**BLUE CREEK BAPTIST PRESCHOOL COVID-19 SAFETY PROCEDURES**

**We hope the following procedures and new established routines will clearly communicate to you what to expect from us and what we expect from you. We are excited to begin preschool even though we have to transition to these guidelines. Our goal is for you and your child to feel safe, loved and cared for.**

**Please read the following COVID-19 Procedures and if you have any questions please contact Mrs. Shari or Pastor Wes.**

**STAFF REQUIREMENTS:**

Each of our teachers will go through an Orientation of our new policies and procedures.

Staff temperatures will be taken on entering the building.

Teachers will wear gloves when assisting the students in opening their snacks.

If the Director has any symptoms of sickness she will go home and be replaced by the Pastor. Any teacher who has any symptoms will be replaced by a substitute teacher ASAP.

All toys, tables, light switches, door handles, etc. will be disinfected at the end of the day after the students have gone home for the day.

Our teachers will be supplied with gloves to use during the day.

Teachers will have a Sanitation Caddy available to them to use during and after the school day. (Hand sanitizer, wipes, gloves, mask, tissues, Lysol spray, and disinfectants)

**PARENT EXPECTATIONS:**

Parents are asked to support us in providing a safe environment for our teachers and children by informing us of any changes to their child’s health.

If a child exhibits any symptoms of fever, coughing or shortness of breath, parents are asked to keep them home until their symptoms have subsided and they have been fever free for 24 hours without the help of medication.

Each parent will be given a copy of our COVID-19 Safety Procedures and required to sign to be kept on file in their child’s file.

Parents who enter the building will be required to take the wellness screening and have their temperature checked.

Please keep your child home if they are sick or know they will not pass the wellness screening.

**GENERAL HYGIENE:**

Everyone, staff, students, parents and visitors will sanitize their hands:

a. Upon entry of the building

b. After the use of the restroom

c. Before/after eating and after outdoor play

d. After outdoor play

**PERSONAL ITEMS:**

We will not allow students to bring book bags in an effort to prevent spreading of germs.

Each child will have their own box of supplies – no sharing.

No Show-n- Tell will be permitted. No toys, books, etc. can be brought to school.

The children may bring a snack from home in a lunch box/bag marked clearly with their name.

**CLASSROOM SAFETY PRECAUTIONS:**

Only items that can be sanitized/cleaned daily will be authorized to be used.

No more than two students in the restroom at the same time.

No water fountains will be used.

There will only be 2 students per table.

Sanitizer will be available for the children to use during the day.

Students will not be required to wear mask. If your child is sent with a mask it will be their responsibility to keep up with it and to keep it on.

The classes will not be together except for our Bible Time in the sanctuary typically on Monday mornings. There is plenty of seating to implement Social Distancing.

Food and snacks maybe brought in to celebrate birthdays if purchased from a store or bakery. Please coordinate with your child’s teacher on the date and time.

Our class size and children/teacher ratio will remain small.

**DROP OFF & PICK UP PROCEDURES:**

We will have hand sanitizer and a thermometer at the entrance.

A daily temperature check will be made prior to the child entering the classroom.

Parents must drive up remain in their vehicles. Staff should be waiting to intake students for the day. A wellness screen and temperature check will be given to each student. If the student passes the screening and has no temperature the teacher will assist the child in exiting the vehicle and be escorted in to their classroom.

Temperatures will be taken and entered on intake form. If lower than 100.4 – Staff, students and visitors may enter the building, if 100.4 or higher staff and students will be sent home until fever free without fever reducing medication for 2 hours.

Visitors with a fever will not be permitted to enter the church building.

If you need to pick up your child early please ring the doorbell upon arrival to the school. Upon entering you will be given the wellness screening and have your temperature taken. You will wait in the lobby while the director goes to get your child from their classroom. We can have your child waiting for you if you call ahead and give us the time you will be picking up your child.

**WELLNESS SCREENING:**

Wellness Screening Questions:

1. Has your child/you had a fever, cough, and sore throat, shortness of breath, vomiting or diarrhea in the last 5 days?
2. Has your child/you been exposed to someone who has been diagnosed with the COVID-19?
3. Have you or your child traveled internationally in the last two weeks?

If any answers are yes to these questions, your child will be sent home, staff, parents or visitors will be asked not to enter and only can return when they are able to answer **no** to all three questions.

**SICKNESS/ILLNESS:**

If a child becomes sick during the day the director will use standard protocol procedures in addressing sickness symptoms including temperature check. The director will decide if the parent needs to be contacted. If the parent is contacted, the child will be removed from the classroom and stay in the director’s office until they are picked up.

No child can attend if they are sick in anyway, green or clear mucous, fever, etc. Students cannot attend if any family member is sick in anyway.

Any sibling of a sick child will have also have to go home.

Parents must pick up their child within 30 minutes.

An Incident/Accident Form will be completed to report any injuries or illnesses.

If a staff member or child test positive for COVID-19, the Director will immediately notify their County Executive with the following information:

1. Name
2. Last day of attendance
3. Name of teachers
4. List of any siblings also attending preschool

We will implement procedures and follow any guidelines given to us from the Onslow County Health Department after notifying them of a confirmed case of COVID-19.

All staff members and parents will be notified if a case of COVID-19 is confirmed within the preschool.

**The identity of the teacher or student that has the confirmed case will be confidential and not be released to the public.**

**I/We the parent/parents of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read the above COVID-19 Procedures for Blue Creek Baptist Preschool. I/We agree to and understand any and all of the above procedures.**

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