



Addendum to Parent Handbook: Safety Procedures in Response to COVID-19

This guidance is taken from a variety of sources including the CDC, MDH and MDE. It is our plan for promoting health and safety for our staff, children and families during the COVID-19 outbreak. It is a working document and may need to be updated as new information becomes available. We will keep up to date on the every changing communications and do our best to keep you informed. This document has the best practices as required and recommended by the above mentioned agencies. We want everyone to be safe from coronavirus while still operating a preschool program that is developmentally and educationally appropriate. If there are conflicting guidelines between this document and the Family Handbook, the ones in this addendum take precedence.

Drop-off/Pick-up Procedures

All children will be met by a staff member at the curb to be dropped off. Staff will ask if you have answered the health questions at home. Adults are asked to not enter the building unless there is an emergency. If you must come into the building you will be required to wear a face covering. If the weather is inclement, we will bring the children into the classroom in shifts. If you are not able to make it to drop-off, we ask that you come to your child's classroom backdoor where a staff member will bring your child into the room. All children will wash their hands upon arrival and will be given a visual health check.

Pick-up will work in reverse. If we are outside, children will be brought to your car. If we are inside, staff will bring your child to your car. It may take a little longer for pick-up so we ask for patience. Staff will sign in and out for your child.

Health and Illness Procedures

All families will be given a set of COVID-19 screening questions that they will answer AT HOME. We trust that you will answer them truthfully each school day before bringing your child to school. If you answer yes to any of the questions we ask that your child stay home and you let the preschool know they will be absent. You can call 651-457-3373 or email preschool@augustana.com

If a child or staff member exhibit any of the symptoms during the class time, they will be isolated from the other children and sent home. We will then ask MDH for guidance.

If a child, staff member or family member have a positive test result for COVID-19, we will immediately notify MDH and they will let us know the next steps needed to minimize risk for all. Based on the situation and the amount of contact, we may need to close the preschool for cleaning and other steps. We will communicate the situation with all families and staff.

When may the child or staff member return to the classroom?

If you have had close contact with someone with a positive test

- Stay home for 14 days after your last contact with a person who has tested positive for COVID-19 and monitor health.
- Watch for symptoms of COVID-19 in your child or other family members.
- If possible stay away from others, especially people who are at higher risk for getting sick.

What counts as **close contact**?

- You were within 6 feet of someone who has COVID-19 for at least 15 minutes.
- You provided care at home for someone who is sick with COVID-19.
- You had direct physical contact with the person (touched, hugged or kissed them)
- You shared eating or drinking utensils
- They sneezed, coughed or somehow got respiratory droplets on you

Untested with symptoms

Persons who have not received a positive test but experience symptoms may return if the following three conditions are met:

- There has not been a fever for at least 72 hours without the use of fever reducers
- Other symptoms have improved i.e. less coughing or shortness of breath
- At least 10 days have passed since your symptoms first appeared

Positive Test

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- They no longer have a fever (without the use of medicine to reduce fever)
- Other symptoms have improved
- At least 10 calendar days have passed since symptoms first appeared
- They have been 2 negative tests in a row

Tested positive with no symptoms

- Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days without symptoms

Social Distancing

Social distancing is a recommended practice to slow the spread of COVID-19. We will practice this as much as possible with mainly adults. Children need socialization and play to grow and learn so we will use common sense with the children and try to limit activities that require close contact like rough play. We realize children need to be in close proximity to learn from each other and we will continue to allow that but be aware of distancing in the large group when possible. For example, snack chairs will be spread out to allow more space.

We will be restricting visitors, including parents and volunteers and will not have large group gatherings at this time. Library visits will not take place until later in the year. Chapel will be held in the classroom by the teachers. We will still be using the playground and spending time outdoors. We will disinfect the playground each day.

Masks

Children will NOT be required to wear a mask during preschool. Staff are encouraged to wear a mask however they are not required to wear one. It is important for children to see facial expressions and be able to hear their teacher's voices. Staff will wear masks during drop-off and pick-up, in common areas and during food prep.

Cleaning and Sanitizing

- When possible, we will have top of the hour cleaning of high-touch surfaces such as door handles, toilet, tables, chairs etc. with a bleach and water solution that we have always used in the classroom. It is highly effective and made fresh daily.
- We will clean toys and manipulatives each day after class. Dress-up and other soft toys will not be available at this time.
- Facility staff clean our classroom floors and bathrooms each evening.
- Art supplies will be individualized when possible and cleaned each day.
- We will continue to use food service gloves and follow the safe food handling guidelines for snack and lunch.
- We will continue to clean and sanitize tables after every use.

Lunch

We are asking you to send lunch in disposable containers such as paper bags, etc. It is recommended that lunch containers not go to and from home and school. We know many of you prefer sustainable containers and we ask that you use disposable for now.

There is additional information in our COVID-19 Preparedness Plan that is at the back of this packet.