

Temporary COVID-19 Operating Procedures for Community Preschool 2020-2021 School Year.

We know school may look a little different this year, but we are confident we will all get through this working together. We are grateful for your patience and understanding while we developed these new procedures. We will continue to work closely throughout the year with our licensing specialist and the health department to make alterations as conditions change. Please, do not hesitate to reach out with any questions or concerns. We have missed our fabulous Community Preschool families and can't wait to see you!

Community Preschool Board of Directors and Teachers

Drop Off — Parents will meet their child's teacher outside the gate to the playground area. You will help your child put on their mask, and then your child's teacher will check your child's temperature, complete the health screening (see below) and sign them in. . At the end of each week, parents will sign a sheet verifying the days and times their child attended preschool. Once your child has cleared the temperature and healthcare screening, send them off to the playground area with a kiss and hug! Each class will meet separately outside.

All employees, parent helpers and children will be screened as follows:

Daily onsite healthcare screening and temp check (temp must be 100.3 or less).

If the person answers yes to any of the following, the person will need to return home.

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Employees, parent helpers and children must remain home if experiencing COVID-19 symptoms or if a family member or other close contact has been diagnosed with COVID-19 or is experiencing symptoms. Close contact is defined as any individual who was within 6 feet of an infected person for at least 15 minutes, starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection).

- provided care for someone who is sick with COVID-19.
- had direct physical contact with someone who is sick with COVID-19.
- shared eating or drinking utensils with someone who is sick with COVID-19.
- got exposed to respiratory droplets from someone who is sick with COVID-19 (through sneezing, coughing, shouting, etc.).
- was in the same class/cohort as a person with COVID-19.

Snack Time — We are moving snack time to our gym, where one class at a time will eat snack. A parent helper will sanitize, set up snack and clean up afterward. For now, we will need parent helpers to bring individually wrapped snacks when they parent help.

Classrooms — We are limiting table activities to 4 children per table. The parent helper at each table will remain at that center and sanitize utensils used after each child. Our teachers will help keep large groups of children from gathering in one area. Windows open during class hours to increase outdoor air ventilation. Cleaning surfaces/classrooms daily with diluted bleach solution (CDC approved to kill COVID virus). We have limited the toys in use to those that are easily cleanable, non-porous, with smooth surfaces and eliminated soft, fabric toys, dress-up clothing, sensory tables and water play. Toys will be sprayed down each day after class and then thoroughly washed weekly per the community jobs sign-ups. Toys taken by teachers to the kitchen where parent will clean the toys in kitchen only-no access to classrooms. Children are allowed to play on the playground equipment/toys when outside. Only one class at a time in outside play area.

Pick Up — Children will walk outside with their teacher to their parents and the teacher will sign them out.

Parent Helpers — We need to have the same parent helper aid on consecutive days to limit exposure. Before entering the preschool, parent helpers will also need their temperatures taken and complete screening form (as above). While in the classroom, please social distance from other adults.

Masks — Children, parent helpers and teachers will all need to wear masks. We know this may be difficult, especially if your child hasn't been wearing one. Children are resilient and often adapt quickly to change. We plan on doing our best to make mask wearing positive and fun! To help them prepare, please start slowly having them wear a mask and build over time. Be sure that masks cover the mouth AND NOSE. According to the WHO (World Health Organization), The COVID-19 virus spreads primarily through droplets of saliva or discharge from the nose when an infected person coughs or sneezes....” Talking and breathing can also release droplets and particles.

Hand Washing — Children will wash their hands after coming inside, before snack and after using the restroom. The health department has approved hand sanitizer usage during this pandemic. It must be distributed by an adult. We will continue to wash hands as frequently as possible.

Isolation — If a child becomes ill, we will isolate that child in the hallway until a parent arrives.

Orientation & Fall Open House — This year orientation and our Open House will be online instead of in person.

Plan for positive cases:

<https://covid19.colorado.gov/cases-and-outbreaks-child-care-schools>

One student with confirmed COVID-19 within a school

- Student stays home until released from isolation (usually 10 days after symptom onset, 24+ hours fever-free, and improving symptoms).
- Class/cohort stays home for a 14-day quarantine dating from the last day that the child with confirmed COVID-19 attended class), after using the [Can I go to school today?](#) to determine if classmates or cohort members or close contacts of a sick person need to stay home.
- Contacts should stay at home until released from quarantine.
- Public health experts recommend testing of close contacts (~7 days after exposure, or earlier if contact develops symptoms).
 - Cost and logistics of testing is the responsibility of the individual, parent, or caregiver.

[What if a student, teacher, or staff is in contact with a person who has confirmed COVID-19 outside of school?](#)

They must quarantine for 14 days from the date they were last with that person. Any coworkers or students of the person under quarantine do not need to quarantine, unless the quarantined person subsequently is diagnosed with COVID-19.

[What if a parent or other household member of a child is diagnosed with COVID-19?](#)

The child should stay home from school for 14 days even if the child is not experiencing COVID-19 symptoms. There is no need for further action in the school unless the child gets sick or ends up having a positive test. Public health experts do not recommend school or public notification in this situation.

[Can a school disclose the name\(s\) of students, teachers, or staff members who have COVID-19?](#)

Schools are required to disclose names of people with COVID-19 to public health authorities. Schools should **not** disclose the name(s) of students, teachers or staff members with COVID-19 to other teachers, staff, students, parents, the media, or anyone outside public health. Public health staff are trained in how to manage health information in order to protect your privacy. They will never share your information without your permission and they store records securely and keep them safe.

[Can an exposed classroom/cohort continue to go to school?](#)

We strongly recommend that everyone in a classroom or cohort stay home and quarantine when a person in that class/cohort is diagnosed with COVID-19. This is because illness is likely to continue to circulate within that class/cohort if the students continue to have contact with each other, even if they are not experiencing symptoms. Keeping people home prevents further exposure and makes it less likely these individuals will develop COVID-19.

Classroom/cohort outbreak: 2 or more cases in the same classroom/cohort from different households in a 14 day period

Clinical labs and/or health care providers report cases to public health, which interviews the people who have COVID-19 and conducts contact tracing. However, schools and child care providers also are encouraged to report single cases of COVID-19 to their local public health agency.

Schools and child care providers are required to report all outbreaks to their local public health agency or CDPHE within four hours per statute. Schools and child care providers must report both suspected and confirmed outbreaks.

References

-Colorado Department of Public Health and Education Reopening Guidance
<http://www.cde.state.co.us/communications/20200720reopeningguidance>

This guidance applies to all circumstances where a teacher or caregiver cares for multiple children outside the usual home of the children. These circumstances include, but are not limited to:

- K-12 schools, both public and private.
- Licensed child care settings.
- Home-based family child care settings.
- ETC...

-Daily onsite healthcare screening and temp check for all employees
(<https://covid19.colorado.gov/symptom-screening>)

-American Society of Heating, Refrigerating and Air-Conditioning Engineers
Increase outdoor air ventilation (use caution in highly polluted areas); with a lower population in the building, this increases the effective dilution ventilation per person.