



Health and Safety Policies and Procedures

Our goal at Great Day is to maintain a safe, loving, fun educational environment, while putting in place the necessary policies and procedures needed to keep our children, families and teachers safe and healthy. We will adhere to state, local and CDC guidelines – these guidelines can and do change, and we will adapt accordingly. We understand that teaching and attending school involves some risk for families, children and staff and we are taking measures to open school with protocols in place to responsibly mitigate that risk. This plan supercedes and supplements information in our Parent Handbook and details the policies and procedures we are implementing for the 2020-2021 school year regarding health monitoring and screening, enhanced sanitation and classroom procedures.

Enhanced Sanitation

- Each classroom will be equipped with a HEPA air purifier.
- Classrooms (surfaces, high touch areas and toys) and bathrooms will be cleaned and disinfected in between classes, at the end of the day and as needed (no children will be present when using disinfectants).
- A combination of disinfecting wipes, diluted bleach solution, and an electrostatic (non-toxic) disinfecting sprayer (on order, expected to arrive in August) will be used. All products used will be documented and parents notified as required by the Healthy Schools' Act.
- Each child will have their own set of markers/crayons and glue (provided by the school), which will be stored in the child's cubby. Cubbies will be sanitized and containers changed out in between classes.

Class Size and Groupings

- In order to implement social distancing measures, children will be in small groups for activities (circle, story time, free choice, centers, outside play, etc.). Teachers will keep 6 feet of distance from other teachers as much as feasible.
- We will maintain even distribution of children (in small groups) throughout the classrooms and outside (weather permitting), so rooms do not become overcrowded.
- We will use our outside space more frequently, including for activities normally conducted inside.
- We will encourage social distancing within groups.

Classroom Access

Because the evidence indicates that the coronavirus is carried and spread through both asymptomatic, presymptomatic, and symptomatic adults, we will be limiting access to our classrooms to teachers and students. We understand that leaving your child at the door is difficult – please know that if your child is distressed at separating from you, we will give them the utmost care and TLC until they are calm and happy. Parents may request a check in phone call at any time or call us to check in on their child.

Drop-off and Pick-up Procedures

- We are implementing staggered drop-off and pick-up times for our morning classes to minimize waiting times and the number of people in line. Because of its smaller class size, TK-Afternoon will not have staggered times.
 - Tu/Th: arrivals at 8:50 and 9:10/pick-ups at 11:20 and 11:40.
 - Morning Pre-k: arrivals at 8:20 and 8:40/pick-ups at 11:20 and 11:40.
- **Drop-off Procedures**
 - Parents/Caregivers will bring their child to the gate in the breezeway and maintain 6 feet distance with others while being signed in.
 - Parents and teacher will wear masks while waiting and signing in.
 - Contact-less Sign-in: Teachers will sign for the parent to limit pen handling.
 - Health/Temperature Checks: Teachers will visually assess each child's health and complete a forehead temperature scan for each child. If a child has a temperature of over 100 degrees F, a second reading will be taken with a different thermometer. If the reading is still over 100 degrees F, the child will not be admitted into school.
 - Teachers will verbally inquire if the child or any family member has had any symptoms consistent with COVID-19. These include:
 - Fever
 - Cough
 - Shortness of breath
 - Chills or body shakes
 - Muscle aches
 - Headache
 - Sore throat
 - Pink or “goopy” corneas/eyes
 - Loss of taste or smell
 - Diarrhea
 - Parents will say goodbye to their child at the door and a teacher will lead them into the classroom.
- **Pick-up Procedures**
 - At the end of school, parents (wearing masks) may form a line (maintaining 6 feet of distance) at their designated pick up time at the front door and a (masked) teacher will bring their child (with their belongings) to them.
 - A teacher will sign for the parent to limit pen handling.

Hand Washing

- There will now be two additional working sinks, one in the welcome room, and one in the activity room (in addition to the ones in the bathroom, kitchen and art room).
- Children will wash hands upon entering the classroom, before snack, and “as needed.”
- Teachers will wash hands upon arrival at school, and as often as possible during the day.
- If a sink for washing is not readily available, hand sanitizer will be used.

Snack/Outside Food/Toys from Home

- The school, as usual, will provide all snacks. Teachers will wear masks and gloves while preparing snack. If a child has special dietary needs, parents will provide parent-approved snack items for the school to store and serve.

- To limit any cross contamination, children may not bring personal water bottles to school. The school will provide water.
- No toys/personal items other than coats/hats are allowed. In certain circumstances, comfort items (such as “lovies”) may be allowed.

Face Coverings

- Children are not required to wear face masks.
- Parents/caregivers and teachers are required to wear masks during drop off and pick up times.
- Teachers may be required to wear masks/face shields during the day.

Child Sick Policy

- We understand that children get sick with a variety of illnesses (colds, stomach flu, influenza, etc). Our health/illness policy has always been to request that sick children stay home and return when symptom/fever free for 24 hours. However, under the current coronavirus circumstances, we have amended our health/illness policy as follows:
 - Children must be fever-free (without the use of fever reducers) to attend school. If a child has had a fever, they must be fever-free for at least **48 hours** before returning to school. All children will be screened for signs of illness or fever with a contact-less forehead thermometer at drop off.
 - If children develop signs of illness or fever while at school, we will isolate the child (with an adult) and parents will be notified and asked to come pick up their child. If parents aren't immediately available, we will call the emergency contacts listed for that child. Teachers who are attending to an ill child are required to wear a mask and disposable gloves, and will change clothes and sanitize hands after caring for the child.
 - Children with lingering symptoms (cough, runny nose) *may* return with a clearance note from a doctor and may need to show a negative COVID-19 test.
- Parents are encouraged to pre-screen their child for any signs of illness before coming to school. Please do not bring your child to school if they show signs of:
 - Fever
 - Cough
 - Shortness of breath
 - Chills or body shakes
 - Muscle aches
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Pink or “goopy” corneas/eyes
 - Diarrhea

Parents are strongly encouraged to notify the school if someone in their family or someone they have been in close contact with (closer than 6 feet, no face covering, for longer than 15 minutes) has a confirmed diagnosis of COVID-19, or is being investigated for COVID-19. Children may not attend school for 14 days after being in close contact with an COVID-19 infected person or someone who is under investigation.

Staff Sick Policy

- All teachers will have their temperatures taken upon arriving at school.
- Staff with a fever will be sent home and will not return until fever-free for 48 hours.
- Staff *may* be required to show a negative COVID-19 test result upon return to work.
- If a teacher has been in close contact (less than 6 feet, no face covering, for more than 15 minutes) with a COVID-19 positive individual, that teacher must self quarantine for 14 days before returning to work.

If a Staff Member, Child or Family Member Tests Positive for COVID-19

- If staff, children or close family members test positive for COVID-19, we will notify all Great Day families, keeping the identity of the person(s) involved confidential.
- We will report the case to Yolo County Public Health and follow its guidelines and recommendations.
- We will report the case to Community Care Licensing Department (CCLD) and follow its guidelines as well.

Returning to School after a Confirmed COVID-19 Diagnosis

- Children or teachers may return to school following a confirmed case of COVID-19 when the following criteria are met:
 - Fever-free (without medication) for 72 hours, and
 - Shows improvement in respiratory symptoms, and
 - At least 10 days have passed since the onset of symptoms, or with documentation of a negative COVID-19 test result.

If Great Day Needs to Temporarily Close

In the unlikely event that Great Day must suspend in-school learning temporarily, we will continue school through activity packets and Zoom class meetings, at ½ of monthly tuition.

Helpful Resources

- www.cdc.gov
- www.cdph.ca.gov/covid19
- www.covid19.ca.gov

Please detach and return

I have read and understand Great Day Preschool's Health and Safety Plan.

Parent/Guardian Signature: _____ Date: _____

Great Day Co-Director Signature: _____ Date: _____