

FBC Preschool COVID-19 Response Plan

The health and safety of our children, staff, and families is paramount. The below-listed policies and protocols are designed to help parents understand their role and the school's role in providing a safe and healthy school environment. These policies and protocols will generally be followed to the greatest extent practicable, will be adjusted as we continue to receive updated recommendations, and will supersede the policies listed in the Preschool Handbook where applicable. Please read through the policies and protocols carefully and please keep a copy handy for review, as necessary. If you need an additional copy, please contact the First Baptist Church Preschool by email or call (903)322-4332.

1 | Texas Minimum Standard Health Protocols

Although we are not a licensed child-care facility according to Texas State standards we have consulted a number of sources and have used those as guidelines to create these policies and protocols. The sources we have used are: the Texas Minimum Standards for Licensed Child Care Providers, the checklist from the Governor's Strike Force to Open Texas, and the CDC Guidance for Child Care Programs that Remain Open for increased health and safety protocols. Specifically:

- * Implement social distancing strategies
- * Intensify cleaning and disinfecting efforts
- * Modify drop-off and pick-up procedures
- * Implement screening procedures upon arrival

2 | Preventative Health Measures

• Preparing Supplies

FBC Preschool has already begun purchasing and confirming the orders of needed supplies, such as non-contact infrared thermometers, gloves, masks and extra EPA certified sanitizers and disinfectants that are approved safe for children.

• Staying Home

It is vital that you keep your child home if they are ill or acting in such a manner which you believe they are becoming ill. We encourage you to check your child's temperature before leaving for school and for any symptoms associated with COVID-19 (described below). We will first rely on the social responsibility of each family to be as prudent as possible in sending their child to school only when healthy, but our second step is to screen each child and family upon drop-off. It is important for each family and staff member to be as vigilant as possible in monitoring for symptoms and communicating with the First Baptist Church office if or when they start to feel sick. A doctor's note of clearance to return to school may be required. Please email First Baptist Church Preschool to communicate any concerns.

• If a Child or Staff Member Is or Becomes Sick While at School

If a child or staff member should become ill while at school, the teacher will escort them to an isolation area. A parent will be called for the child to be picked up. An ill child must be picked-up within an hour of their first communication alert by one parent/caregiver. Additional cleaning and disinfecting will be completed of the effected classroom or space that an ill child or staff member has been present.

- If COVID-19 is Confirmed in a Child or Staff Member

If your child, a member of your child's household or person your child has close contact with is confirmed with COVID-19, you are required to inform FBC Buffalo Preschool in writing immediately and no later than 24 hours of the diagnosis.

If a child or staff member is diagnosed, FBC Buffalo Preschool will contact the Leon County Health Department for guidance on how to respond.

Children or staff with new or worsening signs or symptoms of possible COVID-19 (see list under Screening below) may not return to school until the following criteria have been met:

- *At least (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medicines)
- *The individual has improved respiratory symptoms (e.g. cough, shortness of breath)
- *At least 10 days have passed since symptoms first appeared
- *Has received a doctor's note of clearance to resume participation at FBC Buffalo Preschool

- Allergies

Children or staff who shows persistent signs of runny nose, coughing and other respiratory issues that may be due to seasonal allergies. Please inform the school during the daily screening process about any allergy your child may be experiencing that day. Please do not give your child fever reducing medicine if they have an elevated temperature and send them to school.

- Monitoring Absenteeism

FBC Buffalo Preschool will monitor absenteeism each school day. We will account for each child's absence from school by contacting the parent if we have not heard why they are absent. We track the trends in absences for each class and the school overall.

3 | Social Distancing Strategies

Social distancing is difficult for preschool age children to understand. We will encourage children to allow distance between one another by various examples. We will demonstrate cough etiquette, hand hygiene and enforce cleanliness and hand washing rigorously.

- Class Sizes and Classroom Space

FBC Buffalo Preschool will limit the number of children in each classroom according to the Minimum Standard Health Protocols published by the Governor's Task Force to Open Texas and the size of classrooms in our facility. Classes meet in individual classrooms but do share space with other groups such as Sunday and Wednesday programs. All surfaces will be disinfected after each individual group uses the rooms. As possible, classroom arrangement will include additional tables so children can have better separation when doing table work or eating. Toys and materials that cannot be easily cleaned and sanitized will not be used and soft items like dress-up clothes will be removed from the classrooms. The children will have individual sets of crayons, markers, and other art supplies to reduce sharing of materials.

4 | Parent Drop-Off and Pick-Up Protocols

- Drop-Off Protocols

Drop-Off will continue as it has been established, from 8:00 – 8:30 am at the drive through area in the back of the church. A FBC Buffalo Preschool staff member will be there to walk each child into the building. If circumstances necessitate that a child be dropped off after 8:30 am, parents are asked to park and walk their child to the back door, ring the door bell and wait until a FBC Buffalo Preschool staff member comes to collect your child. FBC Buffalo Preschool will implement a screening process and each staff member and child will be screened before they will be allowed to stay for school.

- Pick-Up Protocols

Pick-up will continue as it has been established, at the drive through area in the back of the church. Children will be brought to the playground area and dismissed from there. If you need to pick up your child earlier than our regular pick-up time, please notify a staff member, the church office or ring the doorbell at the back door and wait until a FBC Buffalo Preschool staff member brings your child.

- Communication

We will continue to use the Remind app and the FBC Buffalo Children’s Ministries Facebook page as our main sources of parent/teacher communication. **The Remind App can be downloaded from iTunes or Google Play the join our FBC Preschool Class using the code @gab4f.** Parents can contact the church office at 903-322-4332. We highly value clear and frequent communication with parents and teachers and will do our best to continue this as a school.

5 | Screening: Staff, Children and Parents

- Who Will Be Screened

The following individuals are required to be screened every day before entering the facility:

- *FBC Buffalo Staff
- *FBC Preschool Staff
- *Enrolled Children
- *Parents or others who need to enter the facility

- Screening

Screenings will include a Health Questionnaire, submitted before entrance to the facility and Temperature Check taken by touchless thermometer upon arrival. In addition to symptoms and /or diseases that are already listed as exclusions in the current FBC Preschool Policy, these items related to COVID-19 will also result in exclusion from the facility:

*Fever – 99.8°F or higher for children; 100.4°F or higher for adults, in the last 72 hours. (CDC guidelines for a fever is 100.4°F or higher. We believe children are uncomfortable even with a low-grade or mild fever so we have lowered the threshold on our definition of fever for exclusion.)

*Family member or child has come in close contact to anyone in the last 14 days with a diagnosis of COVID-19. This exclusion will last from the date of exposure for a period of 14 day self-isolation, with exceptions granted for health care workers and critical infrastructure workers.

*Display of any symptoms of COVID-19 that will be monitored throughout the school day: cough, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste or smell, diarrhea.

6 | Enhanced Cleaning and Disinfectant Measures

- Cleaning Products and Supplies

FBC Preschool uses common cleaners and disinfectants that are EPA approved for use against SARS-CoV-2 (COVID-19). Staff are trained how to effectively and safely use these products according to manufacture directions.

- Cleaning and Sanitizing Toys, Materials and Surfaces We will continue to clean toys and surfaces, focusing on more frequent cleaning and sanitizing throughout the day. High-touch areas such as doorknobs, light switches, sink handles, toilet areas, tables, chairs and cubbies will be given extra attention. The Center Room will be disinfected between each class use and toys will be divided into two groups so that nothing is shared and can be disinfected after each use.

7 | Caring for Infants, Toddlers and Preschoolers

- Holding and Helping

The hardest part about social distancing is the idea that we will not be able to give the snuggles and hugs as before. However, we know it is still important to comfort crying, sad and anxious children. So in order to provide the safest caring environment possible for our children and staff, the teachers will wear face shields, to the extent possible, when in close contact with the children. If a staff member is not able to wear a face covering, they will exercise the best respiratory practices, like covering their mouth if they have to cough, not talking directly in the child's face as much as possible, and washing their and the child's hands as soon as possible.

8 | Healthy Hand Hygiene and Face Covering

- Handwashing: Frequency

Handwashing is the number one method of stopping the spread of an infectious disease in a school community. FBC Preschool has always placed high value on good handwashing practices, and we will be placing even more emphasis now. Each classroom is equipped with a sink to make it easier for children to wash their hands themselves, but teachers will supervise as necessary to ensure good handwashing techniques are being used. Children and staff will wash or sanitize their hands multiple times throughout the school day; including, but not limited to, upon entering school, after using the restroom, before and after eating, and after outside playtime. Hand sanitizer will be readily available throughout our school area.

- Handwashing: Method

When handwashing, the teachers will have the children wash with soap and water for at least 20 seconds, and then use a paper towel to dry their hands. Hand sanitizers will be used if soap and water are not readily available.

- Face Covering

FBC Preschool staff will wear face shields at drop-off, pick-up and in between to the extent possible. Children may wear face masks but will not be required. Any other adults coming into close contact with children (necessary visitors, substitute teachers) will be required to wear face masks or shields unless otherwise unable to because of health reasons. **FBC Buffalo church staff are located in another part of the building and will not be required to wear face covering on Preschool days.**

9 | Food Preparation and Serving

FBC Preschool snacks will continue to be prepared for individual serving and served in the child's individual classroom. Staff will wear gloves when preparing and serving food to the children. It has been our practice to serve water with snacks and have a water fountain available throughout the school day. We will no longer utilize the water fountain. **Please provide a water bottle, labeled with your child's name, that your child can open themselves to be used for drinks during class time.** It has been FBC Preschool policy to discourage the sharing of food for the safety of each child and we will continue to enforce this policy during lunchtime.

10 | Preparing Your Child to Return to or Start Preschool

Many children have some form of separation anxiety when beginning school or being away for an extended break. After months of spending lots (and lots!) of time with you during a period where there has been some level of stress and anxiety, we expect this may be a difficult transition for some children. We are committed to making this transition as smooth as possible for you and your preschooler. **Rather than have a traditional Meet the Teacher night we will be available by appointment on Tuesday, September 1 and Thursday, September 3 (the week before Preschool begins on Tuesday, September 8) to personally meet with you and your preschooler to meet FBC Preschool staff and see the classrooms.**

As additional safety precautions, we will forgo field trips and class parties where parents have attended until further notice. We value parents and commit to share your child's preschool experience as much as possible.

11 | First Baptist Church

First Baptist Church and FBC Preschool will immediately notify one another if someone on staff or in contact with Preschool or Church has contracted COVID-19 so that we can determine a course of action as needed. If it is determined that FBC Preschool students have been exposed to someone who has contracted COVID-19, we will contact all parents within 48 hours of the determination.

12 | Financial Responsibility Policy

FBC Preschool Tuition Policy states that tuition is based on a month, regardless of months of differing length, holidays or bad weather. Tuition payments are for Enrollment in the program and are not based on attendance. A full month's tuition is expected every month and due on the first preschool day of the month.

We require a Fall Registration Fee of \$40.00 and a Spring Supply Fee of \$40.00. Tuition is \$85.00 each month during the school year. Payment of at least \$40.00 is required to consider the child enrolled and to hold their spot for the upcoming Preschool year. Tuition is due on the first day of the month and is delinquent on the 15 day of the month.

Should FBC Preschool have to close for any reason, that month's tuition will not be eligible for refund. Preschool staff will immediately commence a distance-learning program in order to finish the month. Should you choose not to pay that month's tuition, your child will be considered unenrolled and their spot open for another student. Tuition will be reinstated (prorated if necessary) and due on the first day back to school.

13 | COVID-19 Waiver and Release

First Baptist Church Buffalo and FBC Preschool are taking specific measures, as recommended by the CDC and Texas health authorities, to promote a safe environment, but each family has to understand the inherent risk of their child participating in any kind of group care. We do not expect young children to effectively social distance from other children in their small class. We expect that preschool aged children will, for example, continue to play in proximity to one another, share toys, or touch surfaces that may not be sanitized. Young children also need help from their teacher that require close contact, for example, put on clothing items, putting their lunchbox away, or need help with restroom needs. Young children may also see, and emotionally benefit from, comfort when sad or anxious. While our staff will generally not initiate hugs, it is expected that children will need hugs at times, thus, there will be some physical contact between teacher and children. To the extent possible, the teachers will remain with the same groups of children. However, there will inevitably be times when for example, the teacher needs to take a break or is out sick and another teacher will step in from another group to cover them. All these factors mean that while FBC Preschool will take certain precautions recommended to combat the spread of COVID-19, these measures will differ from those suitable for other social, business, and commercial settings that adults may be more familiar with.

Therefore, as a parent or guardian, I agree that I will monitor the health of my child and not send them to the FBC Preschool program if my child is displaying any symptom of COVID-19. I agree to seek COVID-19 testing promptly and report results to FBC Preschool given the implications for other children, families, and staff. Likewise, I understand that parents or guardians should protect any vulnerable persons who are members of the same household or come into frequent, close contact with those who attend FBC programs.

I understand that participating in the FBC Preschool program or accessing our facilities could increase the risk of contracting COVID-19. First Baptist Church Buffalo can in no way assure, guarantee, or warrant that COVID-19 infection will not occur through participation in our programs or by accessing our facilities.

I understand that I may and should consult my family's health care providers about the risks of COVID-19 and participation in FBC Preschool program and to do so as conditions surrounding COVID-19 constantly change.

By signing below, I acknowledge receipt of the FBC Preschool COVID-19 Response Plan and, particularly the COVID-19 Waiver and Release. I am 18 years of age or older, of sound mind, and understand and agree to the terms of this Waiver and Release. I have been afforded the opportunity to review the contents of this Waiver and Release with an attorney of my choosing if I believed it was necessary to do so, and am under no legal obligation whatsoever to enroll my child in the FBC Preschool program or to continue to do so.

I understand and acknowledge that participation in FBC Preschool program may expose me, members of my family, or those with whom I have close contact to COVID-19 and to a risk of COVID-19 infection. I understand that medical research regarding the potential for infection with and harm caused by the COVID-19 is ongoing, and that no widely-accepted vaccine against or cure for COVID-19 is currently available.

As a result, I understand that the potential risks associated with exposure to or infection with COVID-19 are not fully known, but may include significant and serious illness, bodily injury, disfigurement, temporary or permanent disability, and/or death. Nevertheless, having considered the risks of participation in FBC Preschool, of my own free will and out of my voluntary desire for my child to have the benefit of the program, accordingly, for good and valuable consideration, including without limitation the opportunity to participate in FBC Preschool, I HEREBY ASSUME ALL OF THE RISKS of participating in the programs, including without limitation the risk that I, my child, family or other persons with whom I may come in close contact, may be exposed to or become infected with COVID-19. I hereby, for myself and my child and my and their respective heirs, successors, and assigns, and all those claiming by or through me or my child, waive, release, and agree to defend, indemnify,, and hold harmless First Baptist Church Buffalo and its agents, employees, ministers, teachers, trustees and volunteers (collectively, "indemnitees) from and against any Liability, loss, expense, or other damage—including personal injuries, property damage, death, costs of court, and attorney's fees—arising from, relating to, or in connection with the participation of my child in the programs, including those which arise or are alleged to arise from the negligence of any indemnitee.

I have read, understand, and agree to the above COVID-19 Response Plan and the Release and Waiver.

Today's Date _____

Parent/Guardian Signature _____

Parent/Guardian Name _____

Names and ages of child(ren)attending: _____

Compliance Statement

1. I have received and fully read and understand the FBC Preschool COVID-19 Response Plan and training provided by First Baptist Church Buffalo. I understand that these programs are critical to the safety and health of myself and others, and I agree to comply with all programs and policies provided to me by First Baptist Church Buffalo fully and at all times.
2. I will notify First Baptist Church immediately if any of the following are true:
 - a. I have symptoms(*) associated with COVID-19 or have had such symptoms within the past ten (10) days;
 - b. I have been in close contact (including any person in the same household) who has tested positive for COVID-19 or who has had symptoms associated with COVID-19 in the past ten(10) days;
 - c. I develop symptoms associated with COVID-19; or
 - d. I learn that I have been in close contact with a person who has had symptoms associated with COVID-19 in the past ten (10) days.

Today's Date _____

Signature _____

Name _____

(*) Fever, coughing, shortness of breath or difficulty breathing, chills, repeated shaking with chills, new or worsening muscle pain, headache, sore throat, or new loss of taste or smell. If fever or other symptoms would have been present but for the use of fever or other symptom-reducing medications during the time periods indicated please notify the Person in Charge.