

Neff Early Childhood Center COVID-19 Response Plan



Operating Policies

- Drop Off and Pick Up:
 - Parents/Guardians will drop off and pick up their child(ren) in the classroom each day. If not in the classroom, please check the daily schedule. Please make drop off and pick up visits to the school abbreviated/quick, lasting just a few short minutes (as much as possible).
 - A staff member will be present in the front office during pick up and drop off times.
- Social Distancing in the Classrooms:
 - We will explicitly teach children how to properly wash hands and for how long, and implement strategies that reinforce this behavior (hand washing songs, friendly reminders, etc.).
 - Breakfast, lunch and snacks will all be served in the classroom. Children will be spread out from one another and teachers will foster group conversations with preschoolers while they eat.
 - During group learning activities, we will encourage 3-4 children at a time in a small group.
 - Children will be spaced out as far apart as possible during rest, snack and lunch times.
- Masks
 - Per our GLPS Board of Education guidelines, masks are required for all staff and students.
 - We will follow all requirements of any mask mandates put into place by the State of Michigan Licensing Department, while also following requirements regarding mask mandates from our GLPS Board of Education.
- Playground/Gym
 - Classrooms will hold specific playground/gym times, separate from the other classrooms in the building.
 - One classroom will be allowed on the Neff Playground/ in the Gym at a time.

- High contact surfaces will be disinfected periodically each day.

Health & Hygiene

- Students and staff will be asked to use hand sanitizer at the door while entering the building.
- Parents will perform at home health/temperature screenings of their child each school day. Children and staff with a temperature of 100 degrees or above will not be allowed access/remain at school.
- Parents will perform a health screening for their child and those who display ONE of the following symptoms will not be allowed inside the school (each situation will be dealt with on a case-by-case scenario):
 - Cough (New uncontrolled cough)
 - Fever present of 100.0 or higher (or in the last 24 hours)
 - Vomiting, Diarrhea, or Abdominal Pain
 - Headache
 - Sore Throat
 - Difficulty Breathing (for students with asthma, a change from their baseline breathing)
- We will provide disposable face masks to all employees. Staff may wear their own cloth face covering if they choose. Staff are required to wear a mask during their shift unless outdoors (some restrictions may apply; i.e. medical reasons).
- A separate isolation room is prepared in the event of a student feeling ill while at the school. If a child is not feeling well or suspected of being ill, we will:
 - Ensure the child has a mask to be worn while relocating.
 - Place a staff member with the child to monitor their condition and provide social support (while still social distancing).
 - Contact parents/guardians immediately. It is expected that an adult arrives to Neff within 30 minutes to pick up the child from our care.
- If a staff member or child exhibits symptoms of COVID-19, the individual must stay home until they:
 - Have been fever-free for at least 24 hours without the use of medicine that reduces fevers **AND**
 - Symptoms have improved **AND**
 - Other ONE of the following:
 - Provide an alternate diagnosis from a medical provider (Physician, NP or PA) **OR**

-Negative COVID test **OR**

-10 days have passed since symptoms first appeared

- A student may return to school with a doctor's note/negative Covid test clearing them of current symptoms.
- Regular PCR tests are preferred. Due to the validity concerns with the rapid tests (especially for small children), we are recommending that all return to school test results are in PCR form. Email test results to lcpneff@glcomets.net
- If a staff member, student, family member, or visitor is diagnosed with Covid-19 symptoms, we will:
 - Contact the local health department for the next steps. We will also make the licensing department aware.
 - Staff or parents of the positive student should contact the COVID Health Line (517-925-5725) and Neff Early Childhood Center (517-925-5640) as soon as they are aware of test results. If after hours, an email lcpneff@glcomets.net and health@glcomets.net is expected.
 - Notify all parents/guardians of the situation while respecting the privacy of any involved families/individuals.
- If your child has had an exposure to an individual with Covid-19, they are required to quarantine for 10 days (and self-monitor for an additional 4 days). It is expected your child not attend preschool until that quarantine is over.
- If anyone in your household is awaiting Covid-19 test results, it is expected that your child does not attend school, until negative results are received.
- Failure to immediately report possible exposure or a positive test result to Breanna Cleeves or Devon Hampton may result in immediate termination from Preschool.

Cleaning & Disinfecting

- Custodial staff will use disinfectant foggers daily.
- We will routinely sanitize high contact surfaces like door handles, sink faucets, light switches, playground/ gym equipment, etc.
- Staff will be constantly monitoring for symptoms, cleaning, and sanitizing throughout the day.
- Staff will disinfect the classroom and supplies at the end of the school day.

Preparedness & Planning

- All staff will receive training in proper face mask usage, social distancing techniques, sanitizing and disinfecting procedures, and how to perform health screenings.

- We will have staff members “on deck” in case a staff member becomes ill while on the job. This will ensure each room will have a staff member able to work with the students.

Communication

- Our COVID-19 Response Plan and Modified Parent Handbook have been made available to all families. Our COVID-19 Response Plan is posted on our Neff website.