

# COVID-19 SAFETY PLAN:

## General Safety Guidelines

- Classes will not intermingle, i.e. each class will be its own “pod” to mitigate the spreading and sharing of germs.
- Please contact the Preschool Office (828-884-9298) if you or your child have tested positive or have come into contact with a positive COVID-19 case. Your information will remain confidential. A doctor’s note indicating two negative tests results will be required to return to school.
- If there is a case of COVID-19 teachers and students in that classroom along with siblings will be exempted from our program for 14 days and asked to quarantine. Teachers will have prepared ‘Learning Bags’ that will include crafts, games and at home leaning ideas for the 14 days of exemption. Teachers can also work together with families to have a virtual meeting once a week if they prefer.
- If we are notified of a case of COVID-19 within our school we will contact our families and report to the local health department to advise how to proceed pertaining to closure and cleaning of the school facilities. We will communicate with all our families the plan of action to return to school.
- Parents and children will be given a verbal COVID-19 screening and contactless temperature check to ensure safety each morning. The questions will include:
  - Do you have a fever of 100° or higher?
  - Have you or anyone in your household had any respiratory infection, or have had a cough, shortness of breath, or low-grade fever?
  - In the previous 14 days, have you had any contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19; or

is ill with a respiratory illness?

- In the previous 14 days, have you traveled? If so, please disclose.
- Have you given your child fever reducing medication within the last 24 hours?

\*If the answer is **YES** to any of these questions or your child has a temperature of 100° or higher, your child will not be allowed to attend school until it is safe to return (24 hour fever free without the use of medicine, two COVID-19 negative test results, a doctor’s note to return to school, and 14 day self-quarantine).

- We will be extra vigilant if a child shows the slightest sign of not feeling well. If we feel a child is becoming sick, we will immediately contact parents to pick up their child.
- If we send a child home with a fever that class will automatically be contacted to pick up their children. The class will be exempted for 14 days OR until that child’s test results come back with a negative.
- Parents will not be allowed inside the preschool office at this time. If you need office assistance please email Amanda at [pwpreschool@comporium.net](mailto:pwpreschool@comporium.net) or if you need to come to the office for any reason, please call Amanda at (828-884-9298). For your convenience, there will be a payment box located right outside the preschool office for you to drop off your tuition payments. Thank you for your cooperation.
- Communication between parents and teachers will be especially important in monitoring if anyone in the home is sick or has any symptoms. Special attention to communication to parents will be key in keeping parents aware if someone in a classroom becomes sick.

- Teachers can only be in their own classroom to prevent cross-contamination between class pods.
- Only two staff members can be in the Preschool office at a time.

### Drop Off

- Children will have separate entrances to enter our preschool.
  - Infant parents will enter through the infant playground after temp check.
  - 2's and Toddlers will enter through the preschool front door (a teacher will meet you there to get your child) after their temp check.
  - 5 Day Four parents will enter through the playground on the back side of the church after temp check.
  - Combo and 5 Day Three parents will enter at back of the church through the outside classroom doors and will have their child's temp checked by their teacher.
- No parents allowed in the building (With exception to one parent coming into child's classroom on the first day of school)
- Only one parent can drop off (recommend that the same person drop off and pick up each day).
- While waiting in line for temp checks/health screening parents should wait 6' apart while wearing a mask.

### Pick Up

- Infants will be picked up outside their outside classroom door.

- Toddlers and 2's will be picked up outside the front preschool door. Parents will need to be spaced 6' apart and waiting patiently for their child so that there is not a crowd at the door waiting. Only one parent can pick up.
- 3's and 4's will utilize the car line with students waiting in their classroom. The Director will be outside at the car line and will use a walkie talkie to let the 3's and 4's teacher know what child to bring out. The assistant teacher will stay inside with the rest of the class while the teacher walks the child out. Parents of 3's and 4's must wait in the car rider line. No walking up to pick up children.

### Early Morning

- To ensure safety, and to prevent children from different classes mixing, **the Early Morning program will be suspended for at least the first 6 weeks of school.** This decision will be revisited at that time. The teachers need to use the time before school opens to clean, sanitize, and prepare with the greater precautions we are putting in place.

### Snack Time

- Each child will bring their own snack from home each day for their personal consumption. Send your child's snack in a small lunch box with an ice pack if needed. Have your child's snack prepared so that they can easily consume it (exp. Fruit cut, washed, oranges peeled ext.). Please remember this is only a snack. No juice boxes or water bottles. We will have water available for each child. **PLEASE MAKE SURE TO LABEL YOUR CHILD'S LUNCHBOX/SNACK.**
- Handwashing before snack and after snack.
- Children will be appropriately spaced at snack time, making sure they do not share food.

### **Volunteers/Therapists**

- Volunteers and therapists needed for children with special needs will be allowed in the classrooms as long as they are adhering to the same safety procedures as the teachers. Each volunteer can only volunteer in one classroom and be with the same classroom throughout the year.

### **Cleaning Procedures**

- Handwashing will occur upon entering and exiting the classroom, before and after snack, before and after the playground, and extra hand washing will be encouraged during the day.
- Each classroom has a daily cleaning checklist which includes sanitizing frequently touched surfaces and toys throughout the day.
- Sanitation stations will be included in each classroom using safe sanitation methods for use around children during the school day.
- Extra attention will be given to wiping down doors, sinks, toys, and light switches (high touch areas).

### **Outside Play**

- Outside play and physical activity are an essential part to the growth and development of young children.
- Classes will not share outside times together.
- Children will play outside daily on the playground and black-top for bike day.

- We will include extra outside time for creative outdoor learning on campus.
- All playground equipment and outside materials will be routinely cleaned and sanitized after each class.

### **Chapel**

- Chapel will continue but will be separate between each class.

### **Masks**

- Recognizing that mask wearing for small children is encouraged but can also be a distraction and potentially spread more germs (i.e. sharing masks, using masks as tissues, excessive face touching), the committee recommends that mask wearing for children will be a part of the learning program. Children will be asked to bring a mask each day which will hang on a lanyard around their necks and the teachers will work on teaching them safe mask wearing and removal and will encourage them to wear them as much as possible in the classroom. This will include mask wearing at carpet time or when children are in centers playing closely together with friends as well as when sitting together to complete crafts.
- All adults (parents, teachers, volunteers) must wear masks.
- No adult is allowed in the building without a mask.

### **Helping Your Child Wear a Mask**

Here are some ways you can help prepare and support your child wearing a mask before the start of school.

- **Practice at home.** You can lead by example and model wearing masks at home or running errands. Show how to take it on and off and practice with them. Look in the mirror and talk about how it looks and feels.
  - **Make it fun through play.** Use imagination and incorporate masks into playtime leaving them out for children to play and explore. Have their favorite stuffed animal wear a mask, draw about it, or color masks on favorite characters in coloring books. Decorate your practice mask by adding stickers.
  - **Make it a part of their normal, everyday world.** A little practice a few days will help ease this transition. It will help your child feel less cautious and more curious about the world around them. Show pictures of other children wearing masks.
  - **Give support and allow them to feel how they're feeling.** Offer reassurance and comfort. Let your child know "You are ok. I'm here." Even though some things may be different, you remain constant.
  - **Use positive language and praise.** Simple phrases such as "I like how you're being safe by putting on your mask." Talk about how superheroes wear masks and you're a family of superheroes.
- child has received two negative COVID-19 tests
  - If you have traveled outside of Western NC for an extended time.
  - If you have administered Tylenol to your child for any reason (teething, aches, etc.)

**We kindly ask that you keep your child home for the following:**

- If you or someone in your household has had any COVID, cold, or flu-like symptoms, fever, cough, shortness of breath, difficulty breathing, chills, muscle pain, headache, sore throat, GI upset or diarrhea
- If anyone in your household has been in contact with a person confirmed to be COVID-19 positive or until your