

November 18, 2020

Anne Arundel County Department of Health
J. Howard Beard Health Services Building
3 Harry S. Truman Parkway
Annapolis, MD 21401

Attn: Karen Siska-Creel, R. N.

Dear Ms. Siska Creel,

Pursuant to the letter received from Dr. Nilesh Kalyanaraman on November 13, 2020 requesting the current status of our school regarding in-person or virtual learning, the following is our continued guidelines for St. Martin's-in-the-Field Episcopal School in Severna Park:

- 0 positive cases amongst students and faculty as of 11/17. Our parents have been transparent and have erred on the side of caution when their children have not felt well. Our Office Manager and Delegating/Consulting Nurse works closely with all families who report illness to the school.
- School has an enrollment of 219 with 170 families.
- School is divided into three cohorts (Preschool-66, Lower-81, and Middle-66) in three separate facilities, each with its own entrance, for each cohort. There is a maximum of 14 students per class.
- School facility will be cleaned and closed to activity from Mon, 11/23 through Mon, 11/30.
- Staff will be onsite on Mon, 11/23 for Professional Development and again on Mon, 11/30.
- Facility will re-open to Preschool and grades K-4 on Tues, 12/1.
- Grade 5-8 or 66 students to begin virtual learning on Tues, 12/1. Staff will be onsite instructing.
- School facility will be clean and closed to activity from Friday, 12/18-

Additional Measures:

- We have requested adherence to MD's Covid 19 Travel and Gathering advisory throughout this holiday season for all families and staff. To ensure reliability, we have asked our families and staff to use the RT-PCR test rather than the rapid test.
- We have returned to the Red Phase:
 - Temperatures continue to be taken upon arrival.
 - Classes, whenever possible, will continue to be held outside
 - Students are required to be socially distant during lunch and mask break periods
 - Students who present to the Health Assistant with two or more COVID type symptoms are sent home along with their siblings and/or carpool participants.
 - Students stay in strict cohort levels by class/grade, there will be strict physical distancing during lunch and three mask breaks per day.
 - Modifications to after school activities and for Before and After School care to ensure continued safety outside the classroom.
 - Parents who have tested positive must quarantine with their children for the recommended time.

- No visitors allowed in the building during the school day except for essential personnel,
- Gators and Buffs no longer permitted
- Per our plan submitted in August, should a student or teacher present with a positive test of Covid-19, the whole class will be required to be tested and quarantined at home. Should we have two or more test positive in a cohort, the cohort will move to virtual learning for the quarantine period.

It is our goal to continue to accommodate our Preschool through Grade 4 students on campus with in-person learning while pivoting our middle school to virtual learning for as long as needed. If the numbers are too high to sustain this, or should the County, State, or Episcopal Diocese require us to close the facility, we would do so immediately and move to virtual learning for all students.

Thank you for your time and attention. If you have any questions, please do not hesitate to contact me.

Sincerely,

Jamey Hein
Head of School
St. Martin's-in-the-Field Episcopal School
410-647-7055 ext. 4017