

Robert J. Wilf

# Preschool & Kindergarten

at the **Philly** 

COVID-19 Addendum to the

# Preschool & Kindergarten Handbook

The following protocols will be in place and may be adjusted periodically. Parents must sign-off on all new policies and procedures.

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- Preschool Advisory Board
- Staff Vaccination Status
- Covid-19 Community Agreement
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- Swim Lessons

The following protocols will be in place and may be adjusted periodically.

## **Tuition Policy**

The Kaiserman JCC has developed a tuition policy in the event of a prolonged closure of the Robert J. Wilf Preschool & Kindergarten. A prolonged closure is defined as more than two consecutive weeks of a required closing. The following policy will ensure that we keep connectivity between school and home during a prolonged closure and that your child's place in our early childhood learning center is kept secure.

This tuition policy addresses all emergencies which force the Robert J. Wilf Preschool and Kindergarten to close the school facility due to unforeseen circumstances, including:

- weather emergencies
- natural disasters
- threats
- Covid-19

• Other, unknown pandemics

Closures of the Robert J. Wilf Preschool and Kindergarten could be mandated by:

- Kaiserman JCC Board of Directors
- Jewish Federation of Greater Philadelphia
- Montgomery County
- Commonwealth of Pennsylvania
- Federal Government

## **Tuition Policy for Nursery through K1**

- If forced to close prior to the 10th day of a month, a 40% tuition credit for that month will be issued.
- If the forced closure is instituted on the 11th day or thereafter, no credits will be issued for that month.
- If there were to be a prolonged closure of our center, the tuition for children enrolled in classes other than Kindergarten, will not be charged tuition.

## **Tuition Policy for K2**

- If the Robert J. Wilf Preschool and Kindergarten is required to close, the Kaiserman JCC is committed to ongoing continuing early childhood education for our Kindergarten (K2) remotely through: Zoom, Facebook Live, Facetime calls and What's App programming.
- Tuition for K2 will be billed at 40% of the remaining monthly payments

## **Preschool Covid Advisory Board**

The Robert J. Wilf has a Covid Advisory Board to help, advise and manage the health and safety preparedness and response plan.

## **Staff Vaccination**

Staff are required to be fully vaccinated

## **Covid-19 Community Agreement**

Everyone will be asked to sign an agreement regarding safety practices.

## **Communication Plan**

This Covid-19 Policies and Procedures Handbook Addendum is updated regularly and can be found on our website. Robert J. Wilf Preschool Tab, Forms & Info Tab.

## Daily Health Questionnaire

Parents are required to fill out a daily health questionnaire for each child.

## Children Becoming Sick at School

If a child begins to display symptoms of illness, including fever, coughing, sneezing, runny nose, lethargy, rash or other symptoms, s/he will be removed from the classroom. Parents are required to pick up ill children immediately. We will call emergency contacts if your ill child is not picked up within 30 minutes. This policy will supersede our previous sickness policy. We ask that you err on the side of caution and be especially sensitive to all of our families and the possibility of contagion.

## When can a person who was sent home sick or stayed home sick return?

This depends on the symptoms.

***If a person has ONE of the following symptoms:*** fever, chills, fatigue, body aches, headache, sore throat, congestion, nausea, vomiting, diarrhea, or new loss of taste or smell, follow the procedure outlined in our handbook.

**Bronchiolitis / Bronchitis** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Common Cold** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Coxsackie Virus Infection (HAND-FOOT-MOUTH)** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Croup** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Ear Infections** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Fever** - A child with a fever of 100.4 or higher should stay home until fever-free, without the use of fever reducing medicine for 24 hours.

**Gastroenteritis** - Your child may return to school when they are symptom free for 24 hours.

**Head Lice** - All nits must be removed before the child can return to school. Upon their return, the child's scalp will be inspected by a staff member.

**Impetigo** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Influenza** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Rashes / Hives** - Child should stay home until diagnosed by a doctor and considered not contagious or symptoms are gone for 24 hours.

**Respiratory Syncytial Virus (RSV)** - Your child should be fever free and symptom free for 24 hours without medication before returning to school.

**Strep Throat** - A child with strep throat should stay home until they are fever free and have taken antibiotics for at least 24 hours.

**Vomiting / Diarrhea** - Your child may return to school when they are symptom free for 24 hours.

***If a person has TWO of the following symptoms:*** fever, chills, fatigue, body aches, headache, sore throat, congestion, nausea, vomiting, diarrhea, or new loss of taste or smell **OR ONE of the following symptoms:** severe cough, shortness of breath, or difficulty breathing

- After a minimum of 10 days  
AND

- After 3 days of being fever and symptom free without the use of fever reducing medicine.

OR

- After obtaining a note from a medical professional clearing the individual to return to school based on an alternative diagnosis.

### **A person with a confirmed positive Covid-19 test can return:**

After:

24 hours with no fever

AND

Improvement in symptoms

AND

10 Days since symptoms first appeared

### **In the event of a confirmed case of Covid-19**

- The families of the children in the whole school will be notified. Of course, the privacy of individuals will be respected, and names will not be used.

- The children in the cohort WITHOUT SYMPTOMS will need to self-quarantine for: 10 days

OR

7 days with a negative PCR or antigen test (must be collected on day 5 or thereafter)

Vaccinated adults do NOT need to quarantine after an exposure to another person with COVID-19 if they meet ALL of the following criteria:

- They are fully vaccinated

AND

- They have remained asymptomatic since the current COVID-19 exposure.

- The Montgomery County Department of Public Health will be notified, and we will follow guidance.

### **Classroom/Facility Cleaning & Disinfecting**

Before school begins, the entire JCC will be electrostatically cleaned and sanitized. We will continue to maintain the new cleaning procedures during the day and each night. Each classroom will have their regular cleaning products to complete a cleaning routine throughout the day.

- We will only use disposable items for cleaning such as wet wipes for face cleaning after eating and paper towels for surfaces.
- Classrooms will be equipped with a bucket for mouthed items and plastic toys that need to be cleaned.
- Strollers will be cleaned and disinfected after each use.
- Maintenance staff will also be employing enhanced cleaning processes and assisting in all of the above. This includes increased frequency of high touch points (door handles, counters, table edges and undersides, chairs, faucets, light switches, toys, etc.).

### **Jr. J. Days**

2021 – September 28 and September 29. Canceled

2022 – April 11 through April 15, April 22, May 6. We will reevaluate the Jr. J. Days program as we get closer to the date.

### **Staffing**

- Age groups / Pods will be staffed by the same teachers each day.
- We will assign Substitutes to small groups of classrooms to avoid contact with the

whole school whenever possible.

- All staff will work an 8-hour shift.

### **Protective Equipment**

In accordance with CDC and DHS guidelines, we will implement the following protective equipment protocols:

- All staff and children 2 years old and older are expected to wear face coverings unless outside and able to stay consistently 6 feet away from each other.
- We will continue to follow the requirements regarding the wearing of non-porous gloves including when in any contact with bodily fluids, feeding children and diaper changing.

### **Food / Snack**

- Children will bring their own lunches. No outside lunch vendors will be used. Our Pizza Lunch on Fridays will be suspended temporarily. As with all protocols, this will be reevaluated after the first few weeks of school.
- Children will eat snacks and lunch in classrooms.
- We will provide snack. Individually packaged snacks will be available whenever possible, or bags of unopened snack will be used and not shared with other classes.
- Staff will wear gloves when handling and serving food to children and plastic cups will be used to serve snack when not individually packaged.

### **Hand Washing**

Staff and children are required to sanitize their hands as they enter our facility in the morning. In addition, staff and children will wash their hands with liquid soap and warm running water many times throughout the day, including:

- After each diaper change, assisting with toileting, and/or personal toileting
- After wiping a runny nose
- After touching any bodily fluid
- Before and after using water, sand, or other sensory tables
- After play prior to moving onto new activities
- Before and after any food preparation and eating

Posters will be hung in all classrooms as well as around the school for reminders of proper handwashing.

### **Toileting**

- The number of children in the bathroom at one time will be limited.
- Shared bathrooms are only allowed to have one group in at a time, followed by a thorough cleaning prior to a new group entering.
- Children must wash hands after using the toilet.
- Staff assisting children must wash their hands prior to and after helping the child.
- All sink handles and toilet flusher/seats will be washed frequently.
- Diaper changing stations will be clean and sanitize after every diaper change.

### **Staff Training**

Staff will return to school, starting August 30, 2021 to get their classrooms ready and learn about new regulations and recommendations.

### **Class Size**

Currently, class size varies depending on the classroom size and the state regulated ratio for specific age groups. The ratio for children in the Nursery is 1 to 4. The ratio for children in the Toddler class is 1 to 5. The ratio for children in the Two-Year-Old class is

1 to 6. The ratio for all other classes is 1 to 8. Teachers and children are required to remain together as a 'cohort'; teachers will be assigned a single cohort of children consisting of an age group.

### **Large/Whole School Gatherings**

The same high-quality academic and play-based school day will continue for your children. However, there will be NO multi-class or whole school gatherings.

### **Gross Motor**

One group of children will be allowed to use the playground at a time. It will be cleaned and sanitized between each class. Teachers will be encouraged to take advantage of our vast outdoor space and plan for more physical movement.

### **Rest Time**

- As much space as possible will be allotted between cots and cribs, with a minimum of two feet on three sides between cots and cribs.
- Children's cots will be placed head to toe in order to further reduce the potential for viral spread.
- All bedding must be taken home and laundered weekly.
- All children must wash hands after rest time before returning to play.

### **Lesson Plans and Play**

- Plans will be developed to arrange for as much space between children as possible.
- Materials that children touch will be washed. This will influence what is made available and the processes developed to enable cleaning.
- Easily contaminated materials such as playdough, water, clay, and sand will not be provided to groups of children.
- Soft toys (stuffed animals, dress up clothes, etc.) and any other toys that cannot be cleaned and sanitized easily will be removed.
- Children will have small containers for individual items: scissors, glue, drawing items, etc.

### **•Drop off and Pick Up procedures during early care or late care:**

- You may enter the building through the main entrance at the Conston Fitness Center.
- You can drop off / pick up your child at the classroom, but you may not enter the classroom.
- Rooms 9/11, 10, 14 and 16 are on the main level.
- Rooms 203, 204, 205, 206, 207, 208 210AB, 210C are upstairs.

### **Drop off and Pick Up procedures during carpool (8:00 – 8:30):**

- Please help your child out of the car.
- In an effort to limit exposure, Amy Foster, Natalie O'Brien or one of your child's teachers should be the only people who take your child from you in the morning.
- We will escort your child to the classroom. Children in Tammy's class, K1 and K2 are able to walk without an escort to the classroom.
- Children staying for Half-Days must be picked up between 12:15 and 12:30.
- Children staying for Full-Days must be picked up between 4:00 and 4:30.
- Please help your child into the car and secure them into the car seat.
- If a child must arrive late or leave early, please contact the school office or text / call Amy Foster's cell phone.
  - Natalie O'Brien, office: (610) 896-7770 x 119
  - Amy Foster, office: (610) 896-7770 x 118

- Amy Foster, Cell: (610) 585-2419

**Preschool Instructional Swim Lessons**

- We are not having preschool instructional swim lessons in September.
- We will re-evaluate this as the year progresses.