

## **PALZ Covid-19 Guidelines 2020-2021**

### **Arrival Procedures:**

1. Families are asked to follow the drive to the left side of the church building and will drop their children off at the playground door. This allows us to follow arrival procedures and keep a watchful eye on each student as they make their way to their classrooms.
2. We will limit the number of people in the building. PALZ will start off the year with only staff and students inside the school. The building is open to church members and students with appointments and we will follow health guidelines put into place (i.e. temperature checks and health questionnaire).
3. Each morning parents will answer a health questionnaire and we will take the students' temperature. If they have a temperature of 100.4, families will be asked to follow the guidelines in our Covid-19 sick policy.
4. There will be staggered drop off times in order to avoid back-ups when dropping off. 4 year-olds - 8:45am | Three year-olds - 8:55am | Two year-olds - 9:05am
5. Children will wash their hands upon entering their classrooms.

### **Pick up Procedure:**

1. Same as above.

### **Prevention:**

1. Staff will take a daily health questionnaire and have their temperatures taken each morning.
2. We are asking that children do not bring in backpacks. We are trying to limit the amount of materials/supplies going back and forth between home and school each day.
3. We recommend that children bring their lunch in a disposable paper bag.
4. Teachers and staff will wear a face covering when they are closer than 6ft to others, except when outside.
5. PALZ will encourage children in the three- and four-year-old classroom to wear a mask during times when we are close. However, we cannot guarantee that the masks will be worn all day.
6. The two-year old class will not be asked to wear masks.

### **Social Distancing:**

1. PALZ will spend more time outside during our day exploring and learning in outdoor environments. We are excited to add several shaded outdoor classroom environments to our program. This will help us to social distance in a fun way that will give the children the opportunity to not focus on the new guidelines in place. When the weather is clear, we will spend approximately two hours outside. For children staying for lunch and science, they will spend more time outside. Children will stay with their class while traveling to these outdoor environments.
2. On days that we cannot be outside due to the weather, we will use classrooms and indoor spaces to offer the same environments.
3. Miss Renee will travel to each class family for specials.

### **Cleaning and Sanitizing:**

1. PALZ is working on a plan to clean and sanitize throughout the school day.
2. Each outdoor environment will be wiped down in between each class.
3. All areas will be cleaned and sanitized at the end of each day.

### **Covid-19 Sick Policy:**

1. Children with any illness should be kept home. This will include:
  - Cough
  - Shortness of breath or difficulty breathing
  - Fever 100.4 or higher
  - Headache or fatigue
  - Sore throat
  - Muscles or body aches
  - Loss of taste
  - Congestion
  - Nausea, vomiting, or diarrhea
2. Children with any of the above symptoms should stay home until they are symptom free. If they have a fever, they should wait until they have gone 72 hours without the use of fever reducing medication, or 10 days after illness began.
3. If a child or a household member living with the child tests positive for Covid-19, they will be asked to stay at home for 14 days. If it is a person living within the child's home, the 14 days will begin after the infected person is well.
4. If a staff member tests positive for Covid-19, they will be asked to stay home for 14 days.
5. We will contact the Health Department for any positive Covid-19 case connected to our program and follow the guidelines they put in place, even if they do not follow the above procedures.

### **Classroom/ School is Quarantined:**

1. If a class/school is sent home due to a person connected to PALZ having Covid-19, i.e. staff, child, or family member, we will provide off-site instruction. If the period of offsite instruction is longer than two weeks, PALZ will re-evaluate.
2. Offsite instruction may consist of Zoom meetings, Facebook live activities, or prepacking themed activities to continue their learning experience while waiting to return.
3. Tuition will not be reimbursed if a classroom/school is quarantined due to a positive Covid-19 case. We will re-evaluate if the quarantined time frame last longer than 3-weeks.

PALZ reserves the right to update and/or change the guidelines listed above at any time.