

The Educational Service Center of the Western Reserve 2020-2021 COVID-19 Preschool Handbook Addendum



We are excited to be able to return to school with our students for the 2020-2021 school year! As you may have heard, the return comes with some new policies and regulations for schools to follow. The Ohio Department of Education has permitted preschools to reopen with guidance from the Ohio Department of Health and the CDC in order to keep students and staff safe and healthy. All policies and procedures being implemented for the 2020-2021 school year are done so in order to meet the safety guidelines. Although some of the changes are not how we would like to carry out preschool at the ESC of the Western Reserve, we do want to do everything we can to keep our students and staff safe and healthy. Our main objectives are to provide the best care and learning opportunities for students, maintain safe and healthy practices in our program and limit exposure for potential illness to our students, families and staff. If you would like to learn more about required practices for preschools and best practices, please feel free to contact the Early Childhood Supervisor or check out the requirements online at <https://coronavirus.ohio.gov/static/responsible/Sector-fact-sheet-8-Child-Care.pdf>.

This addendum outlines mandatory and best practice changes to the preschool programming and policies due to COVID-19 for the 2020-2021 school year. These policies supersede any policies or procedures outlined in the full ESCWR Preschool Parent handbook.

CLEANING AND SANITIZATION:

Cleaning will be done with the CDC's Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools and Homes

- There will be additional cleaning throughout the day in all rooms
- Surfaces and objects that are touched often will be washed and sanitized on a daily basis, including but not limited to restrooms, desks, countertops, doorknobs, computer keyboards, hands-on learning items, faucet handles, phones and toys.
- Class times for outside play are staggered and there will be a full cleaning between groups in the playground
- Groups will not share toys or other materials
- The teachers and custodial staff will disinfect the rooms and materials at the end of each day

- Tables will be washed and disinfected before and after each use.
- Adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer) will be provided
- Environmental Protection Agency approved disinfectants for use against COVID-19 will be used for disinfecting
- Windows will be opened frequently to allow fresh air flow

CLASSROOM RATIOS:

Current ratios for the Geauga County Preschool Classrooms:

- Twinkle full day classrooms: maximum ratio is 8 students on IEPs per classroom
- Centerbased 1/2 day classrooms: maximum ratio of 8 students on IEPs and 8 role model students per classroom

Current ratios for the Lake County Preschool Classrooms:

- Centerbased 1/2 day classrooms: maximum ratio of 8 students on IEPs and 8 role model students per classroom
- General Education preschool classrooms: maximum of 16 students per classroom.

FAMILY INVOLVEMENT and COMMUNICATION:

We believe parent participation is a vital component of a child's school experience. Parents provide valuable input that helps to ensure a successful transition between home and school and are encouraged to become actively involved. However, due to policies outlined for preschools in order to keep students, families and staff safe, there will be very limited access from outsiders into the preschool buildings and classrooms during the 2020-2021 school year.

VOLUNTEERS:

The ESC of the Western Reserve preschool classrooms will not be able to invite volunteers into the classroom at this time. Per guidelines set out by state education and health agencies, exposure in the classroom from outside people should be limited to the fullest extent possible.

DROP OFF/PICK UP:

Drop off and pick up for students will take place at the outside door. Caregivers will not be able to enter the building with students. Teachers will greet students at the outside door, take student temperatures, and walk them to the classrooms to start the day. Families should follow the drop off/pick up procedures outlined for their site. Information will be provided prior to the start of school.

FIELD TRIPS:

Field trips into the community will not take place at this time. Efforts will be made to bring specialized learning experiences to students in the classrooms.

HEALTH and ILLNESS POLICY:

In addition to the health and illness policies outlined in the preschool parent handbook, families need to be aware of the symptoms of COVID-19 and abide by the following procedures.

1. If your child is demonstrating signs of illness, such as fever, dry cough, shortness of breath, you will need to keep them home from school.
2. Children with a fever need to be fever free, without the use of medication, for at least 24 hours before returning to school.
3. If you or your child has been exposed to a confirmed case of COVID-19, they should remain quarantined for the recommended period and return to school after the quarantine period.
4. If you have traveled outside of the state, it is recommended that you quarantine for 14 days prior to returning to school.
5. All confirmed and suspected COVID-19 cases will be reported to the County Health Department per current regulations and reporting procedures.

List of COVID-19 Symptoms:

- A temperature of one hundred degrees Fahrenheit or higher
- Fever
- Chills
- Cough
- Shortness of breath
- Difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

The following policies and procedures will be implemented:

Students:

1. Students will undergo health and wellness screening upon arrival to school. Their temperature will be taken and teachers will monitor outward signs of health and wellness. A temperature over 100 degrees Fahrenheit, dry cough, shortness of breath

or concerning symptoms, will warrant sending the child home. The student should be picked up within the hour.

2. Students will engage in hand washing upon arrival to the classroom, before and after eating, when dirty, after wiping their nose or mouth, after using the restroom and prior to leaving the classroom. Hand sanitizer will be used as a last resort to hand washing with soap and water.

3. Students will maintain individual sets of supplies in the classroom to minimize contamination and spread of germs.

4. Teachers will support students in carrying out healthy habits such as proper handwashing, coughing/sneezing into their arm, using a tissue and limiting touching their face or putting their hand in their mouth.

5. Students are not required to wear masks or face coverings while in attendance at school, however, it's strongly recommended.

- Fairport Harbor Exempted Village School District is requiring *ALL* staff and students to wear masks.

6. Classrooms have Plexiglass dividers to create individual learning areas for students.

Staff:

1. Staff will take part in a health and wellness screening prior to the start of each day. If there are any signs of illness (such as temperature over 100 degrees fahrenheit, dry cough, shortness of breath or other concerning symptoms) the staff member will go home.

2. Staff will wash hands upon arrival to the classroom, before and after serving snack, after cleaning, after using the restroom, after helping students in the restroom, before and after administering medication, before and after administering first aid, when dirty and after touching bodily fluids. Staff are trained and will follow policies and procedures for bloodborne pathogens.

3. Staff will clean and sanitize daily, including chairs, tables, shelves, toys, door handles, sink handles, toilets, student supply boxes and any additional high touch areas. Only approved cleaning supplies will be used in the presence of children.

4. Staff will wear face coverings while in session with children and indoors in the work environment.

Visitors:

1. Visitors are discouraged in the building in order to limit the potential for exposure to students and staff.

2. If a visitor must enter, they will take part in a health screening to verify there is no temperature, symptoms of illness or recent travel and exposure to COVID-19.

3. Visitors will be asked to wear a mask and limit entry to the hallway only.

4. Visitors may not enter the classrooms.

POSITIVE CASE & EXPOSURE:

In the event of a confirmed case of COVID-19 and/or exposure, the ESC of the Western Reserve preschool programs will work with the guidance of Geauga or Lake Health Department to move forward with notifying families and taking action.

SCHOOL CLOSING INFORMATION:

As usual, our classrooms will follow the district schedule for closings and delays. The districts have outlined their plans for any closures related to COVID-19. Preschool will remain in session full time unless the district where the preschool is housed transitions to remote learning. We will be in contact with families if the district moves forward with implementing their COVID-19 remote learning plan.

PRESCHOOL NUTRITION & SNACKS:

Snack is a pleasant time of the day at preschool. Our staff will follow the proper handwashing procedures and sanitization process before and after snack time. Please bring in snacks that are pre-packaged and/or sealed. A 'family style' snack is not permitted at this time.