Little Learners Preschool (LLP)

**Updated Policies & Enhanced Health Practices 2023-2024**

\*Updated August 2023\*

Little Learners Preschool will determine any situation that could result in school closure, and parents will be notified immediately by e-mail. Emergency situations could include, but are not limited to: illness, pandemic, family concerns, weather, or other unplanned interruptions. We recognize a document or handbook cannot identify or cover all situations, and LLP could be ordered to close by the state, county, city, or Texas Child Care Licensing.

**Arrival Procedures:** Upon arrival each day at Little Learners Preschool, the parent or adult dropping the child off should sign the child into care on the sign-in sheet with a staff member at designated entrances for your student’s age group.

**Illness Exclusion:** Children and employees will not be admitted into care if they have the following symptoms:

Cough
Shortness of breath or difficulty breathing
Repeated shaking with chills
Headache or Muscle Pain
Sore throat
Loss of taste or smell
Diarrhea that cannot be contained in a diaper or more than 3 in 24 hours
Feeling feverish or a measured temperature greater than or equal to 100.0 degrees

**When children and employees are ill, they must not return to the facility until they are symptom free without medication for 24 hours for fever; 48 hours for vomiting or diarrhea; or 1 week for a positive flue or Covid result.**

**Illness Exposure Policy** – In the event of a positive test of Covid-19, these steps will be followed:

1) Contact the local Health Department for regulations and guidance,

2) contact Texas Child Care Licensing,

3) follow directives from the local Health Department & licensing in regard to exposure & who all needs to be contacted

Closures of classroom or school will be based on recommendations from the Health Department, LLP, and Texas Child Care Licensing on a case by case basis.

**Disclosure Statements:** Parents and employees understand that outside of care, in order to control exposure in the community, all will comply with all state, county, or local stay-at-home orders and any other mandates.

At this time, employees at LLP are not required to have the COVID-19 vaccine

**Closure Tuition Policy:** Should LLP need to close for Pandemic or any other unforeseen reasons, monthly tuition for the current month will be due. Teachers will offer virtual learning to complete the current month during the closure. Virtual learning is not guaranteed to continue during a prolonged closure period. Tuition in full will be due for the month when LLP reopens. Parents may give a 30-day notice to withdraw from the program if they feel it is in the best interest of their family.

**Notification:** Parents and employees will immediately notify the LLP Director if they become aware of any person within their household exhibits any of the symptoms listed above. If an individual has tested positive or is presumed positive for COVID-19 or any other infectious illness, they are advised to self-isolate and/or quarantine.

**Out of the State or Country Travel**: Parents and employees are not required to notify LLP management of travel outside of the United States, unless local or national policies change.

**Waiver:** A signed Covid-19 Waiver provided by Little Learners Preschool must be on file for each employee and child signed by a parent or guardian by the first day of school.

**Daily Operations:**

**Arrival:** All employees & visitors to Little Learners Preschool will be required to sign in upon entry to LLP. The following will be on each sign in page. Please read and be aware that by signing your child in each day you are also answering each of the following questions.

- By signing my child in, I attest that 1. Within the last 24 hours, they have not experienced a fever, new cough, shortness of breath or muscle aches or pains that cannot be attributed to another health condition. 2. Within the last 24 hours, they have not had a temperature at or above 100° or the sense of having a fever.

**Health Practices:** Children and Employees will follow hand washing procedures throughout the day including upon arrival, after restroom and diaper changes, before eating, and before and after outside activities, and any other time necessary. Hand sanitizer will be used when soap and water is not available.

**Cleaning:** Building will be cleaned and sanitized throughout the week in the evenings and multiple times throughout the day.

**Material Sharing**: It is inevitable that materials will be shared. Whenever possible, children will be given individual trays or boxes of materials. Items used will be separated & disinfected at the end of each school day or in between child-child use as needed.

**Lunch**: Students should bring their own lunch & lunchboxes. Please make sure the child is able to open any containers with ease. Our teachers will assist when necessary and wear gloves. Both lunch and water bottles must be labeled with child’s name. Lunchboxes must fit inside your child’s backpack.

**Snack:** You will be responsible for sending a snack each day for your child. Please put this snack in the front zipper pouch of their backpack so it is clear to child and teacher which item is snack and not lunch. LLP is not responsible for the health and nutritional value of the snacks and lunches provided by parents/guardians to students throughout the school day.

**Nap Mats**: Little Learners Preschool will require every child in our program to bring a plastic “KinderMat”. These will be marked with the students first and last name. Nap mats will be brought during Meet the Teacher and then left at school for the remainder of the school year. They will be sanitized at the end of every school day. Children may bring a small blanket or “lovie” from home as long as it fits in a zipped backpack. If the backpack cannot be zipped, please choose a smaller blanket/”lovie”.

**Mixing Classrooms/Combining Children**: Classes will all be in chapel together weekly, and may at times combine with other classes for lunch, recess or special activities. Teachers are not allowed to combine classrooms unless it is approved by administration.

**Personal Protection Equipment**: Employees & students can use Personal Protection Equipment such as masks, faces shields, and gloves as needed. This will be done in a way that does not harm or scare the children to our best ability. Children 10 and under are not required to wear face masks unless mandated. In the event a student does become ill at school, LLP reserves the right to ask the child to wear a face covering until he/she can be picked up in an effort to control the spread of germs at LLP. \*\*The use of PPE at Little Learners Preschool is subject to change at any time based on information from state/local agencies, our licensing department, the health department, or local public school district requirements.

I have read and acknowledge Little Learners Preschool’s Updated Policies and Enhanced Health Practices for 2023-2024, and understand they supersede regular handbook policies for the 2023-2024 school year until they are withdrawn by Little Learners Preschool. I also understand that LLP reserves the right to amend these health policies as necessary throughout the 2023-2024 school year. Parents will be notified of any changes to these current policies.

Employee Name (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_