

## GMS COVID Handbook Addendum

Updated 8/7/2020



In order to address the many changes required by the COVID public health emergency, the following document describes some of the required changes to our routines, procedures and protocols. This document will serve to amend the Family Handbook until further notice.

*In general, GMS will be modifying all programs to meet the following goals- (1) implementing daily routines that promote health and safety, (2) creating classroom cohorts where children and adults stay in the same groups from drop-off until pick-up, and (3) maximizing time spent in outdoor environments.*

### **Daily Routines and Screening**

- All adults and children ages 3 and older are expected to wear a mask when on GMS premises, unless they are eating or drinking.
- Trained staff will conduct a daily health screening for all children. If children have any of the below symptoms, they will not be allowed to attend school that day.
  - Fever of 100.4 or greater, cough, sore throat, shortness of breath, fatigue, diarrhea or vomiting, runny nose, body and muscle aches, and new loss of taste or smell.
  - If children have been given medication to reduce fever, they may not attend school that day.
- Morning drop off times and afternoon pick up times will be staggered for different classes. Drop off will happen at the school's circular driveway, and the health screening will occur at that time.

	Toddler	Primary Agave	Primary Sunflower	Elementary
Drop-off	8-8:15am	8:15-8:30am	8:30-8:45	8:45-9
Half Day pick-up	12:45pm	1:00pm	1:15pm	n/a
Pick-up (M-TH)	3-3:15pm	3:15-3:30pm	3:30-3:45pm	3:45-4pm
Pick-up (F)	12:45pm	1:00pm	1:15pm	1:30pm

### **Outdoor programming and weather preparedness**

One of the most central changes to the existing GMS program is shifting our programming to outdoor learning environments in the fall of 2020, until it is determined that it is safe to integrate indoor programming. Children should come to school prepared for the weather and with the clothing and supplies needed to be comfortable in an outdoor environment. Adequate shade and shelter will be provided.

### **ASC/BSC**

Until it is safe to combine children from different cohorts, GMS will not be able to offer before or after school care.

### **Parent Involvement**

Generally, all activities that involve congregating on campus will be modified or on hold until further notice. These activities include:

- Classroom observations
- SOS/Volunteer work
- In person Education and Outreach events

- In person Gatherings and Celebrations

We will be redesigning our outreach and parent education events to comply with COVID safe practices, and will provide families with a list of volunteer opportunities that we are able to offer at this time. We look forward to welcoming parents for classroom observations and in person events when it is safe to do so. Please contact the administration or your child's guides about alternate ways to learn more about your child's experience and learning environment.

### **Illness Policy**

In general, our illness policy stands as written, with the understanding that we will need to be more proactive about ensuring that children do not attend school when they are ill or have symptoms, and stay home until they are fully recovered.

**Due to the COVID19 pandemic, if a child is exhibiting symptoms associated with COVID19, including fever of 100.4 or greater, cough, sore throat, shortness of breath, diarrhea or vomiting, body and muscle aches, and new loss of taste or smell, they must see a health care provider before returning to school and be cleared to return.**

The CDC has the most up to date information about symptoms and what to do when you are sick.

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

### **Communications regarding COVID and Health Related School Closures**

*As with any illness, proactive communication is necessary and expected both from families and the school to keep everyone safe during this time. Please see the Travel and Exposure Agreement for specific information about following current public health orders and related communication.*

If there is a suspected case of COVID19, close contacts of the person will be notified by email or phone and be on standby until test results are obtained.

All staff and families will be notified by email if there is a confirmed case of COVID19 within the staff or enrolled children. The NMDOH will identify the close contacts that need to be tested or quarantined and provide guidance about which areas of the school will need to be closed for cleaning. Depending on the source of the outbreak, either affected classrooms or the whole school may be required to close, as determined by the NMDOH. This will all be communicated to families through email. All staff and families of enrolled children who are identified as close contacts to a positive COVID case and refuse testing will be required to follow NMDOH requirements and may be excluded from the program for 14 days.

This link from the CDC has more information about timeline requirements for when you can be around others after you have had or likely had COVID19:

[https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html)

### **Food Policy**

The current price for full pay lunches through our USDA NSLP program is

Toddler: \$2.70

Primary: \$3.00

Elementary: \$3.05

At this time, we cannot invite parents to join their children in the classroom for lunch.

### **Birthdays**

While we will certainly find creative ways to celebrate birthdays, we are not able to have snacks from home to share at this time.

### **Transitions between classes**

When a child shows signs of readiness to move to a new classroom, we will have to modify our normal practice of having the child visit the new classroom. Guides will consult with each other and with the families to confirm when the transition will take place, and a series of meetings will be set up with the child's new guide so they can establish a relationship prior to the child starting in their new level.