

# Crossing Cooperative Nursery School (CCNS)

## Health and Safety Plan: COVID-19 2020-2021

In order to reopen as safely as possible, our program has established COVID-19 policies and procedures. This plan is very fluid and may be adjusted based on the COVID-19 global pandemic and emergency needs of the school. It will be distributed to each family enrolled in Crossing Cooperative Nursery School (CCNS) as a required piece of the registration process. This plan can also be viewed on the CCNS website ([www.crossingcooperative.org](http://www.crossingcooperative.org)). CCNS will adjust this plan as needed due to State and Federal guidelines and CDC recommendations. We will follow all rules, regulations, and requirements as well as recommendations of the local, state, and federal government for the health and safety of students, families and staff. **After reading the plan below, please detach and sign the waiver at the end of this form and return it to CCNS before your child's first day of attendance.**

## **Safer Practices and Sick Child Policy – COVID-19**

We at CCNS want you to know that we value the safety and well-being of you and your child(ren). For this reason, we ask that you take the time to read through the following policies that we have put into place to help keep everyone healthy and safe. We are committed to taking all of the necessary precautions to keep the students and staff safe and healthy. These policies will apply as long as the Pennsylvania-designated “green phase” remains in effect and will help us keep CCNS open. A “yellow or red” phase will likely result in a pause in live instruction.

**We ask all families to actively participate in self-screening.** Parents or caregivers are required to monitor their children for signs of infectious illness every day. **If your child(ren) or any member of your household meets any of the following criteria, your child is not permitted to attend CCNS that day. Also, if there is any change in exposure that you are made aware of during a school day, we ask you to notify CCNS as soon as possible. For information regarding the return to school protocol please refer to page 5.**

CCNS asks that you screen your child(ren), and other members of your household, for the following symptoms which may appear **2-14 days after exposure** to COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

**Please note, the above list is not exhaustive.**

Additionally:

- Please take note of whether your child(ren) or anyone in your household has been in contact with someone with COVID-19 in the last 14 days, or
- If your child(ren) has just returned from travel from anywhere outside of the US or the Pennsylvania restricted travel States.

**Sick Child (During School) Policy.** If a child shows one or more of the above-mentioned symptoms of COVID-19 during school, the child will be isolated to the All-Purpose Room immediately. A designated staff member will remain with the child, while wearing appropriate PPE, and the child’s family will be contacted for immediate pick up. **Please have plans in place to ensure you or your emergency contact is available if this should occur.** For this reason, it

is very important that your contact and emergency contact information is up to date. The isolation area will be disinfected after the child leaves for the day.

**Cohorts.** Each class of students at CCNS will be treated as an individual cohort. The program is designed to keep the cohorts separate, whether it be within the school building or on the playground. CCNS' aim is to keep the cohorts separate throughout the day.

**Limiting Exposure.** We will not permit anyone, except students, staff and identified essential workers, inside the school while in session. Parents and caregivers will not be allowed inside the building until further notice. If an exception to this policy is needed, written permission from the Educational Director of CCNS will be required.

**Face Coverings.** Children and CCNS staff are required to wear masks or face shields while on premise during school hours at all times. We ask that you label your child's face mask or shield with their name and that you include a back-up with their extra pair of clothing. In order to ensure compliance, CCNS will have masks available. This requirement is consistent with the latest guidance from the Pennsylvania Department of Education.

**Updated Drop Off and Pick Up Procedures:** Drop off time will now be from 8:55am-9:10am outside at your child's designated entry point. **Children are not permitted to be dropped off after 9:30am (unless prearranged).** A CCNS staff member will perform temperature checks at the designated drop off entry point and will verify your at-home pre-screen. We ask that parents respect all social distancing guidelines while waiting to drop off their child(ren) (including wearing a mask and by standing at least 6 feet apart whenever possible). Parents must wait for their child to be screened for signs of illness prior to leaving. After the screening, a staff member will escort your child to their classroom.

Children will be dropped off and picked up at the designated drop off / pick up point. There will be no gathering or waiting inside of CCNS at either time. When picking up your child(ren), please wait at the designated area and a staff person will dismiss your child one at a time. CCNS asks that you please be vigilant and sanitize your hands each time you drop off and pick up your child.

**Updated Snack Routine.** Due to the limited capacity to social distance in our classrooms, at this time we will be discontinuing our snack routine. Please send your child to school with a water bottle labeled with his/her name, as there will be no sharing of the community water cooler.

## **Safety and Sanitization Policy: COVID 19**

### **PROMOTING A SAFE AND CLEAN ENVIRONMENT**

- **Prior to opening the school.** The school will undergo a full deep cleaning including a critical point disinfectant with Suprox-D/Virex by an outside agency (DBS Building Solutions) prior to opening. A water flush and ventilation of the building will also be conducted.
- **Daily Cleaning/Ongoing Cleaning.** CCNS staff will place an emphasis on high touch surfaces to be cleaned such as frequently touched surfaces, at least daily. These areas include, but are not limited to: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
  - The frequency in which we clean and disinfect toys will be increased throughout the day. We will ensure that toys used are appropriate for cleaning and will not be shared across cohorts prior to disinfecting.
  - Each student will be required to bring a hard plastic, wipeable, pencil case to school with materials that cannot be effectively sanitized and disinfected between students (i.e. crayons, pencils, scissors). The pencil case, and materials contained therein, will only be used by your child.
  - All dress up clothing, stuffed animals and items that need to be laundered will be removed from the classrooms.
- **Weekly.** Each week, a professional cleaning service will complete cleanings on Monday, Wednesday and Friday nights. This will ensure that a professional cleaning will take place prior to a new cohort using a classroom.
- **Monthly.** On a monthly basis, there will be a cleaning to high touch surfaces using a non-alcohol based, silicone compound Zetrisil. This cleaning solution is proven to kill bacteria and viruses with the additional benefit of a persistent kill up to 28 days per application.
- **Ventilation.** All classrooms are mechanically ventilated. When the weather is appropriate windows will stay open to improve ventilation.
- **Physical Modifications.** The classroom will be arranged to accommodate a minimum distance of 3 feet during structured play. Where necessary, plexiglass panes will be added to meet this criteria.
- **Signage.** Signs reminding all people on premise of the effectiveness of hand washing and covering coughs will be displayed in visually appropriate areas.
- **Hand Washing.** CCNS will practice hand washing and hand sanitizing upon arrival to the program, before/after meals and snacks, after outdoor play, after using the bathroom, prior to going home, after nose blowing or assisting a child with blowing their nose, coughing, or sneezing.
- **Training.** The Educational Director will provide in-person as well as online training regarding our new policies and procedures to all CCNS staff. The Educational Director will also stay aware of any changes to federal, state & local guidance related to COVID-19 and continue to update those enrolled in the school, as needed.

## **Returning to CCNS After Testing Positive for Coronavirus, Displaying COVID-19 Symptoms, or Having Coronavirus Exposure**

Per the Bucks County Department of Health, if a child(ren) or staff member has a fever of 100.4 or higher, prior to returning to school they must be fever free for 24 hours without the use of fever reducing medications AND must have a doctor's note stating it is safe to return. If the child(ren) or staff member is unable to provide a doctor's note, they must remain out of school for 10 days from onset of fever.

### **If an enrolled child or staff shows symptoms of COVID-19:**

If a student/employee OR someone in their household has any of the following symptoms of COVID-19 (as compiled by the CDC), but has not had known exposure to a COVID-19 positive person, they must remain out of school until all symptoms have subsided and they are symptom free for 24 hours:

- Fever or chills (household member, for child(ren) or staff see above)
- Cough
- Shortness of breath or difficulty breathing
- Sore Throat
- Congestion or runny nose
- Headache
- New loss of taste or smell
- Fatigue
- Muscle or body aches
- Nausea or vomiting
- Diarrhea

### **If an enrolled child or employee tests positive for COVID-19:**

CCNS will work with our local public health department, the Bucks County Department of Health, and will follow their guidance with respect to the required next steps.

If there is a case of COVID-19 among more than 2 children or staff in a class, we may consider a short-term (less than 1 week) or long-term (1 week or more) closure to allow for sufficient cleaning and disinfection. Our decision to stay open or close will be based on recommendations from the local health department.

Due to fixed costs, we cannot guarantee a tuition refund for time closed due to COVID-19. Duration of closures will be made on a case-by-case basis based on the most up-to-date information about COVID-19 and the specific situation in our community.

If a child(ren) or staff member is advised by local health authorities they have had a close contact exposure to a COVID-19 positive patient they may return to school only after being cleared by the DOH from isolation, quarantine or modified quarantine. CCNS will not be participating in a

modified quarantine, even if informed the person holds that status by the Bucks County Department of Health. That person may only return to school after any and all restrictions upon them are lifted.

**Teacher staffing during these times may be limited. Therefore, CCNS reserves the right to close the school unexpectedly in the event of a staffing shortage.**

**Parent Health and Safety Plan Acknowledgement**

Child's Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

The undersigned, parent(s)/guardian(s) of the child(ren) listed above, has read and agrees to abide by the Crossing Cooperative Nursery School (CCNS) Health and Safety Plan: COVID-19. I acknowledge that failure to act in accordance with the provisions listed herein, or with any other policy or procedure outlined by Crossing Cooperative Nursery School, may result in termination of enrollment.

\_\_\_\_\_ I agree that my child will not receive a fever reducing medication prior to attending school.

\_\_\_\_\_ I agree that I will notify CCNS immediately, if my child has come in contact with anyone testing positive for COVID-19.

Parent/Guardian #1 Signature: \_\_\_\_\_

Parent/Guardian #2 Signature: \_\_\_\_\_

Date: \_\_\_\_\_