

# COVID-19 Safety Protocols

2021-2022

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

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



2933 Baldwin Avenue  
Makawao, HI 96768  
August 17, 2021  
September 13, 2021



Dear Parents:

Please accept the details and procedures included herein as our protocol and most sincere attempt at offering plans and expectations for our August 9 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, 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.

I believe it is imperative that we all join together in adhering to the details defined in this document. These steps should be and are informed by the most current information that we have been able to gather. And while some of the information is different or contrary to previous conversations, what you know, or what you may believe, patience should be given to the fluidity of the on-going circumstance and the fact that what has been devised is absent of real-time practice passed what we experienced in 2020-2021. In short, we were fortunate to have spent every day of the last school year on campus and with children. Therefore, we feel it will ensure everyone the safest environment possible if everyone remains engaged—staff, students, and families.

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 and instead focus on the most salient points about hosting on-campus operations during a pandemic. For more information about school operations and general policies, please see Program Handbooks 2021-2022 and the MOMI Family Handbook 2021-2022.

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## SAFETY AND LOGISTICS PROTOCOLS FOR CAMPUS

### General Safety and Security Measures

#### **School Entry Expectations**

##### **formerly Daily Temperature and Health Checks for Students and Staff**

Changes to this portion of the protocol, now termed **School Entry Expectations**, have been made with the understanding that each of us will do our part to ensure advantage to the whole.

In light of prevailing scientific evidence, daily temperature checks will no longer be required for students entering campus. Additionally, health check questions will no longer be asked at entry gates but visible placards will include the following questions.

1. Have you or your child been in contact with anyone you know that has been diagnosed or suspected of having COVID-19?
2. 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?
3. 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 or staff member should arrive at school if YES is the answer to any question above. Your adherence to these and communicating when they cannot be answered with a “no” response will be important. Again, this change has been made in the spirit of each of us doing our part to ensure advantage to the whole. Too often we hear from children about the “oversights” and misunderstandings of adults so please make certain you help us all remain compliant.

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 Tess at [tessh@momi.org](mailto:tessh@momi.org). Contact Tess also with your questions.

- 1) Follow this rule of thumb for illness:

- a) Children should be free of all illness (includes stuffy/running nose) without suppressants for 24 hours before being in or returning to school.
- b) If your children have multiple symptoms, consultation with and clearance from a doctor once symptom free is necessary before returning to campus.

## **Visitors**

No visitors or parents will be permitted on campus.

## **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, 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 last year, 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.

### Toddler Classroom

Toddlers will not be required to mask and no approximate distance will be maintained between individual and/or groups of children during the school day. Routine sanitation measures will be taken within the environment and among the staff and children.

### Primary Classrooms

Primary students six years and older will be required to mask when indoors. Children younger than six years old will not be required to mask when indoors. No approximate distance will be maintained between individual and/or groups of children during the school day. Routine sanitation measures will be taken within the environment and among the staff and children.

### Elementary Classrooms

All students in the Elementary Programs will be required to wear masks when indoors. Approximate distancing of at least 3' will be maintained between individual and/or groups of children during the school day. Masks will not need to be worn when outdoors and when 3' distancing can be maintained. Routine sanitation measures will be taken within the environment and among the staff and children.

For more information, please see **Face Coverings**.

### Middle School

All students in the Middle School Program will be required to wear masks when indoors. Approximate distancing of at least 3' will be maintained between individual and/or groups of children during the school day. Masks will not need to be worn when outdoors and when 3' distancing can be maintained. Routine sanitation measures will be taken within the environment and among the staff and children.

For more information related to distancing practices, see **The 'Ohana Bubble**.

### **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. As such, we will incorporate it into our daily routines as it will help us limit contact between groups of students and hence, cross-contamination.

In short, the 'ohana bubble refers to cohorts of students. In our case, cohorts of students are defined as those with whom your child shares class, e.g. the students within the Plumeria class are one 'ohana bubble, the students in the Upper Elementary are one 'ohana bubble.

### **Limiting Cross-Contamination- Recess and Resource Schedules**

The idea behind the 'ohana bubble is to limit cross-contamination between people and environments. According to the Department of Health, by implementing the idea of the 'ohana bubble and controlling the student setting, "schools can more effectively maintain consistency of close contacts and while it won't eliminate all risks, it will minimize the possibility of germ spread."

Recess and Resource Schedules will play a part in our efforts to limit cross-contamination. As such,

- Schedules are being developed to ensure the ability of all children on campus to play safely, while staggered and apart.
- Classroom 'ohanas will recess together at specified times but the use of the playground equipment by all students, at the same time, will be limited.
- To support the safe use of playground equipment during these periods of play, handwashing protocols will be utilized by all students and teachers before and after play.

### **Face Coverings**

Valve-free face coverings are still required for everyone when entering and exiting campus, and all students six years and older will need to wear them. This simple approach is based on our understanding that utilizing face coverings is one of the primary means for mitigating the spread of COVID-19.

As such, all students ages 6-14 will be required to wear face coverings both inside and outside. As staff continues to do so, they will offer support to your children.

It is our hope that should we experience a COVID-19 related event on campus, ensuring the use of face coverings at all times will lessen the number of close/direct contacts and our need to close a classroom. Like handwashing and social distancing, face coverings are one piece that offers individual protection whether combined with other mitigative practices or alone.

**Additionally, all parents should wear appropriate face coverings when in the school parking lot and/or outside specific gates.**

#### Exceptions Affecting Toddler and Primary Students within Toddler and Primary Environments

Face coverings are not necessary for children 5-years and under. Dr. Park, Maui's chief epidemiologist, shared her concern for face coverings for children five and under as they can:

- impede the developmental needs of young children
- hinder their need for social interaction and connection
- be unnecessary due to the inefficiency of a child's nasal receptors to act as viral transmitters

Face Shields do not replace the use or benefits of face masks so having a mask will also be necessary. No vented masks, bandanas, or other masks requiring fancy ties or complicated closures that are unmanageable by your children are permitted. Additionally, single layer masks



or gators that don't pass the candle test will not be permitted as they provide inferior protection and other risks to the wearer, specifically. More information can be learned here:

<https://www.instagram.com/tv/CEHHijbAxWm/?igshid=1qtr1rp8ogi1w>

<https://www.nydailynews.com/coronavirus/ny-coronavirus-mask-transmission-covid-study-efficacy-20200810-cg24pk5urjdf3pyuqpb4sw7wm-story.html#nt=oft-Double%20Chain~Flex%20Feature~top-version1~masks-1022p~1~yes-art~curated~curatedpage>

<https://www.youtube.com/watch?v=o0wu9TOQQaU>

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

Morning Care and Extended Care will begin on Monday, August 9 for pre-registered students in lower and upper elementary and middle school and Monday, August 16 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.

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

### **Staff Training**

The staff returns to campus beginning Monday, August 2 and Tuesday, August 3. During these two days and those that follow, preparations will be made to ready our classrooms and to prepare campus for students' return on Monday, August 9.

The faculty will be engaged in preparations about curriculum and alternative education plans, e.g. distance learning should it become necessary again, and all staff and faculty will be engaged in learning about any new safety procedures and protocols. New and returning staff will be well versed in the care of young children under our new circumstances. For the well-being of all, these meetings will be very important.

Part of this training will include the distribution of staff id cards which are nothing more than your child's teacher's laminated photo and a clip that can be easily worn. We are hopeful that these photos will support the teacher and your child in forming and/or reconnecting in a relationship.

### **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 [tessh@momi.org](mailto:tessh@momi.org) by the start of the

school day. In instances where children remain home due to illness, they must have a doctor's note clearing them for attendance at school before they can be re-admitted. In instances where a child's symptoms warrant COVID-19 testing, negative test result will need to be shared with the school before said student, or any sibling, will be readmitted to campus. In cases where the parent is testing, all children should remain home until test results (to be provided the school) and other assurances can provide for a safe return.

## **Traveling**

### Pre- and Post-Travel Testing

Note: These rules supersede State requirements.

For anyone traveling or welcoming household members/other travelers to your home, 4-day post-travel NAAT/PCR tests must be completed by all travelers after arrival. If contact occurs prior to the successful completion of this process, no student or staff member will be permitted on campus.

Acceptable post-travel tests include Molecular (PCR) or Nucleic Acid Amplification Testing (NAAT). Antigen tests will not be accepted.

For simplicity, here is the protocol.

### TRAVELING AND ISLAND GUEST

#### TESTING PROTOCOL

- 1) **Take a post-travel test.\*** The day of arrival on Maui is considered Day 1. All travelers within a household or guests visiting a household must complete a post-travel test no earlier than Day 4 following their arrival.

**If contact occurs with any MOMI staff or student prior to receiving a negative post-travel test result, admittance to campus will be denied to that staff or student.**

**A family may choose to not post-test for whatever reason, and can do a 10-day quarantine instead.**

- 2) **Provide copies of negative post-test results to [info@momi.org](mailto:info@momi.org).**  
Upon completion of post-tests, copies of negative post-test results should be provided the school.

**\*Only Molecular (PCR) or Nucleic Acid Amplification Testing (NAAT) will be accepted for post-testing. Antigen tests will not be accepted.**

## **Experiencing a COVID-19 Related Event on Campus**

Remaining open will be the call of the Health Department, however, by limiting the movement of students within “community/classroom” environments (‘ohana bubbles) and ensuring that staff and all students ages 6-14 years of age wear masks inside and outside, we may improve the potential of only quarantining specific persons and/or closing the affected class. The duration of the closure will also be the call of the Health Department.

While considering support from the Health Department, we have also elected to proactively take additional steps by consulting with other colleagues and medical professionals on island. As a result, we intend to address any and all cases that may appear on our campus on a case-by-case manner. While not exhaustive, I envision a few potential scenarios.

- 1) In some instances, only a few students and/or staff may be deemed close contacts as a result of our efforts to mask, distance, bubble, etc. In such instances, certain individuals will need to quarantine and testing specific to the circumstances will be determined and communicated then.
- 2) In instances where whole classrooms are impacted by an individual’s contracting of the virus, we will adhere to the following steps:
  - a) The classroom will be closed. (Classroom A)
  - b) Siblings of those students in Classroom A will be expected to remain home.
  - c) Testing of all children in Classroom A, as well as siblings, will be expected before re-entry is considered. We recommend testing of parents, even if vaccinated.
  - d) We will follow a mandatory 10-day quarantine for the individual contracting the virus and any sibling even if initial test results are negative.
  - e) Retesting, as appropriate, will be necessary if anybody develops symptoms within 3 days of the student’s return to school or the classroom’s re-opening.

Understand that 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**

While we appreciate the help, we will host no Parent Workday to begin the 2021-2022 school year.

### **Parent/Teacher Communication**

We appreciate that normal parent teacher communication will be hindered throughout the duration of our schedules being altered. To maintain communication, we strongly encourage all parents to utilize electronic mail. Addresses for classroom teachers can be found in the Family Handbook, Section 4.3 Teacher E-mail Addresses.

## **Classroom Observation and Outside Assistance**

Classroom observations have been suspended for the foreseeable future. Outside assistance in the form of tutors and other enrichment program personnel will be limited and are subject to daily health protocols so as to support limited cross-contamination among students, between classrooms, and across programs.

## **Celebrations**

Celebrations in the form of birthdays and other special events have also been suspended in as much as no food should be shared and special classroom/campus guests are being limited.

## **Field Trips and Going Outs**

All field trips and going out activities will be limited and the feasibility of such will be measured per instance.

## **Lunch- Nutrition, Snacks, and Teas**

Our lunch program is suspended and will resume only when it is deemed appropriate. Hence, no food or snacks will be provided by the school. All lunch and snack items should be prepared by the students' family daily and all reusable containers and items should be carried home. Additionally, individual cups will be unnecessary for the foreseeable future so all families should expect to provide their children with refillable water bottles daily.

Teas formerly held on a quarter basis within the Primary program will be suspended until it is deemed feasible from a safety standpoint.

## **School Day Logistics**

### **Arrival and Departure Protocol**

All staff and students should confirm health by reviewing health questions prior to arrival on campus. Parents will not be permitted on campus and should be prepared to transition with their child(ren) at the appropriate gate (toddler – primary) or from the car (all elementary – middle school.)

For parents with multiple children, arrival and departure should take place at the youngest child's gate and at the appropriate time intervals. Students arriving early will head directly to their respective classroom spaces. For parents with multiple children at the same level, arrival and departure should occur at the drop-off/pick-up of your choice but, whatever you choose, please be consistent as we will plan accordingly following day 1.

Know that the utmost care will be provided for ensuring your child(ren) a successful transition to the classroom environment.

**If your child arrives late**, you must call the office for instructions. Your support in ensuring that your child(ren) meets the requirements of the **School Entry Expectations** will be important so remaining at school to ensure clearance will be appreciated.

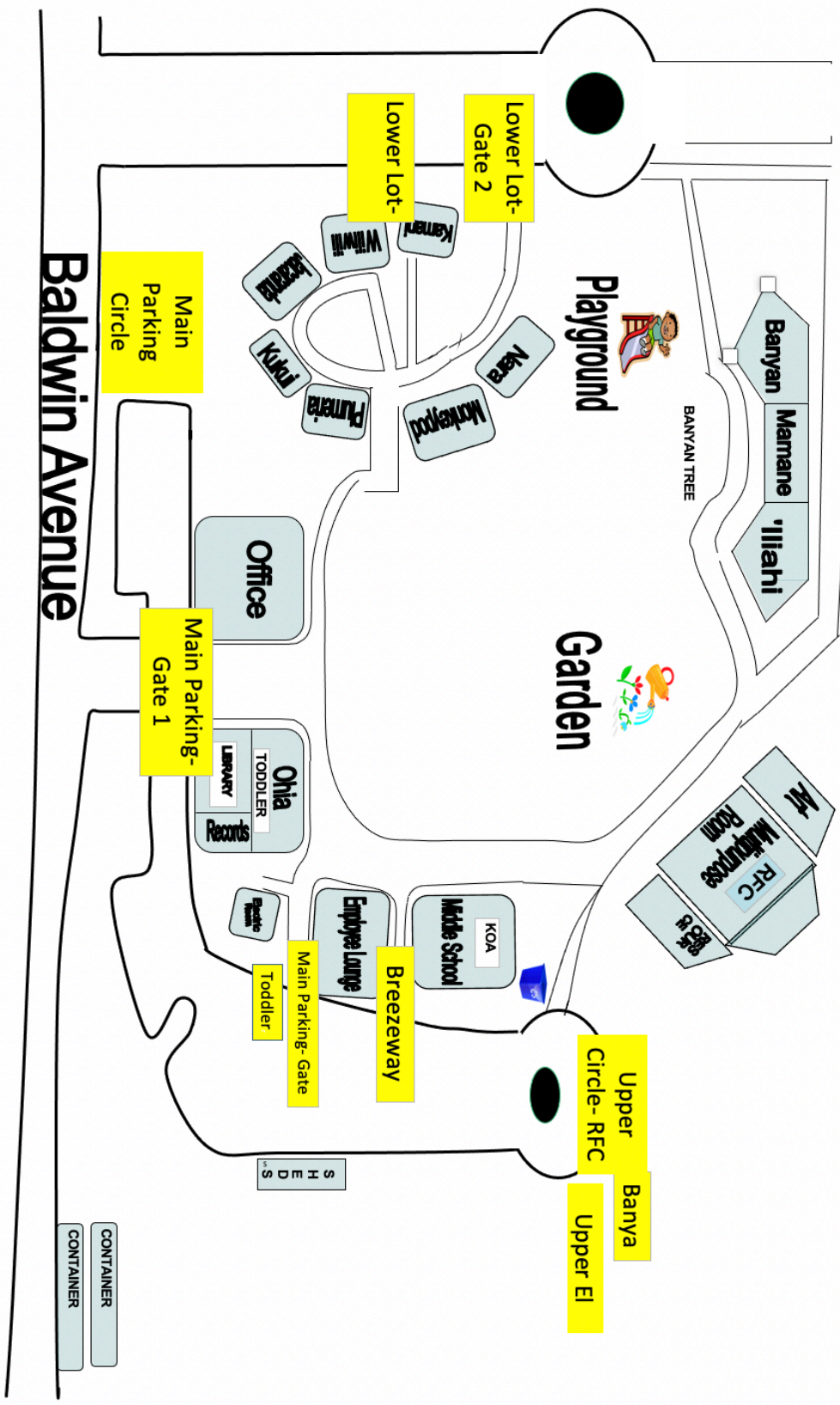
Arrival and Departure Schedules (See attached map for locations)

In an effort 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 2020-2021. 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.

Arrival and Departure Schedule			
	Wave 1	Wave 2	Wave 3
Arrival Time	7:50-8:00am	8:05-8:15am	8:20-8:30am
Departure Time	2:50-3:00pm MTHF 1:20-1:30pm W Kukui 3:00-3:10MTHF, 1:30-1:40W	3:05-3:15pm MTHF 1:35-1:45pm W	3:20-3:30pm MTHF 1:50-2:00pm W
Classroom/Gate	Toddler- Toddler Gate	Wiliwili- Lower Lot Gate 1	Upper Elementary- Upper Circle RFC
	Monkeypod- Main Gate 2	Jacaranda- Main Parking Circle	Middle School- Breezeway
	Kukui- Main Gate 1	Banyan- Upper Circle RFC	
	Plumeria- Main Gate 1		
	Nara- Lower Lot Gate 2		

Following dismissal, no child or parent should remain on campus unless previous arrangements were made for the child to attend aftercare.

# MAP of Montessori School of Maui



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Baldwin Avenue