

ECE's Preliminary Return Plan

This plan will be reviewed and revised prior to October 16, 2020 to make any seasonal updates, and to stay current with guidance and research.

The five major strategies that we will use at ECE to prevent the spread of illness will be the use of **consistent cohorts, handwashing, masks, regular cleaning and sanitation, and airflow.**

Cohorts- Students will remain in cohorts (class groups) as much as possible. A cohort will consist of the two classrooms that share a bathroom and a mud-room. Staff will be assigned to cohorts for the semester with as little cross contact as possible. All staff will be required to sign in and out of each classroom so that cohort fidelity can be monitored and contacts traced. Students who spend a lot of time together (siblings, shared childcare etc) will be placed in the same cohort whenever possible.

Handwashing- Students already wash hands: upon entry to the classroom, before and after eating, after using the bathroom, before and after using sensory materials, and after coughing, sneezing or touching their mouths. Additional handwashing routines will be added before going to playgrounds, before going to centers, and as other opportunities arise. Every classroom has its own student trough sink with non-touch activation faucets that spray water for the required 20 seconds.

All adults are required to wash their hands as they enter each classroom and before they leave the classroom, as well as before and after eating, after using the restroom or helping a student with toileting, before handling student materials, before and after wearing gloves, as well as after coughing, sneezing or touching their faces.

All staff will wash hands before accessing communal spaces like the work room or staff lounge.

Hand Sanitizer stations have been added to communal areas for adult use when access to soap and water is not possible.

Masks

- All adults will be required to wear masks.
- Students will be strongly encouraged to wear masks in accordance with current health/safety guidelines. At this time, current health and safety guidelines recommend mask usage for children over two years old. The ECE staff will remind students to wear their masks when they are in close proximity of others, and no

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child will be shamed or disciplined for not wearing a mask once they are in their classroom.

- All children over 2 years old will be required to wear a mask as they enter and exit the building to reduce the possibility of cross contamination.
- Students will be provided with five fabric masks and may bring masks from home. School-provided masks will be laundered per disinfection guidelines at school. Our laundry equipment and procedures are inspected by Tri-County health department.

Airflow

- When Englewood ECE was built (just over a year ago), an extensive air exchange system was included which is supposed to pull fresh air into the whole building every seven minutes. There are also multiple doors (including garage doors) that may be opened to bring in additional air. Every class will spend time outside on one of the four playgrounds for recess, along with opportunities for some learning times to be spent outside.

Sanitation

- In addition to the sanitation methods that have been standard in the program, increased cleaning, disinfecting and sanitizing opportunities have been identified for implementation.

POTENTIAL HIGH-PHYSICAL CONTACT TIMES BEYOND THE COHORTS

Student Drop-off

Drop off will be staggered alphabetically by last name. Children and families will not be allowed to play on playgrounds before and after school this year.

Part Day students - morning

A – M: 8:10 – 8:20am

N – Z: 8:20am – 8:30am

Part Day students - afternoon

A – M: 12:10 pm – 12:20pm

N – Z: 12:20 pm – 12:30pm

Full Day students:

A – E: 8:25am – 8:30 am

F – M: 8:30am – 8:35am

N – R: 8:35am – 8:40am

S – Z: 8:40 – 8:50am

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Students will participate in a wellness screening each day upon arrival at school. Parents may be asked to complete some wellness screening questions each morning prior to student arrival or will answer the wellness screening questions on behalf of their child upon arrival.

Every child's temperature will be taken before they enter the building. Students with temperatures over 100 degrees will be further screened by trained district health personnel in the main office before being allowed to enter the building or being sent home. Students who have temperatures over 100.4 degrees (or consistent with current health guidance) will be sent home.

Based upon current guidance, families and visitors are not allowed into the ECE at Maddox building.

Least restrictive drop off option: This is how we will start the year.

- Families enter the playground closest to their child's classroom via the outside gate.
- Children are walked to their mudroom door by a family member.
- Social distancing markers will be placed for families and students to line up 6 feet apart at the mudroom door.
- Families, students, and staff will wear masks as temperatures are being taken.
- Students are checked for symptoms and temps taken before entering the mudroom.
- If symptom free, families will say goodbye at the door to the mudroom. Staff will welcome students, help children place their belongings in their bags, and take them to wash their hands in their classrooms. In the event that the children are upset at drop off, staff will comfort them with hugs and developmentally appropriate calming strategies.
- Students and siblings may not play on the playgrounds prior to drop off. Family members are expected to wear masks and maintain social distancing while engaging with one another on campus to prevent potential cross contamination between cohorts.
- Parents will ensure that they close the gates behind them and that no child, other than their own, ever leaves the playground with them.
- Playground gates will be locked at 9:15am, and any late-comers will be admitted (following screening) at the front door.

More Restrictive Option:

- Students are dropped off at the gate of the playground closest to their classroom.
- Staggered start times will be initiated to reduce the number of people lined up outside the playground fences.

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- Social distancing markers will be placed for families and their children to line up 6 feet apart outside the fence.
- Families, students, and staff will wear masks as temperatures are being taken
- Students will be checked for symptoms by assigned personnel and taken by staff through their classroom's mudroom, where a staff member from their cohort will be waiting to welcome them at the door.

Student Pick-up

Based upon current guidance, families are not allowed into ECE Maddox. Pick up will be staggered alphabetically by last name. Children and families will not be allowed to play on playgrounds before and after school.

Part Day students Morning

A – M: 11:10am – 11:20am

N – Z: 11:20am – 11:30am

Part Day students Afternoon

A – M: 3:10pm – 3:20pm

N – Z: 3:20 pm – 3:30pm

Full Day students:

A – E: 3:00pm – 3:10pm

F – M: 3:10pm – 3:15pm

N – R: 3:15pm – 3:20pm

S – Z: 3:20pm – 3:30pm

Least restrictive option:

- Morning preschool classes will have an assigned person at each mudroom door between 11:15 and 11:30am
- All afternoon and full day classrooms will have an assigned person at the mudroom door between 3pm and 3:30pm.
- Family members (wearing masks) will show their picture ID and the student will be released to them at the door.

More restrictive Option 1:

- Staggered pick up times will be assigned alphabetically, by last name

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- Assigned personnel checks parent ID at the gate and radios/calls for student. A staff member brings the student to the parent.

More restrictive Option 2:

- Classes line-up at an assigned place at the end of the day, and parents pick up from that place.

Buses

- Families will be encouraged to transport their children whenever possible.
- Bus Stops: Families will be required to maintain a 6 foot distance while waiting for the bus, to prevent contamination across classrooms/ cohorts, and will wear masks when transitioning the child to the bus paraprofessional.
- Paraprofessional or driver will perform screening before each child gets on the bus. Any child demonstrating COVID-19 symptoms will not be allowed to board the bus.
- Students will load from the back of the bus, and unload from the front of the bus. A seating chart will be developed for the drop off bus so that students who are dropped off first, are loaded last.
- The bus driver/paraprofessional will give each child hand sanitizer prior to entering the bus, and will wipe down the hand railing between stops.
- Only one student will be seated per row, unless they share a household.
- Students in consecutive rows will alternate between the window seat and the aisle seat .
- The safety harnesses will be labeled with each child's symbol, and possibly a color for easy student recognition.
- The bus paraprofessional will use hand sanitizer between students as she buckles them.
- The number of adults on the bus for buckling will be limited to as few as possible, given the numbers and the needs of the students.
- The bus greeter will get on the bus to identify who is on the bus upon arrival at school, make sure that the information matches with the bus paraprofessional's data, and will then step off the bus to and help students off the stairs while the paraprofessional unbuckles the students.
- Students will be delivered to classrooms as usual, through the interior of the building.

COMMUNAL AREAS

- Contact in communal areas will be limited as much as possible.
- Families will no longer be allowed to play and socialize before or after school.
- All adults in the building will need to sign in and out, as usual, and will be required to follow the standard screening procedures and follow current health/safety guidelines.
- Every adult will use hand sanitizer upon building entry and wash their hands upon entering a classroom.
- The PD room(s) will be closed to all visitors.
- The procedures have been developed for limiting contact in the staff lounge, bathrooms, and work room. All staff will be trained on these procedures in August.

Playgrounds

- Children and families will not be allowed to play on playgrounds before and after school.
- Classes will be assigned to a playground and will limit one class or cohort at a time.
- Equipment will be cleaned between classes per current health/safety guidelines.

Indoor Recess-

- Classes will be assigned to an indoor playground or to a PD room with a weekly rotation. Each playground will be limited to one class at a time.

INSTRUCTION/ IN-CLASSROOM MEASURES

Preschool students learn by touching and exploring materials and by physically connecting with peers and teachers. For this reason, students will not be expected to maintain a social distance of 3 – 6 feet within the classrooms. For the same reason, masks will be strongly encouraged for children when they are interacting with one another and the staff.

Throughout the day, classroom staff and custodial staff will wipe off commonly used surfaces, (i.e. door handles, light switches, countertops, faucets, towel dispensers, soap dispensers, etc.), with sanitation solution. The classrooms will be sprayed with Bioesque overnight and between groups in the part-day rooms.

Meal time

There will be no changes needed to meal service except that staff wearing gloves will be serving students instead of previously used family-style service. Staff will unpack food that has been sent from home so that lunch bags are not on the tables.

Additional tables will be brought into classrooms to ensure proper distancing during meal times.

All students bring in their own water bottles and take them home for cleaning. Use the water fountains for filling water bottles, not drinking.

No food for celebrations

Circle Time

Accommodations will be made to follow current health/safety guidelines with regard to distancing and PPE, such as allowing students to move throughout the room for singing and dancing (for increased space).

Centers

- Students will wash their hands prior to centers.
- Students will use masks in accordance with current health/safety guidelines.
- High-contamination, shared items like playdough, will be removed or provided individually. Sensory table and porous surfaced items like dress up clothes will be used in accordance with current health/safety guidelines.
- Children will have their own art/craft supplies, stored in a plastic, shoe box. The box will include non-toxic crayons, non toxic markers, round nosed scissors, glue and individual playdough (labeled with their name). A school supply list will be generated, and sufficient materials will be provided to every child.
- The number of materials out in any center will be limited and rotated regularly to maintain engagement and ensure deep cleaning.
- Soapy water will be used to wash down materials between uses.
- After children are finished working with materials for the day, they will be cleaned with warm soapy water and, once dried, sprayed with sanitation solution. Any items that come into contact with bodily fluids (sneezing, coughing, sucking etc) will be disinfected and sanitized before another child touches it.

Nap Time

- Students will not wear masks during nap time.
- Nap mats will be placed between 3 and 6 feet apart, per current guidance, or barriers will be placed between mats.

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- Cots will be sprayed daily after naptime, with an approved sanitation solution.
- All student nap materials are stored in their own nap boxes and laundered according to tri-county requirements

Toothbrushing

- Students will not brush their teeth at school at this time.

Bathrooms

- Classroom staff will disinfect and sanitize the bathroom stalls throughout the day. The custodial staff will clean the bathrooms thoroughly overnight and between groups in the part-day classrooms.

SPECIALS

STEAM Lab

- Students wash hands upon entry.
- Staff ensures enough time between classes to sanitize.
- Reusable items that cannot be cleaned will be removed or provided individually
- Standard precautions will be adhered to

Music

- Music will be moved to a larger space to allow for more space between children
- Washable alternatives to puppets or gloves will be used inside puppets
- Follow standard precautions as usual

Library

- Library will be moved to a larger room to allow for more space between children
- Follow standard precautions as usual

Culture of Wellness Cooking

- Each child has his or her own tools and food
- Adults hand out food (wearing gloves) rather than children self-serving

COMMUNICATION WITH FAMILIES

Daily, face-to-face communication and partnership with families are valued within our preschool community and will need to take a different form this year.

Building tours: A video will be created and shared with families, orienting them to the physical space within the building and sharing the names of places that their children might talk about.

Teachers will use a combination of methods to communicate with families, including video, written, and electronic formats. Families should always feel free to email or call their child's teacher to discuss any concerns.

ADDITIONAL HEALTH CONSIDERATIONS

Isolation Room vs Health Office

- An isolation room will be established using the community room which has its own entrance.
- Students and staff who display any COVID symptoms will be placed in the isolation room with a trained staff member who is wearing full PPE.
- Students who have any other health-care needs (regular medications, bumps and bruises etc) will continue to use the health office. If the health assistant is in the Isolation Room, other trained and delegated staff will take over in the health room, or vice versa.
- All staff will be required to participate in the annual Standard Precautions mandatory training AND an additional training with the RNs from The Children's Hospital specific to COVID-19 precautions.

Students Displaying COVID Symptoms

The Community Room (with a separate entrance) at the front of the building will be used as an isolation room for students exhibiting or reporting any COVID symptoms. This room will be staffed by the health assistant, or another trained, delegated employee when needed. Families picking up quarantined child will enter and exit through the outside door.

Students who have chronic conditions

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Preschool will offer an online option for families whose children cannot safely participate in preschool learning. Families may opt in and out of online learning each semester (September and January).

Beginning of the year events that introduce children and families to preschool

Open House and Home Visits: Home visits will be combined with Open House. No staff members will enter the students' homes. During the in-person or virtual meeting, staff will talk with parents, get to know the child, and develop the learning plan.

Social- Emotional Support: The experiences of our students prior to school beginning may have been very different than in prior years. Some have had limited contact with anyone beyond their immediate family since March (6 months!), while others have been in front-line worker child care settings. The school psychologist will be available to support students, staff, and families.

Volunteers (eg. Bee Keeper) Dads: No volunteers will be allowed in the building at this time. We will reinstate volunteer opportunities as soon as possible.