



# COMPASS

CHRISTIAN PRESCHOOL

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## COVID-19 SAFETY PROCEDURES

2021 - 2022

**Must be Signed with Registration Materials**

## COVID-19 RESPONSE

Compass Christian Preschool  
New Safety Procedures in Response to COVID-19  
Current Revision: January 15, 2021  
Sources: CDC, DFPS Childcare Licensing

Packet must be printed, completed and turned into Preschool administration office **WITH REGISTRATION MATERIALS**, form cannot be completed or submitted online.

## INTRODUCTION

In this document, I will summarize the information I have pulled from multiple sources to form an initial plan to promote health and safety for our staff, children and families as we prepare to open our program for the 2021-2022 school year. ***This is a working document and it will be updated as new information becomes available.*** Throughout the school year, we will continue communicating with local, state and federal authorities to determine updated best-practice procedures.

The procedures in this document represent best practices as required and recommended by those agencies. In all cases, I have had to weigh the risk of children and staff contracting the coronavirus against the developmental needs of children and best practices for that development. While I want everyone to be safe, I also need to be able to operate a preschool that centers around children and their educational/developmental needs. Please note, all procedures previously outlined in the Parent Handbook still apply, except where they conflict with the new guidelines. In case of conflicting procedures, the ones outlined here take precedence.

## WHAT TO BRING

All children need to bring the following items to preschool every day. All personal items must be clearly labelled with the child's first and last names.

### 1. Lunch

**a.** All food items must be clearly labeled and should fit into one bag/lunch box to be thrown out or wiped down at the end of every day. Please do not send a water bottle, or sippy cup, with your child. We will be using a cup and pour system. Teachers will be pouring the water.

### 2. Backpack or tote bag

**a.** Your child's belongings will be sent to and from preschool in his/her backpack or totebag. Each child must be able to transport their own belongings from sign in area to his/her classroom.

**b.** Every child will have an individual cubby (backpack spot) and lunch cart for daily use.

### 3. Nap Items

**a.** If your child takes a nap at preschool you are responsible for bringing the necessary items. A fitted sheet or blanket, to fit the nap mat, or a nap mat with a fitted cover that can be removed must be brought each day. All nap mats must be washed and returned fresh each day your child is at school.

**b.** Nap mats will be kept socially distanced as much as possible. The head of each mat will be arranged alternately to lessen the possible spread of illness between children from coughing or sneezing. As always, each child will have an individual mat, labeled with their name. Mats must be cleaned daily.

### 4. NOTHING ELSE!

**a.** Every item that goes back and forth between school and home has the possibility of transporting germs. To limit the transport, please make sure that your child brings only essential items to school each day. No toys, stuffed animals, or unnecessary items of clothing are allowed.

## SCREENING PROCEDURES

Screening Procedures for all Staff and Children

As children and staff arrive to campus, designated Compass Christian Preschool staff will ask each person if they have had any of the following symptoms within the last 48 hours:

- fever, cough, difficulty breathing, other signs of illness
- any exposure to another individual with a suspected or confirmed case of COVID-19.

Children and staff will then have their temperatures taken before they enter the preschool with a no-touch thermometer. Any child or staff with a temperature reading over 100° will be excluded from the program.

As a daily best practice, we will document and track all known incidents of possible exposure to COVID-19 using our incident/illness report from the Texas Department of Health and Human Services. (We have always logged illness, so this is nothing new.)

## HEALTH & ILLNESS PROCEDURES

If your child exhibits any of the symptoms outlined in our Screening Procedures (or any other illness symptoms) while at preschool, they will be immediately isolated from other children and you will be called to take them home. Your child must be picked up within 30 minutes of the phone call and must remain home for 48 hours regardless of circumstance.

**Please note that the health department will not let us attempt to distinguish whether the symptoms are caused by COVID-19 or another cause such as allergies or a common cold. Any one of these symptoms prevents a child from attending preschool until they have been symptom free for 48 hours.**

## SOCIAL DISTANCING PROCEDURES

Social and physical distancing is a practice recommended by public health officials to slow down the spread of disease. It requires the intentional creation of physical space between individuals who may spread contagious and infectious diseases. It additionally requires canceling or reducing the number of group activities, reducing group sizes, and maintaining six feet of distance between every individual, *as much as this is possible with children.*

While recognizing the effectiveness of social distancing, all local, state and federal agencies also realize that it inhibits socialization and play for young children. We plan to use common sense social distancing. Children will be encouraged to maintain distance and discouraged from playing games that require close contact (like wrestling, hugging or tag). Young children, however, cannot play together while 6 feet apart. As long as the play is safe and our group size remains small, we will not separate children who wish to build a fort together or be a pretend family or any other such game where they are not touching but may be closer than 6 feet.

## RECOMMENDATIONS FOR PHYSICAL DISTANCING

### Masks

**All staff members will wear masks throughout their time at school.  
Students are not required to wear a mask.**

New Guidelines for Physical Distancing:

- Children will remain in groups as small as possible. We will make every effort to keep the same children and teachers together as much as possible.
- We will restrict nonessential visitors, volunteers and will cancel non-essential activities like daily specials.
- Classes will rotate through each play structure, indoor and outdoor, during the week. Staff will disinfect the equipment after class use.
- We will arrange developmentally appropriate activities for smaller group activities and rearrange furniture and play spaces to create different areas in the classroom to encourage separa-

## TEACHER TO CHILD RATIO & GROUP SIZE

Childcare Ratios are as follows:

- 18 months- 3 years: 2:10
- 4 years: 2:16
- 5 years: 2:16

While we will do our best to keep ratios in the classrooms small, it is important to note that Texas Childcare Licensing is not asking that we cut ratios down. We are 100% within DPFS guidelines to continue to operate within state ratios.

In addition to keeping class sizes smaller, it is recommended that children be kept separate from the other classes of children each day, *to the greatest extent possible*. Teachers will stay in one classroom throughout the day. Transitions will be minimal.

## DROP-OFF/PICK-UP PROCEDURES

- Parents/caregivers will park and walk their student to a designated entrance. Staff will greet you at the door and sign your child in. You will be given a claim ticket with which to pick up your student at the end of the day.
- We will have designated staff members who will transport children to/from the preschool doors to their classrooms.
- All visits by parents and caregivers should be as brief as possible and any lengthy conversations should be conducted by phone or email.
- Hand sanitizer dispensers will be available beside the doors.

## **CLASSROOM ENVIRONMENT**

- We will implement procedures to frequently clean all high-touch surface areas (door handles, sink/toilet handles, tables, chairs, drinking fountains, playground/gym equipment) with an approved sanitizing mixture.
- Every evening we have a cleaning crew that will come in to sanitize the building with ionized spray.
- We will choose and provide toys and manipulatives that are easy to clean and sanitize throughout the day: hard plastics, wooden blocks and avoid cloth toys as much as possible.
- We will designate a large tub in each classroom for toys that need to be cleaned and wiped after use and rotating staff will clean toys 3 times a day, and as needed in between.
- We will immediately clean and disinfect tables after meals.
- We will not have children help pass snack or items like napkins, paper cups, etc.
- Teachers will sanitize high-touch surfaces areas when they arrive, throughout the day and upon closing the classroom for the day.

## **TEACHING CHILDREN ABOUT HEALTH & SAFETY**

How to Teach Young Children about Social Distancing/Health and Safety  
Practice the following 4 things with your child to help them be safe at school:

1. 20 second handwashing that scrubs the front and back of the hands, in between fingers and under fingernails
2. Sneezing and coughing into the crook of the elbow
3. Keeping their fingers out of noses, mouths and eyes
4. Model social distancing and handwashing often

## **FINANCIAL STATEMENT**



If Compass Christian Preschool has to close because of the COVID-19 virus after the first of the month, tuition will not be refunded or prorated. If this closure extends into the following month, then tuition will be prorated for that month. If a classroom(s) must be quarantined, tuition will not be prorated or refunded as we will pay our teachers during this time.

**MUST BE INITIALED ON PAGE 6 NUMBER 6  
OF REGISTRATION FORM**

## **CLOSING**

My hope is that through this document you are able to feel comfortable placing your child in our care at Compass Christian Preschool. We will do everything possible to keep our children and staff safe, healthy and learning. If you have any questions, please reach out to me using one of the methods below:

Kim Porcheddu  
Preschool Director  
817-796-5123  
kimporcheddu@compasspreschool.com

**PRINT ALL INFORMATION CLEARLY :**

Compass Christian Preschool  
New Safety Procedures in Response to COVID-19

**INITIAL ↓**

- \_\_\_\_\_ 1 I have read and understand the financial statement in this document.
- \_\_\_\_\_ 2 By signing my child in to Compass Christian Preschool each day, I certify that neither they nor any family members currently exhibit any COVID-19 symptoms and have been symptom free for at least 48 hours.
- \_\_\_\_\_ 3 If my child shows any symptoms of illness while at preschool I agree to pick my child up within 30 minutes of the staff calling me and keeping my child home for 48 hours or until symptom free. I acknowledge that some instances will require a doctor's note before my child can return to preschool.
- \_\_\_\_\_ 4 I will support the new guidelines in response to COVID-19 and do what I need to in order to help maintain a safe preschool environment for all involved.
- \_\_\_\_\_ 5 I attest that my child and their family members are currently abiding by all current local, state and federal regulations and best practices regarding preventing the transmission of coronavirus.
- \_\_\_\_\_ 6 I understand that failure to abide by these community agreements may result in my child's temporary suspension from Compass Christian Preschool until the threat of the coronavirus has passed.

\_\_\_\_\_  
Student Name (PRINT CLEARLY)

\_\_\_\_\_  
Class/Teacher

\_\_\_\_\_  
Parent/Legal Guardian #1 Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Legal Guardian #2 Signature

\_\_\_\_\_  
Date

**RETURN THIS PAGE WITH REGISTRATION PACKET**