



## **Sonshine Preschool COVID-19 Guidelines 2021-2022**

Sonshine Preschool has implemented the following guidelines for the 2021-2022 school year due to the on-going Covid-19 Pandemic. These guidelines are subject to change as additional information becomes available.

### **Social Distancing Strategies**

1. Students will arrive and leave school through a daily “drive through” morning drop-off and afternoon pick-up to limit the number of people coming into the school building.
2. Children will remain in their class and not be mixed with other classes. Classes that share a bathroom will have the bathroom sanitized after each use.
3. Recess will be staggered with only one class on the playground at a time.
4. Music class will be conducted in each individual classroom.
5. Chapel will be recorded and broadcasted into each classroom on their designated Chapel day until it is safe for multiple classes to gather in the Main Sanctuary.
6. Classes will utilize outdoor spaces for learning as much as lesson plans and weather will allow.
7. No large indoor gatherings will take place. Parent Information Night will either be an outdoor event or recorded and distributed to families electronically. All class parties (i.e. Harvest, Happy Birthday Jesus, Valentine’s, Easter and the Thanksgiving Feast) will be conducted in the classroom without any guests in attendance.
8. Meet the Teacher Day will be divided into 2 days with staggered time slots and will be in-person.

### **Health and Safety Protocols**

1. Masks are optional for students. They are recommended during morning drop-off and afternoon pick-up when students will come in close contact with others outside their class for a short period of time (less than 5 minutes).
2. Masks are required for all teachers, staff and visitors while indoors.
3. Any adult (parent, delivery driver, service worker, etc) needing to enter the Preschool building for any reason will need to wear a mask.

4. Staff and Families of students will review, sign and adhere to the COVID-19 Health Agreement. Staff and Students will not be allowed to come into the building and participate in school activities if this form is not completed and received prior to the first day of school.
5. No toys can be brought in from home.
6. Sensory bins will be individual and not communal.

### **Cleaning/Disinfecting Practice**

1. Staff will execute the updated daily classroom cleaning checklist.
2. All preschool surfaces will be routinely/daily cleaned and disinfected (including areas frequently touched like railings, sink faucets and handles, doorknobs, light switches, etc.).
3. The main Preschool bathrooms will be disinfected/sprayed after every class use.
4. The Preschool building will be cleaned everyday by our janitorial staff and will receive a weekly professional electrostatic disinfecting spray on Sundays.
5. We will continue to teach and reinforce proper hand washing and covering of coughs/sneezes for children and staff.

### **Tuition**

1. Monthly tuition is non-refundable. Sonshine Preschool is a non-profit entity and monthly tuition money covers staff salaries and operating expenses.
2. If a class is quarantined or the school is required to close due to a COVID-19 case or exposure, remote/virtual learning will be provided during the closure to maintain learning and development. Remote/virtual learning expectations will be set at the beginning of the year with teachers and families and will be uniform for each age (contact from the teacher to families via classroom communication app at the beginning of each week during the quarantine period with lesson plan for the week (to include lesson activity, art/craft project, Bible verse/story) and a Zoom/Google Meets call.
3. If circumstances require the school to close indefinitely, Sonshine would finish out the current month virtually. Any tuition paid for the following month(s) would either be applied toward the next school year or refunded.

### **How Sonshine will Handle COVID-19 Exposures**

1. If a student or staff member tests positive and has been in the school building, any staff or student who came in close contact with them (defined as less than 6 feet apart for 15 minutes or longer) will be notified of exposure and required to quarantine for 14 days. The Health Department, Senior Pastor(s) and the Children's Ministry Coordinator will be contacted and the school building will be thoroughly disinfected/sanitized. \*See COVID-19 Emergency Action Plan\*

2. If a student or staff member is exposed to someone COVID-19 positive or suspected positive outside of school, that student or staff member is not allowed to come to school and must quarantine for 14 days.
3. If a student exhibits any COVID-19 symptoms during the school day, they will be removed from the classroom and isolated in a separate room with a member of the admin staff for supervision until they can be transported home by a parent or guardian.
4. If a staff member exhibits any COVID-19 symptoms during the school day, they will contact admin staff to cover their classroom and leave immediately.

*\*The following exception regarding quarantine applies to fully vaccinated staff members:*

- Staff members who are fully vaccinated and are exposed to someone COVID-19 positive or suspected positive must quarantine for 5 days from the date of exposure. If the staff member does not have any symptoms during this time and a negative test is received, the staff member can return to school after 5 full days from the date of exposure. If the staff member becomes symptomatic, they must quarantine and not return to school until quarantine is completed as mandated by doctor(s) and health department and a Negative test result is received.

### **COVID-19 Guidelines for Children & Staff**

<b>Symptom/Diagnosis</b>	<b>When Child/Staff will be sent home/excluded</b>	<b>When Child/Staff may return</b>
<b>Child/Staff Has any COVID Symptoms:</b>  <b>Fever 100.4 or higher/Chills</b>  <b>Shortness of Breath/Trouble breathing</b>  <b>New Cough, congestion</b>  <b>New loss of smell</b>  <b>Diarrhea and/or Vomiting</b>  <b>New Headache and/or Muscle or Body Aches</b>	Immediately	When Child/Staff symptoms have been proven by doctor’s note to be non Covid-19 related and Child/Staff has been symptom free, without fever reducing medication for 48 hours.
<b>Child/Staff Has Been in Close Contact (6 feet or less for 15 minutes or longer) with someone under Quarantine for a suspected case of COVID-19</b>	Immediately upon notification.	Cannot attend school until 14 days after contact has occurred and the Child/Staff has not experienced any symptoms. Child/Staff may return if contact person has been tested and proven to be NOT positive.

<b>Child/Staff Has Been in Close Contact (6 feet or less for 15 minutes or longer) with someone with a confirmed case of COVID-19</b>	Immediately upon notification.	Cannot attend until 14 days after the last known close contact occurred and the Child/Staff has not experienced any symptoms.
<b>Child/Staff gets tested for a suspected case of COVID-19.</b>	Not allowed on campus.	Cannot attend until after 14 days from administration of test or the Child/Staff can return if a Negative test result is received.
<b>Child/Staff tests positive for COVID-19.</b>	Not allowed on campus.	Cannot attend until recovered, quarantine is completed as mandated by doctor(s) and health department and a Negative test result is received.