

COVID-19 for St Albert the Great Preschool Updated July 15, 2020

Please note: This is a working document. The contents of this document are subject to change at any time. This document serves as a guide for students, staff and families as we return to school under our new normal. If you have any questions or concerns about the items in this document please contact Erica Hicks at ehicks@stag-school.org. This was created using guidelines set forth by the CDC, the Governor of the State of Ohio, Ohio Department of Education, Ohio Department of Job and Family Services, the Archdiocese of Cincinnati, and the leaders of St Albert the Great.

Our days will look a bit different as we return to school. It is our utmost priority to keep everyone safe. Please see the following guidelines that we will begin the school year with. As this is an ever changing situation, changes may have to be made.

- **Drop Off and Pick Up**

Parents will not be permitted into the building for drop off, pick up, or visitation. This will be difficult at first but limiting the number of adults in the classroom is very important. Your child will be greeted at the top of the stairs to the Pre-K classroom. This location is further explained in the Car Line section. All Preschool and Pre-K students will enter and exit through this door. Your child will be greeted by a staff member and taken down the stairs into the classroom. Inside the classroom, students will be helped to remove coats and backpacks and then have their temperature taken and recorded. Students will then be asked to wash their hands at the sink and put on their school costume before starting their day. (Please see Costume section for more details)

At pick up the reverse will occur. Students will be asked to wash their hands, their temperature will be taken and recorded, students will be helped to put on coats and backpacks and then lead up the stairs to the waiting car. This procedure will happen whether your child leaves at 11am (half day), 2:50pm (full day), or from the afterschool program.

- **Staff**

Our staff has been working vigorously to keep up with recommendations, regulations, and new policy. We have also been working diligently to learn about helping our students and families during this trying time. Please be patient with

us as we are also charting new territory and doing our best for our students, personal families, and ourselves.

Our staff will continue our rigorous hygiene routines as well as toy/supply cleaning. A few changes to what we have done in the past are that we will no longer have community supplies (students will use their own crayons etc.), water bottles will be encouraged as drinking fountains will be closed, and face shields will be worn by staff and “costumes” worn by students. (please see costume section)

Our Preschool and Pre-K students will remain in three spaces throughout the day. We have been fortunate to acquire a gross motor room for this program. This will allow us to have our special classes (gym, music, computers, spanish, and indoor recess) in a space next to our classrooms that has limited usage. The goal is to keep our little guys in rooms 1,2 and 3 of the bottom floor hallway. They will not travel throughout the building. We will use the aforementioned entry and exit door to visit the playground as well. If you choose to have your student buy lunch from our cafeteria, it will be brought to the classroom. Students will not travel to the cafe. The restrooms in the preschool room will be utilized unless there is an “emergency” then we will use the closest restroom to the classroom. If your student is in preschool/pre-k and they are registered for after school care, this also will be held in the Pre-K room with only our staff and students.

- **“Costumes”**

“Costumes” is the term we will use to refer to the face coverings for students. We feel this term is not only fun, but less scary, and more preschool appropriate. The face coverings we are recommending are attached to this document. We understand that this is difficult for all. We will be very patient and understanding to the limits students will have to and while wearing the costumes. This is mostly for group play. Stations will be set up for kids to “take a costume break” where they can do an activity alone in a social distant space without their face covering on. Students will not wear them for snack, lunch, rest time, and certain activities in the gross motor space where social distancing is possible. Please note students struggling with this will be cared for in a loving and understanding environment. It will take time, trial and error, and a lot of patience but we will figure it out. Students will leave their costumes at school and staff will sanitize them during “costume breaks” if necessary and at the end of the school day.

- **Family Health Checks**

We are asking all families to do a health check before coming to school. If your student has any of the following, please keep them home and proceed accordingly.

- Fever or Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Lost of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

- **Items From Home**

NO TOYS from home please!

We are asking that only the following items come to school with your child:

- A backpack
- A lunch box if needed
- Your child's jacket or coat if needed
- A water bottle (sent home to be cleaned daily)
- Your child's classroom folder
- Rest time mat/sleeping bag (small stuffed animal) if needed
- Snack for the day (1 if your child is half day) (2 if your child is full day)

- **Snack/Lunch**

Due to current circumstances, we are asking that each child bring their own snack. This will eliminate some contact points. Please provide your child with a snack (not a large quantity) of your choice that they may manipulate themselves (we will help open if necessary) each day. If your child is a half day student, one snack will be needed. If your child stays all day, two snacks will be needed.

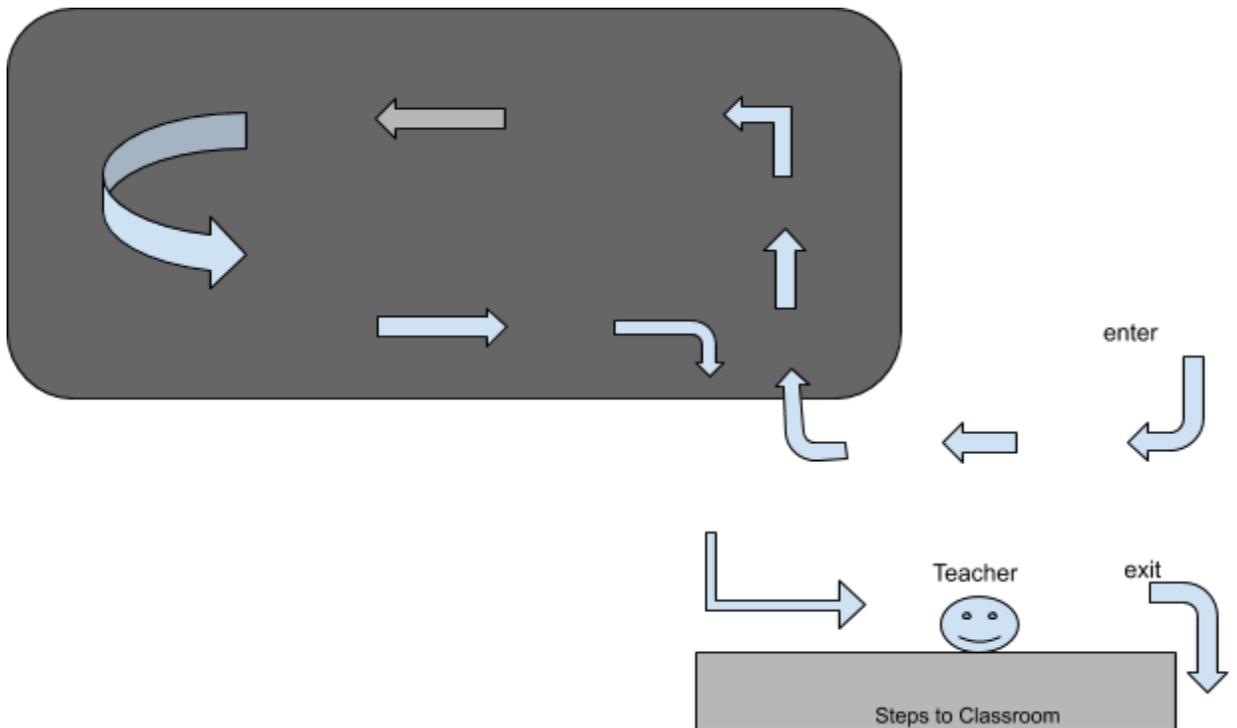
Lunch will be available through the cafeteria if you choose to buy your child's lunch. Orders will be placed in the morning and lunches delivered to the classroom. You are most welcome to pack your child's lunch as well. Please note that we can not heat up lunches and a refrigerator will not be available for

storage. Please practice opening lunch boxes and food items with your child. This will cut down on wait time and help build confidence and independence.

- **Car Line for Arrival and Dismissal**

The former AT&T lot on the west side of the school next to the parish center is now owned by STAG. It will be utilized for preschool and pre-k arrival and dismissal as well as dismissal of preschool/pre-k students from the after school program.

The following will be the procedure for arrival and dismissal
Please enter from the Dorothy Lane entrance.



Please follow the arrows through the parking lot. A staff member will meet you at the “smiley face” to accept your child at arrival, your student will be brought to you at dismissal at the same location, and after school families please text Ms Hicks when you arrive and she will send your child to meet you at the top of the stairs. Please wear a mask when you get out of your car to unbuckle or buckle your child. If possible, have the same person pick up and drop off each day. We know this will not always be possible and that is ok.

If you have older students to pick up, they will also be picked up from this location. Those students will exit from the west door of the school and wait against the building to be called. They will be supervised at all times but will not be going through the classroom. Again this is to minimize interaction and contact.

Please be patient as this process will take longer than usual, but it is the safest way we believe to get everyone to class and cars with minimal contact and constant supervision.

- **Face Covering Options**



Teachers in Preschool/Pre-K will be wearing these.



This is the child version. Zverse.com. These can only be preordered at this time.



This fisherman hat with face shield can be found on several websites and in many different animals/characters.



These shields from shieldpals.com come in many characters/animals/costumes.

Please review these options and order early so your child can practice wearing them at home in a familiar atmosphere. Encourage them to wear them just for short periods of time and while doing different tasks. Practice makes perfect and as we all know this is definitely not the most comfortable thing but we must keep everyone safe.

Added 8/11/2020

If a student is exposed to diagnosed with COVID 19, families and the CDC/Health Department will be notified immediately. We will follow the recommendations given to us as far as closure and sanitization. If the Preschool/PreK needs to close for a few days, online learning will begin immediately.

We will utilize the Google platform. Information will be given to you the first week of school. Your student will also receive an "At Home Learning" packet. These items will be used during our online adventures. Again, more information will be provided the first week of school.

Due to the fact the preschools and daycares run off a different set of rules than K-12 schools, if STAG goes to online learning for any reason other than a positive case, preschool will still operate as usual in person.