



COVID-19 Protocol

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Disclaimer:

The initial Wee Disciples Preschool COVID-19 Plan was approved on April 30, 2021, by the Trinity Lutheran Church Wee Disciples Preschool Committee. The COVID-19 Protocol was approved in May, 2023

This protocol, the policies, and procedures, are subject to change, in writing, as deemed appropriate by the Wee Disciples Preschool Committee.

I. STAFFING GUIDELINES

ARRIVAL:

1. Any staff exhibiting symptoms of COVID-19, should call in sick and refer to a medical provider for evaluation, treatment, and information.
2. Staff must wash hands at arrival and continue to follow handwashing procedures throughout the class session.

DURING CLASS SESSIONS:

1. Staff will check for fever if they begin to feel ill during the workday.
2. Staff will prepare a CDC approved bleach solution daily to sanitize surfaces throughout the class session (4 tsp. bleach / 1-quart room temperature water or 1 TBS bleach / 1-gallon room temperature water). All surfaces (doorknobs, tables, shelves, sinks, trash cans etc....) and toys will be sanitized as needed. Any toy in a child's mouth will be removed and placed in an area to be cleaned/sanitized.
3. Alcohol based hand sanitizers will also be available for staff use throughout the day when handwashing is not feasible. Hand Sanitizer will be placed out of reach of children.

DEPARTURE:

1. Staff will work together to clean and sanitize toys and surfaces as needed at the end of each class session.

STAFF SUBSTITUTION

Should a staff member begin showing the following symptoms: fever or chills, unusual cough, shortness of breath or difficulty breathing, unusual fatigue, unusual muscle or body aches, unusual headache, new loss of taste or smell, unusual sore throat, unusual congestion or runny nose, nausea or vomiting, diarrhea; they must contact the director as soon as possible, as is normal policy.

If a staff member calls in sick, or becomes ill during the day, substitutes will be called to replace the absent staff.

If a staff member tests positive for COVID-19, the staff member must self-quarantine as directed by Public Health.

II. DAILY STUDENT HEALTH

Each parent shall monitor if his/her child is experiencing any of the following:

fever or chills, unusual cough, shortness of breath or difficulty breathing, unusual fatigue, unusual muscle or body aches, unusual headache, new loss of taste or smell, unusual sore throat, unusual congestion or runny nose, nausea or vomiting, diarrhea

If the child has a fever of 100.4 degrees, the child may return to school after being fever free for 24 hours without the use of fever reducing medication and without exhibiting additional symptoms.

Parents are responsible for monitoring symptoms of COVID-19 for their child(ren) while away from preschool. If a child presents with any symptoms, please keep the child at home to ensure safety of the Wee Disciples Preschool family.

III. HEALTH REQUIREMENTS

Staff and children shall have on file a current Health Physical as required by employment and enrollment policies. Health physicals must be submitted within 60 days of enrollment.

Health Exclusion

Wee Disciples Preschool will follow Public Health recommendations and guidelines for deciding when a child/staff may return to school/work after a positive COVID-19 test.

IV. REPORTING PROCEDURES

The Director will be responsible for notifying parents/guardians and staff of a confirmed case immediately, while maintaining privacy. Notifications may be in person, text message, phone call, email, or print form.

Wee Disciples Preschool will abide by any recommendations by Public Health.

V. FACE COVERINGS

Face coverings (masks) are optional. Face coverings are defined as commercially available masks or homemade masks that cover the mouth and nose.

If a face covering is worn, it will be removed for snack time, when not practicable or tolerable, and during outside play. A student face covering may be changed if it becomes soiled or saturated.

If a child wears a face covering, parents/guardians are required to provide a clean face covering every day for their child (please label face covering with the child's name). An extra face covering must be provided to be kept at school in an individual plastic bag in case needed. Face coverings used by children during the day will be sent home with the parent/guardian when the child is picked up. The face covering must be cleaned or disposed of by the parent.

Staff who choose to wear face coverings are required to maintain personal face coverings in good order, and change face covering if it becomes soiled or saturated.

VI. SANITATION PROCEDURES

Wee Disciples Preschool will follow CDC recommended guidelines for cleaning and sanitizing for SARS-CoV-2 using EPA recommended cleaners and disinfectants at recommended concentrations and dilutions, for the recommended length of time.

Staff will clean and sanitize toys and surfaces as needed throughout the class session and after the class session.

After hours, a professional cleaning service will clean all areas utilized by Wee Disciples Preschool also following recommended guidelines.

PPE Plan:

- Wee Disciples has disposable masks on site for staff and students if needed.
- Wee Disciples will maintain a supply of non-latex gloves for staff to wear during routine bathroom assistance, wound care, sanitation, and food service.
- Bleach and spray bottles are in the classroom for disinfecting. Extra bleach and extra bottles are stored in the classroom supply cabinet.