

TREKS & TRAILS PRESCHOOL:

COVID-19 Preparedness Plan

Treks & Trails Preschool is committed to providing a classroom environment that is safe for both children and staff while maintaining our mission of establishing a place within our community to embrace the whole child and introduce them to social, emotional, physical, and cognitive growth.

The following is an outline of safety measures and prevention strategies that will be implemented in our program to minimize the spread of COVID-19. We will comply with all State and Federal guidelines during this global pandemic. ***Please be advised that all staff and families are required to follow these new policies and procedures.***

PLANS FOR SICK CHILDREN, STAFF, AND VOLUNTEERS:

If a child or staff tests positive with COVID-19, all school families will be notified via email. The child/staff will be kept anonymous and included in the email will be date of possible exposure, the class exposed, and any other necessary details given by the Mn Dept of Health.

If you, your child or family member has been exposed to COVID—your child must remain home for 14 days.

If your child is feeling ill in any way they must stay at home.

Treks & Trails staff and children will receive daily health checks upon arrival. Per CDC guidelines, anyone exhibiting the following symptoms will be sent home.

- Cough
- Shortness of breath /Difficulty breathing
- Muscle Aches/Chills
- Fever of 100.4 or higher
- Sore Throat
- GI Symptoms (diarrhea, nausea, vomiting)
- Congestion/Runny Nose
- Headache/Fatigue

Treks & Trails will follow the exclusion guidance provided by the MN Dept of Health and ensure staff and children will stay home if sick. If a child or staff displays symptoms, we will follow the guidelines in the decision tree linked below.

<http://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>

If a child becomes sick with COVID-like symptoms while at Treks & Trails, the following will happen:

- The child will be brought to an isolation room, supervised by a staff member.
- Parent/Guardian will be contacted immediately by phone – the child must be picked up within 30 minutes.

- Treks & Trails, along with Chaska Community Center maintenance staff, will follow CDC guidance on how to disinfect our facility if someone is sick.
- If a sick child has been isolated in our facility, we will clean and disinfect surfaces in the isolation room or area after the sick child has gone home.

CLEANING AND DISINFECTING:

Treks & Trails staff, along with Chaska Community Center maintenance staff, will ensure the cleaning and disinfecting of the program at the end of each day.

- High touch surfaces, such as doorknobs, light switches, counters, tables, chairs and shared toys, are cleaned and disinfected daily and more often as needed.
- The use of shared supplies will be limited. Children will have individual art and craft supplies in designated bins
- There will be no cloth toys/dress up clothes allowed in the classrooms due to sanitary reasons.
- No shared sensory table (sand, rice, beans, water, etc.) due to sanitary reasons
- Procedures have been developed to clean and disinfect the school after persons suspected or confirmed to have COVID-19 have been in the program. We follow the recommendations from the CDC and Mn Dept of Health.

<https://www.health.state.mn.us/diseases/coronavirus/schools/clean.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

HANDWASHING GUIDELINES

All Treks & Trails children and staff will engage in healthy hand hygiene at the following times:

- Arrival to the facility and after breaks
- Before and after preparing food or drinks
- Before and after eating or handling food
- Before and after administering medication
- After using the toilet or helping a child use the bathroom
- After coming in contact with bodily fluids
- After playing outdoors or in sand
- After handling garbage

Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.

Teachers will supervise children when they use hand sanitizer to prevent ingestion.

Teachers will assist children with handwashing who cannot wash hands alone.

- After assisting children with handwashing, staff will also wash their hands.

Posters describing proper handwashing steps are displayed near sinks.

ARRIVAL AND DEPARTURE:

Treks & Trails Preschool will do outdoor pick-up and drop-off, when possible. Parents will use a car line for arrival and departure times. Class start/end times will be staggered to limit the number of cars in line and the exposure to various classes. Late drop-offs and early pick-ups are discouraged. If needed, the parent/guardian will call the classroom and meet a teacher in the hallway. Parents will not be allowed in the classroom.

When weather allows, staff will lead children to enter/exit the building in an area free of stairs. This reduces the touchpoints for children and staff.

Children and staff will be screened for symptoms upon arrival and throughout the day as needed. Parent/Guardian will confirm the child's health status by signing a checklist upon arrival each day. Staff will perform temperature check and record each day.

SOCIAL DISTANCING THROUGHOUT THE DAY:

Treks & Trails social distancing strategies are based on recommendations from the Mn Dept of Health.

- Preschool classes will consist of the same group each day, and the same teacher will remain with that same group each day. Exposure to additional teachers will be as limited as possible.
- Class sizes are limited to 10 children and 1 teacher. Classes will limit the amount of time spent with other classes as much as possible.
- Additional outside time will be incorporated into each day. This may include activities such as circle time, music, snack and large muscle movements.
- When sitting in groups, children will be facing towards the teacher and not towards other students.
- Children will be limited to groups of 2-3 children during play station times and encouraged to keep hands/bodies to themselves, not touching other children.
- When sitting at tables, children will be given assigned spots and chairs. The children will be spaced apart when sitting at tables.
- Floors will be marked for children to stand on when lining up to exit the room or wash hands.
- A car line, along with staggered arrival and drop off times, will be used to limit the direct contact between parents and staff members.
- Specialty classes (Spanish, Music, Gym) are postponed until further notice. Teachers may choose to add these subjects into regular class routines.
- No lunch bunch option for half day students at this time.

CLOTH FACE COVERINGS:

Treks & Trails teachers will wear cloth face coverings as much as possible during the school day. This includes in the classroom, during transitions and outside when safe distancing is not an option. Teachers may also wear a face shield if they choose.

All children are asked to wear a face covering/shield if they are safely able to do so. If they are not able, please reach out to school coordinator for further discussion. Lessons and instruction will be provided for children on safe and appropriate ways to wear and handle face coverings. There will be times throughout the day when children are able to remove face coverings. Masks will be available for children who are unable to provide their own.

Cloth face coverings are an important piece for mitigating the spread of the virus and are most effective if they can stay in place without being pulled on or touched by the person wearing it or others. Having Treks & Trails staff and children wear face coverings ensures an extra level of protection for everyone at our school.

PLAN FOR VENTILATION AND AIR FLOW, IF POSSIBLE:

In recognizing the need for fresh air and proper ventilation, Treks & Trails staff will bring classes outside throughout the day and keep classroom doors open when safe to do so.

MEALS AND SNACK TIMES:

While at Treks & Trails, children will bring their own snack and/or lunch from home each day. Staff and children will wash hands with soap and water before and after eating. Children will sit at their assigned table spots. Tables and chairs will be cleaned and sanitized before and after eating.

FIELD TRIPS AND SPECIAL EVENTS:

During COVID-19, Treks & Trails will not be attending any field trips or hosting large events.

ADDITIONAL INFORMATION:

Should Treks & Trails close due to COVID circumstances, there will be NO on-line learning and tuition will be adjusted accordingly.

If you are NOT planning for your child to begin preschool in September, you will need to let us know via email by Wednesday, August 5th.

If you plan on sending your child later in the year and would like for us to hold their spot in the class, you must continue to pay tuition.

If you choose to un-enroll and not pay tuition, your spot in the class will be forfeited. If you choose to re-enroll later, you may do so space permitting.

COMMUNICATIONS AND TRAINING:

This COVID-19 Preparedness plan will be sent to all enrolled families and is available upon request.

All Treks & Trails teachers and staff will be trained on this plan and updated on any changes made to the plan. This plan is available in printed form in the classroom, so it is readily accessible to all employees who need to review it.

Staff with concerns about this COVID-19 Preparedness Plan or questions about their rights should contact MNOSHA Compliance at osha.compliance@state.mn.us, 651-284-5050 or 877-470-6742.