

Health and Safety Plan Summary: **St. Stephen's Nursery School**

Anticipated Launch Date: **Tuesday, August 25th**

Schools are required to post this summary on their website.

Facilities Cleaning, Sanitizing, Disinfecting and Ventilation

| Requirement(s) | Strategies, Policies and Procedures |
|---|--|
| <p>* Cleaning, sanitizing, disinfecting, and ventilating learning spaces, surfaces, and any other areas used by students (i.e., restrooms, drinking fountains, hallways, and transportation)</p> | <p>RED: all schools are closed.</p> <p>YELLOW: at least every 1-2 hours, door knobs, faucets, sinks, and other highly touched materials will be disinfected. Sinks and faucets will be sanitized and disinfected before and after any group handwashing. Items will be cleaned and disinfected immediately in the event any bodily fluids come in contact with the surface. Restrooms will be cleaned periodically throughout the day and thoroughly cleaned, sanitized, and disinfected nightly. Water fountains are closed for use. We do not transport our students.</p> <p>Windows will be open as much as feasible. Air conditioners in the classroom will be used if the temperature in the classroom is above 75 degrees, but will only run long enough to bring the temperature down and then will be shut off for windows to open. Heaters will be used in the classroom if the temperature is below 68 degrees in the classroom.</p> <p>GREEN: At least twice a day, door knobs, faucets, sinks, and other highly touched materials and surfaces will be cleaned and disinfected. Items will be cleaned and disinfected immediately in the event any bodily fluids come in contact with the surface. Restrooms will be monitored for cleanliness throughout the day, and cleaned and disinfected nightly. Water fountains are closed for use. We do not transport our students.</p> |

| Requirement(s) | Strategies, Policies and Procedures |
|----------------|--|
| | <p>Windows will be open as much as feasible. Air conditioners in the classroom will be used on hotter days if the temperature in the classroom is above 75 degrees. Heaters will be used in the classroom if the temperature is below 68 in the classroom.</p> <p>Professional grade cleaners provided by a licensed supply company, and trained for use.</p> <p>YELLOW and GREEN: Children's belongings from home must remain in their school bags in their individual cubby. Only school approved items will be allowed into the building. These items include two clean changes of clothing (two pants, two shirts, two pairs of underwear, and two pairs of socks) kept in a zipped plastic bag inside the bookbag; vinyl take home folder; plastic case for two clean face coverings; paper bag lunches with all throw away items; and coat.</p> <p>Bags are to be sprayed with disinfecting spray or machine washed by the parents. All clothing worn, masks, and mask case are to be washed daily at home before returning to school.</p> |

Social Distancing and Other Safety Protocols

| Requirement(s) | Strategies, Policies and Procedures |
|---|--|
| <p>* Classroom/learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p> | <p>RED: All Schools Closed</p> <p>YELLOW: Clearly defined centers with limited number of students permitted in each section of the room at a time.</p> |

| Requirement(s) | Strategies, Policies and Procedures |
|--|--|
| <p>* Restricting the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p> | <p>May resort to hybrid learning or online learning depending on guidance, case numbers, parent request, or unforeseen factors.</p> |
| <p>* Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p> | <p>All private pay students currently eat in their classrooms. Pre-K Counts will no longer use the Parish Hall to eat meals. Instead, PKC will, also, eat in their classroom.</p> |
| <p>* Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p> | <p>Meals will no longer be Family Style (i.e., self-serve)</p> |
| <p>* Handling sporting activities consistent with the CDC Considerations for Youth Sports for recess and physical education classes</p> | <p>Cooking projects will be postponed until further notice.</p> |
| <p>Limiting the sharing of materials among students</p> | <p>Will separate children as much as possible for snack and lunch.</p> |
| <p>Staggering the use of communal spaces and hallways</p> | <p>SSNS already follows ECERS, PKC regulations, CDC guidelines, and best practices in regards to hygiene, handwashing, toileting, and other health and safety protocols. These will regularly be reviewed.</p> |
| <p>Adjusting transportation schedules and practices to create social distance between students</p> | <p>Hand sanitizing station will be placed at the front doors during carpool drop off and pick up. The station is moveable in the event it is needed elsewhere.</p> |
| <p>Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students</p> | <p>Post signs in highly visible places such as the front door, in the hallway, outside classroom doors, in the bathroom, in the office, and in the classrooms.</p> |

Requirement(s)**Strategies, Policies and Procedures**

Coordinating with local childcare regarding on site care, transportation protocol changes and, when possible, revised hours of operation or modified school-year calendars

Other social distancing and safety practices

Drop off will be carpool style with one child exiting a vehicle and entering the school at a time. Parents will not be permitted to enter the school without an appointment, and will not be scheduled during drop off or pick up times. In house field trips, events, in-person conferences, and classroom volunteers will all be canceled or rescheduled.

SSNS does not hold sporting activities.

At recess, no games will be permitted that require touching each other.

Playground equipment (slides, swings, monkey bars) will be used by one class at a time and disinfected after each group. Hands will be immediately sanitized and then properly washed once in the classroom.

Each child will have an art supply box that is labeled with their first and last name. These boxes will remain at school. Any highly used art items will be placed inside allowing each child their own crayons, scissors, pencils, glue stick, markers, watercolors, paint brush, and stickers.

Teachers will hand out paper for use. Other art materials will be handed out individually. Children will not have access to shared material.

Requirement(s)

Strategies, Policies and Procedures

Centers will be rotated with items wiped down between groups of children in the classroom; and cleaned and sanitized at the end of the day.

Children's belongings from home must remain in their bags in their individual cubby. Only school approved items will be allowed into the building. These items include two clean changes of clothing (two pants, two shirts, two pairs of underwear, and two pairs of socks); vinyl take home folder; plastic case for two clean face coverings; bagged lunch; and coat.

Staggered start and end times.

CARPOOL

One child at a time will enter the school and exit the school during drop off and pick up.

Staggered start and end times.

CARPOOL CHANGES:

Parents will pull up to the school in the carpool lane. One child to the door at a time.

At the end of day, all children will remain in their classrooms and be escorted out to their parent's vehicle.

Requirement(s)

Strategies, Policies and Procedures

One teacher and one assistant or aide permitted in a room. No volunteers or visitors permitted.

Head of School will use hand sanitizer before entering any classroom and will maintain social distancing.

Classes will not visit with each other.

SSNS does not coordinate with local child care centers; parents provide private transportation

Keeping preschoolers 6 feet apart is not always practical, possible, or even emotionally/socially appropriate. SSNS will minimize close interactions, but it will not always be feasible, safe, or developmentally appropriate.

Staff are expected to stay 6 feet apart from other adults as much as possible.

Parent Teacher Conferences will be held remotely.

Requirement(s)

Strategies, Policies and Procedures

Parents picking up children early for appointments must wear a face covering, ring the bell and wait outside. A staff member will walk the child out adhering to social distancing as best as possible.

School will remain in the school wing and not utilize the church wing for the Parish Hall, Kitchen, Chapel, Hallways, Etc.

May resort to hybrid learning or online learning depending on guidance, case numbers, parent request, and unforeseen factors.

GREEN: Clearly defined centers with limited number of students permitted in each section of the room at a time.

All private pay students currently eat in their classrooms. Pre-K Counts will no longer use the Parish Hall to eat meals. Instead, PKC will, also, eat in their classroom.

Snack/Meals will no longer be Family Style (i.e., self-serve)

Cooking projects will be postponed until further notice.

Will separate children as much as possible for snack and lunch.

Requirement(s)

Strategies, Policies and Procedures

SSNS already follows ECERS, PKC regulations, CDC guidelines, and best practices in regards to hygiene, handwashing, toileting, and other health and safety protocols. These will regularly be reviewed.

Hand sanitizing station will be placed at the front doors during carpool drop off and pick up. The station is moveable in the event it is needed elsewhere.

Post signs in highly visible places such as the front door, in the hallway, outside classroom doors, in the bathroom, in the office, and in the classrooms.

Drop off will be carpool style with one child exiting a vehicle and entering the school at a time. Parents will not be permitted to enter the school without an appointment, and will not be scheduled during drop off or pick up times. In house field trips, events, in-person conferences, and classroom volunteers will be considered if such happenings can safely occur with social distancing of no more than 250 people, and if permissible under CDC, local health authority, and the Episcopalian church policy.

SSNS does not hold sporting activities.

At recess, no games will be permitted that require touching each other.

Playground equipment will be allowed to be used by one class at a time. After use, it will be disinfected. Hands sanitized outside and properly washed once in the classroom.

Requirement(s)

Strategies, Policies and Procedures

Each child will be provided (by their parents) an art supply box that is labeled with their first and last name. These boxes will remain at school. Any highly used art items will be placed inside allowing each child their own crayons, scissors, pencils, glue stick, markers, watercolors, paint brush, and stickers.

Art Center will be open with other supplies available for use.

Centers used during the day will be cleaned and sanitized at the end of the day.

Children's belongings from home must remain in their bags in their individual cubby. Only school approved items will be allowed into the building. These items include two clean changes of clothing (two pants, two shirts, two pairs of underwear, and two pairs of socks); vinyl take home folder; plastic case for two clean face coverings; bagged lunch; and coat.

Staggered start and end times.

CARPOOL

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Requirement(s)

Strategies, Policies and Procedures

CARPOOL CHANGES:

Parents will pull up to the school in the carpool lane. One child to the door at a time.

At the end of day, all children will remain in their classrooms and be escorted out to their parent's vehicle.

One teacher and one assistant or aide permitted in a room. No volunteers or visitors permitted.

Head of School will use hand sanitizer before entering any classroom and will maintain social distancing.

Classes will not visit with each other.

SSNS does not coordinate with local child care centers; parents provide private transportation

Keeping preschoolers 6 feet apart is not practical, possible, or even emotionally/socially appropriate. SSNS will try to minimize close interactions, but it will not always be feasible, safe, or developmentally appropriate.

| Requirement(s) | Strategies, Policies and Procedures |
|----------------|--|
| | <p>Staff, however, are expected to stay 6 feet apart from other adults as much as possible.</p> <p>Parent Teacher Conferences will be held remotely.</p> <p>Parents picking up children early for appointments MUST wear a mask, ring the bell and wait outside. A staff member will walk the child out adhering to social distancing as best as possible.</p> <p>School will remain in the school wing and not utilize church area.</p> |

Monitoring Student and Staff Health

| Requirement(s) | Strategies, Policies and Procedures |
|--|--|
| <p>* Monitoring students and staff for symptoms and history of exposure</p> <p>* Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p> <p>* Returning isolated or quarantined staff, students, or visitors to school</p> <p>Notifying staff, families, and the public of school closures and within-school- year changes in safety protocols</p> | <p>RED: all schools are closed</p> <p>YELLOW: Before enrolling a child, a parent will sign a “Documentation of Health Agreement” acknowledging no child will be permitted to attend school if exhibiting symptoms: fever over 100, shortness of breath, runny nose, cough, lethargy, fatigue, or extreme fussiness. Parents will, also, verify they will not bring their child to school if anyone in the household has had contact with anyone who has COVID-19, contact with anyone showing signs of COVID-19, or contact with anyone who has traveled outside of the area within the past 14 days.</p> <p>During carpool, a staff member will conduct a temperature check and visual health check of every child using social distancing as much as</p> |

Requirement(s)

Strategies, Policies and Procedures

feasible. Staff member will look for signs of illness which could include cough, runny nose, rapid breathing or difficulty breathing, fatigue, or extreme fussiness.

Anyone becoming sick or demonstrating a history of exposure will be isolated in the Head of School's office in a specially designated area reserved solely for sick individuals.

Parents will be contacted if their child becomes ill and requested to come immediately for their child. Any ill child will be isolated and supervised in the office with adult supervision until the child's parent arrives.

As required, we will close off areas used by any sick person and will not use them until they have been cleaned, sanitized, and disinfected.

Any staff member, parent, or child who has had contact with anyone with symptoms of Covid-19 cannot be present at SSNS for 14 days and must be confirmed for admission by a physician's signed and dated verification.

Staff or children who are ill must stay home and self-monitor for symptoms of Covid-19.

Requirement(s)

Strategies, Policies and Procedures

Notifying staff, families, and the public will be via methods of Remind App, email, flyers, and – potentially – phone calls. If necessary, changes will be made on the school website.

In the event a person who has been in the school is diagnosed with COVID-19, SSNS will close the classroom for 14 days.

Will reassess as needed.

GREEN: Before enrolling a child, a parent will sign a “Documentation of Health Agreement” acknowledging no child will be permitted to attend school if exhibiting symptoms: fever over 100, shortness of breath, runny nose, cough, lethargy, fatigue, or extreme fussiness. Parents will, also, verify they will not bring their child to school if anyone in the household has had contact with anyone who has COVID-19, contact with anyone showing signs of COVID-19, or contact with anyone who has traveled outside of the area within the past 14 days.

During carpool, a staff member will conduct a temperature check and visual health check of every child using social distancing as much as feasible. Staff member will look for signs of illness which could include cough, runny nose, rapid breathing or difficulty breathing, fatigue, or extreme fussiness.

Anyone becoming sick or demonstrating a history of exposure will be isolated in the Head of School’s office in a specially designated area reserved solely for sick individuals.

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In the event a person who has been in the school is diagnosed with COVID-19, SSNS will close the classroom for 14 days.

Will reassess as needed.

Other Considerations for Students and Staff

| Requirement(s) | Strategies, Policies and Procedures |
|--|---|
| * Protecting students and staff at higher risk for severe illness | RED: all schools closed |
| * Use of face coverings (masks or face shields) by all staff | YELLOW: Enhanced hygiene protocols, options to wear full PPE (masks, gowns, gloves, goggles), and documented medical clearance to be exposed in a school setting. |
| * Use of face coverings (masks or face shields) by older students (as appropriate) | Virtual learning for students optional for those who are unable to attend in school learning. |
| Unique safety protocols for students with complex needs or other vulnerable individuals | In keeping with Governor Wolf's mandate on July 1st, all staff members are to wear masks or shields as much as feasible. Masks and shields can be removed if 6 feet separation can be maintained, especially for eating lunch. |
| Strategic deployment of staff | In keeping with Governor Wolf's mandate on July 1st, students are to wear masks or shields as much as feasible. Masks and shields can be removed if 6 feet separation can be maintained, especially for eating snacks and lunch. |
| | Students with complex medical, social/emotional or academic needs will be addressed on an individual basis to address their needs. |
| | Children with compromised respiratory systems (including asthma) are generally recommended not to wear face masks. Parents will consult their physician and send directives to SSNS through the physician with signature and date included which will be included on the child's health |

Requirement(s)

Strategies, Policies and Procedures

plan. No child with a respiratory illness or complaint can return without this physician directive.

One staff per classroom unit to remain in the classroom while the other staff member tends to carpool.

GREEN: Enhanced hygiene protocols, options to wear full PPE (masks, gowns, gloves, goggles), and documented medical clearance to be exposed in a school setting.

Virtual learning for students optional for those who are unable to attend in school learning.

In keeping with Governor Wolf's mandate on July 1st, all staff members are to wear masks or shields as much as feasible. Masks and shields can be removed if 6 feet separation can be maintained, especially for eating lunch.

In keeping with Governor Wolf's mandate on July 1st, students are to wear masks or shields as much as feasible. Masks and shields can be removed if 6 feet separation can be maintained, especially for eating snacks and lunch.

Students with complex medical, social/emotional or academic needs will be addressed on an individual basis to address their needs.

Requirement(s)

Strategies, Policies and Procedures

Children with compromised respiratory systems (including asthma) are generally recommended not to wear face masks. Parents will consult their physician and send directives to SSNS through the physician with signature and date included which will be included on the child's health plan. No child with a respiratory illness or complaint can return without this physician directive.

One staff per classroom unit to remain in the classroom while the other staff member tends to carpool.