

# Ann Newman Preschool and Infant Center Guidance During the COVID-19 Pandemic (1/7/2022)

These guidelines and procedures for the Ann Newman Preschool and Infant Center are intended to ensure the health and safety of the preschool children, staff, and families. Please be aware that these guidelines are fluid and are subject to change depending on the needs of our community and as we receive new or updated guidance from local, state, and federal agencies. Specific guidelines and procedures are organized into the following categories:

- Overview of Social Distancing Practices
- Procedures for Arrival and Dismissal
- Masks and Personal Protective Equipment for Staff & Children
- Illnesses
- Cleaning and Disinfecting Procedures

## **Overview of Social Distancing Practices**

Temple Sinai is actively working with our local health officials in creating a set of best practices to help protect all members of our community, while also providing our children a safe, welcoming, and engaging atmosphere. At a very basic level, our school will follow the below practices:

- To the greatest extent practicable, classes will consist of the same group of children and staff each day. Classes will be limited to a small size taking into account CDC recommendations for social distancing and ensuring that staff-to-student ratios will be in compliance with State requirements. If a teacher becomes ill or is otherwise unable to work with a specific class on a given day, we will assign a different staff member, trained in all of our policies and procedures, to assist in that class. In all situations, we will make every reasonable effort to avoid staff members moving among different groups of children.
- Classes will only combine with their grade counterparts when necessary and/ or outside. Necessary class mixing may take place during early and late care and at school-wide programs when there is space to socially distance (e.g., Shabbat in the main sanctuary).

## **Procedures for Arrival and Dismissal**

Preschool staff will utilize the following procedures each day for the arrival and departure of children.

### **General Procedures for Both Arrival and Dismissal**

- Drop-off and pick-up will take place outside the preschool entrance. Families will bring children to the door where a designated staff member will check-in the child/ren.
  - Temperatures will be taken in the classroom once all children have arrived for the day. If a child presents a temperature they will be rechecked with an ear thermometer.
  - Parents/caregivers must wear a face covering, which covers their noses and mouths, during arrival and dismissal when (a) they might be within 6 feet from the staff members **or** (b) they are not vaccinated.
  - We recommend that older individuals (e.g., grandparents) or those with serious underlying medical conditions *not* pick up children, as they are at higher risk for severe illness from COVID-19.
- Although we strive to have an “open door policy” for our families, in our effort to protect the school environment, for the foreseeable future, **a child’s parents or caregivers will NOT be permitted to enter the school wing, absent extraordinary circumstances to be determined by the School Director or her designee.** The FOB system will not be operational for the doors to the school wing.

### **Additional Drop off and Pick up Information:**

1. Because there will not be sufficient time for parents/caregivers to share important information about their child with the child’s teacher at drop-off, we urge

- parents/caregivers to contact their child's teacher via email or ProCare (or to contact the Director), if there is information that the child's teacher should know for the day.
2. Children will wash hands upon arrival and before they get into their classroom.
  3. Children in the Infant Center will be carried from the building entrance into the Infant Center by a staff member.

## **Masks and Personal Protective Equipment for Staff & Children**

- All Temple Sinai staff will cover their mouths and noses with a face mask or cloth face covering when indoors. When outdoors, staff will cover their mouths and noses with a face mask or cloth face covering unless the staff member can ensure that they will not be within 6 feet of children or other staff.
- We will NOT put a face mask or cloth face covering on babies and children under age 2 because of the danger of suffocation.
- Children age 2 and older are required to wear a face mask or face covering.
  - If a child is unable to remove the mask/covering without assistance, the child will not be required to wear the mask/covering. Staff will help children practice wearing and removing their mask/face covering.
  - If a child is fidgeting with their face mask/covering, staff will have the child remove the face mask/covering and will put it in a bag labeled with the child's name. Staff will then have the child wash his or her hands.. Staff will also notify the child's parents that the child is having difficulty wearing their mask throughout the day.
  - Priority will be placed on having children wear masks indoors and when children are more likely to be within 6 feet of other children or staff.
- Temple Sinai staff must wear surgical masks or KN95 masks. Cloth masks will not longer be accepted as a face covering.
- Temple Sinai staff will be trained on how to properly wear and dispose of personal protective equipment, including masks, face shields, and gloves.

It is understandable that children may be afraid of face masks or cloth face coverings at first. To support our children's emotional health and comfort, we will provide parents ideas to help masks or face coverings seem less scary to their children, such as:

- Putting a face mask or cloth face covering on the child's favorite stuffed animal;
- Showing picture of other children wearing face masks or cloth face coverings;
- Drawing a face mask or cloth face covering on the child's favorite book character;
- **For children under age 3**, explaining that we are all wearing masks to keep each other healthy; and
- **For children over age 3**, explaining that germs are special to your own body. Some germs are good and some are bad. The bad ones can make you sick. Because we can't always tell which are good or bad, the cloth face coverings help make sure we keep bad germs away from our bodies.

### **Materials**

- Children will be permitted to bring their own bag/backpack with the materials they need for the day and reusable lunch box/containers/utensils. Please label all your child's belongings.
- Nap materials will be sent home weekly unless the child soils them or is sent home from school due to illness.
- We highly discourage children bringing toys from home.
- Parents/caregivers of children 6 months or older should apply sunscreen to children each morning when appropriate. Staff will reapply sunscreen as needed throughout the day, using proper hand hygiene before and after application on each child.

### **Specialist Visitors**

The School will address the individual needs of children who have Individualized Education Programs (IEPs) or Individualized Family Service Plans (IFSPs) to ensure that they receive necessary educational services. The School director or her designee will work with parents and related service providers to determine the best plan for each individual student on a case-by-case basis. Any special visitor will adhere to all the staff guidelines including but not limited to: temperature monitoring, mask wearing, and the School's illness policy.

## **Illnesses**

### **Illness/Stay Home Policy**

- The School will communicate with parents/caregivers about the importance of children staying home when they are sick. Parents/caregivers may **not** send a child to school medicated to mask or reduce a fever.
  
- The School will communicate with staff about the importance of them staying home when they are sick. Staff are strongly encouraged to stay in touch with School directors to communicate if and when they begin to feel sick or exhibit symptoms of fever, cough, and/or shortness of breath.
  
- For children who have underlying health conditions, staff will speak with the child's parents about concerns or challenges that the child may experience upon returning to School.
  - For children with asthma, we will ensure that there is an asthma action plan in place and that relevant staff are trained in this action plan.
  
- If anyone in a child or staff member's household(s) is awaiting results from a COVID-19 test, the child or staff member is **not** permitted to attend school until their household member receives a negative result. If a household member tests positive, please see the guidelines below.
  
- If there is any suspicion that someone in a child or staff member's household(s) might have COVID-19 or might have been exposed to COVID-19, please stay home and contact the Director or her designee
  
- Any child who has displayed [symptoms](#) of **COVID-19** must meet the following criteria before returning to school:
  - A negative COVID-19 test (a PCR or Rapid lab test- no home tests are permitted); **OR**
  - A signed doctor's note indicating that the child was seen in the office, does not have COVID, and is cleared to return to school; **OR**

- Wait until 10 days have passed since the onset of symptoms, with no fever or other symptoms for the last 72 hours, unmedicated.
- Any staff member who has displayed [symptoms](#) of **COVID-19** must meet the following criteria before returning to school:
  - A negative COVID-19 test (a PCR or Rapid lab test - no home tests are permitted); **OR**
  - A signed doctor's note indicating that the staff member is cleared to return to work; **OR**
  - Wait until 10 days have passed since the onset of symptoms, with no fever or other symptoms for the last 72 hours, unmedicated.
- Any Preschool Family (child or staff) who tests positive for COVID-19 (or who has a household member who has tested positive for COVID-19) must notify the Director or her designee. School staff will maintain confidentiality of the child, family, or staff member.
  - The School will report the case to the Department of Human Services Certification Representative and to the Montgomery County Office of Public Health (610-278-5117).
  - The School will anonymously report the case to the children and staff in the classroom of the affected child or staff member, as well as the children and staff in the classroom of a sibling of the affected child or staff member.
  - If a member of the child's or staff's household(s) has a confirmed diagnosis of COVID-19, the child(ren) or staff member will not be permitted to return to school until the proper quarantine procedures have been met. Typically, this involves at least a 14-day quarantine, but specific guidance will be provided after the School receives direction from the Department of Human Services and the Montgomery County Office of Public Health

### **Child Illnesses During the School Day**

- Any child who begins to exhibit symptoms of illness during the school day will be kept away from the class to the greatest extent possible, and the child's parent/caregiver will be called. The parent/caregiver should pick up the child as soon as possible.

- The classroom of any child who becomes ill during the school day will be emptied, disinfected as soon as possible.
- General Sickness: We understand children get sick. Please refer to the below guidelines for how our School community handles non-COVID-19 illness.
  - Fever: In the case of a fever with no other symptoms, the child can return to school after being fever-free and unmedicated for 24 hours.
  - General Illness: If a child has a runny nose, but is unable to wear a mask due to a drippy nose, they will be asked to stay home or will be sent home.
  - Diarrhea: If a child has 3 loose or diarrhea bowel movements they will be sent home.
  - Vomiting: If a child vomits at school they will be sent home.
  - After being sent home from School due to illness (fever of 100.4 or higher, vomiting, diarrhea, excessive coughing and runny nose, or more than one COVID-19 symptom), children must be assessed by a medical provider and the parents/caregivers must provide a note from the medical provider clearing them to return to school.
  - **If you are unsure if your child should stay home, please err on the side of caution and contact your own health care provider for guidance. We are counting on you to help keep our School and community healthy and safe!**

### Refunds

- We will not be issuing any refunds due to classroom closure.

## **Cleaning and Disinfecting Procedures**

### Classrooms, Outdoor Spaces, and Other Facility Locations

- Throughout the day, classroom staff will periodically use disinfectant wipes or disinfectant cleaner to wipe down commonly touched surfaces, including toys, games, doorknobs, light switches, railings, tabletops, and chairs.
- At the end of each school day, cleaning staff will clean all classrooms, bathrooms, and common spaces using the following protocol:
  - Take out the trash
  - Vacuum carpets

- Mop and disinfect floors
- Clean and disinfect surfaces, including tables, chairs, counters, sinks, toilets, doorknobs, light switches, and railings

### **Additional Resources**

- [Social Distancing: Why Keeping Your Distance Helps Keep Others Safe](#)
- [Getting Children Outside While Social Distancing](#)
- [Parenting in a Pandemic: Tips to Keep the Calm at Home](#)
- [Working and Learning from Home During the COVID-19 Outbreak](#)