

Southbrook Preschool - Interim COVID-19 Pandemic Policy

Subject to change based off updated recommendations - July 2020

Protecting Vulnerable Populations

If your child has the below health issues OR is exposed to someone in your household with these health issues OR there is someone in your household who is 65 or older, it is recommended that your child not attend preschool.

- Underlying medical conditions, particularly if not well controlled, including: People with chronic lung disease or moderate to severe asthma
- People who have serious heart conditions
- People who are immunocompromised
- Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes, chronic kidney disease undergoing dialysis, or liver disease
- Please note that people who are pregnant have been known to be at higher risk of severe viral illness, however, to date data on COVID-19 has not shown increased risk

Procedures for Those Children Able to Attend Preschool

We encourage all staff and children to remain at home if they are sick.

Drop-off/Arrival Procedures:

1. Signs will be posted reminding staff and families to remain six feet of distance whenever feasible.
2. Recommended door signs will be posted at all entrances of the facility.
3. If possible, the same parent or designated person should drop-off and pick-up the child every day.
4. Car rider line will remain the same with the exception of all staff receiving children will be wearing masks. (Please make sure to have a conversation with your child, so that they are not surprised by the use of masks).
5. Please let your child know that their temperatures will be taken before departing their vehicle with a touchless thermometer. If the child has a temperature of 100.4 or above, your child will be unable to attend preschool until being fever free for 3 days and without the use of fever reducing medicine. If your child has runny nose due to common cold or allergies, we will need a doctor's note stating this.
6. You will have to answer a few questions for our Daily Health Screening. Please be prepared to answer these questions:

- Have you or any of the children you are dropping off had close contact (within 6 ft for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?
 - Do you or do any of the children you are dropping off have any of these symptoms:
 - Fever, chills, shortness of breath, new cough, new loss of taste or smell.
 - Since they were last at the preschool, have you or have any of the children you are dropping off been diagnosed with COVID-19.
7. Staff will abide by a social distance of 6 feet apart during the car rider line.
 8. All children will sanitize hands upon entering the building. A sanitation station will be placed at the entrance of the building.
 9. If there is a special circumstance and you do not make it during the car rider please come to the office door. Your child's temperature and Daily Health Screening will be taken prior to entering the building.
 10. If anyone comes late they will need to be greeted at the office door and the child will be walked down to their classroom by a staff member after temperatures have been taken prior to entering.

Please be patient as we adjust to this new process. It will take a bit more time than usual.

Departure:

- Staff will wear masks during the car rider line at the end of the day.
- Remain in your car during pick up. Please do not walk to the door.
- Classes will remain separated by 6 ft during this time.

Monitoring Symptoms for Staff and Children

- Staff will continuously conduct regular screening for symptoms throughout the day to help reduce exposure for staff and all children. Staff will self-monitor for symptoms such as fever, cough, or shortness of breath. If a child develops symptoms while at child care, he or she will remain isolated under the supervision of an adult, and return home safely as soon as possible. If a staff member develops symptoms while at the facility, he or she will notify his or her supervisor immediately and must remain isolated and return home.
- Staff will conduct temperature checks on the children and staff as needed throughout the day.
- Staff will be required upon entering the facility at the main office, to conduct and sign off on a daily health screening, including a temperature check every day. Temperature checks will happen prior to entering the building.
- All staff will sanitize hands upon entering the facility.
- Staff will conduct temperature checks and Daily Health Check in the car rider line for students.

- We will notify the local health department of confirmed or suspected COVID-19 cases among children and staff.

Preventing the Spread of COVID-19/Social Distancing

Social distancing strategies look different for young children than older children and adults and the following will apply:

- Restrict classroom size to one class and one teacher plus assigned floater indoors. The same Floater will be assigned to 2 specific classrooms.
- One class will be outside on the playground at a time as well as during bathroom breaks.
- Signage will be posted about proper hand washing and social distancing.
- We will cancel or postpone any special events, holiday events or special performances as needed and virtual opportunities will be incorporated instead.
- We will limit nonessential visitors and activities involving external groups or organizations.
- We will limit the mixing of children/classrooms as much as possible throughout the day.
- The only individuals allowed in the building are Church staff, preschool staff, children and intervention service providers. Parents will be permitted into the office area to speak with the Director or teacher if the need arises.
- Masks will be required for adults including staff at the car rider line and in the classroom if they cannot maintain proper social distancing of 6 ft apart. Children will not be required to wear masks but can if parents prefer.
- Sensory bin play will be prohibited. Individual sensory play will be permitted with proper handwashing and the use of individual sensory items.
- Separate bins for mouthed toys will be placed out of reach of children. These toys will be cleaned and sanitized prior to returning to the children's area.

Handwashing Procedures for Children and Staff

We will be washing hands frequently with soap and water for at least 20 seconds (about as long as it takes to sing "Happy Birthday" twice). In addition to usual handwashing for cleanliness, we always follow these guidelines for handwashing:

- Upon arrival in classroom in the morning
- Before and after eating meals and snacks
- After toileting or diaper changes
- After coming in from outside

Hand Sanitizer

Will be used when hand washing is not available but also at the following times:

- Teachers will sanitize their hands upon entering the building and wash upon entering the classroom.
- The children's hands will be sanitized upon entering the building and washed upon entering the classroom.
- Hand sanitizer will be available at the entrances the children/staff will enter.
- Hand sanitizer will be available outdoors while children are on the playground.

Other Cleaning and Hygiene Procedures

- Procedures for cleaning will include but not be limited to:
 - Providing adequate hand sanitizer at the entrances of the building and in the classrooms.
 - Washing hands frequently, upon entering the building, before and after eating, after blowing noses, coughing, or sneezing or when in contact with bodily fluids, after toileting or diapering. Additional portable hand washing stations have been placed in classrooms without sinks.
 - We will work with the children on proper handwashing procedures, using soap and water and for at least 20 seconds.
 - We will encourage children to cough or sneeze into their elbow or to cover with a tissue.
 - We have increased our class bathroom visits to twice a day, along with the additional individual visits to encourage more handwashing.
 - Toys will be cleaned and sanitized at the end of each day. (Children's books are not considered a high risk for transmission and will not be disinfected daily but will be limited on the book shelf).
 - No soft toys will be allowed, children will be asked to keep their toys home and/or it will be placed out of reach for the day.
 - Facilities will be cleaned by a cleaning service regularly.

Being able to Return to school - NC Health Department will be consulted for exposures and we will follow determinations set forth by them.

Situations determined by a Daily Health Screening

If a person who has been at the facility tests positive for COVID-19 the following will apply in order them to return.

Scenario 1 - Person has symptoms of COVID-19 and is not tested or if a person has symptoms of COVID-19 and has been diagnosed with or tested positive for COVID-19, the person can return to the preschool when they can answer yes to ALL three questions.

1. Has it been at least 10 days since the person first had symptoms?
2. Has it been at least 3 days since the person had a fever (without using fever-reducing medicine)?

3. Has it been at least 3 days since the person's symptoms have improved, including cough and shortness of breath?

Scenario 2 - If a person has been diagnosed with COVID-19 based off a positive test but does not have symptoms, they can return to the child once 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.

Scenario 3 - If any person has been excluded because of COVID-19 symptoms but has had a negative COVID-19 test, they can return to preschool once they answer yes to the following 2 questions.

1. Has it been at least 24 hours since the person had a fever without the use of fever reducing medicines?
2. Has the person felt well for at least the past 24 hours.

Scenario 4 - If a person has been determined to have been in close contact with someone diagnosed with COVID-19, they can return to preschool after completing a 14 day quarantine at home. They must complete the full 14 days even if they test negative.

Close contact means within six feet for at least 15 minutes without masks. If they start having symptoms of COVID-19, they should take the same steps as above to prevent spreading it.

- A person who has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms does not need to have documentation of a negative test in order to return to preschool.

General Health Policy Update:

Students or staff with a temperature greater than 100.4 F (and no known COVID-19 exposure) will be sent home and shall not return until they have had no fever for 3 days without the use of fever-reducing medications (e.g., acetaminophen, ibuprofen). If your child is absent due to illness, depending on what the symptoms are or the diagnosed condition, we may ask that you provide a doctor's note stating that your child may return to preschool.

If your child becomes ill and must remain quarantined at home, tuition will not be reimbursed for that period of time. However, your child's teacher will send work home that can be done if your child is well enough.

If we need to close for any period of time (including the possibility of a classroom being shut down due to a COVID-19), tuition will not be reimbursed for that month. However, if we remain closed longer than the month in which the closure happened we will not collect tuition beyond that month.

SOUTHBROOK preschool

I have read and understand the COVID-19 Pandemic Policy. I agree to abide by this policy.

(Signature)

(Date)

(Print Name)

(Date)

(Southbrook Preschool Director)

(Date)

(Southbrook Family Ministry Director)

(Date)