

2020-2021  
COVID PROTOCOL AND POLICIES



*Amended October 18, 2020*

Garber Preschool strives to provide a safe and healthy environment for every family and staff member served by our program.

As we navigate this year, it is our desire and intention to operate without closures. We cannot love the children as we desire and fulfill our mission if we are closed.

CoVid 19 has and will present many challenges and changes for our program that we are addressing assertively. These CoVid adaptations are subject to change as information known about the virus changes.

Policy and Protocol changes include but are not limited to:

**Drop-Off / Arrival Procedure**

- Drive through drop-off and pick-up required for all during designated times. Any needs outside of those times ring the doorbell and your child will be brought to you.
- Staff will wear masks during arrival and dismissal. We ask that parents or persons authorized to pick up a child wear a mask during that time.
- Parents will be required to unbuckle and buckle their children's car seats. Unbuckling is best done in the parking lot before driving around.

**Monitoring for Symptoms**

- **Daily Health Screening**
  - Temperature checks upon arrival for all staff and children.
  - No child should arrive at school with a fever-reducing medication in their system. If they need one they should stay home.
  - Verification of exposure risks from the adult responsible for dropping the child off. If any member of your household is told to quarantine (for exposure or travel reasons) the child cannot attend until the household is cleared.
  - Stricter sick policies for children exhibiting any symptoms of CoVid. Any child displaying CoVid symptoms without doctor verification may be sent home or turned away at arrival.
- **Developing Symptoms at School**
  - Modification of our sick area to an isolation room with appropriate PPE for staff
  - Quick pick-up if sick policy. We expect parents to always have a person on call to pick up a child if a parent will be unavailable to do so within a reasonable time.
- **Exposure(s)**
  - If a staff member or child within our preschool community tests positive for CoVid and there has been a possibility of exposure, Garber Preschool will follow

the Center for Disease Control and Local Health Department guidance to determine the next steps.

- We will follow the Craven County Health Department's guidance regarding who should seek testing and which (if any) close contacts need to quarantine.
- Garber Preschool will notify any affected classrooms, cohorts, and staff members via email.

- **Closure(s)**

- Decisions to close will be determined on a case-by-case basis in conjunction with the Local Health Department.
- The reason(s) for and length of closure(s) will be varied and can affect one classroom, multiple cohorts\*, or the entire program. They may include, but are not limited to:
  - Critical exposure (defined by the Local Health Department) within a classroom or cohort.
  - Lack of available teaching staff, substitutes, and/or site team due to testing, illness, or quarantine.
  - The facility needs thorough disinfecting due to critical exposure.

*\*A cohort is a group of students that are together in direct contact and treated as a group for contact tracing purposes.*

*\*Cohorts could be impacted by Early Risers or Lunch Bunch attendees, siblings, in addition to other gatherings outside of preschool which involve multiple students from varied classes.*

- Garber Preschool reserves the right to amend the reasons for closure and our CoVid policies based on the most current information available to them.

### **Cloth Facing Coverings**

- Staff will wear masks or face shields in the classrooms as long as they are mandated by the governor for childcare centers. Once that is lifted staff may be required to wear masks when entering classrooms other than their own or entering common areas of the preschool depending on risk level at any given time within our immediate community. This will be determined by our area's risk level on the 3 level scale.

### **Preventing Spread in the Classroom**

- The facility locked down and anyone outside of our staff required to wear masks when in the buildings.
- Sanitizing of surfaces between groups with safe and CDC Approved Product and appropriate wait time.
- Social Distancing in the preschool classroom environment is not a reasonable expectation. However, we will make efforts to limit materials and sanitize the materials used daily.
- Changes in the way we move throughout the building and centers. Students may interact with a variety of staff but we will strive to limit class interactions to the 1 or 2 classes together on the playground and blacktop.
- Minimizing playground time to the same groups each day, a maximum of 20 students and subject to change as risks require.
- Specified chairs for each child in 3's and 4's.

- Limited use of chairs in younger groups with frequent sanitizing and/or rotation of chairs outside of the classroom door for future use.
- Snack policy clarifications and distribution with staff wearing masks and food service gloves.
- Early Risers and Lunch Bunch are bringing together a variety of children and that will increase exposure possibilities. The Younger Conderman children and Older Education building children will eat and play in separate areas of the Conderman Building.
- We will strive to maintain a group size of 20 or less during Early Risers and Lunch Bunch programs and you will need to contact the preschool via email to make reservations should limits become an issue. Once a reservation is made you will be charged for that time slot unless it is canceled 24 hours ahead of time.

### **Cleaning and Hygiene**

- Frequent Hand washing including upon arrival and before snack.
- Staff will wear gloves when helping children with diapering, wiping assistance, or changing of soiled clothing. Changing of gloves is required between children, along with washing of hands and sanitizing the area.
- Staff will use gloves and/or wash hands after assisting a child with face/nose wiping. Changing of gloves required between children.
- Sanitizing of the space will occur after each class daily.

### **Staffing**

- Because of the implication of CoVid, on any given day, Garber Preschool may rely on a combination of regular staff, substitutes, and volunteers for teaching and/or site maintenance.
- All staff, substitutes, and volunteers must have completed an application process, background check, and will be subject to a Garber Preschool's Code of Conduct.

### **Finances**

- No refunds will be given for closures due to exposure, quarantine, or illness. Exposures can occur within our preschool community and are an assumed risk we all take during this pandemic.
- If we close under the direction of a governmental Stay At Home Order, we will follow our policy for closures and refunds as outlined in the tuition agreement/contract.
- A (4) week notice is required for withdrawal from Garber Preschool.

I, \_\_\_\_\_ have read and understand Garber Preschool's  
Print Name

CoVid Protocol and Policies Statement. I recognize that there is a risk of exposure at Garber as with any community activity. I will strive to support Garber Preschool in maintaining this policy and understand that I or my appointee will be required to wear a facemask when I approach the facility to drop off or pick up my child.

\_\_\_\_\_  
Signature/Date