

***Narberth Presbyterian Church Christian Preschool is committed to providing quality and safe early education programming in face of Covid-19.***

This document details our reopening plans and how we will keep children and families safe during these challenging times if we open.

For families who are not comfortable in sending their child to an in-person preschool setting we will provide free online academic and Bible lesson plans. This will not include virtual lessons done by the child's teacher, but instead lesson plans that are easy to implement at home by the parent or caregiver. We will also continue to provide help as needed for emotional, educational, spiritual and technical support at any time throughout the year.

While the state of Pennsylvania is following a color-coded system for school openings, NPC CPS is following cautious guidelines consistent with opening in yellow (even if Montgomery County is in green) in order to provide our families the safest environment possible for their child's early childhood education experience.

Enrolled families will be required to sign a medical waiver and participate in daily health checks at drop-off. A cleaning schedule and extended transition times will occur in order to keep children out of close contact with other children in the school.

NPC CPS will follow the protocols below if we reopen in September.

**When Montgomery County is allowing schools to open with a submitted safety plan, NPC CPS will:**

- Operate in classroom pods using all classroom spaces (1st and 3<sup>rd</sup> floors) and prohibit the mixing of groups of students.
- A 2 and 3 day "early years" classroom will be created and consist of toddlers- age 3 to ensure that no 2-day and 3-day kids are mixing with 5-day kids.
- Require staff to wear face coverings
- Children 2 and older who can safely put on and remove their own masks are required to wear face masks.
- Classes will have music separately in their own classroom as opposed to having joint lessons with 2 classes at one time which was done in the past.
- Classes will have soccer through Happy Feet Soccer (see their attached Covid policy).
- Lunch bunch and Early Drop off will be canceled

- Follow CDC guidelines for cleaning including a specific cleaning schedule that any shared equipment and spaces (gym, courtyard, chapel, etc.) be sanitized between classroom pod usage by staff.

**When Montgomery County is not allowing schools to open safely, NPC CPS will:**

- NPC CPS will be closed to all in-person instruction.
- All teachers will provide online instruction with a daily zoom meeting and playlists on youtube.
- A modified tuition schedule will be implemented.

**Frequently Asked Questions:**

**PICK-UP AND DROP-OFF:**

**How will drop-off work?**

- Drop-off will be done in staggered groups.
  - Drop-off to be done outside on Windsor Avenue. Parents may drop off from their car or bike, or park on a side street and walk their child to the door.
  - If waiting outside for drop-off, parents will maintain social distancing of 6' while waiting.
    - o 8:45 AM – All preK students should arrive (Miss Meg and Mrs. Fulginitti's classes)
    - o 9:00 AM – All 3 year old and young 4 students should arrive (Miss Amy and Mrs. Toland's classes) \*\*Miss Amy's class will enter through the door down the sidewalk that leads directly into her room.
    - o 9:15 AM – All 5 day toddlers will arrive at the special TODDLER entrance (door closer to Grayling Ave)
- \*Late Admits will have to notify their teacher ahead of time via Brightwheel and wait in their cars until someone comes to check them in. The school office can also be called in case of an emergency at 610-664-8890
- All children will receive hand sanitizer upon entering the building.
  - In the event that a family has multiple children attending NPC CPS, they will need to drop off those children at their designated times, which may mean circling the block until their next time slot is up.

## **How will Brightwheel be used at drop off and pick up?**

Our staff will use Brightwheel for touchless sign in at drop-off and pick up. Every parent will scan a QR code using their phone and then enter their child's unique 4 digit code to check their child in and out of the program from their device. At check-in time the parent will also have to check off the check boxes on these three questions provided on the Brightwheel App:

-No Fever

-No cough or shortness of breath

-No contact with Covid-19 in the past 14 days

After the parent checks all of these boxes they will have to provide their signature. This will be done daily at drop-off.

For the toddlers as well as families without smartphone capabilities, we will have one designated staff check the child in and conduct the health screen with the parent. The parent must use gloves (we will provide them) while signing the iPad and the iPad must be sanitized between uses.

All families and staff will be trained prior to utilizing these new Brightwheel features.

## **Will you do temperature checks at drop off?**

Yes. All students will have their temperature taken with a temporal, touchless thermometer upon arrival. If children have a fever above 100.0 (taking into account that temporal thermometers can read low), the child will not be permitted to stay. We will also do a visual scan at drop off, and if a child is exhibiting any symptoms including fever, cough, shortness of breath or difficulty breathing, experiencing lack of smell and/or taste, GI distress, chills, muscle aches, headache or sore throat, they will not be permitted to stay.

## **How will pick-up work?**

It is critical that parents are prompt at pick up due to staggered pick up.

- 11:45 AM – 2 and 3 day Early Years children will be dismissed out of the door on Windsor Ave. closer to Grayling Ave. 5 day toddlers will be dismissed out of the main Windsor Ave door.
- 12:00 NOON – Miss Amy's 3 year old children will be dismissed from the Windsor Ave door closer to Grayling Ave. Young 4 students (Mrs. Toland's class) will be dismissed from the Windsor Ave. door.

- 12:15 pm – All preK students should be picked up (Miss Meg and Mrs. Fulginitti's classes) at the Windsor Ave door.

### **FACE COVERINGS:**

#### **Will staff be required to wear a face covering?**

Yes. All staff must wear face coverings while on the property.

#### **Will children have to wear a face covering?**

As per CDC guidelines and CHOP recommendations, children ages 2 and up who can safely put on and remove their own masks are required to wear one.

#### **Should parents and caregivers wear masks at drop off and pick up?**

Yes. Parents and caregivers should wear masks at drop off and pick up.

#### **What other PPE will teachers be wearing?**

We will provide face shields to teachers, and some may wear additional smocks and goggles if they wish to do so.

### **GROUPINGS**

#### **Will my child be with the same children every day?**

Yes. There will be no intermixing of classes during the day. We have created a new "Early Years" room so that 2 day (Tues/Thurs) and 3 day (Mon/Wed/Fri) toddlers to age 3 are in a room with fellow 2 and 3 days kids. 5 day toddlers will have their own room as well. For the remaining classes (5 and 3 day preK, and 5 day 4 year olds), they will only be with the children in their class each day.

#### **What about lunch bunch?**

Lunch Bunch will be canceled until further notice.

### **SOCIAL DISTANCING:**

#### **When you think of social distancing, you think that teachers can't get close to our children to comfort them. How will NPC CPS handle that?**

Ensuring our preschool children are comfortable and happy especially during the beginning days of the school year along with the uncertain times we face is paramount to us. Our teachers will comfort your children just as they would any other time. However, they will engage in increased handwashing as well as having smocks or alternative shirts they can change such

as a button down shirt over a t-shirt that they can easily change following comforting a crying child.

### **How will you enforce social distancing at the preschool level?**

There is no question that it is difficult to make preschoolers social distance, but there are many ways we can encourage it and work to make it happen.

Playtime risks can be minimized with increased handwashing and hand sanitizing, disinfecting shared objects and consideration of activities that naturally distance children. At a minimum, all shared toys should be wiped down at the beginning and end of the day. Furthermore, young children often engage in parallel play, and NPC CPS will ensure a sufficient number of toys for individual use are available during activity time to reduce close contact during playtime.

### **Will my child be able to keep a 6' social distance from his or her peers?**

We will be able to keep a 4' - 6' distance during the school day. Some of our classrooms are smaller in size so the realistic distance between children is closer to 4'. Those children will be wearing masks so the smaller distance is generally viewed as acceptable. When children are in the gym, there will be plenty of space for kids to be distanced.

### **PHYSICAL ACTIVITY:**

#### **NPC doesn't have an outside playground. How will you increase outside time?**

We will use the outdoor courtyard for games when weather permits, and the older children will do walking scavenger hunts and other outdoor activities. Every classroom will have their own bin of toys and play equipment to bring to the gym and outside so that items are not shared between rooms.

#### **How will the gym be used and cleaned?**

As each class departs the gym, one staff member will stay back so long as the class is still in ratio and sanitize the equipment before the next group can play. We will have additional staff including our director and administrative assistant who will assist with cleaning before a new group of children can use the equipment.

### **COVID TESTING AND WHAT HAPPENS IF NPC-CPS HAS A POSITIVE CASE:**

#### **Will NPC CPS require their staff to be tested for Covid-19 on a regular basis?**

No. CHOP does not recommend repeated testing as it presents an unnecessary financial burden to childcare facilities and does not increase safety more than symptom monitoring which NPC CPS will do every day.

**Will NPC CPS close and have all staff and attending families shelter in place for 14 days if there is an exposure to a positive case in the center?**

All children and staff in the same classroom or who have come in close contact with (defined as greater than 10 minutes of interaction less than 6 feet away) an infected individual should quarantine at home for 14 days. NPC CPS will only close the entire school if we have an outbreak in order to properly sanitize the building. Only students and staff who do not have a fever or Covid-19 symptoms will be permitted to return in 72 hours.

**What happens if one of NPC CPS' teachers tests positive for Covid-19?**

School families will be notified and all children and staff in that classroom who have come in close contact with (defined as greater than 10 minutes of interaction less than 6 feet away) an infected individual should quarantine at home for 14 days. The teacher will follow guidelines above regarding their return to school.

**What if an outbreak of Covid-19 occurs in our school?**

An outbreak is defined as an unexpected rise in cases. In the event that NPC CPS has more than 5 cases, we will consider that an outbreak and close for a period of 2 weeks.

**What happens if a child or staff member develops symptoms during the day?**

The person will be separated from their class in an isolation area which will be determined by Narberth Presbyterian Church's Safety and Security Team. The Director or a Group Supervisor will stay with the child while waiting for a guardian in the isolation area. The person that is sick will follow the guidelines above regarding their return to school.

**What if Lower Merion School District or Haverford School Districts closes and goes to online learning, will NPC CPS automatically close too?**

As of now, no. Our school is much smaller than those districts, so we believe we can continue operating as long as we have no or very few cases. In the event the governor issues a mandate that all schools in Montgomery County or across PA must close, then we will move to online learning.

***These recommendations below explain how to handle various symptoms and asymptomatic exposure and are directly from CHOP's guidance for childcare providers:***

- 1) A symptomatic child with a positive test will be excluded for 10 days from symptom onset AND at least 3 days after fever resolution (if present) AND improved respiratory symptoms.
- 2) A symptomatic child who is not tested will be excluded for 10 days from symptom onset AND at least 3 days after fever resolution (if present) AND improved respiratory symptoms.

3) A symptomatic child with a negative test will be excluded until afebrile for 24 hours after test result (if fever present) AND improved respiratory symptoms.

4) A symptomatic child determined to have an alternative cause for illness by their primary medical doctor shall be excluded until symptoms resolved.

5) For a child who is exposed to Covid-19 and asymptomatic, he or she will be excluded for 14 days from last exposure if remains asymptomatic; exclude until meets criteria #1/2 if becomes symptomatic.

- *There is no requirement for testing to get a "negative test" to clear a child to return to NPC CPS.*

### **CLEANING:**

#### **How often will you clean NPC and the classrooms?**

Surfaces will be sanitized before and after snack (for early years class) and fully disinfected at the end of each day.

A cleaning schedule and extended transition times will occur in order to keep children out of close contact with other children in the school. (See attached sample schedules).

#### **How will you maintain a thorough job of sanitizing the facility?**

Our staff as well as the church sexton will thoroughly clean the facility. We will follow extensive and detailed cleaning procedures based on the recommendations of the CDC. These encompass the entire facility on a timed basis to disinfect high-touch areas, gym equipment, bathrooms, and activity areas.

The gym floor will be mopped daily. All spills in the building on the floor or carpets will be spot-cleaned by preschool staff for any spills or messes, including bodily fluids or secretions.

Carpets will be deep cleaned on the weekends. Trash will be removed daily and the bins will be sanitized weekly, or on an as-needed basis.

The following cleaning solutions will be used by preschool staff:

Sanitizer Solution:  
1.5 tsp bleach/16 oz of water  
(toys & tables)

Disinfectant Solution:  
1 tbsp bleach/16 oz of water  
(bathrooms, high-touch surfaces)

Clorox Wipes (or comparable item)

**How often will you clean NPC and the classrooms?**

Surfaces will be sanitized before and after snack time, and classrooms will be fully sanitized and disinfected at the end of each day. Other cleaning practices include:

1. Carpets will be vacuumed daily
2. Clean or replace filters in the portable air conditioners weekly (varies by unit)
- 3.. Deep clean gym and hallway floors daily
4. Clean high-touch surfaces such as handrails (indoors and out), doorknobs (indoors and out), door handles (indoors and out), chairs, tables, benches, play structures between usage and at the end of every day using the sanitizing solution.
5. Classrooms in use will be mopped every day after use.
6. All trash must be emptied daily or on an as-needed basis. Trash receptacles will be disinfected weekly.
7. Shared spaces between staff will be sanitized between usage including the kitchen, bathroom, etc. Sanitizing solution will be available.
8. The preschool office will be sanitized daily by the director, and deep-cleaned on the weekends
9. Air flow will be used in all areas of the building being occupied by children. This includes AC, fans, heaters, etc.

**EARLY DROP-OFF AND LUNCH BUNCH**

**How will lunch bunch operate?**

Lunch Bunch will be canceled until further notice.

**How will early drop-off operate?**

Early drop-off will be canceled until further notice.

**VISITORS AND OUTSIDE SERVICES:**

**Will visitors be allowed in preschool?**

There will be no visitors in or out of school during the day. If a child needs to be picked up early they will need to communicate directly with the Director and the child will be escorted outside to be released to the parent or approved pick up.

**Will NPC-CPS allow outside services such as the Montgomery County Intermediate Unit to continue during the pandemic?**

When services can occur virtually or in the child's home, NPC CPS would encourage that to happen. In circumstances where having services as part of the school day is essential to the child's development we will support the agreement of the parent and the service provider to allow services to continue in the building. Mask wearing along with increased hand washing, social distancing practices and sanitizing will be required of the service provider when in the building. We understand that disruption of these services can be detrimental to children and families and we will make every effort to accommodate families and service providers.

**Will you still do special events such as the Christmas pageant, Grandparents Day, Mothers Tea and Father's Breakfast?**

We do not anticipate being able to do any large gatherings regardless in the fall of 2020. Depending on the status of the pandemic in 2021, we may reconsider our policy for spring activities.

**FIELD TRIPS**

**Will you still do the Farm Trip and Riverbend field trip?**

We may consider proceeding only after review of the Covid-19 policies and procedures put forth by the farm and Riverbend and approved by the Preschool Board. If these trips do happen, all parents will have the option of opting their children out should they not feel comfortable having them attend. Any field trips will be cancelled if Montgomery County is in the RED phase.

**REFERENCES:**

**Office of Child Development and Early Learning:**

<https://files.constantcontact.com/3e3d36fe201/f1dc7cca-6c70-4e4e-b60a-3bbabc353fa2.pdf>

**Children's Hospital of Philadelphia:**

<https://policylab.chop.edu/sites/default/files/pdf/publications/PolicyLab-FAQ-Reopening-Doors-of-Child-Care-Safely.pdf>