely informed by information available to us by the Department of Health, the CDC, local government entities like the Department of Human Services, and medical professionals within our community, so things may change. As they do, we will do our best to inform you so that we can all work together to ensure the community's health and safety.

Please review the information included in this COVID-19 Safety Protocol. Thank you in advance for your cooperation and adherence to the details provided. As we often share with your children, acting in socially responsible ways is important as we are all connected whether through close personal contact, our presence on this campus together, or within our communities. It is through our cooperation and care for one another that our efforts will bring positive results and ensure everyone's health and well-being. Should you have questions or comments, please contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric L. Dustman", is written over a light gray rectangular background.

Eric L Dustman, PhD  
Head of School

Note: These COVID-19 Safety Protocols are not exhaustive of all information relative to school operations but do focus on the most salient points about hosting on-campus operations during the on-going pandemic. For more information about school operations and general policies, please see Program Handbooks 2022-2023 and the MOMI Family Handbook 2022-2023. Know that where overlap occurs, these COVID-19 Safety Protocols supersede.

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## **SAFETY AND LOGISTICS PROTOCOLS FOR CAMPUS**

### **General Safety and Security Measures**

#### **School Entry Expectations for ALL members of the MOMI community**

All persons will be permitted on campus for the start of the 2022-2023 school year. To do so, diligence for our own personal health and well-being will enable us success in safely maintaining the whole. Further, remaining aware of the following will be important.

1. As of this morning, has your child complained of feeling sick or experienced fever or chills, nasal congestion or runny nose, new loss of taste or smell, sore throat, shortness of breath or difficulty breathing, diarrhea, nausea or vomiting, stomachache, or headache?
2. Has your child been given any medication to reduce fever in the last 24 hours? (specifically, Tylenol (acetaminophen) products or Ibuprofen (Advil, Motrin, Aleve)

No student, staff member, or parent should arrive at school if “YES” is the answer to any question above. Adherence to these and communicating when they cannot be answered with a “NO” response will be valuable.

Please understand, adherence to **School Entry Expectations** necessitates great responsibility on the part of parents and we expect that the utmost diligence will be practiced. Per the Parent/Family Handbook, if your children are ill, please keep them home. DO NOT provide them medication in order to reduce fever or other symptoms of illness.

Finally, if **School Entry Expectations** are unable to be met in full prior to the school day start, please notify the office and as needed, follow up will be made.

#### **Child Wellness**

Please pay close attention to the health and well-being of your children. If your children are ill, keep them home with e-mail notifications to your child’s teacher and to Kiana at [kianai@momi.org](mailto:kianai@momi.org). Contact Tess also with your questions related specifically to COVID-19.

- 1) Follow this rule of thumb for illness:
  - a) Children with COVID-like symptoms (fever, nasal congestion or runny nose, new loss of taste or smell, sore throat, diarrhea, nausea or vomiting, stomachache) should stay home.
  - b) Children must be free of all COVID-like symptoms (includes stuffy/running nose) without suppressants for 24 hours before being in or returning to school.

#### **Use of the broader campus**

Teachers and students will be encouraged to use the space afforded by our open classrooms and spacious 9-acre campus. As is evidenced by our success in 2020-2021 and 2021-2022, this

proved to be an asset in providing students with opportunities to work outdoors and under cover, with ample distancing possibilities and clean air flow.

Such space usage will be available through:

- the use of any and all available lanais
- canopied areas to ensure dry and comfortable spaces for entry and work

### **Use of the classroom**

Similar to previous years, precautionary measures are being taken to ensure a reorganization of classroom spaces to ensure appropriate distancing and sanitary conditions for all. Given this approach, we expect that:

- Students will move and utilize the classroom and materials as normal as defined by level.
- Teachers will offer careful instruction daily.
- Students will be regularly provided the usual in-class support.

Fortunately, our classrooms have a number of windows and exist within a climate where it is easy to take advantage of fresh air and cross ventilation.

### **Sanitation and Cleaning Protocols**

The entire campus and all classroom environments will be cleaned frequently throughout the school day and following the closure of campus each afternoon. To support this effort, the following safeguards have been taken to ensure everyone's health:

- Handwashing and personal hygiene will continue to be encouraged and remain commonplace.
- One-touch faucets have been installed throughout sink spaces and limit the need to re-touch the faucet after initially turning it on.
- High touch surfaces will be cleaned routinely throughout the school day.
- Our Maintenance Department and custodial staff will work to complete deep cleaning and sanitation of all areas daily, once dismissal occurs.

### **The 'Ohana Bubble**

The 'Ohana Bubble is a phrase coined by the Department of Health specifically for Toddler and Primary Programs, but it also has school-wide applicability for us. In short, the 'ohana bubble refers to cohorts of students.

As many guidelines and recommendations have changed as of this COVID-19 Safety Protocols Update, we do intend to maintain this practice when indoors. Once outside, with few

restrictions related to close contacts, etc., children will be free to cautiously observe and interact with members of the school-wide population.

### **Face Coverings**

Face coverings for students, staff and parents while indoors will be optional at this time. Please be aware that the school may require indoor face coverings as needed to support the health of the community. Instances when this may occur are listed below. Note that the below list is not exhaustive and is subject to change.

-When COVID-19 Community Levels are at medium or high.

-When there is high absenteeism, a cluster of cases or an outbreak in a class or grade level or across the larger campus.

### **Morning Care and Extended Care**

Morning Care and Extended Care will begin on Monday, August 15 for pre-registered students in lower and upper elementary and middle school and Monday, August 22 for pre-registered primary students. Successful compliance with **School Entry Expectations** will be necessary before the child may enter Morning Care.

Arrival to Morning Care should not be before 7:30am any day. Students enrolled in aftercare should pack an afternoon snack.

Drop-In to Morning or Aftercare is not available.

For further information and space availability, please contact Tess Hanson DeLisa at [tessh@momi.org](mailto:tessh@momi.org).

### **Quarantine and Student/Parent/Family Illness**

Absences by students need to be reported to the child's teacher via e-mail (as found in your child's program handbook) with a carbon copy (cc) to [kianai@momi.org](mailto:kianai@momi.org) by the start of the school day. In instances where children remain home due to illness, they need to be symptom free without medication to return.

### **Traveling**

There are currently no travel restrictions that will be enforced or maintained by the school.

## Experiencing a COVID-19 Related Event on Campus

See the COVID-19 Summary Guidance Table below. Also, please send updated immunization records to Kiana Iwado at [kianai@momi.org](mailto:kianai@momi.org).

COVID-19 Summary Guidance Isolation Guidance				
Group/Vaccination Status	Case/Close Contact	Isolation	Test Requirement	Return Date/Stipulation
<b>All Programs</b> Vaccinated/Unvaccinated	COVID-19 Case	For at least 5 days after first appearance of symptoms. If no symptoms, 5 days after positive test result collected. Day 0 = first day of symptoms/day positive test sample collected.	No additional testing required.	Day 6 if 24 hours have passed symptom-free. Mask indoors through Day 10.
<b>All Programs</b> Vaccinated/Unvaccinated	Close Contact	If symptom-free, no isolation.	Antigen/PCR/NAAT test* on Day 5 or immediately if symptoms develop.	Remain in school. Wear a well-fitted mask for indoor for 10 days. If unable to mask, remain at home.

\*Results of all tests should be shared with the school.

We will communicate any instance of COVID-19 on our campus to you in a timely fashion to ensure a well-informed school community.

## School Year Start and Related Activities

### Parent Workday

Information related to the Parent Workday and all other School Year Start and Related Activities will be shared with Summer Orientation Notices.

### Parent/Teacher Communication

To maintain communication, we strongly encourage all parents to utilize electronic mail and to accept their personal invitation to Transparent Classroom once the school year starts. Addresses for classroom teachers can be found in the Family Handbook, Section 4.3 Teacher E-mail Addresses.

## **School Day Logistics**

### **Arrival and Departure Protocol**

All parents will be permitted to escort their children onto campus. It is necessary and expected that all parents of Toddler and Primary students do so daily.

To support efficiency in our Arrival and Departure Protocol, adherence to your designated arrival and departure time will be important.

Where transitions are challenging, know that the utmost care will be provided for ensuring your child(ren) a successful transition to the classroom environment. Please seek support if challenges exist. For more information related to effective transition procedures, see

### **Attendance Procedures**

Being on time to school is essential. Students who are late are considered tardy and miss valuable class time. Make every effort to get your child to school on time.

The school calendar is intended to make planning easy. Whenever possible, routine medical and dental appointments should be scheduled after regular school hours. Do not schedule family vacations during school breaks/holidays.

Tardy and Absence defined:

Tardy: Students are marked tardy if they arrive to the classroom after 8:15am.

Absence: Parents should inform the office on the day of the absence.

Tardiness and Absences are recorded in a child's permanent school record.

**If your child arrives late, you and/or your child must check-in the office for a tardy slip.**



Arrival and Departure Schedules (See School Map for locations)

To make the Arrival and Departure Protocol as safe and efficient as possible, we have created the following plan that differs from the one implemented in 2021-2022. We appreciate that it will be a transition and we ask everyone for your patience. As adjustments are made, changes will be communicated. In the interim, everyone should expect to follow this schedule at the school year's onset.

	Wave 1	Wave 2
Arrival Time	7:50-8:00am	8:05-8:15am
Departure Time	2:45-3:00pm MTHF 1:15-1:30pm W	3:05-3:15pm MTHF 1:35-1:45pm W
Classroom/Gate	Toddler- Toddler Gate	Wiliwili- Lower Lot Turnaround
	Monkeypod- Main Gate	Jacaranda- Lower Lot Turnaround
	Kukui- Main Gate	Banyan- Lower Lot Turnaround
	Plumeria- Main Gate	Upper Elementary- Upper Lot Turnaround
	Nara- Main Gate	Middle School- Breezeway

Please note, this new two wave Arrival and Departure Schedule is reminiscent of previous year's efforts when everyone was allowed to enter campus.

- The expectation is that **parking primarily occurs in the Main Parking Lot only** if people are required or inclined to escort their children to their classroom.
- Limited parking can occur in the Lower Lot before and not inside the turnaround. As has been true as well, it is expected that most parents, certainly of our oldest students, will simply drop-off and as such, the turnarounds should be utilized.
- Parents with multiple children can choose their turnaround drop spot, however, students in toddler and primary must be escorted to their classroom per DHS rules.

Following drop-off, parents should limit their time at the classroomm.

# MAP

of  
Montessori of Maui, Inc.  
DBA

## Montessori School of Maui

