



Creation Kids Preschool

Updated July 5, 2021

## COVID-19 Preparedness Plan

Creation Kids Preschool (CKP), along with St. John's Lutheran Church is first and foremost committed to providing a safe and healthy workplace for our staff and our children and families we serve. As we hopefully come to an end of the Covid-19 Pandemic Emergency, we have reviewed our preparedness plan, health and masking policies, check in and check out procedures and more. These strategies continue to be guided by the CDC and MN Department of Health guidance, as well as mandates through the Department of Human Services Licensing Division, and Minnesota's relevant and current executive orders. Our ultimate goal is to mitigate the potential transmission of COVID-19 within our church, preschool, and community. This will require full cooperation and understanding among our staff, families, and students to ensure we maintain a safe and healthy environment. Staff have been informed of additional changes as they are being made and determined by the State of Minnesota. This preparedness plan addresses not only general guidance from the governing bodies listed previously, but also industry specific guidelines applicable to our business.

The following plan will be a **requirement** and is fully supported by CKP and St. John's Lutheran Church and will be enforced. **PLEASE carefully read through this entire plan as well as talk with your child about our new procedures.**

This plan has been implemented using a combination of our knowledge and from these resources: Center for Disease Control (CDC), the Minnesota Department of Health (MDH), federal OSHA standards related to COVID-19, and mandates through the Department of Human Services Licensing Division.

- A. Handwashing and healthy hygiene
- B. Cleaning, disinfection, and ventilation
- C. Social distancing practices
- D. Arrival and departure
- E. Meals, snacks, drinking fountains
- F. Field trips, fundraisers, events
- G. Plans for identifying and excluding sick staff or children
- H. Required notification to CKP and return to CKP policies

### **A. Handwashing and healthy hygiene**

- Children and staff will practice proper hand washing routines, including washing hands upon arrival, before and after eating, after using the bathroom, upon entering indoor and outdoor, having been at public places, after blowing noses, coughing, or sneezing.
- If it is not an option to wash with soap and water, a hand sanitizer with at least 60% alcohol will be used. For use for off site activities readily available hand sanitizer will be available.
- When using hand sanitizer, children will be supervised, and sanitizer will be placed in an inaccessible location.
- Staff will teach healthy habits when washing hands and properly sneezing and coughing etc.
- Encourage staff and children to avoid touching their face and instruct staff to monitor for this.
- Reinforce no sharing of food, water bottles, or drink containers.

- Staff will wash hands in between assisting children with breakfast and lunch items.
- As of July 1st, masks will be optional for all staff, children, and parents entering the building. **It is highly recommended that staff, parents and anyone over the age of 12 entering the building who has not been vaccinated wear a mask.** Likewise, we support any children or staff, or parents that would prefer to wear a mask when at Creation Kids Preschool or St. John's Lutheran Church. Masks will continue to be available in the event that an individual becomes ill while at CKP, or St. John's Lutheran Church.
- Non-essential visitors will be screened at the door. Anyone who enters the CKP building who is not a child or parent and not fully vaccinated will be encouraged to wear a mask.

## **B. Cleaning, disinfection and ventilation**

- We will clean and disinfect frequently touched surfaces (such as tables, chairs, sink, handles, door handles, railings) several times a day, including before and after morning and afternoon snack, lunch, and at the end of the day. St. John's custodial staff will also be assisting with the cleaning of rooms utilized by CKP.
- All shared objects such as art supplies, toys, games, gym equipment, cots, etc. will be cleaned and disinfected.
- Each classroom will have separate supplies for their own room and will not be shared between classrooms.
- We are now allowed to visit off-site playgrounds.
- We continue to provide increased ventilation and will keep doors and windows open with safety to do so in order to increase circulation of outdoor air.
- If persons suspected or confirmed to have COVID-19 have been in the program, we will implement the following procedures for cleaning and disinfecting.
  - The affected classroom will be closed for 24 hours or as long as practical for cleaning and disinfecting per CDC and MDH guidelines.
  - All equipment, toys, and items the person may have been in contact with will be cleaned and disinfected.

## **C. Social distancing practices**

- Check in and check out procedures for families and staff have been updated (see below under arrival and departure).
- Group sizes have returned to a maximum of 30 kids, rather than 15. When indoors CKP, we will continue to keep our groups cohorted, as such, and will rotate through the various spaces as a consistent group. An exception to this may be for special small group activities and projects, during which time individuals from different groups may intermix for the duration of the activity or project.
- Movement of kids throughout the building will continue to be staggered, including in and out of the cubby room, bathrooms, lunches, snack times, halls, and individual play areas.
- Mixing of groups will occur during outside play when children can more readily practice social distancing.
- Seating continues to be reduced around tables to create space during table activities and meal time.
- During quiet rest time, cots will be spaced apart and placed head to toe to further reduce the potential for viral spread.
- In general, outdoor space will be utilized as much as possible and when weather permits.

## **D. Arrival and departure**

- Parents and other approved pick-up people are now allowed to enter the building for drop-off and pickup. Those who are fully vaccinated and without symptoms of illness may enter the building without a mask. **We ask that those who are not fully vaccinated wear a mask when entering the building.** Those experiencing symptoms should attempt to find an alternate pick-up or drop-off person. We also ask that pick-up and drop-off be as brief as possible and parents attempt to maintain social distancing with other children and families.
- Drop-off and pick-up will only happen at the CKP entrance on the west side of the building.

## E. Meals, snacks, drinking fountains

- Drinking fountains will be off-limits. Children are encouraged to bring a water bottle that will be kept in their cubby. **Please label their water bottles.**
- Breakfast snacks will be offered for students arriving before 7:30 a.m. If your child prefers a specific granola bar or something simple, you may bring that. You are welcome to bring in a box of granola bars, etc. and keep them in their classroom.
- Before and after each meal, all staff and children will have properly washed their hands and tables will be cleaned and sanitized.
- Snacks will be served in the morning and afternoon.
- Lunch will be served with distancing in each room. You may bring a cold lunch or a simple lunch to be warmed up.
- Please send lunch items or pack in a way your child can easily open independently.

## F. Field trips, fundraisers, events

- Field trips, fundraisers, and events will slowly be reimplemented again utilizing outdoor space as much as possible and adhering to the current policy for unvaccinated individuals to wear masks upon entering of the building and the use of hand sanitizer upon entrance.

## G. Plans for identifying and excluding sick staff or children

- Children and staff will no longer be screened daily. We expect parents/guardians to closely monitor children's health and screen their children daily before arrival. Screening should include taking a daily temperature when needed, as well as observing children closely for symptoms such as a cough, difficulty breathing, sore throat, congestion, headache, etc. Please refer to the Covid 19 Decision Tree for guidance regarding how symptoms should be handled, when symptomatic individuals and/or siblings are allowed to attend or when they must remain home, and when a healthcare provider should be contacted. [Decision Tree 052721.pdf - Google Drive](#).
- In the event the child becomes ill with one "more common" symptom or two or more of the "less common" symptoms while in our care, they and their siblings will be separated from other children to a designated space. Staff will continue to provide supervision until the child(ren) is picked up. Parents will be advised to contact their health care provider.
- Staff or children's **temperatures must be less than 100.4 to attend. We would prefer that families use 99.5 as a threshold.**
- If a staff member becomes ill with one of the "more common" symptoms or two or more of the "less common" symptoms while at CKP, they will be asked to leave immediately, monitor and report symptoms, and contact their healthcare provider.

- Local health officials, staff, and families will be notified immediately of any suspected or confirmed cases of Covid-19 at CKP. Individual health information will remain confidential.
- We require that any child or staff that determines they have had close contact outside of CKP with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms while following CDC guidelines for home isolation. All household individuals who are not fully vaccinated or who have not had a confirmed case of Covid-19 in the last 90 days should remain isolated, as well, until a negative test is acquired by the individual directly exposed and criteria allows return to work, school, and childcare for household members. This includes exposure to **any person up to 48 hours prior to that person developing COVID-19 symptoms. Please notify us immediately of exposure consistent with these criteria.**
- CKP staff will stay current daily on state and local health department notices regarding the spread of COVID-19 in our area and may make sudden adjustments accordingly. Any adjustments will be communicated to families and staff immediately.
- Local health officials, staff, and families will be notified immediately of any possible case of COVID-19 at CKP. Any students sent home should be encouraged to contact their health provider for further guidance. For more information, visit the Minnesota Department of Health COVID-19 webpage ([health.mn.us.gov](http://health.mn.us.gov)), or call the COVID-19 hotline at 651-201-3920 or 1-800-657-3903.

**Keep in mind if any of these symptoms seem apparent or worsen throughout the day, please keep your child home, or you may be called to pick up your child.**

- New or worsening cough
- Shortness of breath or difficulty breathing
- Sore throat
- Temperature of 100.4 or greater
- Headache
- Repeated shaking with chills
- Muscle pain or body aches
- Fatigue
- New loss of smell or taste
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
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**If ALL THE ABOVE ARE NO**, the staff or child may then enter the child care space and immediately wash hands or apply hand sanitizer.

Required Notifications to CKP and Return to CKP policies

- We require that CKP be notified immediately in any of the following scenarios:

A. Child or staff member who has not been fully vaccinated or who has not had a confirmed case of COVID-19 in the last 90 days is determined to be a close contact of a person positive for COVID-19 outside of their household. This requires a 14 day quarantine from school, extra-curricular activities, and CKP if the positive individual is in the child's household. A shorter quarantine will be considered if the close contact is not a person in the child's household, a negative test result is obtained, and the [KMShortenedQuarantineRequest.pdf](#) School District's Shortened Quarantine Request form is completed and submitted to CKP with proof of negative COVID-19 test result (if requesting 7 day quarantine).

B. A member of a child or staff's household is positive for COVID-19. This requires a 14 day quarantine for all members of the household who have not been fully vaccinated or who has not had a confirmed case of COVID-19 in the last 90 days from school, work, extra-curricular activities, and CKP. A shortened quarantine will not be considered in this situation. In the event that the sick household member is unable to isolate from all other household members for 10 days, the 14 day quarantine for the other household members does not begin until the first day following the sick individual's 10 day isolation period. Note: For a dependent child, this could mean removal from school and child care settings for 24 or more days.

C. A child or staff attending CKP is determined to be positive for COVID-19. This requires a 10 day isolation AND symptoms have improved AND fever free for at least 24 hours without medication. All other members of the household must quarantine for 14 days from the first day that those members are no longer in contact with the infected individual. Again, this could mean a longer dismissal if siblings are unable to quarantine totally separated from the sick individual.

In addition, pre-existing conditions, such as a chronic asthmatic cough, do not exclude children or staff from care. If you are concerned about any pre-existing conditions, please let us know. We have trust in your family and staff that this policy will be followed. Any determination that these requirements have not been followed is grounds for immediate and permanent dismissal from CKP.

The plan has been shared with all families and staff and is posted in the workplace. It will be updated as necessary by the center director and in accordance with all MDH and CDC recommendations and the determinations made by the State of Minnesota. CKP will continue to monitor how effectively this preparedness plan is implemented and will update the protections, protocols, work-practices, and training as necessary.