

**Communicable Disease Pandemic Plan - Stages of Risk
Magnolia Montessori School**

Stage of Risk	Stage 1 - Blue	Stage 2 - Green	Stage 3 - Yellow	Stage 4 - Red
Definition	<ul style="list-style-type: none"> Specific virus/disease confirmed 	<ul style="list-style-type: none"> DCF, Hunterdon County, NJ – Health Department and State of New Jersey reports a concerning number of specific virus/disease in Hunterdon County 	<ul style="list-style-type: none"> DCF, Hunterdon County, NJ – Health Department and State of New Jersey reports an alarming number of specific virus/disease in Hunterdon County 	<ul style="list-style-type: none"> Under the recommendation of DCF, Hunterdon County, NJ – Health Department, State of New Jersey and a 10% increase in absenteeism related to COVID-19 for two consecutive days National, statewide, or regional restricted travel in US Staffing becomes an issue due to infection-based quarantine Federal, regional, or state government closes schools
Campus Access	<ul style="list-style-type: none"> Everything is normal 	<ul style="list-style-type: none"> All students who display any flu or common cold-like symptoms must be kept home If immediate family member display flu or cold-like symptoms the student must be kept home Students who fall ill in any way at school will be required to be picked up immediately. They will be isolated in the designated area until this happens Follow Magnolia Montessori Schools Communicable Disease Policy Email prospective parent tours/observations and student visit about rescheduling visit if they are symptomatic 	<ul style="list-style-type: none"> Only Magnolia Montessori students and immediate family members allowed on campus Students with specific virus/disease symptoms must stay home until cleared by physician Temperatures of over 100.0 will be result in sending the child home immediately Families who traveled to countries in areas within the CDC threat level of COVID-19 cases in the past 14 days must stay home until clear (14 days) Access for non-Magnolia Montessori individuals by appointment only and with limited access to school facilities All food provider services suspended. Prospective parent tours/observations and student visits suspended 	<ul style="list-style-type: none"> School closed until Head of School reopens school. The school will remain closed long enough to ensure virus/disease spread is checked.
Delivery of Our Program	<ul style="list-style-type: none"> School as normal Students reminded how to wash hands properly Basic hygiene reviewed: <ul style="list-style-type: none"> Washing hands Use of tissues Sharing food/drink Coughing/sneezing into elbow 	<ul style="list-style-type: none"> School as normal Food preparation activities by children suspended in all programs Hand washing procedures reviewed Basic hygiene reviewed <ul style="list-style-type: none"> Washing hands Use of tissues Coughing/sneezing into elbow No sharing food/drink Avoid touching eyes, nose, and mouth between hand-washings Information about symptoms of virus/disease shared with families and faculty/staff Students given work to do at home if away from school for an extended period Teachers prepare alternative learning 	<ul style="list-style-type: none"> School is open as normal Everyone must wash hands upon entering classrooms Basic hygiene reinforced <ul style="list-style-type: none"> Advanced hand washing protocol in all classrooms No sharing of food/drink Self-shielding explained and encouraged No handshaking and all physical contact is limited Resources given to students to take home in preparation of school closure Food preparation activities by children suspended in all programs 	<ul style="list-style-type: none"> School closed Home-learning protocols rolled out

		<p>programs, processes, and procedures</p> <ul style="list-style-type: none"> • Alternative greeting to handshaking used • All children and staff wash hands upon entering classroom 		
Before/After School Activities/Program	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Cancelled 	<ul style="list-style-type: none"> • Cancelled
School Field Trips	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Cancelled 	<ul style="list-style-type: none"> • Cancelled
Events	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Normal operations 	<ul style="list-style-type: none"> • Essential events for Magnolia Montessori School allowed, as determined by pandemic • Social distancing explained and encouraged • Community events cancelled 	<ul style="list-style-type: none"> • Cancelled
Communication	<ul style="list-style-type: none"> • Use email to inform parents of preparedness plans and steps being taken to support wellness of all students • Head of School serves as pandemic manager 	<ul style="list-style-type: none"> • Email and social media used to keep community updated • Specific virus/disease information and protocols communicated to all faculty/staff members • Ensure all faculty/staff are confident of responsibilities • Go over plan with faculty/staff and update as necessary • Share management response protocols with community 	<ul style="list-style-type: none"> • Email and social media used to keep community updated • Continue to ensure staff are confident in dealing with situation • Teachers prepare home learning programs for use in event of closure • Send information to parents about at home learning programs should a school closure occur 	<ul style="list-style-type: none"> • Emails, social media, and text messaging used to keep community updated • School programs delivered via internet, as appropriate
Faculty/Staff	<ul style="list-style-type: none"> • Keep faculty/staff up to date through weekly emails including updates on protocols for dealing with pandemic emergencies • Normal work for all faculty/staff 	<ul style="list-style-type: none"> • Normal work unless showing symptoms of illness; must seek official diagnosis by physician • Employee Leave requirement waived for those diagnosed or caring for a child who has been diagnosed with specific virus/disease • Move to hand-raising protocol vs. “talking object” for community meetings • Instruct all faculty/staff to bring home computer, charger, etc. everyday 	<ul style="list-style-type: none"> • Faculty/staff who display symptoms must notify school, see doctor, and self-quarantine until cleared to return to work by physician by a physician qualified within DCF, Hunterdon County NJ, Health Department and State of New Jersey rules • Normal work for all others 	<ul style="list-style-type: none"> • School closed • All faculty/staff check email daily for pertinent school information • Healthy faculty/staff members work from home • Schools thoroughly cleaned and disinfected before reopening • Admin team works onsite as needed to complete mission-critical duties and building is sealed to prevent entrance by others • Staff may work in their classroom if it has been disinfected, they have no symptoms, and entrance to building has been approved by Pandemic Director
Facility	<ul style="list-style-type: none"> • Ensure stocks are high of needed supplies such as gloves, disinfectant, hand soap, masks and disposable products (plates, utensils, napkins, paper towels) • Brief janitorial staff on appropriate cleaning protocols and oversee implementation 	<ul style="list-style-type: none"> • Add janitorial shifts to assist with cleaning • Initiate enhanced janitorial cleaning for routine touchpoints and shared spaces using state approved disinfectant <ul style="list-style-type: none"> ○ Doorknobs ○ Tabletops ○ Chairs ○ Light switches/elevator buttons ○ Countertops 	<ul style="list-style-type: none"> • Ensure all infrastructure staff, especially janitorial, follow hand washing and personal hygiene protocols • Deep cleaning procedures implemented • Touchpoints disinfected three times per day <ul style="list-style-type: none"> ○ Doorknobs ○ Tabletops ○ Chairs ○ Light switches/elevator buttons 	<ul style="list-style-type: none"> • Full campus, including all furniture, equipment, and touchpoints, completely disinfected before school reopens <ul style="list-style-type: none"> ○ Doorknobs ○ Tabletops ○ Chairs ○ Light switches/elevator buttons ○ Countertops ○ Faucets

		<ul style="list-style-type: none"> ○ Faucets ○ Laptops ○ Handrails ● Cloth towels replaced with paper towels to cope with heavier use ● Each class issued bleach wipes and extra paper towels ● Ensure hygiene standards are maintained and protocols updated as needed ● Clean/disinfect wellness room at end of each day 	<ul style="list-style-type: none"> ○ Countertops ○ Faucets ○ Laptops ○ Handrails ● Food providers discontinued, only home-prepared food allowed ● Group snack in all programs discontinued; families provide snack from home ● Clean/disinfect wellness room after each individual child has used it ● Switch to disposable plates, utensils, napkins, etc. ● Switch to disposable paper towels in all restrooms 	<ul style="list-style-type: none"> ○ Laptops ○ Handrails
Emergency Care	<ul style="list-style-type: none"> ● Isolation area identified and prepared for anyone with symptoms of illness 	<ul style="list-style-type: none"> ● Isolation area used for any students falling ill at school 	<ul style="list-style-type: none"> ● May take the temperature of all students and family members upon entrance, and ask if they a runny nose, or flu/cold-like symptoms ● Temperatures over 100.0 will result in child being sent home immediately ● Families are asked to report contacts of those with confirmed illness ● Students who display symptoms must notify school, see doctor, and self-quarantine until cleared to return to school by a physician qualified within DCF, Hunterdon County, NJ – Health Department and State of New Jersey rules 	<ul style="list-style-type: none"> ● School closed ● School stays informed about condition of faculty/staff