

## St. Andrew's Beginnings Preschool COVID-19 Information for Parents

We are mindful of the trust that you are placing in us for the care of your children, and want you to know that the safety and security of our staff, students, and families remain our top priority. We understand that there is still a risk associated with returning to school, so we want you to be aware of the policies and procedures that we have in place to help reduce the potential spread of COVID-19 in our preschool space.

These policies and procedures were created using the most current information available from health sources such as the Nebraska Department of Health & Human Services and the Centers for Disease Control. We strongly encourage preschool families to also make use of these resources as you make decisions for your family during this time of heightened health concerns in our community.

### Adjustments to Drop-off & Pick-up procedures

- You may enter the church building to begin the check-in process beginning at 8:15 am. We kindly ask that you not enter prior to that time, so that our staff may safely prepare to receive your student according to our updated procedures.
- Parents/others who are dropping off students in the morning are asked to wear a face covering during the entire time they are in our building. Hand sanitizer will be available at all entrances, and we ask that you and your child utilize this to sanitize your hands after entering.
- To ensure that our families are able to remain appropriately distanced during drop-off and pick-up times, we are utilizing two different sets of doors, based on the age of your student:
  - PreK students should enter using the doors on the south side of the building marked, "Offices/Gym."
  - All other students should enter using the main StACK doors on the southeast corner of the building.
  - Families with more than one student should use the door that is designated for their youngest child.
- Students will be screened for fever - and parents will be asked to confirm that their child is showing no symptoms of illness – when entering the building for the preschool day. Children who record a temperature of 100.4 or greater and/or show signs of illness will be asked to return home for the day. For the health and safety of your child and other students/staff here at the preschool, we will also appreciate your efforts in pre-screening your children at home each morning to ensure that they are well and ready for the day.
- After a successful health screening, students/parents will say their good-byes and students will proceed independently to their classrooms or to their teacher's waiting area. We understand that this may look a little different for our youngest Parents' Day Out students and for other students, too, as they work through any beginning-of-the-year uneasiness. Our goal is to minimize the number of adults in our preschool space while children are present, and we will support your child/family as we work toward achieving that goal.
- If you are delayed in the morning and your family arrives at school at 8:40 am or after, please use the main StACK doors to enter our space, regardless of your child's age level.

- Your designated drop-off door is also the place where you will pick up your child at the end of their day at preschool, whether that is at 11:30 am or 3:30 pm. To ensure appropriate distancing of our classes from one another, it may take longer for our staff to safely dismiss all of our students each day. We ask for your patience as we work to fine-tune this process.
- For specific information about picking up your child at a time other than the usual times of 11:30 am or 3:30 pm, please see the information in your current Beginnings Preschool Parent Handbook.

### Adjustments to classroom routines

- Students will see appropriate hand-washing modeled by their classroom teacher and will receive additional and ongoing instruction on how and when to wash their hands during the school day. This has always been one of the ways that we help to promote good self-care habits among our students, but it will be emphasized even more during this school year.
- Hand sanitizer will continue to be available throughout the preschool space. Our staff will instruct and supervise the appropriate use of this hygiene resource with our younger students.
- Students will remain with their “home” classroom group during all of the time that they are at school. Students will have time on the playground each day – weather permitting – but will not mingle with students from other classrooms during outside time or at any other time during the school day. Children attending our Extended Day (XD) program in the afternoon will be the same space as they are for their morning preschool class.
- A general schedule of how and when each class moves throughout the preschool space has been created to minimize the number of students in the hallways and entrances at any one time.
- We will continue to maintain our high standards for the thorough cleaning of all preschool classrooms, including materials, shelving, door handles, tables, chairs, and the like. Students at the PreK and 3&4 year-old levels will have their own individual sets of commonly used classroom supplies – like markers, crayons, scissors – so that fewer classroom materials are being shared by all students in these classroom settings.
- While students will not be required to social distance during all learning & play time in their home classrooms, students at all age levels will be encouraged to practice respect of each other’s body/space and self-control as they interact with one another. Certainly, this will look different at each age level, but the focus on respect has always been a part of how we encourage students to interact with one another and with their teachers.
- During times when food is served – snack & lunch - students will be spaced further apart at the tables in their classroom. Snack will be served to the children by their teachers in pre-portioned servings – not family style.
- Students will not be required to wear face coverings while they are at preschool. We consider this to be in alignment with how young children learn best and developmentally appropriate for the students that we serve. If you are considering sending your child to preschool with a mask, please let us know prior to the start of the school year. We will want to clarify not only your responsibilities in sending a mask with your child but also how the situation will be managed by preschool staff.

- While preschool staff are moving through common hallway areas outside of their own classroom, they will wear an appropriate face covering. While in their home classroom, staff will not be required to wear face coverings, unless they are doing close work with students for an extended period of time. If local health directives require staff to wear masks at all times, we will certainly comply.

### Confirmed diagnosis or presence of symptoms related to COVID-19

- Students and staff with symptoms of COVID-19 or who have tested positive for the illness should remain at home. In either case, please notify Beginnings Preschool of this information via phone or email as soon as possible.
- According to the CDC, symptoms of COVID-19 may include but are not limited to: fever/chills, shortness of breath/difficulty breathing, fatigue, muscle/body aches, headache, new loss of taste or smell, sore throat, congestion/runny nose, nausea/vomiting, and diarrhea.
- If a child or staff member begins to show signs of illness while at school, they will be separated from well children and staff and will be sent home as soon as possible. Please ensure that you have current contact information on file with us, so that we may easily contact you during the school day.
- If a positive case of COVID-19 should occur among our students or staff, we will follow all directives given by local health officials with regard to quarantine protocol for students/staff, additional cleaning/sanitizing measures for our facility, and potential temporary closure of classrooms.
- Sick children and staff members should not return to school until they have met the criteria to discontinue home isolation.
- In accordance with current CDC guidelines, the criteria to discontinue home isolation is:
  - 3 days fever free without fever-reducing medication AND
  - Respiratory/other symptoms have improved AND
  - 10 days have passed since your symptoms first appeared AND/OR
  - 10 days have passed since your positive COVID-19 test.

### Exposure by a student or staff member to COVID-19

- If a child or staff member has had close contact with a person who has COVID-19 – less than 6 feet away for more than 15 minutes – they should notify Beginnings Preschool via phone or email and quarantine at home by:
  - Remaining at home until 14 after their last contact and
  - Checking their temperature twice daily and watching for COVID-19 symptoms.

### Additional procedures and information

- Preschool staff and St. Andrew's facilities staff will continue the practice of thorough cleaning of all preschool spaces, including restrooms and common areas. Extra emphasis will be placed on cleaning frequently-used areas and surfaces such as door handles, bathroom surfaces, and bathroom fixtures.
- All water fountains within the preschool space will be disabled for individual use by students. Students will have access to drinks of water in their classroom throughout their school day.
- St. Andrew's UMC staff members will be required to wear face coverings while moving through the preschool space when students are present.
- Tours of the preschool space by prospective families will not be scheduled during times when students are present.
- If a student or group of students is required to quarantine at home, classroom teachers will provide ongoing remote learning opportunities during that time of isolation. In these instances, regular monthly tuition charges will continue.

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Return this "Acknowledgment and Acceptance" portion with your enrollment paperwork.

### ACKNOWLEDGEMENT AND ACCEPTANCE

We have read the above document – "COVID-19 Information for Parents" - related to our child's attendance at St. Andrew's Beginnings Preschool. We agree to contact Beginnings Preschool to clarify or ask additional questions regarding any of this information, if needed.

We understand that our family – and each Beginnings Preschool family and staff member – plays a part in helping to maintain a safe, healthy learning space for all students who attend. We agree to partner with Beginnings Preschool staff in staying informed about current health directives in our community and following reasonable standards of safety to protect our family and others in the Beginnings Preschool community.

Parent signature \_\_\_\_\_

Parent signature \_\_\_\_\_

Date signed \_\_\_\_\_

Enrolled children: \_\_\_\_\_