

St Paul's Lutheran Preschool Health and Safety Plan

Identification of a “pandemic coordinator” and/or “pandemic team” with defined roles and responsibilities for health and safety preparedness and response planning

- All staff will be involved in the health and safety of the school.
- Director and/or Asst. Director will be in contact with the St. Paul's Covid-19 Taskforce Team if required.
- The St. Paul's Covid-19 Taskforce will serve as support for the preschool..

Steps to protect students and staff at higher risk for severe illness

- All staff and students will be required to remain at home when showing signs of illness.
- Limit or cancel all non-essential travel as necessary or quarantine on return. Travel to other states may require 14 day quarantine if the state of travel is on the Governor's list (<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx>)

Processes for monitoring students and staff for symptoms and history of exposure

- Staff and students will undergo routine, daily health checks including temperature screening, symptom screening and history of exposure to individuals with COVID-19 or symptoms of illness (fever, cough) on arrival to the building.

Steps to take in relation to isolation or quarantine when a staff member, student or visitor becomes sick or demonstrates a history of exposure.

Guidelines for when an isolated or quarantined staff member, student, or visitor may return to school; State Symptom Flow Chart

- Should a child develop COVID-like symptoms (fever, cough, runny nose, sore throat, diarrhea) during their time at school they will be isolated in an adjoining room and family contacted to pick up the child within 30 to 40 minutes of being notified. Staff caring for the child will maintain a distance of >6 feet as much as is feasible and will give extra attention to hand washing and mask wearing. If available, the person caring for the sick child should also wear eye protection.
- Fever, cough and trouble breathing are the most common symptoms of COVID-19 so children/staff with any of these symptoms should stay home. Additionally, if the child/staff has 2 or more of: chills, muscle aches, headache, sore throat, vomiting, diarrhea, fatigue or runny nose should also stay home. **State Symptom Screening List**
 - Children and staff should be evaluated by a doctor when necessary and COVID-19 testing performed at their discretion. If COVID-19 testing is sent, the child/staff member should remain at home until test results are available.
 - If tested and the test is positive, the child/staff member will need to stay home for 14 days from the date of the test result.
 - If tested and the test is negative, the child/staff may return to school when there has been no fever (without the use of a fever-reducing medication) for >24 hours and all symptoms have improved.
 - If no test is performed, the child/staff may return to school when there has been no fever (without the use of a fever-reducing medication) for >24 hours, all symptoms have improved and it has been >10 days from the onset of symptoms.
- Since signs and symptoms of COVID-19 overlap with those of many other viruses and early childhood illnesses, we are asking even children with mild symptoms to stay home

until the above criteria are met (no fever (without the use of a fever-reducing medication) for >24 hours and all symptoms have improved).

- Areas used by a sick person will be closed off for the remainder of the school day and not used before cleaning and disinfection has occurred.
- Notify St. Paul's Covid-19 Taskforce Team, staff, and families of exposure or confirmed case.

Guidelines for hygiene practices for students and staff which include the manner and frequency of hand-washing and other best practices and on the use of face coverings by all staff and students.

- Students and staff will wash their hands on arrival to the classroom using either soap and water or alcohol-based hand sanitizer. Frequent hand washing and covering coughs and sneezes will be encouraged among 0students and staff.
- Face coverings are required for all students and staff. Extra masks will be available in the event that the mask becomes soiled or is forgotten.
- We will maintain adequate supplies, and carefully monitor inventory, to support healthy hygiene behaviors, including soap, face coverings,, personal protective equipment, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, and no-touch trash cans. (See Pennsylvania COVID-19 PPE & Supplies Business-2-Business (B2B) Interchange Directory.) Avoid methyl alcohol.
- There will be signs posted on how to stop the spread of COVID-19, such as properly washing hands, promote everyday protective measures, and properly wear a face covering.

Procedures for cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e. restrooms, and hallways)

- We will clean and disinfect frequently touched surfaces and objects within the school at least daily, including door handles, sink handles, and drinking fountains.
- Ventilation systems will be kept operating properly and windows will be opened to increase circulation of outdoor air.

Protocols for distancing student seating and other social distancing practices learning space occupancy that allows for 6 feet of separation among students and staff throughout the day to the maximum extent feasible

- The same group of students will stay with the same staff based on age and developmental level of students.
- Restrict interactions between groups of students., ie. playground and hallways.
- Establish distances (CDC recommends 6 feet) between student desks/seating and other social distancing practices to the maximum extent feasible and appropriate.
- No field trips or enrichment programs will be offered at this time.
- Hold classes in gyms or outdoor spaces when possible.

Procedures for serving meals in classrooms

- Snacks will be distributed by staff wearing gloves.
- Children will be encouraged not to share food.
- Children and staff will wash hands prior to and after snack.

Schedules for training all faculty and staff on the implementation of the Health and Safety Plan before providing services to students

- Disseminate and update health and safety documents prior to school start.

Methods of limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students.

- Four year old students will use the south tower only and three year olds will use the north tower.
- Use common areas at separate times after being disinfected.

Procedures to limit the sharing of materials among students

- Clean and disinfect shared items between uses.
- Keep each student’s belongings separated from others’ and in individually labeled cubbies.
- No playdough, stuffed/plush toys or dress-up clothing.
- Each student will be provided with their own basket of crayons, markers, scissors, glue sticks, which will be only used by them.

Processes for identifying and restricting non-essential visitors and volunteers

- Large group activities such as field trips, inter-group events, and extracurricular activities will not be held at this time
- No nonessential visitors, volunteers, or activities that involve other groups.

Protocols for adjusting transportation schedules and practices to create social distance between students

- Each class will use a different door for arrival and drop-off.
- Staff person will man arrival locations to greet and screen.

System for ensuring ongoing communication with families around the elements of the local Health and Safety Plan including ways that families can practice safe hygiene in the home

- Post Health and Safety Plan on school website.
- Provide regular update information on the school website and in parent flyers/letters.
- Encourage caregivers and families to practice and reinforce good prevention habits at home and within their families.

This policy was approved and adopted on August 24, 2020 by the St. Paul’s Lutheran Church Congregational Council.

_____ Tristan Ericson, Council President

_____ Deb Becker, Preschool Director

_____ Rev. Stanley Reep, Pastor

Appendix

A. Website to check for states on PA’s travel list:

<https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx>

B. PA State Symptom Flowchart

<https://www.education.pa.gov/Documents/K-12/Safe%20Schools/COVID/GuidanceDocuments/COVID-19%20Symptomatic%20K-12%20Student%20or%20Staff%20Process%20Flow.pdf>

C. PA State Symptom Screening List:

<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/ReopeningPreKto12/PublicHealthGuidance/Pages/default.aspx#screening>

Example School Symptom Screening Tool

Complete Daily Prior to School/Work*

Employee or Student Name:

Assigned Class/Group:

Temperature:

Are you/is the student taking any medication to treat or reduce a fever such as Ibuprofen (i.e. Advil, Motrin) or Acetaminophen (Tylenol)?

Are you/is the student experiencing any of the following?

Group A 1 or more symptoms	Group B 2 or more symptoms
Cough Shortness of breath Difficulty breathing New olfactory disorder New taste disorder	Fever (measured or subjective) Chills Rigors Myalgia (muscle aches and pains) Headache Sore throat Nausea or vomiting Diarrhea Fatigue Congestion or runny nose

Stay home if, you or the student:

- Have one or more symptoms in Group A **OR**
- Have two or more symptoms in Group B **OR**
- Are taking fever reducing medication.

**May be utilized as a screening tool for both at home and on-site screening practices.*

Sources: [COVID-19: K-12 Schools and Childcare Programs \(www.cdc.gov › schools-childcare › schools-faq\)](https://www.cdc.gov/schools-childcare/schools-faq) and

<https://www.education.pa.gov/Schools/safeschools/emergencyplanning/COVID-19/SchoolReopeningGuidance/K12/Pages/HealthSafetyConsiderations.aspx>; (Modified by the St Paul’s Lutheran COVID-19 Taskforce for applicability to Preschool activities at St. Paul’s.)