

Noah's Ark Preschool Covid-19 Policies

Dear Parents and Families,

Given the COVID-19 (Coronavirus) crisis that is spreading through our country, I want to assure you that we are monitoring the situation closely. Based on information we have at this time, we plan to reopen and continue to operate Noah's Ark Preschool with new safety regulations and policies in order to protect your children and keep them safe. If the situation should change, we will notify you immediately.

Effective July 1st, 2020 and for the foreseeable future, we will be taking extra precautions to ward off Coronavirus. We are taking these extra steps to support the health and safety of your children, your family and our staff.

Please take note of the following changes to our policies and procedures:

Check-In and Pick-Up

- Families will be greeted at the classroom door where a staff member will greet the child(ren). Parents and other family members will not be allowed inside the classroom. **Please do not let your child run ahead or touch any playground surfaces, but keep your child with you at all times.** Parents and any other family members must wear a mask upon drop off or pick up, but the child in child care does not have to wear a mask. Prior to parents leaving the site, a trained staff member will take the temperature of their child(ren) at the door before allowing the child to enter and ask parents the following questions:
 - Do you live with anyone or have you had close contact with anyone who has been diagnosed with COVID-19 within the past 14 days?
 - Do you or anyone in your household have a fever, cough and/or shortness of breath?
 - Do you or your child(ren) have any other signs of communicable illness such as a cold or flu?
- Children and staff will be required to wash their hands immediately upon entering the building and hourly throughout the day. When children are received for drop-off, they will be escorted to the nearest sink where their hands will be washed prior to being brought to their classroom/child care area.
- Upon your arrival to pick up your child, a staff member will bring your child out to you at the door. Please wait for your child outside the classroom door. Doing so will limit direct contact and help us to maintain social distancing.
- Parents can bring their own thermometer and take their child's temperature to show their teacher or the teacher can take the temperature with a preschool no touch thermometer.
- Parents can bring their own pen for signing in and out their child or use a sanitized pen provided by the preschool.
- Due to the need to keep children safe and avoid cross contamination, all children need to be dropped off on time in the mornings between 8 and 9 am. After 9:15 the first class goes on the

playground and parents cannot enter the preschool to avoid cross contamination. The latest drop off time in the morning will be 9:15 am. Due to the drop off procedures, it could take extra time, so please plan accordingly. Thank you for understanding.

Healthy Environment

- We will separate children into smaller groups that fall within state or local guidelines.
- We will not share equipment and will clean equipment between uses.
- All classrooms will remain separated to reduce the number of children in one area and to reduce the possibility of viral transmission.
- Staff will disinfect high-touch surfaces, such as door handles, light switches, faucets, toys and games that children play with regularly throughout the day.
- The playground will be disinfected between every group of children.
- We will perform an enhanced deep cleaning every night in all areas, on all touched surfaces.
- Staff will have access to anti-bacterial hand sanitizers and disposable gloves and use them as needed.
- Staff will wash their hands and children's hands a minimum of hourly (noted by the CDC as the most effective preventive measure).
- No program tours will be given until further notice to reduce the number of visitors in the building.
- Should a child be diagnosed with Covid-19, all families and the health department will be notified and the class of that child will be completely disinfected along with a deep cleaning of the whole school. Health department guidelines will be followed.

Meal Preparation & Service

- All surfaces will be disinfected before meal preparation using CDC- or EPA-approved products.
- All staff will wash hands before and after meal preparation.

Child Health

- Staff will receive education on COVID-19 symptoms as well as preventive measures.
- Children who start to experience symptoms of respiratory illness, including a runny nose, sore throat, cough, or a fever of 100 or greater while at child care, will be isolated from other children until they can be picked up.
- Children are not allowed to be given any medications for symptoms before being brought to school as this puts the whole class and teachers in jeopardy of illness. A child with symptoms must be kept home.
- New regulations for sick children are as follows: If a child has had any symptoms (fever, cough, runny nose, shortness of breath, sore throat, diarrhea, vomiting) they can return after 10 days since symptoms first appeared AND 3 days fever free AND no more symptoms. If a child tests positive for Covid-19 or knowingly had contact with someone who tested positive they should stay home until 10 days have passed since tested and remain symptom free.
- Until further notice, all program special events or gatherings will be suspended.

Staff Health & Wellness

- Staff will receive additional training on infection control and workplace disinfection.
- Staff will not share their phone, devices or meal or utensils with one another or children.
- Staff will check their temperature at the beginning of each shift and notify their supervisor if >100 as well as self-monitor for signs and symptoms of COVID-19 and notify their supervisor if any develop (fever or respiratory symptoms).
- Staff will wash their hands immediately upon entering the program and immediately prior to leaving.
- Staff will wear face coverings.
- Staff will not be allowed to work if they are feeling ill or experiencing respiratory symptoms.

Tuition

- As long as we are open and your child is in attendance, tuition will be due in full. This includes if we are only open for a portion of a week and need to close for the remainder of the week.
- If you are able to work from home and choose to keep your children at home, you will be required to pay all of your normal monthly tuition to retain your spot. Otherwise your spot will be filled.
- If you choose to pull your child out and not pay, there is no guaranteed spot upon a request to return.
- At this time, if the state forces a closure for an extended period of time, no refunds will be given.

Communication

- If the current situation changes and it becomes necessary to update our procedures or close our program temporarily, we will notify key family contact by email.

Please note, teachers will wear masks but children in child care settings are not required to wear masks. Children wearing masks would be very difficult to uphold and could cause cross contamination should it get shared. These are per CDC guidelines. Parents at drop off and pick up are required to wear masks to prevent any cross contamination.

Thank you for your understanding and patience as we implement these new procedures. Our goal is to keep your children, your family and our staff healthy and well.

Sincerely,

Jaime Parker