

PREP COVID-19 GUIDELINES

PREP STAFF-

- All PREP staff has completed a town wide COVID-19 training.
- All PREP staff is CPR, First Aid, Bloodborne Pathogens trained.
- Staff have been instructed to not report to work should they not feel well, have any symptoms consistent with COVID-19 or have had close contact with a person diagnosed with COVID-19
- Upon arrival, all staff will have their temperature checked, prior to entering the building/ PREP program. Should any staff member have a fever or have any symptoms consistent with COVID-19 they will be sent home immediately and will require a drs note to return to the program
- All PREP staff members are required to wear a mask or face covering for the duration of the program
- All PREP staff is required to wear gloves when handing out snack

SUPPLIES-

- All PREP classrooms are well equipped and stocked with the following items:
 - o Handheld thermometers
 - o Hand sanitizer
 - o Disinfectant wipes
 - o Soap
 - o Paper towels
 - o Disinfectant spray
 - o Disposable masks (should anyone misplace theirs as it is your responsibility to provide a mask or face covering for your child).

SIGN IN/ DROP OFF AND PICKUP-

- Parents are not permitted in the building.
- Parents will be greeted by a staff member at the main PREP door/ hallway. The staff member will sign the child in and assist the child to their room
- All children will have their temperature taken in the morning, prior to entering the program. Should their temperature exceed 100.4 or they have any symptoms consistent with COVID-19 they will **NOT** be able to stay and will be asked to leave immediately

- Staff is instructed to report any temperatures above 100.4 or COVID-19 symptoms to the school nurse and the Recreation Supervisor immediately
- When picking up, parents will be greeted by a staff member who will retrieve the child for you and sign the child out. *Please remember that parents are not allowed in the building.*

MONITORING OF ILLNESS-

Should a child not feel well, have a fever or any other symptoms, the child will be isolated in an area in one of our PREP rooms and the parent will be called to immediately pick up the child. The child will require a drs note to return to the program.

In the event of a confirmed COVID-19 case within the school or PREP program, the PREP program will immediately shut down for fourteen days. Re-opening and moving forward will be reassessed after the fourteen days.

SOCIAL DISTANCING-

- Each PREP classroom will hold 10 students ONLY and 2 staff members
- All students and staff will maintain social distancing of 6 feet apart to the greatest extent possible

MASKS & FACE COVERINGS-

- ALL children and staff MUST wear a mask or face covering that covers the nose and mouth for the duration of the program. *Please remember that it is your responsibility to provide a mask or facial covering for your child.*

HAND WASHING/ SANITIZING-

- Hand sanitizer and hand soap is provided in each PREP room
- All staff and children are required to wash their hands upon arrival, before and after meals, after bathroom use and after coughing or sneezing
- Weather permitting, all PREP classrooms will utilize the windows being open, to ventilate fresh air

CLEANING-

- PREP staff will clean the rooms daily, using disinfectant wipes and sprays, including:
 - o Tables
 - o Chairs
 - o Toys & supplies (please note that non wipe-able toys, such as stuffed animals, are not prohibited in the program and will not be used)

- o Door knobs
- o Sinks

SHARING-

In order to prevent transmission among the school and PREP program, there will be NO sharing of any kind. This includes food, toys, supplies, etc. Please limit the number of items sent to the program with the child.

BATHROOMS AND WATER FOUNTAINS-

In order to prevent transmission among the school and PREP program, the water dispensers and water fountains located in the PREP classrooms will not be accessible. The school will have touchless water bottle fillers so please send your child to the program with a fillable water bottle.

All bathrooms are thoroughly cleaned by the school custodial staff. There will be a limited number of children allowed in the bathroom. Touchless soap, sanitizer and towel dispensers have been installed by the schools, in hallways and bathrooms.

We understand that getting young children to follow these guidelines is difficult, so we are asking for your help in ensuring that they do so. The safety of our children and staff are our number one priority. If these guidelines are not adhered to, it may result in removal from the PREP program.

I confirm that I have read, understood and agree to the above information, guidelines, procedures and policies. I understand that should these procedures and policies not be followed, it may cause removal from the PREP Before and After School Program.

Signature

Date

