

# KIRK Preschool

## **Kirk of the Hills Preschool Plan for COVID-19**

Here at The Kirk Preschool we take the health and safety of our teachers, support staff and families very seriously. With the spread of the coronavirus or “COVID-19,” we must remain vigilant in mitigating the outbreak and protecting our Preschool community. To that end, we have been monitoring guidance from the U.S. Center for Disease Control and Prevention (“CDC”) as well as the State of Oklahoma Department of Health and Tulsa County.

This Plan is based on information currently available from the CDC and is subject to change based on further information provided by the CDC and other public officials. The Kirk Preschool may also amend this Plan based on operational needs.

### **Exposure Prevention, Preparedness, and Response**

#### **Preschool Families and Children**

To maintain a healthy and safe preschool, **it is incumbent upon families to keep children home and report to the Preschool director** as soon as any of the following symptoms occur in their child;

1. Fever
2. Respiratory problems, shortness of breath, coughing
3. Diarrhea or vomiting

#### **A. Child Check-in:**

- Each family will be asked to complete a COVID-19 survey when the student arrives at school. It is important that the parent or guardian take the child’s temperature before leaving for school each morning.
- Upon arrival, Kirk staff will take the child’s temperature while parent waits; children with a temperature of 99.9 or higher will not be allowed to stay.
- Family members or authorized people dropping off or picking up your child must wear a face covering over mouth and nose while inside the doors of the Preschool.

## **B. Response to Exposure/Illness:**

- It is important that if a family member experiences any COVID-19 symptoms they report it immediately to the Preschool director AND remain home.
- The Kirk Preschool will follow CDC guidelines concerning the required number of days to quarantine from the onset of symptoms.
- The Kirk also reserves the right to inform Kirk Preschool families if they or their child(ren) might have been exposed to the disease so those individuals may take measures to protect their own health.
- Given the fast-developing nature of the COVID-19 outbreak, The Kirk Preschool may modify this Plan on a case by case basis.

## **Preschool Staff**

All preschool staff will be trained on signs and symptoms of COVID-19, best practices in controlling the spread of this virus, and the following guidelines will be followed:

- Staff will not work if they show any signs of fever or respiratory illness.
- Staff will take their temperature before leaving for work, and upon arrival at work.
- The Kirk will follow CDC policies for any staff member that is positive for COVID-19, and ask that they quarantine for the recommended number of days.
- While at school, teachers will be asked to stay in the classrooms to which they are assigned, whenever possible.
- To reduce the risk of cross contamination, only assigned teachers and staff will be allowed in classrooms
- All Preschool staff will wear a face covering while greeting families at the beginning of the day, and dismissing children to their families at the end of the day.
- Teachers and staff will wear face coverings in all common areas of the Preschool.
- All Preschool teachers may remove their mask in their assigned classroom but wear a face shield at all times in their classrooms when students are present.
- To reduce transfer of germs, water fountains will not be utilized. Every room is equipped with a sink and fresh water will be available at all times for students and staff.
- To further reduce cross -contamination, children and staff, each classroom will have its own scheduled recess time, as well as enrichment activities.
- Excellent hygiene will be modeled by teachers & support staff, and taught to children.
- All policies will be maintained and monitored for compliance by the Director of the Preschool.

**Staying Open**

Private Preschools are not governed by state or federal regulations. The Kirk Preschool will remain open regardless of Public School closures.

**Classroom Closure**

If a classroom experiences two or more COVID-19 cases simultaneously, that class will close and all children and teaching staff for that classroom will quarantine at home for the number of days recommended by the CDC.

**School Closure**

If the school closes two or more classrooms due to COVID-19 sickness, the entire school will be asked to quarantine for the recommended number of days by the CDC.

In such cases, our primary financial responsibility is to take care of our teachers and staff, and they would be paid should our Preschool close temporarily.