



Last Update 4/27/21

St. Anthony Preschool & Child Care is committed to maintaining the health and safety of all of the children and staff at the school. We have thoroughly reviewed CDC guidelines and DHS standards for safety in developing our policies and procedures.

COVID-19 Drop-Off and Pick-Up Procedures

Drop-Off Procedure

1. Parents need to arrive at their designated drop-off time, as to not overwhelm the school. Do not drop off your child after 8:30 AM due to the illness screening process.
2. Park in one of the six designated parking spots behind the school. Note that if all six spots are taken, you should line up in the drive-way and wait your turn for a parking spot. If the car line extends into the street, park in the church parking lot until the traffic moves. Please wait in your car if there is another family currently checking in.
3. Parents must wear a mask when dropping of their child
4. Any child 2 years or older must wear a mask to enter the school and throughout the day, unless not feasible due to physical or mental health conditions.
5. Arrive at the door at the bottom of the ramp for check-in by Staff Greeter #1. There will be a check-in cart at the entrance of the door and we will be screening children and staff for signs of illness prior to entering the school. The greeter will sanitize your child's hands. The greeter will then scan the child for noticeable illness and take their temperature with a no-touch thermometer. A confirmed temperature will be documented.
6. Staff Greeter #2 will then escort the child to their classroom and assist them in washing hands immediately upon arrival to the classroom. We encourage you to use Tadpoles as the number one way to communicate any information needed to your child's teachers.

Pick-Up Procedure

1. Please arrive at your designated pick-up time, as to not overwhelm the school while COVID-19 procedures are in place. You will not be able to pick-up your child after 5:00 PM.
2. Park in one of the six designated parking spots behind the school. Note that if all six spots are taken, you should line up in the drive-way and wait your turn for a parking spot. If the car line extends into the street, park in the church parking lot until the traffic moves. Due to safety concerns, we will only be able to hand the child off to you. We will NOT be able to put them in car seats. Parents must wear a mask when dropping of their child
3. The designated staff person for pick-up will gather the child's belongings, assist the child in handwashing, and escort them to the exit door at the bottom of the ramp. The staff member will then assist the child in sanitizing hands and escort them to the parent.

Special Considerations

If a Child or Staff person is **confirmed COVID-19 positive**, the school and/or affected classrooms will close for at least 48 hours and the staff and children's return date to school and/or affected classrooms will follow the guidelines recommended to us by the Montgomery County Office of Public Health.

Please note that any child or staff member with a **fever over 100.4 will not be admitted to the school**. Children and staff confirmed COVID-19 positive not be able to return until 24 hours fever free; improved symptoms, and 10-14 days since symptoms appeared. If no symptoms, return 10-14 days after specimen was collected. If your child has a diagnosed **illness not related to COVID-19**, they may return to school when they are 48 hours fever free WITH a doctor's note stating the nature of the illness unrelated to COVID-19 and/or stating that it is safe to return to school.

St. Anthony Preschool & Child Care School has the right to refuse service to any child displaying the following **symptoms**: fever, rash, flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, redness in the eyes and/or lips, extreme fussiness, coughing, shortness of breath, sore throat, runny nose, or gastrointestinal issues, Please see Illness Policy below for more information.

Infant car seats, stuffed animals, and other belonging from home will not be permitted in the school. Please make accommodations to send meals and bottles in **labeled brown paper bags, disposable plastic bags, or reusable plastic containers**. No lunch bags will be permitted in the school for the time being. Please refrain from sending food that needs to be warmed (infant bottles excluded). Please **label everything**. ALL sippy cups will need to go home to be cleaned each night and return each day.

Please be mindful of dropping-off and picking-up during your designated time, as to not overwhelm the school.



Last Update 4/27/21

COVID-19 Policy & Procedure for a Sick Child and/or Staff Member

Infection Control:

1. Perform temperature checks for all children, staff, and direct service providers/therapists upon arrival and as needed throughout the day.
2. Children 2 years or older must wear a mask to enter the school building and throughout the day.
3. Child Care Staff and direct service providers/therapists must wear a mask, except during outside activities when social distancing 6 ft. apart from other staff and children.
Child and Staff exceptions to wearing a mask:
 - Individuals who cannot wear a mask due to a medical condition, including those with respiratory issues that impede breathing, mental health condition, or disability;
 - Individuals for whom wearing a mask while working would create an unsafe condition in which a task as determined by the local, state, or federal regulators or workplace safety guidelines.
 - Individuals who would be unable to remove a mask without assistance;
 - Individuals who are communicating or seeking to communicate with someone who is hearing-impaired or has another disability, where the ability to see the mouth is essential for communication.
4. Staff, Children and direct service providers/therapists who have tested positive for or showing symptoms of COVID-19 will not be allowed to enter the school building.
5. Staff, Children and direct service providers/therapists who have recently had exposure with a person with COVID-19 will not be allowed to enter the school building. It is strongly recommended and highly encouraged that they self-quarantine for a period of 10-14 days based on the CDC guidance.
 - a. A potential exposure means being in a household or having close contact within 6 feet of an individual with a confirmed or suspected COVID-19 case for at least 15 minutes during the case's infectious period.
 - b. Persons with COVID-19 are considered infectious from 2 days before onset of symptom until the end of isolation (discussed below in "Discontinuing at home isolation").
6. Staff, Children, and direct service providers/therapists who have traveled from documented COVID-19 high risk areas determined by the local, state, or federal regulators are highly recommended to quarantine for 14 days and are symptom free or provide a negative test.
7. Document on Tadpoles symptoms such as fever, shortness of breath, new or change in cough, sore throat, rash, redness to eyes and lips.
8. Monitor children throughout the day for signs of runny nose, cough, **fever of 100.4 or higher**, or rash, flushed cheeks, rapid breathing or difficulty breathing, fatigue, redness in the eyes and/or lips, extreme fussiness, coughing, shortness of breath, sore throat, runny nose, or gastrointestinal issues that may develop during the day.
9. **"Sick-Space"**- St. Anthony Preschool & Child Care School will have a dedicated Nurse's Office (former copy room on 1st floor of building) and out of the classroom, where a teacher can care for a sick child while being separated from others until a family member can come pick up **within 1 hour** or sooner. While waiting for a sick child to be picked up and the child has symptoms of COVID-19, the caregiver should remain as far away as safely possible from the child (preferably 6 feet) while maintaining supervision.
10. During the time of the child's isolation an appointed teacher will wear a dressing gown, gloves, and a face mask, and a face mask will be placed on the child who is sick. The child's belongings will be placed in a disposable plastic bag and the teacher, the child, and the child's belongings will go to Nurse's Office along with their mat and a toy or book.

11. The sick child will use a separate bathroom from others in the Nurse's Office. The bathroom will be wiped down after use, using the 3 step cleaning process (Clean, Disinfect, & Sanitize) provided by the CDC guidelines.
12. A family member will pick up child at the door at the bottom of the ramp behind the school building. The family member will call the office (215-646-6150) to let staff know of their arrival and teacher will bring the child to the designated family member.
13. After the sick child exits the school building, the "Sick-Space" isolation room will be cleaned, disinfected, and sanitized.
14. The children from the class of the student who is sick will be relocated to the Playground (weather permitting) or a sanitized room in the facility. When entering back into the school each child will wash their hands and everyone will practice strict hand hygiene and other infection control practices.
15. While the children are not in their classroom, the classroom will be cleaned per CDC guidelines using the 3 step process; clean, disinfect and sanitize. All toys and all furniture will be cleaned, disinfected and sanitized as well.
16. Only one Teacher will document the sick child's symptoms on Tadpoles (minimal use of touchscreen devices per staff member).

If there is a positive case of COVID-19 in a child or adult who had been present in the School, we will inform the Office of Child Development and Early Learning (OCDEL) by contacting the appropriate Regional Office of Certification **OCDEL** Southeast Region at **215.560.2541** as per 55 Pa. Code §3270.136(d) and the **Hotline** for Montgomery County Department of Public Health at **1-610-278-6211** or email MCSchoolsCOVID19@montcopa.org for further guidance.

If COVID-19 is confirmed in a child or staff member:

- If a Child, Staff person or direct service providers/therapists is confirmed COVID-19 positive, the school and/or affected classrooms will close for 48 hours and the staff and children's return date to school and/or affected classrooms will follow the guidelines recommended to us by the Montgomery County Office of Public Health.
- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the areas.
- Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
- If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
- Continue routine cleaning and disinfection.

The director will inform parents of enrolled children when there is a suspected outbreak of a communicable disease or an outbreak of an unusual illness that represents a public health emergency in the opinion of the Department of Health as per 55 Pa. Code §3270.136(b).

Staff or Direct Service Providers/Therapists Illness:

1. Stay home if staff member or direct service providers/therapists is ill with a fever of 100.4 or higher, rash, flushed cheeks, rapid breathing or difficulty breathing, fatigue, redness in the eyes and/or lips, coughing, shortness of breath, sore throat, runny nose, or gastrointestinal issues, OR if they have been in contact with a person or a child who has tested positive for COVID-19.
2. If a staff member has an **illness not related to COVID-19**, they may return to school when they are **24 hours fever free**; if no fever indicated and illness not COVID-19 related, the staff member must be 24 hours symptom free before returning to school.
3. Perform temperature checks at work when starting a shift and as needed.

4. Have multiple thermometers available for screening (Thermometers should be cleaned and disinfected between uses, following manufacturer's instructions for use).
5. Staff or direct service providers/therapists arriving with fever or symptoms will be sent home.
6. Report any respiratory symptoms or any other symptoms that develop during their shift.
7. If a staff member or direct service providers/therapists becomes ill and/or has a fever during their shift, they must leave the school.
8. Based on currently available information and clinical expertise, students, and older adults who are at high risk for severe complications from COVID-19, such as those with compromised immune systems or respiratory conditions like severe asthma, should stay at home or get a doctor's note – (Based on CDC and DHS Guidelines).

St. Anthony's will use the guidelines on the following page for the "Return to School for Staff and Children with Suspected or Confirmed COVID-19" **See Attached COVID-19 School Exclusion Recommendations Chart**

Return to School for Staff and Children with Suspected or Confirmed COVID-19

Guidelines for COVID-19 from the Montgomery County Office of Public Health “Exclusion From and Return to School Recommendations” below:

Updated April 13, 2021



COVID-19 School Exclusion Recommendations

Exclusion From and Return to School Recommendations		
COVID-19 Symptoms <ul style="list-style-type: none"> • <u>Two</u> of the following symptoms: fever (measured or subjective), chills, fatigue, myalgia, headache, sore throat, congestion, nausea, vomiting, or diarrhea OR • <u>One</u> of the following symptoms: cough, shortness of breath, difficulty breathing, or new loss of taste or smell 	<p>Individual should be tested for COVID-19.</p> <ul style="list-style-type: none"> • If test result is negative OR doctor’s note with differential diagnosis, return to school after 24 hours afebrile <u>and</u> improved respiratory symptoms • If test result is positive or individual is unable/refuses to get tested, may return to school after: <ul style="list-style-type: none"> ➢ 24 hours with no fever <u>and</u> ➢ Improvement in symptoms <u>and</u> ➢ 10 days since symptoms first appeared 	
Positive COVID-19 PCR or Antigen (Point of Care) Test	<u>WITH SYMPTOMS</u> <p>May return to school after:</p> <ul style="list-style-type: none"> • 24 hours with no fever <u>and</u> • improvement in symptoms <u>and</u> • 10 days since symptoms first appeared 	<u>WITHOUT SYMPTOMS</u> <p>May return to school after:</p> <ul style="list-style-type: none"> • 10 days after specimen was collected <p>If symptoms develop during the 10 days, follow return to school guidance for positive PCR or Antigen test <u>with</u> symptoms</p>

<p>Close Contact to Positive*</p> <ul style="list-style-type: none"> • Within 6ft for 15 minutes or more • Household contact <p>*If testing resources are sufficient, close contacts should be tested regardless of symptoms. If an individual is tested, regardless of the reason, they should stay home and isolate until the results are back.</p>	<p><u>WITH SYMPTOMS</u></p> <p>Individual should be tested for COVID-19</p> <p>May return to school after:</p> <ul style="list-style-type: none"> • 24 hours with no fever <u>and</u> • improvement in symptoms <u>and</u> • 10 days since symptoms first appeared 	<p><u>WITHOUT SYMPTOMS</u></p> <p>Quarantine can end 10 days after exposure without testing <u>or</u> after 7 days with a negative PCR or antigen test (must be collected on day 5 or thereafter)</p> <ul style="list-style-type: none"> • Household contacts may require further investigation, by either OPH or school officials, to determine dates of quarantine <p><i>The most protective recommended quarantine remains 14 days post exposure.</i></p> <p>It is recommended that symptom monitoring continue until day 14. If symptoms develop during the 14 days, follow return to school guidance for Close Contact <u>with</u> symptoms.</p>	<p><u>COVID VACCINATION</u></p> <p>People who are vaccinated against COVID-19 do NOT need to quarantine after an exposure to another person with COVID-19 if they meet ALL of the following criteria:</p> <ul style="list-style-type: none"> • They are fully vaccinated (i.e. ≥2 weeks following receipt of the second dose in a 2-dose series, or ≥2 weeks following receipt of one dose of a single-dose vaccine) <u>AND</u> • They have remained asymptomatic since the current COVID-19 exposure <p><i>The date of vaccination is day 0 when determining if an individual is fully vaccinated.</i></p> <p><u>SARS COV-2 ANTIBODY TEST</u></p> <p>Persons who recently test positive for SARS-CoV-2 antibodies (documented test for IgM or IgG) DO NOT need to quarantine in low-risk situations if specific criteria is met and person exposed is asymptomatic. <i>Consultation with MCOPH is required.</i></p>
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