

ECNS COVID-19 Health & Wellness Protocol 2020-2021

Eureka Community Nursery School

Reopening Plan

Updated August 13, 2020

This policy has been developed based on the most recently available guidelines provided from the Center for Disease Control (CDC), Illinois Department of Public Health (IDPH), the Department of Child & Family Services (DCFS), and Eureka CUSD 140. This plan provides details on how ECNS will minimize risk of transmission of COVID-19 and includes an Enhanced Risk Management Plan, a personal protective equipment (PPE) Operational Plan, and an Enhanced Staffing Plan. This is an imperfect and fluid plan, which is subject to revisions at any time due to changes in government recommendations.

Parents are required to read this Protocol in its entirety, then electronically initial and confirm where indicated in order to designate understanding and agreement with all policies and procedures set forth through this COVID-19 Health & Wellness Protocol for Eureka Community Nursery School.

Enhanced Risk Management Plan:

1. Daily health check
 - a. Staff & students are allowed to enter the building. Parents and caregivers will NOT be allowed in the building unless in the case of extenuating circumstances per the teacher's discretion.
 - b. A daily health screening is required for ALL persons entering the building. This includes staff, students, and all additional persons who need to enter the building for any reason.
 - i. Health screenings will be conducted at the door with staff wearing appropriate facial covering, including face shields as a protective partition/barrier.
 - ii. Students will be met at the security entrance. Student and staff temperatures will be taken and recorded daily before entering school. Anyone with a temperature of 100.4 Fahrenheit or higher will not be allowed to enter the building. Those with temperatures will need to be fever free without medication for 24 hours before returning to school.
 - iii. A brief health questionnaire regarding symptoms and exposure will be posted outside the building. We ask parents/caregivers to partner with us in reviewing this signage prior to dropping off students. If any student or immediate family members/caregivers of students have experienced any of the following symptoms, those students will not be allowed to enter the building. These symptoms include: fever of 100.4 F or higher, new onset of shortness of breath or difficulty breathing not related to another health condition, new sore throat not related to another health condition, new cough not related to another health condition, new loss of taste or smell, vomiting, and/or diarrhea. Staff will ask

parents/caregivers their response to this questionnaire. Responses and student temperature will be recorded and staff and parent/guardian will sign off with initials.

- iv. All staff will certify they are free of the aforementioned symptoms and record the information daily.
- v. Parents/caregivers should practice physical distancing outside of the building while waiting for students to be checked in.

2. Drop off/Pick-up Procedures

- a. Key fobs will NOT be distributed unless health and safety protocols change, allowing for parent/caregiver entrance into the building.
- b. If there should be an emergency requiring necessary access to students, parents/caregivers should call the classroom number at 467-3267 or the church office at 467-2369.
- c. Promptness for class time arrival is expected. Should parents/caregivers arrive late, the security door will be locked, and teachers will be unable to leave the classroom. In the event that you do not arrive in time, please call the classroom number at 467-3267 for instructions.
- d. Students may be picked up after class at the security door. Teachers will release students to parents/caregivers that are designated on the pick-up list. During pick-up, parents/caregivers should practice physical distancing outside of the building.
- e. Teachers will sign students in/out each day due to this protocol.

3. Cleaning & Sanitization Procedures

- a. All high touch classroom and bathroom surfaces and fixtures will be sanitized before and after each class session, as well as throughout the day, as necessary. These surfaces include, but are not limited to, doorknobs, bathroom fixtures, lightswitches, shelving units, tables, and chairs.
- b. Each student will have their own individual set of supplies to be kept at school. These supplies will be sanitized daily.
- c. Shared classroom materials and supplies will be limited to hard or easily cleanable surfaces and will be switched out and/or clean/sanitized daily. Soft or plush toys materials will be removed from the classroom and will only be used by the teachers. If used, these materials will be sanitized after each use.

4. Communication Plan for Potential COVID-19 Cases

- a. Should a student or staff member develop COVID-19 symptoms while at school, the following procedures will take place:
 - i. The suspected ill individual will be isolated away from other persons. The student's parents will be notified immediately. Suspected ill students will remain

- supervised until parent arrival. If a teacher is suspected to be ill and is isolated, all students will remain supervised until a substitute arrives.
- ii. Suspected ill students must be picked up immediately from school. Students in that staff member's classroom will remain supervised until a substitute arrives.
 - iii. Parents should seek healthcare professionals regarding their child's suspected illness. Staff members who are suspected to be ill should also seek medical guidance.
- b. If a student or staff member is diagnosed with COVID-19, he or she is not to return to the school until ALL FOUR of the following are met:
- i. Individuals are free from fever without the use of fever-reducing medications for at least 24 hours.
 - ii. Individual's symptoms, including cough, have improved.
 - iii. It has been at least 10 days since the onset of the individual's illness.
 - iv. A note from the student's or staff member's medical provider indicates a safe return to school.
- c. If the child or staff member has symptoms of COVID-19 and it is subsequently determined by a medical provider that the individual likely does NOT have a COVID-19 infection, the child or staff member can return to school if the following is met:
- i. No fever for 24 hours without the use of fever reducing medications (fever is temperature greater than 100.4F/37C)
 - ii. Negative test for COVID-19 or;
 - iii. A note from a medical provider documenting no clinical suspicion of COVID-19 infection.
- d. The CDC recommends that any student or staff member with close contact (within 6 feet for greater than 15 minutes) to a person suspected or diagnosed with COVID-19 be excluded from the school for 14 days and monitored for symptoms. If symptoms develop, they are encouraged to be evaluated and tested for COVID-19.
- e. If a student or staff member tests positive for COVID-19,
- i. The school should be notified immediately. ECNS will then notify all other families and staff without disclosing personal information regarding the individual's identity.
 - ii. ECNS will notify the IDPH at 1-800-889-3931 or DPH.SICK@ILLINOIS.GOV immediately.
- f. Families are expected to immediately notify ECNS if anyone in their home tests positive or if the student has been in close contact with (within 6 feet for greater than 15 minutes) someone that has tested positive for COVID-19.

PPE Operational Plan:

5. Personal Hygiene and PPE

- a. Students & staff will be required to wear masks. Student masks will need to be provided by each family, and it will be each family's decision as to what type of mask will work best with their child(ren) (i.e., typical disposable mask, mask with

clear window, etc.). Disposable masks will be available if needed, but families are highly encouraged to provide masks for their child(ren).

- b. Face shields may ONLY be worn by teachers when necessary for educational purposes, such as phonemic instruction, but masks with clear view windows are encouraged. Students may not wear face shields.
- c. Teachers will incorporate age-appropriate mask wearing as part of the beginning-of-the-year routine instruction for all students. We realize that mask wearing may be difficult for children of this age population, so this will be encouraged to the best of our ability.
 - i. We understand that it may not always be feasible for students to wear masks at all times. Breaks from mask-wearing will be provided, such as during outdoor recess or activities where physical distancing can be maintained.
 - ii. Please keep in mind that students are only at school for a couple of hours each day; therefore, the amount of time required to wear a mask is minimal.
 - iii. Children will never be punished for improper mask wearing or use, but proper technique will continue to be encouraged.
- d. Exemptions to mask wearing will only be accepted if they are due to a student or staff member's health or medical situation that is directly affected by mask wearing. These exemptions must be provided, with a signature, from a pediatrician's or primary care physician's office. ECNS reserves the right to review these exemption documents and decline them as necessary.
- e. Proper personal hygiene, including hand washing technique, through the primary use of water and soap, will be instructed as part of the daily classroom routine and will be reinforced throughout the day. Hand sanitizer may be utilized when necessary.

Enhanced Staffing Plan:

- 6. Physical Distancing
 - a. Physical distancing will be maintained to the best of our ability. Our classrooms are small, so it will not be possible for all students and staff to maintain 6 feet distance at all times. As a preschool program, we have tables and not desks, but children will be spaced apart as much as possible during table time activities. Unnecessary additional furniture or large equipment may be removed from the classrooms to provide additional space for social distancing.
 - b. A large part of the preschool experience is play and social-emotional development, which requires young children to interact with each other. Students will be distanced as much as possible, without impacting their learning through play and social interaction with peers.
 - c. Classrooms will not be switching rooms. Only one class will be on the playground at a time.

Additional Procedures:

7. In order to account for the additional cleaning/sanitization of classrooms between sessions, as well giving students the ability to adjust to mask-wearing and additional new routines, there is the possibility that class times may be adjusted for a period of time. If this is decided upon, it is likely that both the morning and afternoon class sessions will end a half-hour earlier than normal (i.e., AM 9-11am and PM 12:30-2:30pm). We will inform all families of this potential change, and, if this occurs, ECNS will strive to return to the regular schedule as soon as possible.
8. Because our teachers' salaries are based solely on student tuition, we are asking families to commit to maintain financial commitment to ECNS through December 31st. This means that all tuition payments must be made through the end of the 2020 year.
 - a. Should the local district #140 close or we receive a government mandate to close school at any point during the first semester, teachers will continue to provide regular remote learning opportunities for students for the remainder of the semester. Remote learning expectations for teachers will be set by the ECNS board in order to maintain quality of learning instruction and opportunities.