

**Christ Lutheran
Preschool
Special Protocols in
Response to the
COVID-19 Pandemic**

Effective July 6, 2020

Protocols Overview

- Families Acknowledgement
- Absences and returning to school
- Reduced ratios
- Designated drop off-and pick up
- Handwashing
- Cleaning/sanitizing
- Disruption of services

COVID-19 Parent Acknowledgement

Each family and staff member are required to sign a COVID19 acknowledgement prior to attendance or attending work. The document can be found at CLPreschool.org. Access the Parent Resource Tab and then the COVID19 Acknowledgement.

Please make sure to have read the acknowledgment completely and understand the requirements that must be met for your child to attend.

If you answer Yes to any of the following statements your child should not come to school (or if anyone in your household answers Yes to any of the questions)

- Is showing or has shown, in the last 14 days, symptoms of Covid-19
- Has tested positive for Covid-19
- Has knowingly encountered someone with Covid-19
- Has traveled to any area known as a “hot spot” for Covid-19

Symptoms that require Absences

I understand that to enter upon the facility premises my child must be free from COVID-19 symptoms. If, during the day, any of the following symptoms appear my child will be separated from the rest of the people in the center. I will be contacted, and my child MUST be picked up from the facility within 30 minutes of being notified.

Symptoms include,

- Feeling feverish or a measured temperature greater than or equal to 100 degrees Fahrenheit (CLP uses an infrared no-touch thermometer)
- Cough
- Shortness of Breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Loss of taste or smell
- Sore Throat
- Muscle pain
- Headache
- Diarrhea
- Known close contact with a person who is lab confirmed to have COVID-19

While we understand that many of these symptoms can also be related to non-COVID-19 related issues we must proceed with an abundance of caution during this Public Health Emergency. Your child cannot return until there are improvements in respiratory symptoms (i.e. cough, shortness of breath), 10 days have passed after symptoms first appeared and your child has been symptom free for at least 72 hours.

Conditions to return

- Your child cannot return until there are improvements in respiratory symptoms (i.e. cough, shortness of breath), 10 days have passed after symptoms first appeared and your child has been symptom free for at least 72 hours.
- In case your child has symptoms that could be COVID-19 and does not get evaluated by a medical professional, your child is assumed to have COVID-19 and you may not return until the same 3 criteria listed above have been met.
- If your child has symptoms that could be COVID-19 and you want your child to return to school before completing the above self-isolation period, you must obtain a medical professional's note clearing your child for return based on an alternative diagnosis and they must be symptom free for 72 hours (3 days)

When to return to school

Your child has met the CDC guidelines /school policies for returning

You have communicated with school administration, prior to your child returning, any documentation, or wellness requirements, to meet guidelines for attendance.

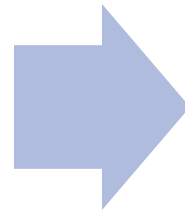
Due to changing recommendations, these precautions may change at any time. CLP reserves the right to refuse attendance to any child due to concern regarding health and the potential spread of Covid-19. CLP cannot be held liable for any exposure to the virus.

Reduced Ratios

- Reduced ratios apply with actual number of children in classroom according to CDC guidelines where possible/HHS-Child Care Licensing Standards still apply

Social Distancing

We will adhere to the smaller group sizes in our classrooms and keep the same groups together with the same teachers (as much as possible) throughout the day. With screening in place upon entering the building– we believe this allows us to let our students play without having to worry about being too close to another student or teacher.



We ask that parents follow all guidelines when going through the screening process at the beginning of each day/week

Individual Groupings

- CLP will follow ratios as closely as possible to CDC guidelines.
- Where there are more than 10 children in one classroom- the classroom will be divided into two groups and a teacher will be responsible for each group. Please remember that we encourage social distancing and masks being worn at all times.
- Those groups will stay the same until the CDC/childcare guidelines are changed to allow for state licensed ratios to be followed
- **Each group will have their own:**
- Buckets for materials for each child (including – crayons, glue sticks, markers, scissors etc.
- Designated gym/ outdoor classroom time

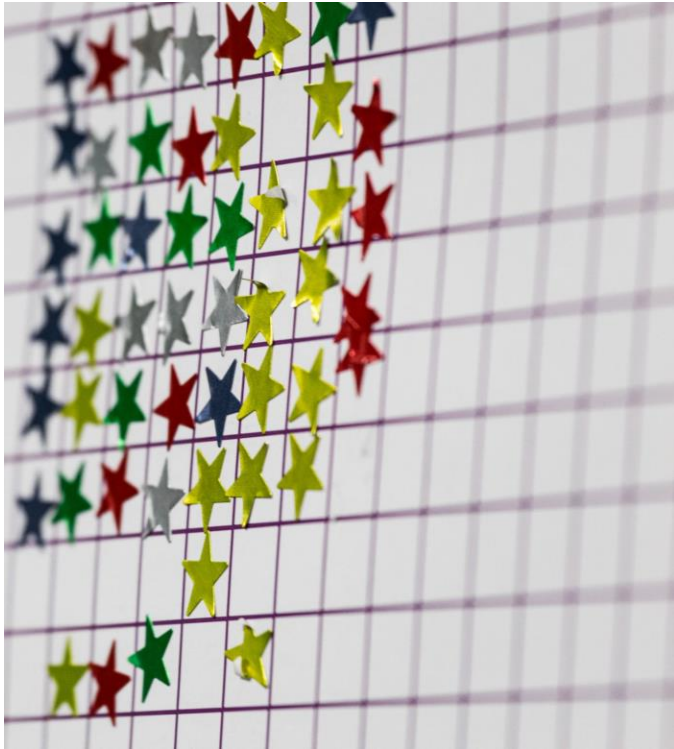


Drop off – Current Hours 8am-9:30am see scheduled drop off time per family, please honor your scheduled time.

Parents Must Remain In The Car and be Masked

- All children will be dropped off outside of the building using a carpool line Between 8am and 9:30am
- Please hold up your name card as you arrive.
- One parent, preferably the same parent each day, should drop off. The child should be accessible on the passenger, back seat side, older siblings behind the driver. Children may not unbuckle themselves and should remain seated until they are given permission by the teacher to exit.
- Each person inside the vehicle MUST have on a mask before the teacher may open the vehicle door.
- The parent will be asked to read the Health Check Poster and indicate that they, and their children meet the requirements.
- A teacher will take the child's temperature before they can exit the car. The child's temperature may not exceed 99.9 degrees F. All temperatures are taken with no touch Infrared thermometers.
- Parents may be reminded that book bags, toys, are not allowed. Lovies, knapsacks, blankets, and pacifiers will remain at school and only be allowed at nap time, pacifiers must be left at school and will be sanitized throughout the day.
- All supplies must be labeled individually with child's first and last name, including diapers and extra clothes.
- Medicines other than those medically required in an emergency, are not accepted at this time.
- Children will enter the building, remove home shoes, and sanitize their hands appropriately.
- The teacher will guide the child to their classroom where they will put on their school shoes and wash their hands with soap and water.

Pick up - please arrive no later the 4: 50 pm
Current hours 8:00am – 5:00pm



Parents Must Remain In The Car and Be Masked

Parents will call 214-363-2242 approximately 5 minutes prior to picking up child.

Once parents have pulled into the carpool lane, they will hold up their name card to have their child brought out by the teacher. Siblings who are not in the same classroom will be brought out individually.

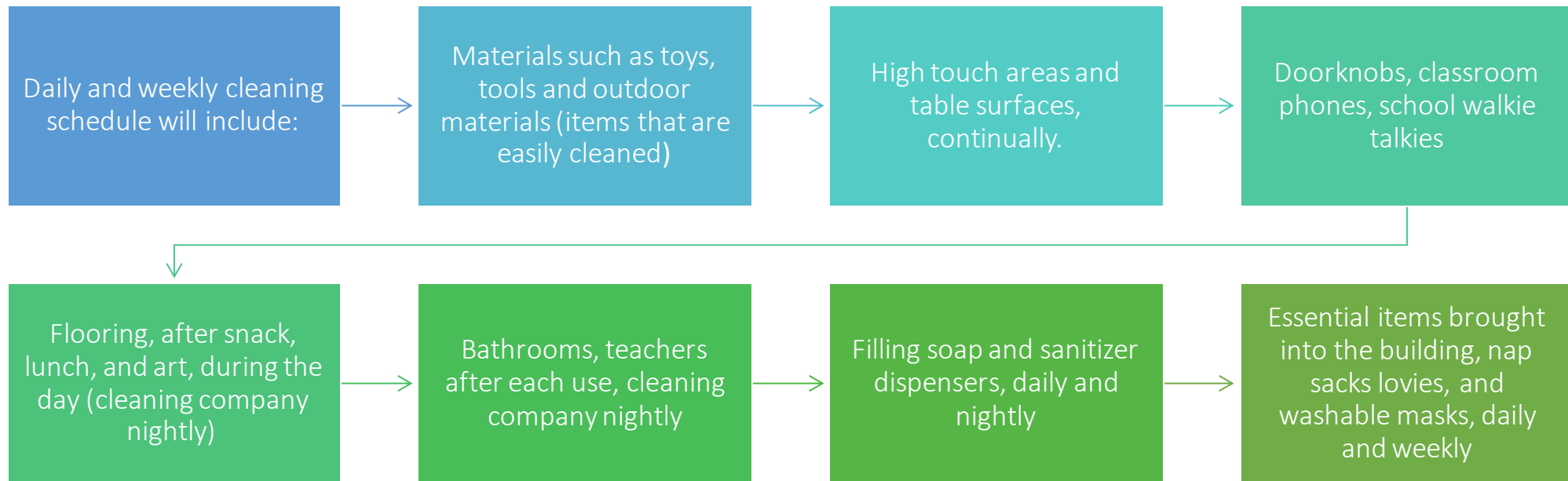
The teacher will assist the child with putting on their home shoes and sanitizing their hands.

The teacher will assist the child into the car and close the door. The teacher will then indicate to the parent that it is safe to step outside of the car to buckle the child into their seat. CLP does not take responsibility for the correct securement of the child into the vehicle. Parents may not exit the vehicle until the teacher has indicated to do so.

Sanitizing and Handwashing

- Upon arrival staff has a health check, washes hands and has temperatures taken, temperatures are taken every two hours. Staff are required to wear mask, long sleeves, and booties during their shift.
- Upon arrival students wash hands and have temperatures taken, temperatures are taken every two hours. All children who wear shoes are required to have a school pair of shoes that remain at school. All children two and over are required to wear mask. Children should arrive in mask and have 2 more mask available to change into (cloth or disposable are approved)
- CLP follows the CDC guidelines recommended for daily and weekly cleaning. Teachers clean and sanitize throughout the day, including toys, used laundry and indoor/outdoor equipment, and high touch surfaces
- A professional service cleans and disinfects each night, including floors, trash receptacles, bathrooms, and all high touch surfaces.
- Hand washing-upon arrival, prior and after eating, before and after diapering, after toileting, after transitions, after gym/outdoor play, after sneezes or wiping nose, or any time teacher feels needed

Cleaning Schedule



Disruption of services

Due to a positive Covid-19 result in our community of staff or students:

- We will immediately call the Dallas County Health Department and follow the instructions we are given
- They will instruct us in regards to the amount of time the building is closed, which classes or if entire school must quarantine and for how long.
- We will notify parents of appropriate group of potential exposure via email and phone . Please ensure your email address and primary phone are always updated in our files.

Due to the change of spread in the community, requirements from the TX DHHS and if the Governor mandates a stay at home order:

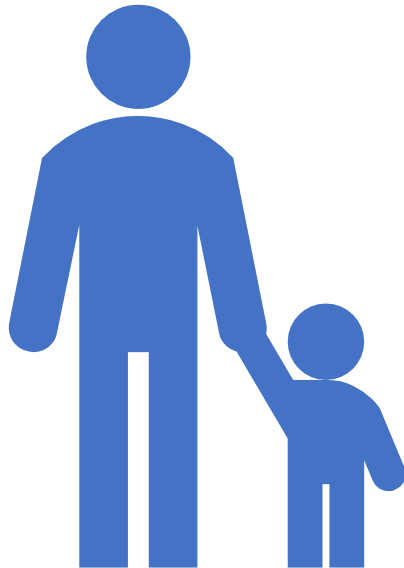
- CLP leadership will determine if the school can stay open with appropriate staffing and safety, while working with state licensing.
- In the event of a closure, staff will direct families to our virtual library for each class, and schedule zoom classes and activities for each group

Disruption of services (cont.)

Tuition Policy for disruption of services:

- Tuition may continue to be charged in full or may be discounted during periods of closure. Special policies and procedures may be implemented for the health and safety of all and to allow for program continuity. Parents will be notified of temporary or long-term changes to policies and procedures due to pandemic or other disastrous events as they occur via email updates.
- Tuition refunds will not be granted

Questions/How can we Help/Sharing



- Please feel free to ask any questions that might come up
- Is there anything we can do to help you, or your child/children adjust to this new “normal”
- We will encourage students to share how they have been feeling during this time – to allow them to process their experience
- We will work together – parents, teachers, other staff – to allow our young students to enjoy their time at CLP and to support them in any way we can to meet their needs
- Thank you for being part of our family!