

Epworth Preschool

2020-2021 COVID-19 Policies and Procedures

A child's educational success is based on the strength of the parent/teacher partnership. This strong partnership is also necessary for ensuring the health and wellness of our entire student and staff population as well as our school's ability to operate. We are not health care providers and will not be able to determine if your child's runny nose and congestion is allergy related or a COVID-19 symptom. Therefore, we must strictly follow the guidelines shared below. Thank you for your extreme care with regard to our collective health.

COVID-19 Health Policies:

- All Staff and Students will pass a daily symptom screening with temperature check before entering the building. If your child or anyone in the home has the following symptoms, you will be asked to keep your child home until you have spoken with your child's physician.
 - Fever
 - chills
 - shortness of breath or difficulty breathing
 - new cough
 - new loss of taste & smell
- If a child has any of the above symptoms, you will need to do one of the following before your child can return to school:
 - Show record of a negative COVID test
 - Show record of an alternate diagnosis that explains the COVID-like symptoms
 - Quarantine for 14 days before returning
- If a child has cold symptoms- runny nose, itchy/watery eyes, the child may come to school if their discharge is clear, and they can comfortably wear a mask with the runny nose. If there is any discoloration to their runny nose, the child must stay home until the runny nose is clear.
- Staff and students will be required to stay home if they have a temperature above 100. If the person has a negative COVID test or alternate diagnosis, they may return to school when they are fever free without the use of fever reducing medications for 48 hours. If the child has a positive COVID test or does not see a doctor for an alternate diagnosis, they may return to school when they have been fever free without the use of fever reducing medications for 72 hours.
- Drop-off and pick up will be outdoors and entrance to the school building will be primarily limited to staff and students.
- The school building will be cleaned daily by a professional cleaning company or our church sexton.

Guidelines for Mask Wearing:

- Once staff members have passed the health screening, masks will be worn indoors at all times, unless working alone in their classroom. Staff will wear masks outdoors but will be allowed to take “mask breaks” if they are 6 feet apart from all individuals.
- Parents and children will be required to wear masks during the health screen process at drop off and at pick up.
- Children over the age of 2 will wear masks outdoors when in close contact with others at a table or in a group. Children will not be required to wear masks when playing on the playground or moving about their play spaces.
- Children over the age of two will wear a face covering indoors at all times.
- Children will remove their masks while eating snack. Snack time will be limited to 15 minutes.

General Campus Cleaning Protocol, Safety Rules and Procedures:

- Children will interact with a designated group of classmates and teachers. There will only be one group in a shared space at a time, including the playground. Additional transition time will be given so that groups have plenty of space to travel between spaces.
- There will be a designated bathroom for each group, understanding bathroom needs will be met when needed. Bathrooms will be wiped down with a disinfecting product after use including the light switch, doorknob, sink handle, toilet seat, and toilet handle.
- Both staff and students will wash hands and sanitize regularly throughout the school day, to include upon arrival, before snack, after the playground, after using the bathroom, and after sneezing or blowing his/her nose.
- Teachers will sanitize surfaces and materials throughout the school day.
- Communal areas such as the playgrounds, outdoor learning spaces, staff workroom, and supply rooms will be equipped with a cleaning station that includes disinfectant, paper towels, hand sanitizer, and instructions for disinfecting the area. A designated staff person will be required to disinfect the area after each use.

Drop Off and Pick Up Procedures:

- All students will use a carline for morning drop off.
- Adults and children over two should be wearing masks and remain in the car (children stay in car seats) until a staff person completes the health screen.
- Each person attending school will thoroughly wash their hands with soap and water when arriving at their designated area or classroom. A staff member will help children with hand washing and take them to their designated area or classroom.
- All students will use carline for afternoon pick up. Caregivers will remain in the car, and children will be brought to caregivers.
- Each class will be assigned a drop off and pick up time.

Classroom/Outdoor Learning Expectations:

- All groups will spend at least 2/3 of the morning outside, weather permitting. When inside, staff and children will be masked and distanced as is realistically possible.
- Indoor classrooms will use open air ventilation with windows when weather permits and will have an air purifier in the classroom that will be on at all times when the classroom is in use.
- Snacks will be eaten outdoors and snack time will be limited to 15 minutes.
- Staff members will remove all soft, plush, and difficult to clean items from their classroom.
- Any item or toy that enters a child's mouth will be removed from play for the day and disinfected.
- Staff members will follow all guidelines set by health officials regarding singing, shared toys, and community art supplies.
- Should a substitute be needed, the director will try to fill the position with another staff member, only bringing in non-staff members when necessary.
- Substitutes will complete a daily health screening and temperature check as well as follow the same guidelines and expectations as staff members.

Procedures for COVID-Positive Exposure

If a staff member or student who has been in the school or on campus is suspected or confirmed to have a COVID-19 infection, we will immediately seek to close the portion of the campus visited by the individual or the entire preschool campus until it can be professionally cleaned and disinfected.

If someone feels sick while at Epworth Preschool:

1. The director will immediately notify all staff members on site and begin isolation procedures:
 - The individual will be immediately isolated from other staff and students.
 - Signs will be posted on the door of the isolation room indicating that it is being used for quarantine and others should not enter.
2. The director will arrange transportation home for the person as soon as possible.
3. The director will notify staff members and others who may have been exposed as well as church staff.
4. Anyone who may have been exposed to the virus will take any necessary and additional precautions.
5. Should the symptomatic individual test positive for COVID-19, the Durham Health Department will be notified and will work with the director on contact tracing and advise on classroom vs. school closure and isolation. There will be a 24 hour wait period before any space can be disinfected to reduce the risk to the cleaning crew. The classroom and/or school will be closed during this time.

Handling Suspected, Presumptive and Confirmed Cases of COVID-19

With respect to suspected or confirmed COVID-19 cases, Epworth Preschool will adhere to the guidelines set forth by the NCDHHS in the **ChildCareStrong NC Public Health Toolkit**

(<https://files.nc.gov/COVID/documents/childcare/NC-Interim-Guidance-for-Child-Care-Settings.pdf>) to include the following:

- **If a person has had a negative COVID-19 test**, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 48 hours.
- **If a person is diagnosed with COVID-19** by a medical professional based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they cannot come to school and should stay at home until they (or a family member if younger child) can answer YES to the following three questions:
 1. Has it been at least 10 days since the individual first had symptoms?
 2. Has it been at least 3 days (72 hours) since the individual had a fever (without using fever-reducing medicine)?
 3. Has it been at least 3 days (72 hours) since the individual's symptoms have improved, including cough and shortness of breath?
- **If a student/employee has been diagnosed with COVID-19 but does not have symptoms**, they must remain out of school until 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.
- **If a student/employee has been diagnosed with COVID-19 or has been presumed positive** by a medical professional due to symptoms, they are not required to have documentation of a negative test in order to return to school.
- **If a student/employee has been determined to have been in close contact with someone diagnosed with COVID-19**, they must remain out of school for 10 days if they have no symptoms and a negative test at least 5 days from last exposure. The student or employee must remain out of school for 14 days from the date of last exposure if they do not get tested.
 - *Close contact is defined as anyone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before the person began feeling sick until the time the patient was isolated.*
- **If a student/employee receives confirmation of an alternative diagnosis** from a health care provider that would explain the COVID-19 like symptoms, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 48 hours.
- **Epworth Preschool will notify local health authorities of confirmed COVID-19 cases** among children and staff (as required by NCGS 130A-136). Any notifications to the local health authorities will be communicated in writing to the Preschool Board Chair, Senior Pastor, and Chair of the EUMC Church Council.

Important Notes:

- The health policy outlined in our handbook book regarding common childhood illnesses still applies. As always, your child cannot come to school under any circumstances if they are only fever free due to medication like Tylenol or ibuprofen.
- With increased outdoor time, families are encouraged to put sunscreen and insect repellent on children before school. We are unable to apply sunscreen or insect repellent without a doctor's note.

Guidelines from Respected Sources

In developing Epworth Preschool's policies and procedures, we have consulted the following sources for guidance, to ensure we were developing guidelines that align with experts. The guidelines are continually evolving as the experts learn more about COVID-19, how it is transmitted, and how we can best protect ourselves and our students and their families from the virus.

[Centers for Disease Control](#) The federal government's authority on COVID-19

[North Carolina Department of Health and Human Services](#) – the state's authority on COVID-19

[Durham County Department of Public Health](#) – the county's authority on COVID-19

[ChildCareStrongNC Public Health Toolkit](#)

[American Academy of Pediatrics](#)

DOPA (Durham & Orange County Preschool Association)

Epworth Preschool Participation Waiver

In order for their child or ward to be allowed to attend preschool and/or preschool camps during the school year 2020-2021, the undersigned acknowledges, appreciates, and agrees that:

- I knowingly and freely assume all risks, both known and unknown, even if arising from the negligence of the releasees, and/or others, and assume full responsibility for the attendance of my child.
- Participation includes possible exposure to and illness from infectious diseases, such as COVID-19. While particular Epworth Preschool policies and personal discipline reduce this risk, a chance of illness still exists.
- I have read, understand, and agree to comply with, Epworth Preschool's protocol concerning protection against infectious diseases, such as COVID-19 (included).
- I, for myself and for my minor child(ren) or ward(s), and on behalf of my/our heirs, assigns, beneficiaries, executors, administrators, personal representatives, and next of kin, hold harmless and forever discharge Epworth United Methodist Church, Epworth Preschool, and its officers, directors, officials, agents, representatives, employees, other participants, from any and all claims, demands, suits, causes of action, losses, and liability of any kind whatsoever, whether in law or equity, arising out of or related to any illness, injury, disability, death, or other damages incurred due to or in connection with any Communicable Diseases to the fullest extent permitted by law.

With my signature, I affirm that I have read, understood, agreed with and will comply with the contents of this document.

Parent/Guardian 1 _____

Parent/Guardian 2 _____

Date _____

Student _____

Student _____

Student _____