

## **The Reopening of**

### **A Learning Center of Hope -COVID 19**

As we are getting ready to reopen, below is a list of extra procedures and precautions to keep students, parents, and staff healthy and safe during this pandemic. We anticipate our school will reopen August 31, 2020, according to Lee County School calendar. A Learning Center of Hope has taken the criteria under serious consideration in the assembly of this plan. These guidelines align with the national and state recommendations for “Opening Up America Again”, Centers for Disease Control and Prevention, and the Florida Department of Children and Families. We are confident the safety of all will be met with the reopening of our school. We ask that all families adhere to the strict guidelines outlined for the plan to be operational. We appreciate your full cooperation.

**Our school hours will be from 7:30 am to 5:30 pm**

#### **NECESSARY ITEMS:**

Before returning to school, you will need to purchase and prepare the following items for your child.

- \* Each Child will need a large Ziploc bag containing a complete change of clothing, labeled with their first and last name on the outside of the bag. These will be left at school in place of a backpack. No backpacks or other personal items will be allowed at this time.
- \* No water bottles/cups at this time, we will be using disposable cups to limit and reduce the possible spread of germs. If you would like to donate a supply of these to the classroom, it would be great as we will need them.
- \* Toys or stuffed animals from home are not permitted.
- \* Running around in the Courtyard is NOT allowed.
- \* There will be NO ENTRY into the office/ church building.
- \* Car seats cannot be left at school.
- \* We will also appreciate any donations of Clorox disinfecting wipes, Clorox anywhere sprays, paper towels, or Lysol spray. (we use lots and supplies are still limited)

#### **WELLNESS PRACTICES AT HOME AND PUBLIC PLACES**

- \* Please maintain social distancing of 6 feet (mandatory at Hope).
- \* Parents must always wear a mask while on-site (mandatory at Hope).
- \* Staff must always wear a mask and shield while on-site (mandatory at Hope).
- \* We strongly encourage you to wear a mask when shopping, working or in a public place.
- \* Avoid touching your face, nose, and mouth.

- \* Avoid being in crowded areas.
- \* Frequently wash hands or use alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available.
- \* Stay home when sick.
- \* Clean and disinfect frequently touched objects and surfaces.
- \* Follow CDC guidelines.

## ILLNESS

If your child or any member of your household has any of the following symptoms, they CANNOT come to school. Although you may believe the following symptoms are not from COVID-19, we are not willing to take any chances with the health of the WHOLE for one child. Your child may return the following 72 hours of being symptom-free if there are no indications of COVID-19 exposure. Please do not place any at risk if you know this is a possibility. (add the form to be completed for exposure). If you suspect COVID-19 exposure consult a physician and quarantine for 14 days.

- \* The guidelines for a fever are a temperature of 100.1 or above.
- \* Coughing/sneezing/respiratory issues/wheezing/runny nose.
- \* Flu-like symptoms or body aches.
- \* Nausea/vomiting/diarrhea.
- \* Rashes especially on toes and feet.
- \* Eye irritation/pink eye.
- \* Lethargic/or just not feeling like themselves.

If a child develops any symptoms or is sick, they will be isolated in the Pre-school director's office, until the parents come and pick them up. The director will always be wearing a mask and gloves. The child will be in a corner of the office in a chair waiting for pick up. The Director's office will be sanitized immediately following the dismissal of the student.

**Please be alert to any indication that your child might not be feeling well. Loss of appetite, poor sleeping, or just tired. These sometimes can give us a "heads-up" when their words fail them. Children CANNOT attend if a household member has traveled out-of-state within the last ten days.**

## HAND HYGIENE PRACTICES

Handwashing will take place at the following times:

- \* Upon arrival and departure.
- \* Before and after meals.
- \* Before and after playground.

- \* Before and after restroom breaks and diaper change.
- \* When touching frequently used items or surfaces.
- \* When touching faces or body parts.
- \* Immediately following coughing and sneezing.
- \* The playtime area and tables will be sanitized with EPA approved COVID-19 disinfectant wipes and solution.
- \* If soap and water are not available, we will use an alcohol-based hand sanitizer with at least 60% alcohol. Staff will supervise children when they use hand sanitizer to prevent ingestion.
- \* Assist children with handwashing including infants.
- \* Staff will maintain identical handwashing practices.

### **CLEANING AND SANITIZING TOYS**

- \* Toys will be sanitized daily with an approved EPA COVID-19 disinfectant solution.

### **DIAPERING, WASHING FEEDING, OR HOLDING A CHILD**

- \* Parents must bring their bottles from home for their infants, but we will be preparing them daily. Bottles will be washed in the kitchen dishwasher daily and will be sent home every Friday. We will be handling the bottles with gloves.
- \* Before and after changing, feeding, and holding a child we will wash our hands.
- \* When changing a child, we will wash our hands, use gloves, dispose of the gloves, wash our hands after and wash the baby's hands as well.

### **LUNCH TIME**

- \* For the safety of children and staff parents will be bring their child's lunch in a Clear Ziplock Bag with there child's name on it. Lunch will need to be completely disposable.
- \* No Lunch boxes are allowed.
- \* Snacks will be provided by A Learning Center of Hope.

### **DROP-OFF PROCEDURES**

- \* Take your child by the hand and join the check-in line. Please watch for traffic as you take a spot on one of the marked distances. Move forward as the line progresses, keeping on the mark to maintain a safe distance.

### **CHECK-IN STATION (ONLY OPEN FROM 7:30-9:00 AM)**

- \* The parent must have a mask when exiting the car and until returning to the car. Parents and children will use hand sanitizer, which will be provided.

- \* Staff with gloves, masks, and shields will take the "no-touch" temperature of parent and child, wipe thermometer off with a disinfectant wipe, and review symptom checklist.
- \* Staff will be keeping a daily log for students and employees, including temperature checks and symptom monitoring.
- \* Everyone must check-in before dropping off their child at school.
- \* Please know your child must be symptom-free and in good health.
- \* All students must have the "necessary items" listed previously.
- \* Parents will sign in and out at the check-in station.
- \* Parents are to take a "clean" pen from bucket, sign-in, return the pen to the "dirty" bucket. Pens will be wiped off individually with a disinfectant wipe after check-in and all pens returned to "clean" bucket.
- \* Parents will not be allowed to enter their child's class. Once the parent is outside the class, they will need to ring the doorbell and a teacher will assist them.
- \* Inside each class, we will have a blue square that will be marked with tape by the door marking where the parent can stand inside the door.

DUE TO THE ADDED PROCEDURES TO KEEP OUR CHILDREN AND STAFF SAFE.

ALL CHILDREN ATTENDING SCHOOL MUST BE DROPPED OFF BY 9:00 AM. IF THE CHILD WILL BE LATE, YOU MUST CALL THE OFFICE, IF YOU ARE LATE.

## CLASSROOM

- \* We will limit to a maximum of 11 kids in each class (except for those who are usually limited less) and have one teacher to a group.
- \* Centers that house 4-5 children will be made smaller to host only 2 children.
- \* We will keep most activities so kids are social distancing, through increased spacing, small groups, and limited mixing between groups.
- \* We will adjust activities and procedures to limit the sharing of items such as toys, belongings, supplies, and equipment.
- \* Each classroom will have a specific schedule to use the playground, we will not mix our classrooms and combine them for playground time.
- \* The playground will be disinfected prior to use by the next class.
- \* We will be removing our carpets that are in our centers and circle time making it easier to sanitize.
- \* Chapel will be held in each classroom until further notice.
- \* Examples of Frequently touched surfaces and objects that will need routine disinfection following reopening are:
  - Tables,
  - Doorknobs,
  - Light switches,

- Countertops,
  - Handles,
  - Desks,
  - Phones,
  - Keyboards,
  - Toilets,
  - Faucets and Sinks,.
- \* The playground will be disinfected with EPA approved COVID-19 disinfectant solution after each use.

### CLEANING ROUTINE IN CLASSROOMS

- \* Everyone who enters the classroom must wash their hands with soap and water.
- \* Hand washing will take place throughout the day:  
Before and after snacks, lunch, and table activities.  
Before and after diaper change and bathroom use.  
Before and after playground.
- \* Staff must always wear a mask and face shield.
- \* Parents will put their child's lunch in a laundry basket outside their child's class. At 9:00 am a staff member will take the lunches to the refrigerator to keep them cold until lunchtime.
- \* Tables will be cleaned with approved EPA COVID-19 wipes before and after snacks: (9:00am-9:30am and 3:00pm-3:30pm) and lunch (11:30am-12:00pm), as well as before and after every activity.
- \* Children will have their own supply box with their name on it for crayons, markers, scissors etc. There will be no sharing of supplies.
- \* Most disinfecting and cleaning will take place during naptime (12:30-2:30pm). The following will be cleaned with approved EPA COVID-19 wipes: doorknobs, light switches, countertops, handles, desks, phones, keyboards, faucets, and sinks. The centers that were used in the morning will be cleaned and sanitized with approved EPA COVID-19 disinfectant. Floors will be mopped.
- \* Mats will be cleaned at 2:30 pm (after nap) with approved EPA COVID-19 disinfectant.
- \* Teachers will complete the cleaning routine at the end of the day (4:30pm-5:30pm). The following will be cleaned with approved EPA COVID-19 wipes: doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sink. Centers that were used in the afternoon will be cleaned and sanitized with approved EPA COVID-19 disinfectant. Floors will be mopped.
- \* We will be using microSure All Purpose Disinfectant and Cleaner for the classrooms. This product is registered with the EPA as the only pesticidal device providing "Medical Kill" protection. We will be using this product every 30 days.

## PICK-UP PROCEDURES

- \* Parents will pick up their child at their classroom door.
- \* Parents are going to ring the doorbell and the teacher will have there sign out book outside the door.

## STAFF

- \* Staff are required to get their temperature/symptoms checked every day.
- \* Staff are always required to wear a mask.
- \* Staff are required to stay home if they have any Symptoms of COVID-19 or any symptom of illness.
- \* An Assistant will be helping with maintaining good hygiene around the classrooms.
- \* If parents would like to meet with a staff member or the director, they will need to call the office and make an appointment.
- \* The director will maintain social distancing and maintain wearing a mask and shield. Even if it means meeting the parents outside.

## IF COVID-19 IS SUSPECTED IN A CHILD OR STAFF MEMBER

- \* Parents and other relevant contacts will be notified immediately.
- \* Also, the facility will temporarily close and follow CDC disinfecting procedures
- \* Close off areas used by the person who is sick.
- \* Open outside doors and windows to increase air circulation in the areas.
- \* Wait up to 24 hours or if possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
- \* Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.

## IF COVID-19 IS CONFIRMED

If a case of COVID-19 is confirmed in a childcare program, providers should immediately notify parents and other relevant contacts. We will contact the health department and they decide if the classroom or the whole school will need to be closed.