

## **Lion's Pride COVID-19 Parent Handbook Addendum**

As we navigate these ever-changing times, there will be significant changes to the day to day learning environment in our classrooms. This is a list of regulations that we will be putting into place for our Lion's Pride for 2020/2021. This list is subject to change based on the climate of our state and school.

Below are the expectations of staff and students during this time. We ask that parents familiarize themselves with these new rules to help prepare their children for the changes of school. These expectations come directly from the Mass EEC requirements.

Our new Hours for the 2020/2021 school year: 7:00am-3:00pm.

School Lunch and Snacks will not be served this year. Please provide your child with a home lunch and morning snack every day. **We do not have food on site if a parent forgets lunch for their child.**

**Classroom Environment- Classrooms have been set up to promote physically distancing, as well as creating systems to minimize "high touch areas", such as creating personal play bins for each child that can be sanitized easily.**

**Drop off will be a 2-3 minute process.**

**Teachers will be preparing to promote physical distancing in the classroom by:**

- Preparing materials and equipment to be used by children to minimize sharing.
- Ensuring adequate supplies of high touch materials such as art supplies.
- Removing items that cannot be easily washed (stuffed animals, pillows).
- Removing items that encourage children to put toys in their mouths (pretend food, utensils).
- Ensuring that supplies for hand hygiene are placed throughout classroom.
- Setting up their classroom to promote physical distancing.
- Refraining from activities and games that encourage physical contact.
- Ensuring there are places to store personal belongings separately, for both children and staff.
- Maintaining physical distancing during transition time.
- Sensory play will be implemented by assigning individual sensory bins to each child, that cannot be shared with others.
- Not allowing toothbrushing.
- Keeping hand sanitizer out of the reach of children and monitoring use closely.
- Not allowing the sharing of food or drinks.
- Limiting parent access to the building. Drop off and pick up will be in our front lobby and a staff member will bring your child to their classroom. In class visits will not be allowed for this year.

**Drop off and Pick up time-This will be a 2-3 minute process. We ask that parents follow social distancing while in line to drop off by separating 6 feet at all times. Weather permitting, parents will line up outside on markers that are separated 6 feet apart. When there is inclement weather, parents will be allowed into building as long as space allows for it. During Drop Off:**

- Drop Off is from 7:00am-9:00am. Curriculum will start at 8:00am.
- Please expect a wait during drop off and pick up time. There WILL be lines during this time.

- Drop off and Pick up will no longer be a time for parent teacher communication. All communication will be done by email or video conference for this year.
- Parents and child (when age appropriate) must wear a mask.
- One family will be allowed to enter the building at a time.
- During inclement weather, spaces will allow for more than one family, but 6 feet of space must be kept at all times.
- A signed "Covid Drop Off Form" is required every day. Please have it ready at Drop Off. A child will not be permitted to stay if this form is not filled out. (More about this form below)

**Health Screening: Covid Drop Off Form must be presented at the time of Drop Off.**

- All staff, parents, children, and any individuals seeking entry into the program space must be directed to self-screen at home, prior to coming to the program for the day.
- Self-screening shall include checking for symptoms including fever, cough, shortness of breath, gastrointestinal symptoms, new loss of taste/smell, muscle aches, or any other symptoms that feel like a cold. Anyone with a fever of 100.00 Degrees F or above or any other signs of illness must not be permitted to enter the program.
- Parents and staff must sign written attestations daily regarding any household contacts with COVID-19, symptoms (e.g., fever, sore throat, cough, shortness of breath, loss of smell or taste, or diarrhea), or if they have given children medicine to lower a fever.
- Individuals who decline to complete the screening will not be permitted to enter the program space.

**Group Sizes and Ratios- Your classroom assignment may be different from our original plan: Ratios are limited to 10 students to 2 teachers.**

- Groups must be restricted to a maximum of 10 children.
- Children will remain within the same group at all times. Groups cannot be combined.

**If a Child or Staff Member contracts COVID-19**

- If a child or staff member is either COVID-19 positive, or symptomatic and presumed to have COVID-19, they must not return to the site until they have met the criteria for discontinuing home isolation and have consulted with a healthcare provider.
- If an individual tests positive but is asymptomatic, isolation may be discontinued after 10 days.
- If a child or staff member has been exposed to COVID-19. They must stay home for 14 days.
- If an exposed child or staff member tests positive for COVID-19, they must stay home for 10 days from the day symptoms appear and be fever free for 24 hours, before returning to school.
- If a Child Becomes Symptomatic: The program must follow the protocols below:
  1. Immediately isolate from other children and minimize exposure to staff.
  2. Whenever possible, cover children's (age 2 and older) noses and mouths with a mask or cloth face covering.
  3. Contact the child's parents and have the child picked up as soon as possible.
  4. Follow the program's plan for the transportation of a child who has developed symptoms and who relies on program transportation. (Parent Pick Up)

## Hygiene and Health Practices

Staff and students should be regularly washing their hands for at least 20 seconds and should wash or sanitize their hands whenever the following criteria are met:

1. When entering or exiting a program space;
2. Before and after eating;
3. After sneezing, coughing or blowing nose;
4. After toileting and diapering;
5. Before handling food;
6. After touching or cleaning surfaces that may be contaminated;
7. After using shared equipment (toys, computers, playground equipment, etc.);
8. After assisting children with handwashing;
9. After contact with face masks;
10. Before and after changing gloves.

## Gloves Must be Worn When

- Diapering
- Preparing food
- Applying sunscreen

**Face Masks-Children over the age of 2 will be required to wear a face mask at appropriate times during the day, unless they meet the criteria for an exemption. Parents should provide at least 5 masks daily. Backup masks will be provided on an as need basis at school. Staff will wear masks while in the classroom, and outdoors when 6 feet of distance cannot be maintained.**

- Whenever 6 feet of distancing is not possible, masks must be worn (ex. during diapering, comforting a child or conducting first aid)
- Encourage children over the age of 2 to wear masks.
- No child under two will wear a mask.
- When children are 6 feet apart, masks are not required.
- Masks should not be worn while children are eating, drinking, sleeping or napping.
- Masks do not need to be worn while children are outside, if they are 6 feet apart.
- Face shields may not be used in place of masks. They may be used in addition to masks for adults who work with children under the age of 2.
- All parents and children over the age of 2 are required to wear a mask when they enter the building.
- "Gators" and masks with air vents on them are **not** an acceptable face mask.

## Cleaning

- Staff must wear gloves while cleaning or sanitizing.
- Cleaning and sanitizing products should be kept out of reach of children.
- Cleaning products should be used in areas with adequate ventilation and never in close proximity to children.

- Toys that children have placed in their mouths or are contaminated with bodily secretions must be set aside until cleaned.
- Children's books and other paper materials do not need sanitizing.
- Consider putting a wipeable cover over electronics.
- Staff clothing should not be worn again until after washing at the warmest setting possible.

### **Cleaning for Parents**

- All bedding for nap time (including soft lovies) must be brought home and washed **daily**.
- Children's clothing (pants, jackets, sweatshirts, winter coats, masks) must be washed **daily**. Clothes cannot be re-worn to our program without being washed in highest temp available.
- Please sanitize your child's lunch box and backpack daily. Keep backpack contents to a minimum.

### **Caring for Infants and Toddlers-Toddlers require a different level of care. Below are the specific measures that teachers will be taking to safely care for your child.**

- Protective covering should be brought in, like an oversized long-sleeved shirt that can be placed over one's clothes, to wear during activities that require a toddler to be held as well as during washing and feeding activities.
- Long hair should be worn up or tied back.
- Staff's outer clothing must be changed if a child's bodily fluids get on them.
- A child's clothes must be changed if bodily fluids get on them.
- Contaminated clothing shall be sealed in a plastic container or bag labelled with the child's name and returned to the parents at the end of the day.
- Staff must clean any part of their body touched by a child's secretions.
- Staff and children must have multiple changes of clothing on hand.

### **Supplies for 2020: These are mandatory supplies to be sent in with your student in addition to the supplies from the previous handbook. If your child runs out of any of these supplies, you will be called to pick them up immediately.**

- Multiple changes of clothes in zipped plastic baggies. Please include multiples of each: Socks, Pants, Underwear, Shirt, and 5 Masks. Parents can send what they feel is appropriate for their child, but understand if their child runs out of clean clothing, they will be sent home for the day. (Can be kept in backpack or stored in classroom. This is up to the teacher's discretion.)
- Students will be changed any time there is a bodily fluid passed on to their clothing (urine accidents, drool/spit, when a child wipes their nose on their sleeve, vomit, etc.). Please make sure you have enough clothes so that they can be changed frequently.
- Consider sending in a second pair of sneakers with your child in case they have an accident and are unable to wear their shoes.
- New Bedding for each day (only for students who nap.)
- An updated Physical and Immunization form **MUST** be on file for your child to start.
- Diapers (if needed.)
- Please send a morning snack, and home lunch every day. Lunch and Snack should be ready to eat. We cannot heat up any lunches or store them in a refrigerator.

- A water bottle: PLEASE DO NOT SEND WATERBOTTLES WITH STRAWS THAT “FLIP” UP. (Below are examples of the best types of cups/water bottles to send).



**Classroom Closure: In the event that a staff member or student tests positive for COVID-19 and a classroom, or the program needs to shut down, there will be varied responses based on the closure.**

- If a long-term closure occurs the following will take place:
  - If the closure occurs mid-month and it is past the 15<sup>th</sup> of the month, the remainder of the month will be held remote and tuition will not be reimbursed for that month. Parents will not be billed for any further months, and remote learning will not occur after the month is over.
  - If a long-term closure occurs before the 15<sup>th</sup> of the month, the tuition for the month will be prorated and any refunds will be sent to parents. Remote learning will not occur at all.

**Snow Day- If there is inclement weather and CPS Chooses to teach remote, Lion’s Pride will be CLOSED that day.**

- If Lion’s Pride cancels school because of a snow day, this day will be added on to the end of the year so we meet our 182 days of being open. We could potentially be open longer than CPS depending on how many snow days there are this school year.