

Miramonte's Stage 2: Reopening the Miramonte Campus: School Hours of Operation:

- ❖ Mondays: School starts at 8:30 am and ends at 2:30 pm;
 - Students may arrive from 7:30 am onward and be picked up until 3:30 pm.
 - Pre-arranged childcare: 7:00-7:30 am; 3:30 – 4:00, 4:30 or 6:00 pm.
- ❖ Tuesdays: School starts at 8:30 am and ends at 2:30 pm;
 - Students may arrive from 7:30 am onward and be picked up until 3:30 pm.
 - Pre-arranged childcare: 7:00-7:30 am; 3:30 – 4:00, 4:30 or 6:00 pm.
- ❖ Wednesdays: No student on campus. There will be modified school activities and some classes such as Spanish, Music, Tutoring or small groups. Check with your student's teacher for their specific schedule.
- ❖ Thursdays: School starts at 8:30 am and ends at 2:30 pm;
 - Students may arrive from 7:30 am onward and be picked up until 3:30 pm.
 - Pre-arranged childcare: 7:00-7:30 am; 3:30 – 4:00, 4:30 or 6:00 pm.
- ❖ Fridays: School starts at 8:30 am and ends at 1:30 pm;
 - Students may arrive from 7:30 am onward and be picked up until 2:00 pm.
 - Pre-arranged childcare: 7:00-7:30 am; 2:00 – 2:30, 3:30 or 5:00 pm.

1. Entering campus:

- a. You are required to **pre-screen your student** each morning before they come to school. Prescreening is now all online. If you have not set up your account and have it ready to use, please visit <https://miramonteschool.thehealthscreeener.com/>. (See my Sept. 24th Bloomz announcement for details.) The screening is only for those coming on campus – both student and adult; distance learning students should not prescreen. No student can enter class without the prescreening.
- b. **Arrival time:** between **7:30 – 8:30 am** (no charge in this time span)
- c. **Find the right gate** for your student to enter and exit.
 - i. Gr. K – 3 the main gate
 - ii. Gr. 4 – 6 the car gate
 - iii. Gr. 7 – 8 the gym entrance
- d. **Wear a mask – even in the parking lot!**
- e. **Parents are to stay in the parking lot**, with the exception that **K – 2 parents** can escort their children to the curb but must observe social distancing, especially around other students.

- f. **Parents and visitors** are only allowed in the office or the business manager's office; these visits will be pre-arranged and at a time when there are not students in the vicinity.
- g. Especially the first few weeks, please do not leave campus until you see your student get past the gate. If you forgot to pre-screen, we will be calling you right away.

2. Lunches and Snacks:

- a. Send lunches that do not require heating nor refrigeration.
- b. No use of microwave or refrigeration.
- c. Do not send frozen foods, cup of noodles or anything needing to be kept cool. If needed, include a frozen gel pack or a thermos.
- d. No Sharing anything - lunch or snacks.
- e. If a parent wants to send snacks for the whole class, they must pre-arrange with the teacher; the snacks must be prepackaged.

3. Exiting Campus – Student Dismissal:

- a. **Before 2:30 pm** – Early Dismissal:
 - i. The parent calls the office. The teacher will dismiss the student to the Main Gate. The parent waits at the gate or in the parking lot.
- b. **Between 2:30 and 3:30 pm,**
 - i. The parent contacts the classroom teacher by **Bloomz**.
 - ii. The teacher will dismiss the student to exit through the gate from which they entered. (K – 3: Main Gate; 4 – 6: Car Gate; 7&8: Gym).
- c. **After 3:30 pm,**
 - i. **After School Care (ASC)** will gather students who were pre-arranged for ASC.
 - ii. **Parents** contact the office/ASC after 3:30 pm when they're in the parking lot.

iii. For those students who are not registered in the after school care program but are **still on campus after 3:30 pm ; the parents will be charged a \$5.00 per minute** charge.

d. **After School Care (ASC):**

- i. Will have stable cohorts of no more than **14 students per cohort**, who will maintain socially distancing and wearing their masks.
- ii. **Must be prearranged** – no last-minute arrangements are allowed.
- iii. **Is charged by the month**, not by individual days or hours.
- iv. If the parent is **beyond the pre-arranged deadline** to pick up their student in ASC, then the parent will be **billed \$5 per minute**.

4. **Illness:**

- a. Please make sure the school has your most recent cell phone # and email.
- b. Please keep home a student who is “just a little sick.”
- c. The office will notify the parents if their student becomes sick at school. The parent is expected to pick up the student within an hour of notification. The student will be kept in isolation until pick-up.
- d. We follow the Santa Clara County Public Health Department protocols for anyone suspected or confirmed to have COVID-19 or having close contact with such persons. See the separate document.

5. **Health protocols:**

- a. **Face coverings:** Everyone is required to wear a face covering whenever outside on campus, with 2 exceptions
 - i. when eating or drinking
 - ii. when in school-planned outdoor physical activities (but must maintain a 10-foot social distance during those activities);
 - iii. Students in grades 2 and lower will have teacher-scheduled times to take off the face coverings within the stable cohort.
 - iv. Face shields alone are not adequate face coverings and if used, must be worn with a face covering over the nose, mouth, and chin with no gaps.

b. Social distancing:

- i. All students and staff will maintain a six-foot distance between each other to the greatest extent possible.
- ii. When engaged in physical activity, all students and staff will increase the social distance to ten feet.

c. Handwashing:

- i. The teachers will train the students in the proper handwashing technique.
- ii. All students and staff will wash their hands
 1. When entering the classroom;
 2. Before lunch or snack time;
 3. After sneezing or coughing;
 4. After using the restroom;
 5. After recesses.
 6. At other times the teacher deems necessary.

d. **No Sharing** will be the consistent protocol practiced all day so that there is no common touched items or surfaces.

e. **Sanitizing stations** are located within each room and will be used when handwashing is not available.

6. PE and Music:

- a. All music 1st semester will either be online or involve activities that do not include singing or playing wind instruments.
- b. PE and recess:
 - i. will be outdoors to the greatest extent possible.
 - ii. will not include any activity sharing an object or that may bring students within ten feet of each other while exercising. (So, games such as tag, basketball, volleyball, and flagball will not occur.)

7. **All (in-person) Field Trips** are cancelled until further notice. Virtual field trips are at the discretion of the classroom teacher.

8. Cleaning and Disinfecting:

- a. The campus (classrooms, bathrooms, and offices) are cleaned and then disinfected each night before the next school day.
- b. Bathrooms are cleaned and disinfected twice during the day.
- c. Twice a week the classrooms receive a disinfecting procedure (fogging) as an extra layer of prevention.

9. Blended Learning:

- a. Families start on August 28, 2020, with the choice to start online with distance learning or to be on campus with in-person instruction.
- b. If a family in distance learning would like to join in-person instruction, they must wait 14 days after moving to distance learning. So for those who start on August 28, 2020, in distance learning, their first opportunity to return to the classroom will be October 12th. Parents will contact the school a week in advance so that teachers and staff can be prepared for their return to campus.