

**Khalsa Montessori School**



# Elementary Summer Program Overview

## July 13 - July 24, 2020

Welcome! This presentation is a supplement to the KMS Operating Plan, and should be viewed by parents and students in order to better prepare students for their upcoming summer session. Our goal is to paint a clear picture of our enhanced drop-off and pick-up, health and safety, and classroom procedures. We'll also introduce you to our Khalsa classroom teams.

During this two-week session, incoming first-year students will learn more about their new campus community, classroom rules and routines, and familiarize themselves with the beginning elementary materials.

# General Preparedness and Planning

Khalsa Montessori School has and will continue to collaborate, share information, and review plans with local health officials to protect the whole school community.

Many of the guidelines and practices we will follow have been standard practice since the onset of the pandemic, including:

- Ongoing staff training
- Healthy distancing as feasible
- Face coverings worn by staff when interacting with other adults

Daily, students should expect the following:

- Health screening upon arrival (contactless thermometer)
- Frequent handwashing, and use of hand-sanitizer by adults when hand washing is not an option
- Socializing in small groups
- Limited socialization among a variety of individuals
- Increased sanitizing/cleaning, especially at lunch and snack breaks, high-touch surfaces and in the classroom

# Student Illness

We ask that students who are ill or have been in close proximity to someone presenting COVID-related symptoms, to remain home. If a student presents symptoms common to coronavirus, or any other illness, Khalsa staff will follow these steps:

- Isolate the student away from their classroom group, and ask them to wash their hands and provide them with a face mask
- Parent/caregiver will be notified that their child needs to be picked up from campus right away
- The student will need to remain home until they are cleared for return
  - Typical incubation period for Covid-related symptoms or illness is up to 14 days
    - A note from a doctor is needed
  - Typical incubation period for fever is 72 hours *after* fever free

# Cleaning and Disinfecting

Khalsa staff is committed to maintaining a healthy environment. Students and staff will be expected to wash hands frequently.

Staff will routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched. All bathrooms will be cleaned and disinfected regularly throughout the day.

Please refer to the KMS Operating Plan for a list of our detailed plans.



# Good Hygiene

Khalsa staff is committed to helping teach, create and reinforce healthy habits. As a community, we can keep each other safe by frequently washing our hands, especially after using the restroom, blowing one's nose, playing outdoors, and before and after eating.



# Elementary Student Checklist

Once students enter campus, they will be directed to their classrooms. Students will be organized into three classroom groups, and will remain with their group for the duration of the two-week session. This includes all classroom time, lunch, recess, and during the drop off and pick-up periods. The lunch and recess break lasts one hour; there is also an afternoon 15-minute recess.

Toddler and Primary Families will receive an email with a list of essential items.

Students need to bring these items each day:

- Lunch in an insulated bag, including placemat or large cloth napkin (we do not provide refrigerated lunch storage)
- Sufficient snack for up to two snack breaks (Khalsa will provide limited, single use snack in cases of emergency; family-style snack has been suspended)
- Water bottle
- Hat (suggested)
- Mask (optional)

# Healthy Snack Ideas

- Hummus with pita bread, veggies
- Quesadilla with guacamole
- Lara or Clif bar, or other, low-sugar granola bars
- Fresh fruit or vegetables
- Applesauce or fruit squeeze pack or cup
- Hard-boiled eggs
- Trail mix
- String cheese
- Fruit snacks or fruit leather
- Fruit cup in water
- Chips, crackers or pretzels
- Pasta salad
- Steamed vegetables



# Assisted Arrival: Primary and Elementary

Many of our previous school procedures will change in order to meet our new challenges. All adults are asked to wear a mask when on school premises.

A health screening will be conducted at car line. When families have reached the front of car line, the parent/caregiver will exit so that a temperature check can be performed.

Assisted Arrival Window:

- Primary: 7:50 - 8:25
- Elementary: 7:50 - 8:25

- At drop-off, families will remain in their vehicle until they have reached the front of car line:
  - Parent/child will exit vehicle so that a temperature check can be performed, using contactless thermometer, which is then recorded
  - Secure sign-in signature from parent/caregiver; we suggest using your own pen but we will gladly offer a clean one
  - Staff will escort student to their classroom and then return to help next family in line

# Assisted Departure: Primary and Elementary

Students will remain with their classroom groups on the playground near the front gate. Students should actively be looking for their vehicles, and inform staff when they see their car.

All adults are asked to wear a mask when on school premises.

When your vehicle is the first in line, please exit your car in order to sign-out your child.

Assisted Departure times:

- Primary: 2:50 - 3:10
- Elementary: 3:00 - 3:10

- At pick-up, families will remain in car line until they are at the front of the line, when they can exit.
  - Khalsa staff will inform student when it is their time to proceed to the front gate, and escort them to their car
  - Obtain sign-out signature from parent/caregiver; we suggest using your own pen but we will gladly offer a clean one

Students not picked up by 3:10 (or end of car line) will wait in the office until they are signed out by a parent/caregiver.

# Assisted Arrival & Departure: Toddler

Many of our previous school procedures will change in order to meet our new challenges.

A health screening will be conducted upon entry. Families will wait in the lobby, preferably spaced 6 feet apart from other waiting families. Adults need to wear a mask or face covering.

Khalsa staff will greet families and accept necessary items for each child. Children will join their group for indoor play.

Late arrivals must be communicated in advance.

# Elementary Extracurricular Offerings

On Friday afternoons, students will have an opportunity to engage in two extracurricular classes:

- Art with Ms. Kelcie
- Ballet Folklorico Dance with Ms. Graciela



# Lower Elementary East



Ms. Helen



Ms. Keerat

# Lower Elementary North



Ms. Carie



Ms. Renee

# Lower Elementary South

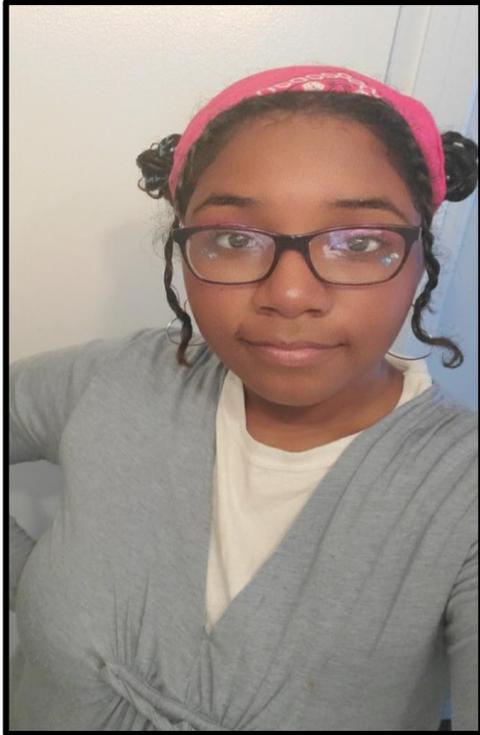


Ms. Emily



Ms. Joye

# Primary North



Ms. Makayla



Ms. Shannon



Ms. Naomi

# Primary South



Ms. Dyanna



Ms. Gretchen

# Primary Upstairs



Ms. Cynthia



Ms. Demitria

# Toddler



Ms. Chloe



Ms. Betty



Ms. Carmen

# We Can't Wait to See You!

It is our goal to provide an enjoyable experience for your child/children! We are excited to provide meaningful and educational content, while upholding increased standards of cleanliness. The same Montessori standards that are upheld during the normal school year will be upheld during the summer program, including respect for self, each other and community; encouraging the development of independence; and inspiring students to realize their truest potentials.

If you have any questions, comments or concerns, please reach out to us. You can reach us via multiple channels, depending on your needs:

- [frontoffice@khalsamontessori.org](mailto:frontoffice@khalsamontessori.org) or by phone, 602-252-9211: Elementary campus
- [kmps@khalsamontessori.org](mailto:kmps@khalsamontessori.org), or by phone, 602-252-2275: Primary campus
- [kmms@khalsamontessori.org](mailto:kmms@khalsamontessori.org), or by phone, 480-770-2460: Toddler campus



See you on Monday,  
July 13!