

# **St. John's Preschool COVID-19 Plan**

## **Arrival and Departure Procedures**

- When possible, participant drop off and pick up will occur outside.
- Parents will sign their child in and out each day with a staff member.
- Children and Staff's temperatures will be taken and recorded on the sign in sheet.
- Only students and staff will be allowed in the classrooms and lunchroom.
- Parents, Guardians and St. John's staff must wear a mask or face covering inside St. John's School and Church's communal areas.

## **Cleaning Procedures**

- St. John's staff will follow the cleaning and disinfecting guidance from the Department of Health.
- Staff will use soap and water and a bleach solution for cleaning, sanitizing and disinfecting.
- Eating areas will be cleaned and sanitized before and after snacks and meals
- Common areas, toys, art supplies, door handles, bathrooms, stair rails, countertops, light switches, community supplies and all high-touch items will be disinfected regularly.
- St. John's playground is designated for students in our program only. The playground equipment will be disinfected before and after use.
- Rest cots will be disinfected after each use. Cots are labeled and used by the same child each day. Blankets and pillows are brought from home and sent home to be washed weekly.
- High touch surfaces and teacher and children's supplies will be cleaned and disinfected daily.
- Bathrooms will be cleaned and disinfected twice a day and shared bathrooms will be disinfected in between the use of each classroom.

## **Food Safety Procedures**

- Children and Staff will wash hands before snack and lunch times.
- Staff will wear gloves when serving snacks and assisting with children with their lunches from home.
- Staff will serve snack. Family-style snack and self-serve drinks will be discontinued.
- Water bottle use by children will not be allowed at school, except during lunch time. Preschool children will not drink from the school drinking fountains. We will use disposable cups for water and milk. Children will have access to water at all times.
- During the school year, preschool children will eat lunch in a designated spot in the school cafeteria.

- The lunch tables and chairs will be disinfected in between use of each classroom.

### **Hand Washing**

- Children and staff will be required to wash their hands with soap and water many times throughout the day for at least 20 seconds. Children and staff will wash their hands upon entering the classroom, before snack and lunch, after snack and lunch, after bathroom use, after coughing sneezing or blowing their nose, and after coming in from playing outside. Hand Sanitizer with at least 60% alcohol will be available when soap and water are unavailable.
- Handwashing is monitored by teachers to assure proper handwashing techniques.

### **Safe Program Environment**

- Our program will adapt to allow for physical distancing whenever possible.
- Children and staff will be split into groups of 10 or less whenever possible.
- Staff and children will remain in the same groupings and classrooms and will not mix groupings or change classrooms.
- Shared bathrooms will be used by one classroom at a time and disinfected in between use.
- Teachers will monitor bathroom use to assure proper handwashing.
- Whenever possible, learning and play will be held outdoors and children and staff will be encouraged to spread out.
- Classroom windows, with safety screens, will remain open when the weather allows.
- Sensory tables will be removed from the classroom and individual tubs will be used to participate in sensory play.
- Staff members working in an indoor care setting must wear a face covering in communal areas (e.g- walking through other classrooms than your own, hallways, lobbies, restrooms, etc.) where groups may intermix.
- Alternatively, staff may wear a face shield when wearing a mask is problematic. (For example, when young children would benefit from viewing staff facial expressions and lip movements to understand what is being said and how words are formed)
- Face coverings must be worn at all times by staff who intermix between classrooms.
- Children 5 years of age and under are not required to wear a face mask or shield.
- We will not attend field trips outside of the school at this time.
  
- Community supplies will be limited. Children will have access to their own personal supply box of markers, crayons, glue etc.
- Staff's personal items and children's personal items will be stored in different spaces.

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- Staff members and children will be encouraged and enforced to use health etiquette; i.e. cover your mouth and nose with a tissue when you cough or sneeze. Throw used tissues in the trash. If you don't have a tissue, cough or sneeze into your arm or elbow. Then, wash your hands. Avoid touching your face.

### **When a student or staff member becomes ill while at school**

When a student or staff member develops any symptoms of illness consistent with COVID-19 (e.g., new onset or worsening cough OR shortness of breath OR at least two of the following symptoms: fever of 100.4, chills, muscle ache, headache, sore throat, loss of taste or smell) in our school or child care setting the following procedures will take place:

- Isolate the person in a separate room while they wait to be picked up. Ensure that they have hygiene supplies available, including a mask, facial tissues, and alcohol based hand rub.
- Practice social distancing, but continue to monitor the child or staff person.
- Close the space used for isolation until after the ill person leaves. Open it after proper cleaning and disinfecting.
- Clean and disinfect the space used for isolation after the ill person leaves.
- Clean and disinfect the high touch surfaces, focusing on the areas where the person is known to have been and items they may have touched.
- Wear gloves when cleaning, and wash hands after removing gloves.

### **When a student or staff member has a close contact to a positive case, suspect covid-19 or are a positive case of COVID-19**

- Staff members, care providers, or children with **any** symptoms will be denied entry or sent home. Symptoms consistent with COVID-19 include: new onset or worsening cough OR shortness of breath OR at least two of the following symptoms: fever (100.4 or higher), chills, muscle pain, headache, sore throat, new loss of taste or smell.
- If a child must stay home because they have symptoms, the other children living in the house need to stay home from school too.
- Children and staff members will be excluded from the program while awaiting results of a covid-19 test.

- If a staff member or child has received a positive laboratory test for COVID-19- MDH will provide instructions to the person and household contacts about when it is safe to return to work/school. MDH will be contacted by the center director for further direction for the school.
- If a staff member or child has received a negative laboratory test for COVID-19: Stay home until the fever has resolved, other symptoms have improved AND 14 days have passed since symptoms first appeared.
- If a staff member or child has received a COVID-19 diagnosis without a lab test: the person must stay home until fever free for three days AND improvement of other symptoms AND at least 14 days has passed since symptoms first appeared. Siblings and household members should also stay home for 14 days.
- Staff members and Parents must inform the program director if you, someone in your immediate family or your child has been symptomatic or exposed to COVID-19.
- If a staff member or child have been exposed to Covid-19 or has been a close contact with someone who tested positive for Covid-19, they must stay home from school for at least 14 days. They must stay home even if they do not have symptoms. They must stay home for 14 days even if they test negative for Covid-19, because they could develop Covid-19 for up to 14 days.
- If someone who lives in your home is awaiting results of a Covid-19 test, whether the family member has covid-19 symptoms or no symptoms, you must keep your child home from St. John's Preschool. Once the results are in, contact the school to determine a plan for your child's return.
- **Please see the Covid-19 Decision Tree and Covid-19 Attendance Guide for Parents and Families from the Minnesota Department of Health**