

### **Enhanced Health and Hygiene Procedures**

- Posted health notice restricting entry to anyone exhibiting COVID-19 symptoms
- Daily screening forms completed by parents
- Daily temperature checks conducted on arrival
- Staff wear face masks/coverings during close care routines
- Frequent cleaning and disinfecting of high-touch surfaces, toys, and laundered items
- Frequent hand washing and hygiene best practices will be taught and reinforced continually
- Staff will be trained to use safety protocols to ensure compliance with preventative measures
- Monitor students, staff and visitors for signs of illness
- COVID-19 exclusion policy restricting access in the event of a suspected or known exposure

### **Drop-off and Pick-up**

We ask that parents please wear a face mask/covering when inside the building. Parents will enter through the preschool exterior entrance. Once inside the lobby please stand on a social distancing floor marker and wait for a staff member to conduct a health screening. While waiting, use your smartphone device and the posted QR codes to check your child in/out. If you do not have access to a smartphone device ask the staff member at the desk to check your child in/out. When at the hallway door, we will ask for your screening form and conduct a temperature check before allowing your child entrance into the preschool hallway. If entrance is permitted, a staff member will walk your child to his/her classroom. Currently, we are asking that parents do not go beyond the preschool lobby. After drop-off/pick-up, exit through the main City Station entrance. We understand that this may make for a harder drop-off, particularly for the first few days of school, but hope you agree that this practice will further protect the health and safety of all our children, teachers, and families.

### **Limited Visitors to the Preschool**

For the duration of the current health crisis, we must limit our visitors inside the preschool hallway. Classroom visitors will be limited to teachers/school staff and certain pre-approved essential service providers like early intervention specialists and social workers providing services to children and licensing specialists as required. Approved visitors must successfully clear the health and temperature screening before entering.

### **Masks**

We will require that our staff wear face masks/coverings whenever they are not able to socially distance from another person (adult or child). Staff will wear masks when they are completing health or temperature checks, during close care routines such as diaper

changing and/or toileting, food service, and when escorting children to and from their classrooms at drop-off and pick-up time. We will not be requiring that children wear masks, unless directed by a state, local, or licensing authority. We do not feel that masks offer enough potential health benefits to overcome the risks and concerns for children age 4 or younger. If you would like your child (age 3 or 4) to wear a mask that you will provide for him/her while at school, we will work to accommodate your family.

### **Enhanced Cleaning and Sanitizing Protocols**

Toys such as sensory bins and sand play will be removed or modified for individual use for the time being. We ask that home toys be left at home unless instructed by a teacher for a special activity. Toys will be sanitized at the end of each day and all bedding will be kept separate, individually stored, and washed at least weekly. Many of the procedures we already have in place for cleaning and hygiene meet or exceed CDC guidelines. We will intensify our cleaning and disinfection efforts by:

- routinely cleaning and disinfecting surfaces that are frequently touched
- removing toys that are difficult to clean
- Daily and nightly cleaning using EPA approved disinfecting products
- Weekly Enviro-Master Sani-Guard services

### **Social Distancing**

Let's face it—it's not easy to provide a loving, caring environment for young children from 6 feet away, nor is it easy for kids to understand social distancing! Despite those challenges we are committed to creating the safest possible childcare environment. The following social distancing strategies will be implemented:

- Maintain consistent groupings of children and teachers whenever possible
- Limit to one class traveling in the hallway at a time
- Spacing cots out as much as possible during nap time and children sleeping in a "head to toe" configuration (no nap mats from home)
- Due to CDC space restrictions and our limited ability to keep groups separate during early morning drop-off we will be limiting the capacity of the early morning room. If your family needs to utilize this extended-day service, please be sure to sign up when you visit the school for your Meet the Teacher appointment.
- Drop-off/pick-ups are restricted to the preschool lobby or outside the building
- Social distance markers located in the lobby for drop-off/pick-up purposes
- Enter through preschool exterior door and exit through City Station main entrance
- Contactless check-in/out process using Brightwheel app and personal smartphone device
- Limit large group gatherings. At this time, we will not be inviting parents to attend special events or parties

### **COVID-19 Exclusion Policy**

The health and well-being of our families and staff are our highest priorities. In the interest of limiting the opportunity for transmission, we are taking the following precautionary measures:

Your household must remain out of the center if any member of your household has or has been in close contact with anyone who has a suspected or confirmed case of COVID-19.

We will follow the Georgia Department of Public Health guidelines when handling COVID-19 cases in actions taken and determining when to return to school. We will monitor updates to these guidelines based on our region's current data. <https://dph.georgia.gov/dph-guidance>

Please note, depending on the circumstances we may require you to obtain medical clearance before return to the preschool will be allowed.

In the event that there is a known or suspected case of COVID-19 within our preschool, we will notify local health officials and follow their guidance. The preschool will communicate with classrooms that have been impacted, and share the guidance given by local health officials. City Station Preschool, in collaboration with local health officials, may deem it necessary to close the preschool to help mitigate the spread of COVID-19. Closures could be targeted to isolate and disinfect specific areas, short-term to close for a facility-wide deep cleaning, or extended to close for a longer period of time as needed.

HOUSEHOLD MEMBERS: include individuals who may not live in the household but may be staying there or are otherwise present in the household on a regular basis (e.g. nannies, caregivers, home health workers, contractors, etc.) and includes anyone with pick up or drop off privileges at the preschool.

CLOSE CONTACT: is defined by the CDC as (1) being within approximately 6 feet of a COVID-19 case for a prolonged period of time and can occur while caring for, living with visiting or sharing a health care waiting area with a COVID-19 case, or (2) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on). Considerations when assessing close contact include the duration of exposure and the clinical symptoms of the person with COVID-19.

FOR MEDICAL PROFESSIONALS: If contact occurs while wearing recommended PPE, that contact will NOT be considered close contact for purposes of this policy.

**Health Check and Illness Policy—COVID19 (in addition to our regular well-child policy)**

ALL STAFF, FAMILIES, CHILDREN AND THEIR HOUSEHOLD MEMBERS MUST CONDUCT A DAILY HEALTH CHECK BEFORE COMING TO THE PRESCHOOL.

- Should you or any household member have any of the following symptoms, we ask you remain out that day and notify the preschool.
  - Fever of 100.4 or higher, now or in the preceding 72 hours (or would have, but have used fever reducing medicine)
  - Cough
  - Sore Throat
  - Muscle Aches
  - Difficulty Breathing with new loss of taste or smell
- Consistent with our COVID-19 Policy, the household will be required to remain out of the center in accordance with Georgia DPH guidelines. Depending on the circumstances, we may require you to obtain medical clearance before returning.
- Families and staff should contact the preschool if they have COVID-19 symptoms or have been in close contact with anyone who has a confirmed or suspected case of COVID-19.
- If your child becomes ill while at school we will remove them from the classroom and notify you immediately. For your child's comfort, and to reduce the risk of contagion, we ask that children be picked up within 1 hour of notification. Until then, your child will be kept comfortable and will continue to be observed for symptoms.
- Children who have been sick with diarrhea and/or vomiting not associated with fever, may return to care 24 hours AFTER symptoms of the illness end without the aid of medications. Children with a fever cannot return until they have been symptom free for 72 hours without the aid of medications.
- In general, if you suspect that your child is getting sick or may be contagious, please keep them at home and consult your doctor.