

COVID Response Procedures

Updates:

6/26/2020, 7/16, 7/22, 7/29, 8/14, 10/29, 8/11/21,
9/28/21, 12/7/21, 8/9/22, 8/24/22, 1/4/23

The following document outlines FUMC Preschool's response to requirements/guidelines/recommendations from the CDC, the Fairfax County Health Department, the Virginia Department of Health and numerous other sources. Please note that these procedures are subject to review and may change in response to ongoing COVID developments.

FUMC Preschool is a state-licensed child care facility.

Group Size Limits

- Our 2-day 3s class will not exceed 14 students and the required 2 teachers. (Room 105)
- Our 3-day 4s class will not exceed 16 students and the required 2 teachers. (Room 105)
- Our 5-day PreK class will not exceed 14 students and the required 2 teachers. (Room 106)
- Our 5-day Kindergarten class will not exceed 16 students and the required 2 teachers. (Double room 103 & 104)
- Two-hour Lunch Bunch, One-Hour Lunch Bunch, and Early Birds programs will not exceed 16 students each.

Social Distancing

- Class sizes are limited as above. The largest class, Kindergarten, occupies our largest classroom which is twice the size of a typical classroom and has windows all the way around the room and two bathrooms. (An aid to infection control, see below.)
- We allow both drop-off and pick-up to occur during 15 minute windows for the 3s, 3-day 4s, and PreK classes to help spread out the incoming and outgoing traffic.
- Teachers are encouraged to arrange classrooms to facilitate individual and small group play.
- Any decisions regarding visitors to the classroom(s) will be made on a case-by-case basis.
- Decisions to conduct field trips and in-house specials will be made on a case-by-case basis.
- Outdoor time will be a priority. Only in-session students and staff members are permitted access to the playground. The playground is locked outside of school hours.

Infection Control

Guidelines for infection control include: robust handwashing and sanitizing procedures, touchless check-in procedures, avoidance and/or rotation of items not easily cleaned, separated belongings, and hand cleaning stations at entry.

- Drop-Off and Pick-Up for preschool classes during 15 minute intervals to help reduce crowding. Drop-off occurs between 8:45am and 9:00am. Pick-Up will occur between 11:45am and 12:00pm. (This does not apply to Kindergarten, Early Birds and Lunch Bunch.)
- There is a check-in station in the building entry at which hand sanitizer is available. There are two hand sanitizer dispensers at the entry door to the preschool, one wall-mounted and one on a stand, as well as a wall-mounted dispenser in the preschool office. Hand sanitizer will be available only to the teaching staff in each classroom.

-Students are escorted from the Check-In Station to class by a staff member. Those who accompanied the student to school exit the building from the Check-In Station. If a problem ensues at this separation, the student and accompanying individuals may opt to be escorted to a non-classroom area to get things sorted so the student may then be escorted to class.

-Attendance is recorded on an iPad. Data is entered by a preschool staff member so sign-in is touchless.

- Families are required to sign an annual waiver confirming they are aware of our COVID procedures and agree to uphold them. Families and staff will be notified that any possible COVID symptoms and/or exposure involving any member of their family must be reported *immediately* to the Director.

-As a facility beholden to state inspection, FUMC Preschool already has in place a strict regimen of handwashing and sanitizing procedures, as well as proper hygiene and germ-reduction practices education. (We have augmented our sanitizing and custodial cleaning as follows below in "Sanitizing Procedures.")

-As has always been our practice, student belongings are accommodated on individual wall-mounted hooks or in individual cubbies and staff are well-versed on germ spreading reduction practices.

-Classroom windows are kept open as much as possible. A child-safe fan(s) runs continuously in each classroom. When weather prevents open windows, we run air purifiers.

-Books, toys, and manipulatives are limited in number in the classroom and are rotated frequently.

-Outdoor time is a priority.

-Coats and backpacks are hung on individual hooks.

Sanitizing Procedures

Guidelines state that all frequently-touched surfaces should be cleaned and disinfected every day with an EPA-approved disinfectant.

-There is a custodial checklist delineating specific cleaning/disinfecting steps to be done daily or on a different regular schedule to include: mopping the floor, thoroughly cleaning the sink areas and bathrooms, and disinfecting frequently-touched surfaces in the classroom such as the tabletops.

-The cleaner used in the preschool is approved for use in the early childhood classroom. We are also fully-stocked with an EPA-approved hospital-grade disinfectant.

-ALL staff will contribute to cleaning and disinfecting procedures as needed.

Facial Coverings

Guidelines state that staff and children should consider using face mask coverings when physical distancing cannot be maintained, as is medically and developmentally appropriate.

-Masks are optional at this time. We will ensure that a child wears a mask if the family has stated that they want their child to wear a mask.

In the Event of

If a student or staff member becomes symptomatic, it is possible they will not be allowed to return without a statement from their doctor and/or a negative COVID negative test result. This is up to the discretion of the Director. As per usual, tuition will not be reimbursed for absence due to illness.

If there were to be multiple cases of COVID detected amongst the preschool staff or students, their families, the Health Department would be notified immediately. This may cause temporary closure of a class or possibly the preschool. [Please note that the Board of Trustees has the authority to exceed the recommended closure dictated by the Health Department.] We are prepared to provide distance learning via Zoom during such possible absences and tuition will continue uninterrupted. Any paid Lunch Bunch sessions during closure will be reimbursed. However, a very lengthy or full year closure of the preschool will result in refund of any outstanding tuition from the end of the month of closure and no further programming until such time as conditions make reopening possible.

Any student or staff member who experiences close contact to COVID must quarantine for five days with the day of exposure serving as day 0. They may then return if symptom-free and testing negative. Upon return, they will be required to wear a mask for five additional days.

Any student or staff member who has active Covid symptoms and/or a positive Covid test cannot attend school for ten days with the onset of symptoms or the test date serving as day 0. They may then return to school if they have been symptom-free for at least 24 hours and/or are testing negative.

Additional

I remain very proactive in my personal dedication to maintaining a high level of COVID awareness and education. I am committed to being aware, informed, responsive and also responsible for the preschool's handling of COVID procedures. I and the entire preschool staff always endeavor to maintain as safe an environment as is possible and we will remain vigilant and flexible and responsive with regard to COVID precautions.

I am aware that circumstances with regarding COVID remain fluid and unpredictable. I stand ready to take whatever action is necessary and appropriate at any given time to protect students and staff. I am also aware that I have support from and am beholden to our Church staff, my staff and the preschool families, the Preschool Board, the Board of Trustees, the local Health Department and my Licensing Inspector and Virginia Social Services in making decisions that affect the health and welfare of our students and staff.