

Messiah Lutheran Preschool 2020-2021 Preschool Plan

Classes & Staff

This year we are offering only two blended-age classes with a maximum of 10 students per staff member. All activities will be maintained within their group of 10 to trace contact.

Total Students: 20

•**Blue Group Teacher:** Mrs. Lavonne Bansberg (10:1 Student/Teacher)

•**Red Group Teacher:** Mrs. Susan Lang (10:1 Student/Teacher)

Director: Mrs. Durand will oversee student check-in and wellness screening each day, assist teachers with cleaning and breaks, and provide additional support as needed.

We plan to start on-site preschool the beginning of October. Students will be divided into two groups of 10 students per teacher. All activities will be maintained within their group and with same teacher to limit and trace contact.

If circumstances limit our ability or your child's for on-site preschool, plans will be made to publish on-line instruction and receive take-home/downloadable materials. We also plan to have pre-recorded Circle Time videos for backup if unexpected school closures or illness of staff prohibit on-site preschool. (Please Note: distance learning is not ideal for preschool nor our plan. It will only be used for emergency or case by case need). It is also possible one class may be canceled for an individual day and not the other if a qualified substitute teacher cannot be arranged for an absent staff member. We highly recommend that you follow our preschool facebook @messiahpreschoolmarysville.

Acknowledgement of Risk

Before attending preschool, all preschool families will be required to read our 2020-2021 Preschool Plan, sign and date indicating they understand and accept our plan for providing a safe learning environment to the best of our abilities, however, we cannot control or guarantee there is not a risk of COVID-19 infection or exposure including any other virus or illness while at preschool. Parent will also keep their contact information current. It is highly recommended that you follow our facebook page for a quick mode of communication. This form must be completed and turned in prior to starting school.

Morning Routine – Please stay home if not feeling well

- Temperature will be taken daily with touchless infrared digital thermometer for students and staff—recommend check temp at home to make sure fever-free (required for staff).
- Wellness screening questions every preschool morning (HIPAA compliant)
- Visibly free of any illness or symptoms (not fussy or tired)
- Proper clothing, shoes, jacket (outerwear), and a full-size backpack
- Preschoolers 5 and over must have cloth mask or face shield
- Please call preschool office at (360) 658-1814 to report illnesses

Hours

Church Secretary: 8 a.m. to noon (Monday-Friday) (360) 659-4112

Staff Hours: 9 a.m. to 12:30 p.m. (M,W,F 3.5 hours per day)

Monday & Wednesday: Pre-K 9:30 a.m. to noon (2.5 hours)

3's Pre 10 a.m. to noon (2 hours)

Friday: Pre-K ONLY 9:30 a.m. to noon (2.5 hours)

Start of School

- Pre-K First Day: Friday, October 9: 9:30 a.m. to noon
- 3's Preschool First Day: Monday, October 12: 10 a.m. to noon
- ★All students together first time, Wednesday, October 14★

Limited Visitor Access to Building

Church building will have limited visitors and no church activities scheduled during preschool hours Monday, Wednesday & Friday for added security and to reduce contact--Note: church side restrooms may be used by one of the classes. Additionally, the social hall will be closed throughout the week so preschool may maintain a clean preschool environment. (This may change depending on Washington Phase restrictions/openings).

Health & Safety Guidelines

Messiah Lutheran Preschool is a private, non-profit, religious based early learning program in Snohomish County and will primarily be following the Department of Health (DOH) & Snohomish Health District's (SHD) Childcare Guidelines for Washington State and Snohomish County. In addition, information from the Center for Disease Control (CDC), Office of the Superintendent of Public Instruction (OSPI), Labor & Industry and the LCMS Early Learning administration for the Northwest District and Messiah's preschool board will guide our plan. Under DOH guidelines, groups are allowed up to 20 students and 2 staff members. We are choosing to be extra cautious by limiting our groups to 10 students per 1 staff member.

Mask Use

Teaching staff will either wear a mask or face shield during all instruction hours. Staff may remove face coverings during preparation and cleanup time when alone in room and during outside time while maintaining 6-foot social distance, however they must have a mask or shield readily available if needed. Staff will always wear a cloth mask while preparing food or drinks, and when not actively instructing indoors.

Students five and older will be required to wear a mask or face shield during indoor activities per DOH guidelines. Masks are optional for students 3 – 4 years of age but are recommended. It would be advised to have a personal mask for every student, or we will have additional masks available if needed. We will also have child-size face shields available upon request. See detailed DOH face covering below.

Classrooms

Our instruction areas are planned for the large social hall divided into two classrooms. A divider wall/curtain will separate the two areas. Learning areas will be spaced and identified with visual limits with 6-foot distancing.

Each student will have their own learning supply caddy with crayons, pencils, markers, scissors, and other personal tactile materials for their individual use (playdough, sensory, etc.). These caddies will be labeled with their name and stowed for their personal use only. Some toys may be allotted for each child's use i.e. Unifix cubes, Legos, Duplo blocks, etc. Books and other paper-based materials are not high risk for spreading the virus.

As weather permits, outdoor instruction and play time will be a part of their preschool day. Please dress your preschool according to weather with good play clothes for getting dirty and staying protected from weather conditions. We plan to be outside more

often for instruction time. Additionally, the art room and side classrooms may be use with reduced capacity.

Cleaning & Disinfecting

Staff will maintain a clean classroom area and toys will be cleaned after use. Used toys will either be covered to mark as closed or transferred to a tub for cleaning. Toys that are not easily cleanable such as stuffed animals and pillows will temporarily not be used. Any toys put in mouth will be immediately put in separate sanitation bin.

No personal toys or items from home will be allowed in the classroom. It is best to refrain from these items in backpacks as well. A backup set of clothing and socks are advisable in backpack.

Increased ventilation and air exchange system will be in place before, during and after preschool hours to improve building air exchange.

Hand Washing & Sanitizer Use

Please always wash hands at home before coming to school and keep nails groomed for ease of cleaning. Teaching staff will do their best to guide the following:

Sanitize

Upon arrival
Between transitions
After outdoor time
Before dismissal

Wash

Before & after snack
After use of bathroom
After blowing nose
After touching face, nose or mouth

Proper hand washing is at least 20 seconds under running water. When soap and water are not readily available, use of an alcohol-based hand gel with at least 60% alcohol and preferably fragrance-free will be used at preschool.

Staff Training

Our staff are trained in health and safety protocols for preschool, including how to screen for symptoms, handwashing, maintain physical distance, frequent cleaning, and what to do if someone develops signs of COVID-19.

We emphasize the importance of staying home when sick, reporting illness immediately to school office, maintaining physical distancing, hand hygiene, as well as the use of cloth face coverings or shields when appropriate.

Drop-Off (Only preschoolers enter building)

•Pre-K: Monday, Wednesday, Friday 9:30 a.m.

Location: North Parking Lot & Entrance

Parents will park in north lot and walk preschooler to covered area. Please no more than one student under door cover at a time (exception for daycares transporting multiple students). Parents will remain with student until approved to attend for the day. Parents must also agree to be accessible during preschool hours for contact and pickup if needed or another designated individual for their child.

- ▶ Good-bye's and well wishes for a fun school day will be outside. Parents will not enter building.
- ▶ Child's hands will be sanitized and directed to class by Mrs. Durand or other staff member to their designated teacher's care.

•3's Preschoolers: Monday & Wednesday 10 a.m.

Location: North Parking Lot & Entrance

Parent will park in north lot and walk preschooler to covered area. Please no more than one student under door cover at a time (exception for daycares transporting multiple students). Parents will remain with student until approved to attend for the day. Parents must also agree to be accessible during preschool hours for contact and pickup if needed or another designated individual for their child.

- ▶ Good-bye's and well wishes for a fun school day will be outside. Parents will not enter building.
- ▶ Child's hands will be sanitized and directed to class by Mrs. Durand or other staff member to their designated teacher's care.

Pick-Up

Teachers will have all students sanitize their hands before leaving the class area and will be seated in entryway 6' apart waiting for pickup. Parents may approach the designated doors for pickup wearing mask and maintaining 6' distance. Please remember your child will only be released to individual indicated on emergency card. It is essential that you keep this information up to date.

- Blue Group (Mrs. B)** will be dismissed at the **north** doors.
- Red Group (Mrs. Lang)** will be dismissed at the **south** doors.

We suggest families have the same adult drop off and pick up each day if possible.

Health Screening Each Preschool Day with Temperature Check

During check-in process we will remain 6 feet apart and use mask and face shield as barrier until assessment is complete. We request that our families and daycares keep 6' distance and wear a mask during this process as well.

We will be checking for signs of illness for all staff and children each day.



Parents or guardians will be asked the following questions each school day:

- Does your child have any of the following that are not attributed to another condition? [on the first day of a new program or for a new child, please ask about symptoms in the past 3 days (72 hours)]:
 - ▶ Cough
 - ▶ Shortness of breath or difficulty breathing
 - ▶ Fever of 100.4° or higher or a sense of having a fever
 - ▶ Sore throat
 - ▶ Chills
 - ▶ New loss of taste or smell
 - ▶ Muscle or body aches
 - ▶ Nausea/vomiting/diarrhea
 - ▶ Congestion/running nose – not related to seasonal allergies
 - ▶ Unusual fatigue
- Does anyone **in your household** have any of the above symptoms?
- Has your child been in close contact with anyone with suspected or confirmed COVID-19?
- Has your child had any medication to reduce a fever before coming to preschool?



We CANNOT accept any child into our care who answers “**Yes**” to any of the above questions.

To maintain HIPAA confidentiality, the only information noted by child's name and date will be *approved* or *not approved* to attend school. Private notes will be kept by preschool director if needed for documentation and notification if exposure is an issue.

We also will assess for visual signs of being sick, such as flushed cheeks, tiredness, and fussiness. If any doubt, please keep your child home. Together we can make preschool as safe and enjoyable as possible.

Immunization Recommendations from CDC

Make sure your child is up to date with all recommended vaccines, including for flu. All school-aged children should get an influenza flu vaccine every season, with rare exceptions. The CDC published this year because they do not yet know if being sick with COVID-19 at the same time as the flu will result in more severe illness. Please check with your pediatrician.

Cloth Face Coverings & Face Shields

Wearing cloth face coverings may help prevent the spread of COVID-19 and is recommended. See Washington State Department of Health Guidance on Cloth Face Coverings or CDC Recommendation Regarding the Use of Cloth Face Coverings for more information. **Cloth masks should be washed after use** – start each day with a clean mask.

Staff: Cloth facial coverings (DOH guidelines) or face shield (L&I guidelines) must be worn by every individual not working alone at preschool unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance. Refer to Coronavirus Facial Covering and Mask Requirements for additional details. L & I has updated their guidance to allow staff to wear face shields when face covering reduces the effectiveness of instruction. Cloth coverings will always be worn by staff when preparing food or drinks, and when not actively instructing indoors.

Students: Preschoolers **age five years or older must wear cloth face coverings** at preschool when indoors. Children age two to four years may wear cloth face coverings. Please label with student's name.

Preschoolers may use face shields as an alternative to a cloth face covering. If used, face shields should extend below the chin, to the ears, and have no gap at the forehead. Please label with student's name.

Even if cloth face coverings are worn, it is important to continue to practice proper physical distancing and continue to sneeze and cough into elbow away from others.

Preschoolers may remove cloth face coverings to eat and drink and when they go outdoors for recess, physical education, or other activities. Please provide a clean container with student's name on it for stowing their mask during these times.

What to do if someone develops signs of COVID-19

If a preschooler or staff member develops signs of COVID-19 (see health screening questions) separate the person away from others, with supervision at a distance of 6 feet, until the sick person can leave. While waiting to leave the program, the individual with symptoms should wear a cloth face covering or mask if tolerated. Air out and then clean and disinfect the areas the person was in after they leave.

The person with symptoms should follow DOH guidance for what to do if you have symptoms for COVID-19 and have not been around anyone who has been diagnosed with COVID-19. Ask the employee or child's parent or caregiver to inform preschool right away if the person is diagnosed with COVID-19.

If a preschooler or staff member tests positive for COVID-19, all members of the infected person's group in the program is a close contact and should self-quarantine for 14 days. Refer to "What to do if you were potentially exposed to someone with confirmed coronavirus disease (COVID-19)?"

If there is a confirmed case of COVID-19 at Messiah Preschool, we will contact the SHD for guidance and suggested plan of action.

Returning to a program after suspected signs of COVID-19

A staff member or preschooler who had signs of suspected or confirmed COVID-19 can return to the program when:

- At least 24 hours have passed since last fever without the use of fever reducing medications; **AND**
- At least 10 days have passed since signs first showed up.

OR

- It has been at least 24 hours since recovery AND a health care professional provides a note that the student does not have suspected or confirmed COVID-19 and may return to care.

If a person believes they have had close contact to someone with COVID-19, but they are not sick, they should watch their health for signs of fever, cough, shortness of breath, and other COVID-19 symptoms during the 14 days after the last day they were in close contact with the sick person with COVID-19. They should not go to work, child care, school, or public places for 14 days.

Cleaning and Disinfecting Procedures

We will clean, sanitize, and disinfect throughout the day and follow licensing guidance, but with increased frequency of cleaning/disinfecting high touch surfaces. All high touch surfaces will be cleaned again by staff after children leave.

- Cleaning removes germs, dirt, food, body fluids, and other material. Cleaning increases the benefit of sanitizing or disinfecting.
- Sanitizing reduces germs on surfaces to levels that are safe.
- Disinfecting kills germs on surfaces of a clean object.

The U.S. Environmental Protection Agency (EPA) regulates sanitizing and disinfectant chemicals. If you sanitize or disinfect without cleaning first, it will reduce how well these chemicals work and may leave more germs on the surface.

Preschool will be using bleach to disinfect

4 teaspoons of 6% bleach per quart of cool water

Or

5 tablespoons 6% bleach (1/3 cup) per gallon of cool water

Thoroughly clean surfaces with soap and water and remove the soap with water before applying the bleach solution. **Keep the surface wet for at least one minute.**

Safety Data Sheet (SDS) will be in Preschool Plan binder.

Carpets

Vacuum daily if possible.

Outdoor Area

Outdoor play equipment requires normal routine cleaning, but do not require disinfection. Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.

Ventilation

We will be using open windows, fans, and air movement/purification equipment to improve room air quality. (Note: fans should blow away from people i.e. out window or door to increase air movement).

Staying Informed

Our Preschool Plan and/or schedule is subject to change based on current guidelines and updates published by DOH, SHD, CDC, OSPI and Labor & Industry or as deemed safe by governing preschool board. We appreciate your support and input to make our preschool as safe as possible.

Resources

The COVID-19 situation is rapidly evolving, so we will monitor the Snohomish Health District's website at <http://www.snohd.org/ncov2019>

CDC How to Wear Masks

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

CDC Checklist: Planning for In-Person Classes

<https://www.cdc.gov/coronavirus/2019-ncov/community/pdf/Back-to-School-Planning-for-In-Person-Classes.pdf>

Washington State DOH Child Care Guidelines – Updated 07/22/20

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/DOH-OSPI-DYCF-SchoolsChildCareGuidance.pdf>

DOH Guidance on Cloth Face Coverings

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/ClothFacemasks.pdf>

FAQs OSPI Labor and Industry teachers using face shields

<https://www.k12.wa.us/sites/default/files/public/communications/Reopening%20Washin%20Schools%20FAQ%20for%20School%20Districts.pdf>

Guidance for K-12 School Administrators on the Use of Cloth Face Coverings in Schools

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/cloth-face-cover.html>

Snohomish Health District COVID-19 Information for School and Child Cares

<https://www.snohd.org/491/COVID-19-Info-for-Schools-Child-Cares>

Snohomish Health District COVID-19 Guidance for Child Care and Early Learning, School-age Care, Youth Development Programs, and Summer Day Camps - Updated July 30, 2020

<https://www.snohd.org/DocumentCenter/View/3413/COVID-19-Guidance-for-Child-Care-and-Early-Learning-School-age-Care-Youth-Development-Programs-an?bidId=>

OSPI Reopening Washington Schools

<https://www.k12.wa.us/sites/default/files/public/workgroups/Reopening%20Washington%20Schools%202020%20Planning%20Guide.pdf>

Washington Department of Health

Have more questions about COVID-19? Call DOH hotline: 1 800-525-0127. Monday-Friday, 6 a.m. to 10 p.m., Weekends: 8 a.m. to 6 p.m. For interpretative services, **press #** when they answer and **say your language**.

Acknowledgement of Risk



**Messiah Lutheran
Little Lambs Preschool**

9209 State Avenue, Marysville WA 98270



Mrs. Brenda Durand, Preschool Director
www.messiah-lcms.org/preschool
e-mail: preschoo@messiah-lcms.org
Preschool Direct Line: (360) 658-1814

Dear Preschool Families:

Before attending preschool, all preschool families and staff will be required to read our 2020-2021 Preschool Plan, sign and date indicating they understand and accept our plan for providing a safe learning environment to the best of our abilities, however, we cannot control or guarantee there is not a risk of COVID-19 infection or exposure including any other virus or illness while at preschool.

By signing below, I acknowledge that I have read, understand, and agree to allow my child to attend Messiah Lutheran Preschool with the understanding the published guidelines for Messiah Lutheran Preschool will be followed by the staff to the best of their abilities. I have received a copy of this plan and can retrieve an additional copy at www.messiah-lcms.org/preschool.

I also plan to do my part by reporting illnesses promptly to preschool office (360) 658-1814 and keeping my child home with any signs of illness or illness within our household members as a safeguard to keep our preschool and community well.

If circumstances change, and our Preschool Plan is updated based on current guidelines and updates published by DOH, SHD, CDC, OSPI, L&I, or as deemed safe by governing preschool board, we will notify parent and staff of updates and changes.

Preschooler's First & Last Name: _____

Parent Signature

Date

Parent: Keep Copy
School Copy