

ONE KINGSLEY

PREPARING FOR OUR RETURN TO SCHOOL



KINGSLEY
MONTESSORI
SCHOOL

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VIEW OUR FALL PLANNING VIDEOS
AND Q&A RECORDINGS
AS AVAILABLE ON VIMEO



OUR MISSION

ENGAGE THE MIND,
HANDS, AND HEART OF
EACH CHILD TO NURTURE
RESILIENT EXPLORERS,
CONFIDENT LEARNERS,
AND EMPATHETIC
CITIZENS.



FROM THE HEAD OF SCHOOL



Dear Kingsley Families,

We call our reopening plan One Kingsley in affirmation of our shared values and our commitment to maintaining and strengthening our community bonds as we open a new school year.

Our mission and purpose kept us knitted together last spring during the arrival in the U.S. of a global public health cataclysm; then, the ignition of a nationwide movement addressing systemic racism, violence, and oppression. With these generation-defining dynamics as our 2020-21 landscape, and a modified school year ahead, our common aspirations on behalf of our students will provide unity, focus, and fuel for our joint efforts.

In crafting the One Kingsley plan, our primary priority has been and remains the **health, safety, wholeness, and wellbeing** of the school community. In sharing this overview, we affirm our support for all members of Kingsley—students, parents, caregivers, faculty, and staff—during these unpredictable times.

Each child's **intellectual and personal journey** is front and center in One Kingsley. Its design is based on the common goal to nurture a love of learning in our students and support them as active agents of their growing confidence and skill sets. **Whatever the format or venue, Kingsley faculty will utilize innovative teaching tools as well as time-tested progressive methods to deliver an academic and social/emotional education that meets the needs of the individual student.**

Our vision for the year prioritizes **personal relationships**—teacher to student, peer to peer, and community-wide. Whether teaching and learning together in Fairfield or Exeter or engaged in carefully designed online studies with a virtual cohort, our students are members of a single school community. Their individual contributions, collective love of learning, and strong bonds with teachers and classmates are fundamental components of One Kingsley.

Our faculty and staff are working devotedly under fluid circumstances to build an educational experience that prioritizes our community's wellbeing; meets the diverse needs of our students; and facilitates connectedness across the classroom and the Zoom room. I thank them for their inspired efforts, and thank you, KMS families, for your faith in us and your ongoing partnership.

I look forward to having our students and families reconvene with faculty and staff in September, when we will launch together another year of exploration, discovery, and learning as One Kingsley.

Take care,

Steve

OUR PLANNING PRIORITIES



HEALTH AND SAFETY OF OUR
STUDENTS, STAFF, AND
FAMILIES

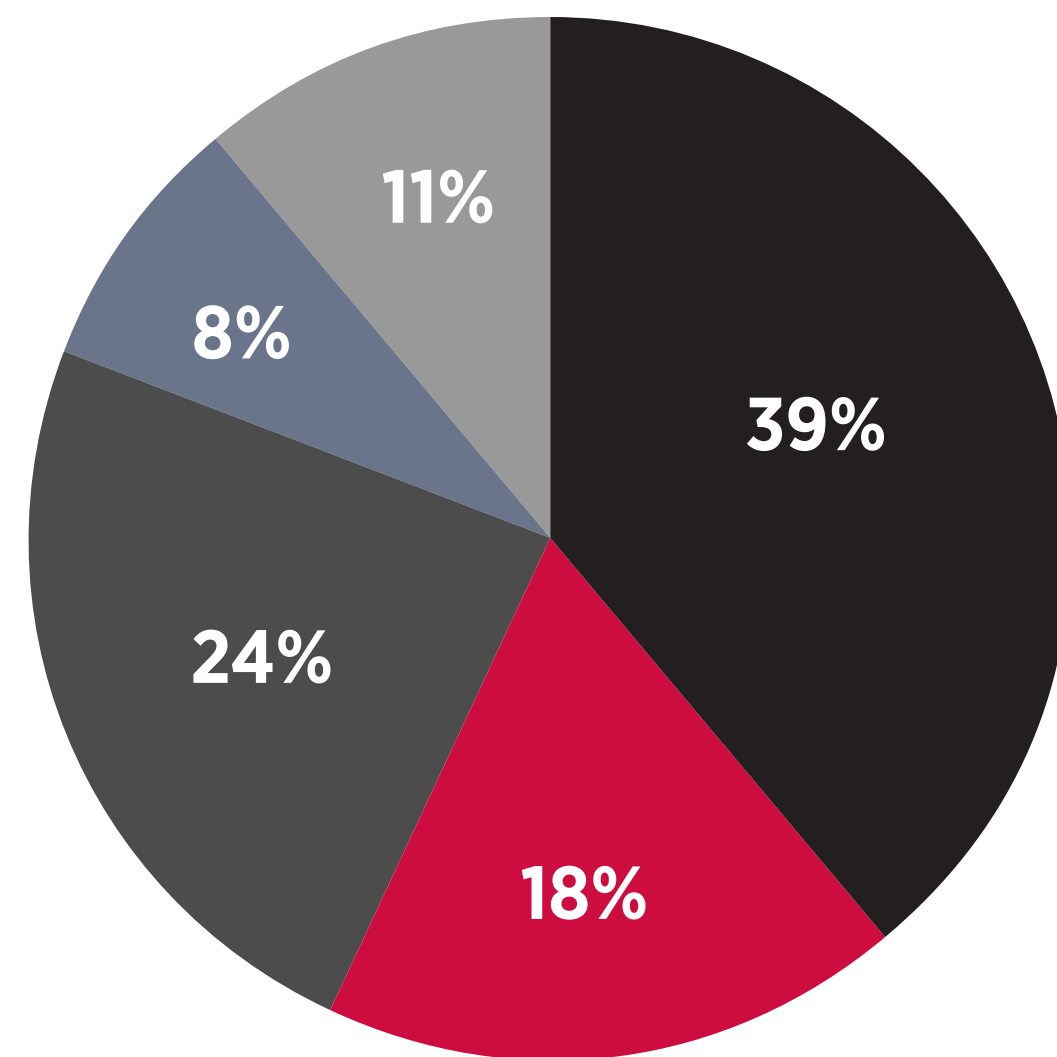


DELIVERY OF A HIGH QUALITY
LEARNING EXPERIENCE
AND SOCIAL EMOTIONAL
PROGRAMMING AND SUPPORT

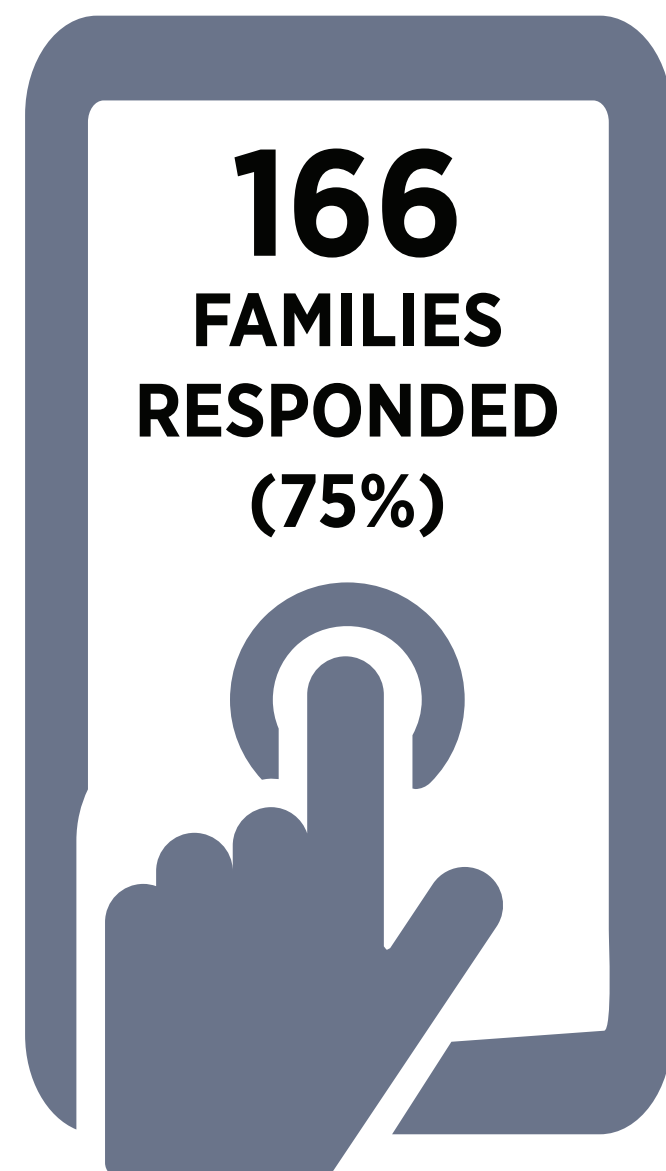


MAINTAINING COMMUNITY
RELATIONSHIPS AND
WELLBEING

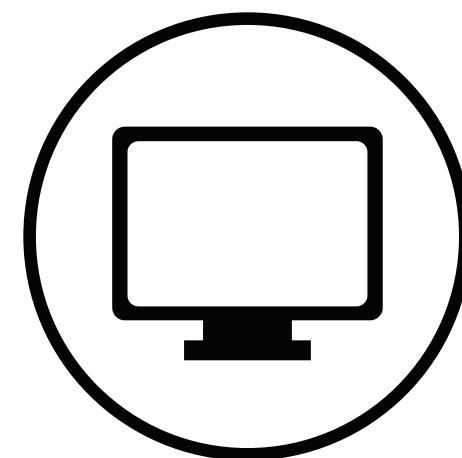
COMFORTABLE RETURNING TO SCHOOL ON CAMPUS?



JULY 16, 2020
SURVEY
FEEDBACK



OPT IN TO FULL TIME ONLINE LEARNING?



11%
FULL TIME
ONLINE



23%
NOT SURE
YET



66%
ON CAMPUS



FALL PROGRAM OUTLINE



TODDLER PROGRAM

Toddler students will begin the year in an **On Campus Model** five days a week in either an AM or PM classroom.

5 days of full AM & PM programs with standard 14-day phase-in approach.



EARLY CHILDHOOD PROGRAM (INCLUDING KEP)

Students in Preschool through Kindergarten will begin the year in a **Hybrid Model**. Students will spend four days per week learning on campus and one day per week learning online.

4 days a week on campus (Monday–Thursday) with Friday as the co-curricular home learning day.



LOWER AND UPPER ELEMENTARY PROGRAMS

Students in Grades 1-6 will begin the year in a **Hybrid Model**, in which each cohort will spend one week on campus and one week off campus. Teachers will be assigned by cohort and will work with the same group regardless of location.

4.5 days a week (half day on Friday—dismissal at noon), hybrid A & B weeks on and off campus.



KINGSLEY ONLINE

Families of students in Grades 1–6 who cannot return to campus may choose an **Online Only Model** and must commit by **semester**. If there is sufficient confirmed interest in an Early Childhood Online Only option, we will consider offering this program.

4.5 days a week (half day on Friday—dismissal at noon).

Early Childhood and Elementary Hybrid schedules will be reassessed after the school has been operating successfully.



We remain ready to pivot to Kingsley Home Learning for all students if community health and safety needs necessitate such a switch.



After School care will not be offered at the start of the year. We will reassess as we move forward.



KINGSLEY HOME LEARNING (KHL) 2.0

- Ongoing training and support for faculty in online teaching methods from KMS's new Education Technology Integrationist, Elana Milstein.
- Ongoing out-of-school professional development in virtual instruction practices.
- Streamlined learning management systems SeeSaw and Google classroom will provide easy access to student work and assessment.
- Robust school schedule includes core and co-curricular work and lessons throughout each school day.
- Programmatic consistency between classrooms/cohorts and across Divisions.
- Prioritization of 1:1 and/or small group interactions with teachers.

If we are mandated to close campus, we are prepared to pivot to our upgraded all-online program.



Redesign informed by parent feedback and faculty reflection on last spring's KHL program.





PHYSICAL PLANT UPGRADES

- HVAC improvements & enhancements at the building and classroom levels
- Detailed space planning to accommodate physical distancing and other safety measures
- Significantly reduced occupancy in each building
- Medical suite with isolation room in each building
- Touchless hand sanitizer stations & soap dispensers throughout each campus
- Hand washing stations in each classroom
- Individual desk partitions



INCREASED STAFFING & SPECIALIZED EQUIPMENT PURCHASE

- Additional full time Nurse at Exeter
- Full time Nursing Assistant in Fairfield
- New Assistant Director for School Safety & Program Support
- Additional Fairfield support staff
- Full time janitorial staff in each building will frequently clean public spaces throughout the day
- Newly-purchased portable electrostatic disinfection machines for use nightly
- Abundant PPE supplies



• NEW OPERATIONAL PROTOCOLS

- Required daily home health screening of staff and students via Magnus Health app
- Weekly testing of all staff
- Staggered schedules for student arrival and dismissal
- Mask wearing required for all staff and students ages 2 and above
- Protocols for assessing possible exposure on campus; guidelines for isolating individuals and cohorts; contact tracing
- Rigorous daily cleaning protocols
- Restricted campus access and screenings (including thermal cameras) for all vendors and essential visitors

HEALTH & SAFETY INITIATIVES

(CONTINUED)





PHYSICAL
PLANT
UPGRADES





CAMPUS COVID EXPOSURE ACTION PLAN

1

Students presenting with symptoms of COVID-19 will be isolated promptly and advised to seek medical care to determine the cause of symptoms.

2

Class will continue for the remainder of the cohort while tests results are pending for symptomatic staff/students. If 2 or more students become symptomatic, the entire cohort will be excluded from being on campus.

3

If testing results are negative, the cohort will resume hybrid or on campus learning. For those students feeling unwell, parents will be advised to contact the school nurse to discuss a return plan.

4

If tests reveal a confirmed positive case of COVID-19, the cohort and close contacts will be excluded from school for 14 days.

5

The community will be informed promptly of any confirmed cases on campus.

6

If a student or staff member has confirmed household exposure, they will be excluded from school for 14 days from the last known date of exposure.

COVID ON CAMPUS

RESPONSE STRATEGY

STEP ONE

NOTIFY THE DEPARTMENT OF PUBLIC HEALTH (DPH)

If there is a confirmed COVID diagnosis on campus, the School will report it to the DPH and proceed per their directives.

STEP TWO

ALERTS, QUARANTINE, CONTACT TRACING, AND CLEANING

Families of the relevant cohort will be informed immediately. Teachers and students in the affected cohort will be sent home and initiate Home Learning during a 14-day quarantine. The School will initiate contact tracing with the support of the DPH. The cohort's learning spaces and all shared spaces will be deep-cleaned.

STEP THREE

COMMUNICATION

In addition to notifying the specific cohort, we will inform all families and staff of a positive covid diagnosis on campus and reiterate instructions for monitoring symptoms.

KINGSLEY
MONTESSORI
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KINGSLEY COMMUNITY SPREAD

NON-MANDATED SCHOOL CLOSURE & REOPENING PROCEDURE

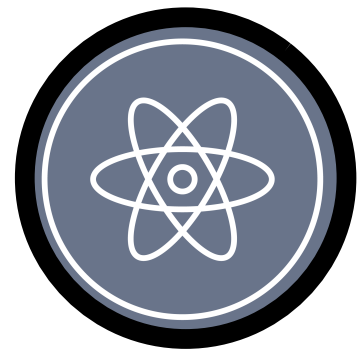
- In consultation with the DPH and our COVID-19 Response Team, Kingsley will pause campus operations in the case of "community spread"—i.e. multiple confirmed cases across different cohorts.
- Teachers and students will move into Home Learning during a school closure.
- School closure will prompt deep cleaning protocols in both buildings and assessment of quarantine needs for each cohort.
- Using contact tracing data, Kingsley will implement a targeted testing strategy.
- The campus will reopen when the buildings are clean and appropriate cohorts have been quarantined and reorganized for home learning or when cleared to reopen by the state in the event we are mandated by such authority to close.





COHORT APPROACH

- Cohorts made up of multi-age homerooms
- Integrity of teacher to student ratio maintained
- Technology will be used to maintain cross-cohort connections
- Some ECE cohorts will be stationed at Exeter



COHORT CONFIGURATIONS

- **1 Toddler cohort** will be located on the ground level of the Fairfield building
- **3 ECE cohorts** will be located in the Fairfield building, one on each floor
- **2 ECE cohorts** will be located in the Exeter building, on the second and third floors
- **2 LE cohorts** will be located in the Exeter building on the fourth floor at a time
- **2 UE cohorts** will be located in the Exeter building on the fifth floor at one time



CLASSROOM CONFIGURATIONS

- Furniture arranged to ensure all students are four- to six-feet apart
- Standing partitions separate students from one another
- Movement through classrooms will be limited
- Individualized materials for students
- Sanitation stations for shared materials

COHORTS, CLASSROOM CONFIGURATIONS, & DAILY SCHEDULES



ARRIVAL & DISMISSAL PROCEDURES

- Staggered Schedules
- Use of multiple egresses at both buildings
- Streamlined flow of vehicular and foot traffic



DAILY SCHEDULE PRIORITIES

- Morning Meetings
- Core Instructional Time with a teacher (Math, Reading, Writing, Cultural)
- Co-Curricular Instructional Time with a teacher (Science, STEM, Arts, Physical Education, Library)
- Built-in outdoor break time
- Independent Work Time for individual, partner, and small group work
- 1:1 and Small Group Teacher Check-ins

TODDLER PHASE-IN

- September 8-11: Individual Teacher-Family Introductions
- September 14-16: Individual Family Visits to Toddler Classrooms
- September 17-22: Small Group Child Visits
- September 23: Full Group

P3-KINDERGARTEN

- September 8-9: Small Group Family Classroom Visits
- September 10: Morning Only Program for P4, K, & KEP students
- September 11: Fairfield and Exeter Closed for Cleaning
- September 14: P3-K on campus in classrooms

ELEMENTARY

Tuesday, September 8: Kingsley Online Orientation

Wednesday, September 9: ELE A Group on campus full-day, B Group online full-day

Thursday, September 10: ELE B Group on campus full-day, A Group online full-day

Friday, September 11: Exeter Campus closed for sanitation

Week of September 14: ELE A Group on campus, B Group online

Week of September 21: ELE B Group on campus, A Group online

PRELIMINARY SCHEDULES FOR OPENING WEEKS



A photograph of four young children on a wooden staircase. A girl with brown hair in a white and pink striped shirt is on the left, smiling. Behind her is a boy with dark hair in a grey shirt. At the top of the stairs is a boy with blonde hair in a red and blue plaid shirt, waving. On the right is a boy with dark hair in a red shirt, also smiling. At the bottom right is a boy with blonde hair in a red and white striped shirt. The background shows a window with a view of a brick building.

ACADEMIC PROGRAM PRIORITIES

- Love of learning & student agency
- Academic progress & achievement
- Socialization and social & emotional learning
- Continued connections with KMS faculty & staff and continued community connections both in person and online
- Educational Tech - LMS, online teaching methods, teacher professional development

PROGRAMS' ATTRIBUTES

	Block Schedule w/ times for Core & Co-Curricular Instruction; Independent Work; & Breaks	Assessment; Progress Monitoring; Teacher-Student- Parent Feedback Loops	1-1 and Small Group Teacher Check-Ins	Community Building Across Cohorts & Within Divisions	Learning Management System	100% Online	50% On Campus 50% Online	80% On Campus 20% Online
Early Childhood Program (Hybrid)	✓	✓	✓	✓	Seesaw	✗	✗	✓
Elementary Program (Hybrid)	✓	✓	✓	✓	LE: Seesaw UE: Google	✗	✓	✗
Kingsley Online	✓	✓	✓	✓	By Division	✓	✗	✗
Kingsley Home Learning	✓	✓	✓	✓	By Division	✓	✗	✗

SAMPLE SCHOOL DAY SCHEDULE

UPPER ELEMENTARY HYBRID

(ON CAMPUS, AT HOME, AND ONLINE ONLY)

SCHEDULES SUBJECT TO REVISION

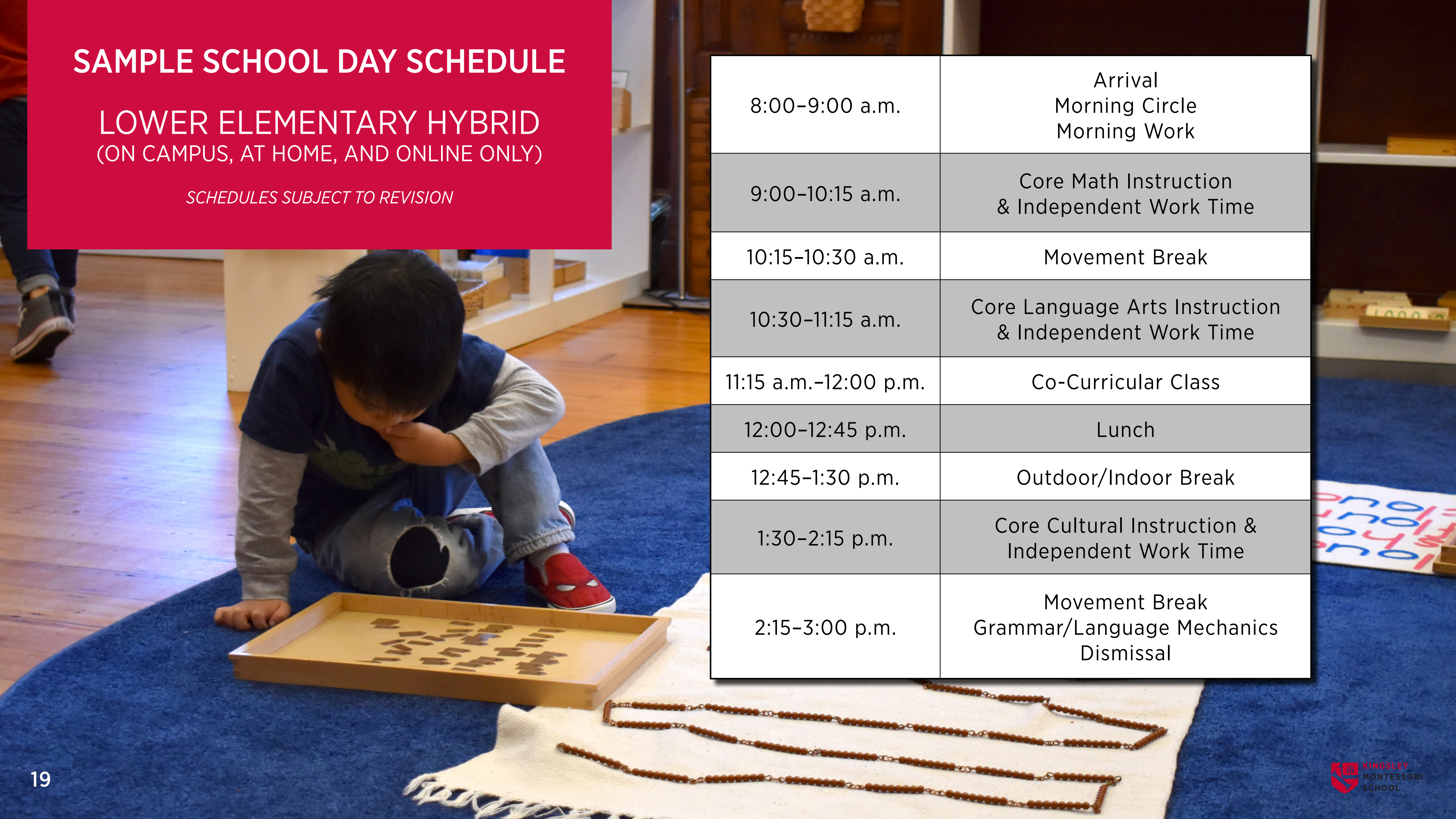
8:00–9:00 a.m.	Arrival Morning Work Morning Meeting
9:00–9:45 a.m.	Core Instructional Time
9:45–10:30 a.m.	Outdoor/Indoor Break
10:30–11:15 a.m.	Independent Work Time
11:15 a.m.–12:00 p.m.	Core Instructional Time
12:00–12:45 p.m.	Lunch
12:45–1:30 p.m.	Co-Curricular Class
1:30–2:15 p.m.	Outdoor/Indoor Break
2:15–3:00 p.m.	Independent Work Dismissal



SAMPLE SCHOOL DAY SCHEDULE

LOWER ELEMENTARY HYBRID
(ON CAMPUS, AT HOME, AND ONLINE ONLY)

SCHEDULES SUBJECT TO REVISION



8:00–9:00 a.m.	Arrival Morning Circle Morning Work
9:00–10:15 a.m.	Core Math Instruction & Independent Work Time
10:15–10:30 a.m.	Movement Break
10:30–11:15 a.m.	Core Language Arts Instruction & Independent Work Time
11:15 a.m.–12:00 p.m.	Co-Curricular Class
12:00–12:45 p.m.	Lunch
12:45–1:30 p.m.	Outdoor/Indoor Break
1:30–2:15 p.m.	Core Cultural Instruction & Independent Work Time
2:15–3:00 p.m.	Movement Break Grammar/Language Mechanics Dismissal

SAMPLE SCHOOL DAY SCHEDULE

EARLY CHILDHOOD ON CAMPUS

SCHEDULES SUBJECT TO REVISION



8:00–8:30 a.m.	Arrival
8:30–9:00 a.m.	Morning Greeting/SEL Lesson
9:00–9:45 a.m.	Montessori Work Cycle
9:45–10:15 a.m.	Movement Break/Courtyard
10:15–11:30 a.m.	Montessori Work Cycle
11:30–11:50 a.m.	Morning Dismissal
11:50 a.m.–12:35 p.m.	Lunch in Classroom/Read Aloud
12:35–2:00 p.m.	P3 Rest Time/P4 Afternoon Montessori Work Cycle
2:00–2:30 p.m.	Closing Circle/Read Aloud
2:30–2:45 p.m.	Afternoon Dismissal

COMMUNITY AGREEMENT

ONE KINGSLEY AND THE FAMILY SCHOOL PARTNERSHIP



Nurturing resilient explorers, confident learners, and empathetic citizens while maintaining the health of Kingsley staff and families requires a shared commitment to:

- Maintain the integrity of our student cohorts both on- and off-campus.
- Complete daily health screenings.
- Wear face masks (required for staff and for students ages 2 and above).
- Practice hand hygiene, physical distancing, and recommended isolation measures.
- Adhere to the directives of federal, state, and local government health departments.

These practices will help prevent the spread of COVID-19 and protect the well-being of all. They align with our shared values and reflect the Montessori principles of respect for self, respect for others, and respect for our learning environment.

A background image showing three children climbing a wooden play structure. The structure is made of horizontal wooden planks with several grey, oval-shaped handholds. A child in a pink shirt and blue pants is on the left, a child in a blue shirt is on the right, and a child in a yellow shirt is at the bottom right. The text is overlaid on a red rectangular background in the upper center.

ADDITIONAL WAYS TO ENSURE A HEALTHY KINGSLEY

- If you are currently living **outside of the states exempt from Gov. Baker's travel restrictions**, please schedule your return to comply with Massachusetts guidelines requiring **14 day quarantine or proof of a negative COVID-19 test within three days of your return to the state.**
- Stay up to date about health and safety guidelines.
- Prepare your children to encounter a campus that will look different from when they last saw it and remind them that Kingsley's familiar and friendly staff are ready to support them and answer their questions.
- Help your children in grades 1-6 become comfortable with wearing a cloth face covering.
- Establish habits of regular hand washing, especially before and after eating and after touching one's face.

PLANNING & CONSULTING COMMITTEES

SCHOOL LEADERS

One Kingsley Fall Planning Committee Leaders

Steve Farley, Head of School

Health and Safety: James Bonsey

Education Program: Jorge Valcarcel

Operations: Tara Hofherr

COVID-19 Response Team

Allyson Bloom, MD

James Bonsey

Paul Currier, MD, MPH

Kasey Decowski, RN, School Nurse Manager

Steve Farley

Zach Hensley

Tara Hofherr

Kate Kausch

Chris Olsen, MD, Consulting Physician

Courtney Tomaselli

Jorge Valcarcel

School Leadership

James Bonsey, Associate Head of School/Chief Financial & Operating Officer

Madelin Cerullo, Director of Social Emotional Learning & Development,
Co-Director of Student Support

Kasey Decowski, RN, School Nurse Manager

Steve Farley, Head of School

Zach Hensley, Assistant Director for School Safety and Program Support

Tara Hofherr, Director of Strategic Initiatives/Director of Upper Elementary

Kate Kausch, Director of Early Childhood

Hadley Keefe, Director of Admissions & Enrollment Management

Jamie Lacroix, Director of Marketing & Communications

Tyler Nay, Director of Auxiliary Programs and Hybrid Education

Megan Swift, Director of Academic Services, Co-Director of Student Support

Courtney Tomaselli, Chief Advancement Officer

Jorge Valcarcel, Chief Academic Officer

Pete Zetlan, Director of Lower Elementary