COVID PROCEDURES AND POLICIES

This information is a living document and may be adjusted due to changing needs or revisions to State or Federal guidelines. For the health and safety of students, families and staff; we will follow all rules, regulations, requirements, and recommendations of local, state, and federal governments.

Social Distancing Strategies

Staying healthy requires a community effort. For your children to attend the Village Church Preschool at this time, all families must practice social distancing. All families need to comply with the CDC recommendations that limits your child’s risk for exposure including wearing a mask in all public areas and remaining six feet from all other people. Your child’s enrollment may be terminated if it is determined that your actions or lack of action unnecessarily exposes another employee, child, or family member to COVID-19. All VCP teachers and staff are required to continue to practice social distancing as well.

- Limit direct contact between parents and staff as much as possible.
- Staff members will wear a mask/face shield as required by San Diego County.
- Children will stay with their “controlled group” for the entire time they are on campus.
- Teachers assigned to a “controlled group” will stay with their group for the duration of their day.

Drop off and Pick Up

Parents will drop off and pick-up students at the school gate entrance. When families arrive with their children, they should gather everything their child needs and get into the appropriate line for your child’s classroom. Once they reach the gate both the student and parent will have their temperature checked by a staff member. Children will then be escorted by staff into the school. Parents will not be allowed to enter the building during drop off or pick-up time.

At arrival and before pick-up time, students will wash their hands.

Current drop off time is between 8:45am-9:15am. Please model appropriate social distancing for your children and others and be conscientious and respectful of other families during drop off. Doors will close promptly at 9:15 am.

Temperature Checks
All staff members will have their temperature checked before entering the campus. We ask that all parents take their own temperature and their child's temperature before arriving on campus each morning. We will be checking the temperatures of parents and children when they arrive at school. If possible, we would like to avoid the disappointment associated with having to send a child home due to a parent's high temperature or child's high temperature.

Communication

To allow for social distancing, communication with on-site staff should be done via classroom email or the school telephone number (858) 756-2394. Teachers will be available to keep families updated, answer questions, and address the needs of students in our care.

Current on-campus hours:

Half Day: 9:00 am-12:00 pm.

Full-Day: 9:00 am-2:00 pm.

Student Supplies

Snacks and lunches should be brought in a labeled lunch box. Every child will need a labeled water bottle.

NO toys may be brought to school at this time.

Monitoring and Illness
During the day, if any of the following symptoms appear, your child will be separated from the other children in their classroom and brought to the designated Isolated Care Room. We will contact parents, and you MUST pick up your child from preschool within 30 minutes of being notified.

**Symptoms include:**

- Fever of 100.4 or higher
- Dry Cough
- Shortness of Breath
- Chills
- Loss of Taste or Smell
- Sore Throat
- Muscle aches

Your child will need to be **symptom-free without any medications for 72 hours before returning** to preschool. If your child’s symptoms continue longer than 12 hours after leaving school, you will need to take your child to the doctor and immediately notify the school of the outcome.

A cohort will close and go into a 10-day quarantine if a child or staff member within that cohort tests positive for CV-19.

- If a child or staff member in a cohort is exposed to CV-19 (parent, sibling, etc.) but that student or staff member has not tested positive for CV-19, then we will notify the cohort and ask that the child or staff member with direct exposure to CV-19 go into quarantine until they are given a safe date of return from local health officials. The remaining students and staff members in that cohort would be allowed to return to the classroom immediately absent extenuating circumstances.

- Parents are encouraged to have their child tested and can choose to stay home at their own discretion. As with anything related to CV-19, families choosing to send their children to school do so at their own risk, and families should familiarize themselves with such risks by consulting the CDC website and their own doctor.

- Upon entering and exiting school, any cohort with a student or staff member that was exposed to CV-19 must use the secondary entrance until we receive a negative test result for the child or
staff member directly exposed to CV-19 or 10 days has lapsed from the last day of exposure to CV-19.

• While the cohort is in quarantine, we will no longer be offering classroom Zooms, but teachers will provide daily videos of activities, art projects and experiments absent extenuating circumstances.

• There will be no compensation given due to lost time if a classroom is put into quarantine as per stated in the 2020 Parent Handbook, as these funds are directly allocated to staff and program costs. If a child, staff member or immediate family member tests positive for COVID-19 we will notify entire school and ask that the classroom goes immediately to online learning for 14 days.

**Healthy Handwashing Efforts**

The Village Church Preschool will take every precaution to keep children healthy. Students will be required to wash their hands multiple times throughout the day. We have installed touchless soap dispensers, paper towel dispensers and touchless faucets at each sink.

- Children's hands will be washed upon arrival before entering the school grounds at the outdoor sinks or hand sanitizing station.

- All children and staff will, at a minimum, wash at the following times:
  - Arrival on campus and after breaks
  - Before and after preparing food or drinks
  - Before and after eating, handling food, or feeding children
  - After using the toilet or helping a child use the bathroom
  - After playing outdoors or in the sand

- Handwashing will include soap and water for at least 20 seconds.
- Children will be supervised when they use hand sanitizer.
Cleaning and disinfection

We routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This will also include cleaning objects/surfaces such as doorknobs, light switches, classroom sink handles, countertops, tables and playground structures.

Parent Agreement form to return

Parents must verify they have read the Village Church Preschool Handbook and the COVID Preschool Liability Release Agreement. Each family must sign both forms and agree that they will continue to practice social distancing to attend the Village Church Preschool.

Tips for talking to children

Children may worry about themselves, their family and friends getting ill with COVID-19. Parents, family members, school staff and other trusted adults can play an important role in helping children make sense of what they hear in a way that is honest, accurate, and minimizes anxiety or fear.

- **Remain calm.** Remember that children will react to both what you say and how you say it. They will pick up cues from the conversations you have with them and with others.
- **Reassure your child that they are safe.** Let them know it is okay if they feel upset. Share with them how you deal with your own stress so that they can learn from you how to cope.
- **Make yourself available to listen and talk.** Let your child know they can come to you when they have questions.
- **Avoid language that might blame others and lead to stigma.**
- **Pay attention to what your child sees and hears** on television, radio, or online.
- **Provide information that is truthful and appropriate** for the age and developmental level of your child. Children may misinterpret what they hear and can be frightened about something they do not understand.
- **Teach your child everyday actions** to reduce the spread of germs. Remind your child to wash their hands frequently and stay away from people who are coughing, sneezing or are sick. Also, remind them to cough or sneeze into a tissue or their elbow, then throw the tissue into the trash.
- **Discuss with your child what will happen during** drop-off and pick-up time (maintaining 6 feet distance, temperature checks, saying goodbye at the gate and walking into their class with a teacher). Remind your child that these practices are to keep the children and staff safe.

Check out this website for helpful information on how to discuss Coronavirus with your child:
Germs Germs Go Away | Daniel Tiger's Neighborhood | PBS KIDS