

COVID-19 Preparedness Plan

Augustana Preschool

2020 – 2021

Augustana Preschool has developed this COVID-19 preparedness plan that will ultimately protect staff, children, families and the community we serve. This preparedness plan is designed to help recognize additional health and safety requirements already imbedded within our program. In acting accordance to both the Minnesota Department of Health (MDH) and Centers for Disease Control and Prevention (CDC), the following guidance will mitigate the spread of COVID-19 among our program participants.

1. FREQUENT HANDWASHING

- a. Augustana will reinforce handwashing routines, especially upon arrival, after having been in a public place or after blowing nose, coughing, or sneezing. If soap and water are not available, we will use hand sanitizer that contains at least 60% alcohol. We will ensure children are supervised when using hand sanitizer and that it is inaccessible to them when not in use. OUR FIRST CHOICE WILL BE TO USE SOAP AND WATER.
 - i. Wash hands with soap and water for at least 20 seconds.
 - ii. **RESOURCE:** CDC followed guidance on handwashing: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#HandHygiene>

2. CLEANING and DISINFECTING

- a. Augustana will clean and disinfect daily (or more, depending on use patterns) frequently touched surfaces and objects with a 4 teaspoon to 1 quart bleach solution:
 - i. Door knobs and handles
 - ii. Classroom tables and chairs
 - iii. Light switches
 - iv. Classroom toys and materials
 1. Toys will be switched out on a rotational basis each week.
 2. Toys that cannot be cleaned and sanitized will not be used: dress up, soft toys, puppets.
- b. Augustana will minimize the use of shared supplies (e.g. arts and crafts, office supplies) that cannot be sanitized
- c. Augustana will continue to follow MDH and CDC guidance for frequent cleaning and disinfecting of your program:
 - i. **RESOURCE:** <https://www.health.state.mn.us/diseases/coronavirus/schools/clean.pdf>

3. ARRIVAL and DEPARTURE

- a. Pick-up and drop-off will occur outside. See the COVID addendum for more information.
- b. Before children enter the building:
 - i. Parents will in good faith have answered the COVID-19 screening questions before bringing their child to preschool.
 - ii. We will ask for confirmation of the at home screening.
 - iii. We will make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness
 - iv. **Resource: Screening Process for Children:** <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>

4. PLANS FOR SICK CHILDREN, STAFF, VOLUNTEERS

- a. Augustana will conduct daily health checks. This includes staff and children by visual means and by taking a temperature if we feel it is necessary.
- b. Augustana will follow exclusion guidance and ensure children and staff stay home when sick (see COVID addendum)
- c. If someone is or becomes sick while at Augustana:
 - i. We will isolate the sick person as much as possible.
 - ii. We will close off area used by sick person.
 - iii. All contaminated areas will be cleaned and disinfected using 4 teaspoons of bleach per quart of water and aired out for 24 hours whenever possible.
 - iv. If a child or staff member is diagnosed with COVID-19 or if we have questions about a child or staff member who is exhibiting symptoms, we will reach out to MDH at health.schools.covid19@state.mn.us and follow guidance.
- d. Family member or Emergency Contact will be notified and asked to have child picked up within a 30-minute window.
- e. Families of specific class will be notified if a positive test is returned.
- f. **RESOURCE** <http://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>

5. SOCIAL DISTANCING THROUGHOUT THE DAY

- a. Augustana will limit group sizes as much as possible and create consistent groups of children and staff who will stay together throughout the day.
- b. Whenever possible, we will ensure activities with small group or individuals.
- c. Increase outdoor time, if possible
- d. Whenever possible, add visual cues to follow social distancing that is developmentally appropriate.
- e. Augustana staff will also maintain social distance practices when talking, working in the same room, and in school office activities

6. CLOTH FACE COVERINGS

- a. Augustana will encourage, but not mandate cloth face coverings for staff in the classroom.
- b. Staff will wear face coverings at drop-off and pick-up times and in common areas.
- c. Children will not be encouraged to wear facemasks as they are not reliable wearers of face coverings.

7. WORKPLACE VENTILATION:

- a. Augustana will work with church staff to ensure ventilation systems are working properly. When possible, classroom doors will be open with a safety gate installed to keep children in the classroom.

8. PLAYGROUND USE

- a. Augustana will continue to use the playground.
- b. When possible, outside high touch areas will be cleaned between groups.
- c. Children will wash hands after each use of the playground structures.
- d. In accordance with MDH and CDC Guidance, we will ensure best practice for all students and staff
- e. **RESOURCE:** <https://www.health.state.mn.us/diseases/coronavirus/schools/playground.pdf>

9. MEALS and SNACKS

- a. Augustana will ensure the safety of snack time meal service by implanting already in place standard safety protocols established by Minnesota Department of Human Services.

10. FIELD TRIPS and EVENTS

- a. Augustana will not plan large group activities, such as field trips and family events.
- b. Augustana will limit the presence of nonessential visitors.
- c. Chapel will take place in the classroom for now.

11. COMMUNICATION AND TRAINING

- a. This plan is available for all staff and families.
- b. This plan is posted on the information board and all families and staff have a copy.
- c. Staff will receive training on this document and continued training as changes are made.
- d. Staff with concerns can contact MNOSHA at osha.compliance@state.mn.us or call 651-284-5050.

Staff reviewed this plan on:

Created 8/2020