



School Safety and Crisis

North Whidbey Kids Academy Responding to COVID-19: Brief Action Steps for School Crisis Response

North Whidbey Kids Academy works collaboratively with the Island County Health Department and state health departments, and is attentive to guidance offered by the CDC, to determine how to ensure safe learning environments within our classroom. This document provides methods that will be in place for the immediate, daily school response to the threat presented by COVID-19 and to help reduce the spread of infectious diseases. North Whidbey Kids Academy will follow the guidance outlined below to maintain health and safety standards and social distancing orders.

PUBLIC HEALTH ACTIONS

• Drop- Off and Pick-Up

Small groups will take turns with drop off and pick up times. This will help with social distancing outside the facility or in front of the facility. Please be on time for drop offs and pick ups. Do not socialize in the parking area. Parents will not be allowed in the building. Tina Smith will provide you with a pickup and drop off time.

• Health Screening at Entry

1. Children's temperature will be taken before entering the school. If a child has a temperature of 100 or higher, they will not be able to attend school. Tina will be asking the following questions:

- ◆ Has the child had any of the following symptoms of COVID-19 since the last time they were in care?
- ◆ A cough
- ◆ Shortness of breath or difficulty breathing
- ◆ Two or more of the following symptoms
- ◆ A fever of 100°F or higher or a sense of having a fever
- ◆ A sore throat
- ◆ Chills or repeated shaking with chills
- ◆ Headache
- ◆ New loss of taste or smell
- ◆ Muscle aches

Does anyone in your household have any of the above signs right now?

Has your child been close with anyone suspected or confirmed with COVID-19?

Has your child had any medication to reduce a fever before coming to care?

If the answer to all of the above questions is "no", I will check the child for signs of being sick, such as flushed cheeks, tiredness, and extreme fussiness.

2. If a family is in front of you when entering the school, please stand in the next empty square that is located on the ground outside. This will allow a 6 feet distance from each group of people.
3. Tina will be wearing Personal Protective Equipment (PPE) when performing health screening and temperature checks, and will use proper hand hygiene and wear gloves.

• **Social Distancing**

North Whidbey Kids Academy will reduce group sizes to no more than 16 children and adults total.

To create space between people in a group, I will limit each room to 5 people total. I will do my best to put in place social distancing within each room. This will depend on the age of the children. It may be possible with school age children but not with preschoolers. During whole group time, like calendar and story time, I will do my best to keep the kids distant from each other.

Practical tips to maintain social distancing:

- Limit the number of children in each program space.
- Increase the distance between children during table work.
- Plan activities that do not need close physical contact.
- Limit item sharing. If children share items, remind them not to touch their faces and wash their hands after using these items. Younger children should have their own set of items to avoid sharing.
- Remove any items that cannot easily be cleaned and disinfected, including sand or water tables, stuffed animals, and play dough.
- Maintain 6 feet of distance and reduce time standing in lines.
- Go outside more and open windows often.

• **Outside Play**

When we have outdoor play all students will always wash their hands right after outdoor play time. Play structures such as climbers or slides, and play equipment will be sanitized on a daily basis.

• **Meals and Snack Time**

There will no longer be snack time for the morning kids. Only all day students will have meal time (LUNCH). Students will be spaced as far apart as you can at the table. I will clean and sanitize tables before and after each group eats. Students will wash hands before and after their meal.

• **Use of Crayons, Colored Pencils, Scissors, Markers, Etc.**

There will no longer be community use of school supplies. I will provide a pencil pouch and individual school supplies for each student to limit shared learning materials.

• **Shared Hands-On Teaching Materials**

I will clean and sanitize hands-on materials often and after each use. I cannot clean and sanitize some things like playdough, so some items will be labeled separately for each child. Children's books and other paper-based materials are not high risk for spreading the virus.

• Hygiene Practices

- Wash hands often with soap and water for at least 20 seconds. I will require handwashing per child care rules. Children and adults should wash hands when they arrive at North Whidbey Kids Academy, enter the classroom, before meals or snacks, after outside time, after going to the bathroom, after nose blowing or sneezing, and before leaving to go home. I will help and model how to wash hands affectively in front of the children to make sure they are doing it right.
- If soap and water are not readily available, we will use an alcohol-based hand gel with at least 60% alcohol and preferably fragrance-free.
- Children, families, and staff should not touch their eyes, nose, and mouth with unwashed hands. Cover coughs or sneezes with a tissue, then throw the tissue in the trash. Clean hands with soap and water or hand gel (if soap and water are not readily available).

• Cloth Face Coverings

CDC issued new recommendations that wearing homemade cloth face coverings may help prevent the spread of COVID-19 in our community. When able, staff members and older children should wear cloth face coverings within the child care. To decide if cloth face coverings are possible, I will consider:

- Cloth face coverings may reduce the risk of someone who may be infected but is not showing signs from spreading the disease to others.
- All social distancing guidance for child care facilities must still be followed, even if cloth face coverings are worn.
- When wearing cloth face coverings, keep hands away from the face and do not touch them. Closely watch children wearing cloth face coverings at all times.
- Cloth face coverings should be washed with soap and dried between uses.
- Face coverings are not for anyone who cannot take it off themselves.
- Families will provide their own child's face covering and will make sure that these are washed with soap and dried between uses.

• Cleaning and disinfecting procedures

I will clean, sanitize, and disinfect throughout the day. I will clean and sanitize toys, equipment, and surfaces in the rooms. I will clean and disinfect high touch surfaces like doorknobs, faucet handles, check-in counters, and restrooms. Alcohol wipes will be used to clean keyboards and electronics. I will wash my hands after I clean. I will reduce the spread of germs in the program space by removing toys that are not easily cleaned such as stuffed animals and pillows. Rotating toys that are out at any one time, so they can be cleaned and sanitized will be another method to keep the school disinfected. If groups of children are moving from one area to another in shifts, I will finish cleaning before the new group enters this area. Lastly, I will clean and disinfect high touch surfaces each night after children leave.

• What to do if children, staff, or parents develop signs of COVID-19

Students who become sick at school or arrive at school sick will be sent home as soon as possible. As the Parent Handbook already states, parents please keep your children at home if they are sick.

If a child or staff member develops signs of COVID-19, such as a fever of 100.4 or higher, cough or shortness of breath while at the facility, I will place the person in a room away from the well students until the sick child can leave the facility. The person with symptoms should follow [DOH guidance for what to do if you have symptoms for COVID-19 and have not been around anyone who has been diagnosed with COVID-19](#). If signs persist or get worse, call a health care provider for more guidance. Please inform me right away if your child is diagnosed with COVID-19.

Tina Smith will alert local health officials about large increases in student and staff absenteeism, particularly if absences appear due to respiratory illnesses, such as the common cold or the “flu,” as these symptoms are similar to the COVID-19.

If a child or staff member tests positive for COVID-19, all members of the infected child’s or adult’s group is a close contact and should self-quarantine for 14 days. Refer to [“What to do if you were potentially exposed to someone with confirmed coronavirus disease \(COVID-19\)?”](#)

• Returning to a school after suspected signs of COVID-19

A staff member or child who has signs of suspected or confirmed COVID-19 can return to the child care facility when:

- At least 3 days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath;

AND

- At least 10 days have passed since signs first showed up.

If a person believes they have had close contact to someone with COVID-19, but they are not sick, they should watch their health for signs of fever, cough, and shortness of breath during the 14 days after the last day they were in close contact with the sick person with COVID-19. They should not go to work, child care, school, or public places for 14 days.

• Returning to school after traveling and going on vacation

North Whidbey Kids Academy requires students returning from Level/Phase 3 countries, states, counties, and cities to not come to school for a period of 14 days from the time they left an area with widespread or ongoing community spread. The CDC advises that these individuals self-monitor at home and practice social distancing. If students are traveling to Level/Phase 2 countries, states, counties, and cities, Tina Smith will consider on a case-by-case basis whether to allow these students to return to school immediately or if they must have a 14-day quarantine period. When in doubt, Tina Smith will contact the local health department and seek their recommendation, rather than attempting to make medical decisions on her own.

When and under what circumstances should a school close?

North Whidbey Kids Academy will work in close collaboration with the local health department officials in determining whether to shut down. The CDC's Interim Guidance for Schools states that schools are not expected to make decisions about school closures on their own. Schools should seek specific guidance from local health officials to determine if, when, and for how long to take these steps.

- The CDC recommends that if local health officials report cases of COVID-19 in the community, schools should pro-actively reach out to their county health department regarding whether to close the school.
- North Whidbey Kids Academy will also communicate with the local school districts when making these decisions. If local or state health officials advise a school to close, the CDC recommends that the school consider whether to keep school open for staff members who are not ill so that they can develop and deliver instruction remotely
- Tuition for the year will continue to be charged and families still have the legal obligation to pay for tuition. Families enrolled in the school will continue to pay the monthly tuition and those families that have paid the entire tuition in full will not receive a refund. Tina Smith has the right to change this policy and will determine if this agreement will change if North Whidbey Kids Academy were to close.

By my signature, I acknowledge that I have read, understand, and agree to the policies and procedures of North Whidbey Kids Academy's School Safety and Crisis methods . I confirm that I have read, and clearly understand and agree to these set rules and guidelines for the enrollment of my child(ren) in North Whidbey Kids Academy.

Parent/Guardian Signature

Date

Parent/Guardian Name

Name of Child