

COVID-19 Preparedness and Response Plan for St. Joseph Preschool

St. Joseph School's Preschool is adopting this COVID-19 Preparedness and Response Plan to ensure compliance with current best practice regarding the COVID-19 outbreak. This written plan is a requirement of the State of Michigan's department of Licensing and Regulatory Affairs. This plan includes: monitoring COVID-19 symptoms; developmentally appropriate social distancing; hygiene, cleaning, and disinfecting; use of safety equipment including PPE when appropriate; communication protocols to report symptoms or positive tests; policies on when children will be excluded from attendance; isolation procedures in case of on-site symptoms or confirmed cases; contingencies to maintain child ratios in the event a staff member becomes ill. This is a "living" document which is subject to change as the situation surrounding COVID-19 changes or new information or mandates become available. *(Most recent edit: 8/7/20)*

Morning Dropoff Procedure

Preschool will start at 8:40am, 10 minutes after school starts for K-8.

FULL-DAY: Parents will drop preschoolers and their K-8 siblings off downstairs at the preschool/EDC entrance (not the main school entrance). After parking, parents will walk their child to the door, where they will be greeted by a preschool aide. The parent will complete a short intake questionnaire form on their phone to indicate whether their child has any COVID-19 symptoms. This electronic questionnaire will also be how children are checked in for the day. The aide will take the temperature of the child using a non-contact thermometer. If the child is symptom-free with a temperature below 100.4 degrees, the child will enter the preschool. The parent will not be allowed to enter the building beyond the lobby. If the child exhibits symptoms or has a fever 100.4 degrees or above, the child will not be allowed to enter the preschool.

HALF-DAY: Parents will drop preschoolers off at the main school entrance. After parking, parents will walk their child to the door, where they will be greeted by a preschool aide. The parent will complete a short intake questionnaire form on their phone to indicate whether their child has any COVID-19 symptoms. This electronic questionnaire will also be how children are checked in for the day. The aide will take the temperature of the child using a non-contact thermometer. If the child is symptom-free with a temperature below 100.4 degrees, the child will enter the preschool. The parent will not be allowed to enter the building beyond the lobby. If the child exhibits symptoms or has a fever 100.4 degrees or above, the child will not be allowed to enter the preschool. (Junior Kindergarten will follow this same procedure at 12:30.)

Afternoon Pickup Procedure

Full-day preschool and Junior Kindergarten will end at 3:30pm, 15 minutes before the end of K-8. Morning half-day preschool will end at 11:30am. Parents will pick students up at the main school entrance. Parents should park in the main school parking lot and then walk to the main school entrance and wait outside (parents will not be allowed in the building during pickup). Teachers will release students to their parents one by one.

Physical Space and Equipment Changes

The child must wear a facial covering while in the hallway but may take it off in the classroom. Certain toys will be removed from the program during this time, such as costumes for dress-up and toys made of cardboard. Each day, toys, surfaces, and frequently used areas (such as bathrooms, doorknobs, etc.) will be disinfected. Additionally, toys and surfaces will be monitored throughout the day and disinfected on an ongoing basis as needed. Students will be given vinyl mats to sit on, to ensure proper physical spacing throughout the day, especially during activities such as circle time. Students will use individual pencil boxes, kept in their locker or cubby, instead of communal bins for crayons, pencils, etc. Students will use disposable dixie cups for drinks of water, rather than bringing water bottles or using the drinking fountain. Preschool students will not wear masks. Students will be told to wash hands frequently throughout the day. Students will go to recess at different times than other classes to avoid contact with other groups. The classroom sensory table will be replaced by individual sensory trays.

Other Changes

Until further notice, we will not have field trips, and parents will not be allowed to volunteer in the preschool. Parents will not be allowed in the preschool for dropoff or pickup at the beginning and end of the day. Visitors and special guests will not be allowed into the preschool. Children will not be allowed to bring treats to share, for events such as birthdays. Children will be allowed to bring a comfort item (such as a stuffed animal) but must keep it on their person or in their personal storage space. Nap materials should be brought home daily to be washed.

Monitoring Symptoms and Reporting Exposure

Each day, students will be checked for symptoms before entering the preschool. Parents will complete a daily intake questionnaire, and temperatures will be taken using non-contact thermometers. Fever is the key indicator for young children. If a child's temperature is 100 degrees or above, the child will not be allowed to attend that day. Cough and/or diarrhea in addition to fever is suggestive of coronavirus. Staff will continue to monitor symptoms throughout the day and monitor temperatures when children appear ill or "not themselves." Children with a fever alone, or a fever with a cough and/or diarrhea, will be isolated from the group and their parents contacted for prompt pickup. Parents should then contact their primary care physician/medical provider. Staff members will also be monitored for symptoms. They will take temperatures each day when arriving to work and also fill out a symptom questionnaire form electronically. Staff with a fever of 100 degrees or above, or other COVID-19 symptoms, will be

sent home. Staff and families of children in care are required to report to St. Joseph Preschool if they become symptomatic or receive positive COVID-19 test results. If a child, staff member, family member, or visitor to the preschool becomes ill with COVID-19 symptoms, we will contact the county health department and licensing consultant for next steps. If a staff member, student, or family member receives positive COVID-19 test results, we will notify all families there has been a confirmed case; however, we will not share the health information of a specific person.

Returning to School after Exposure

Staff members and children should stay at home and self-isolate if they show symptoms of COVID-19. Children must be fever-free without medication for 72 hours before returning to preschool, even if other symptoms are not present. If a staff member or child exhibits multiple symptoms of COVID-19, or if possible exposure is suspected, or an individual tests positive for COVID-19, the individual must stay home until: 1) they have been fever-free for at least 72 hours without the use of medicine that reduces fever, AND 2) other symptoms have improved, AND 3) at least 10 days have passed since symptoms first appeared. We will follow recommendations of the county health department for some individuals (for example, immunocompromised individuals who may need to receive two negative tests in a row, 24 hours apart).

Ongoing Adjustment

This plan is subject to change, as new information or mandates become available. The health, safety, and well-being of our students, staff, and families is our top priority. We aim to create as nurturing, educational, and Christ-centered an experience as we can, given the restrictions that are in place.