



**Nature's Pointe Cooperative Preschool
Pandemic Policy
2020-2021**

This plan will be in place as of September 2020. Because the circumstances surrounding COVID-19 are constantly changing, this is a fluid plan that will be reviewed and updated regularly. We will follow guidelines and recommendations put forth by the CDC, ISDH, Hamilton County Health Department, ICPC, and the local school districts.

Our objective is to provide a safe environment for our students, families, and staff while offering a developmentally appropriate play-based program. Our students will learn, grow, and experience through play and nature, using the outdoor classroom as much as possible.

The Nature's Pointe Constitution and Bylaws, Policies and Procedures, Health and Safety Guidelines, and ICPC Statement of Standards still apply, except where there is a difference with the Pandemic Policy. In such situations, this Pandemic Policy will override other policies and guidelines.

School Calendar

We will continue to follow the Hamilton Southeastern school district (HSE) for all holidays and school closings. We will begin school the Tuesday after Labor Day and end the week before Memorial Day. We will start school in person (as detailed in the Class Schedule section below) even though HSE is beginning virtually.

If the state or local school districts have mandatory closings, we will continue to offer virtual meetings to students and parents so they can stay connected. Teachers will also put together starter kits with supplies and engage the children in activities using these kits.

Face Masks

Per the Governor's Executive Order 20-43, staff and participating adults will be required to wear a cloth face mask when they are indoors or social distancing is not possible outdoors. When possible, staff and participating adults will sanitize or wash hands before putting on their face coverings to be in accordance with CDC guidelines.

Per the [CDC guidance for childcare programs](#), staff members and older children should wear masks within the facility when feasible. Nature's Pointe recommends children wear a face mask while indoors or outdoors.

When deciding if children and people with certain disabilities should wear a mask, determine if they can:

- Use a mask correctly
- Avoid frequent touching of the mask and their face
- Limit sucking, drooling, or having excess saliva on the mask
- Remove the mask without assistance

According to the [CDC](#), “If children and people with certain disabilities are unable to wear a mask properly or cannot tolerate a mask, they should not wear one.” Members must discuss details with their child’s teacher.

Nature’s Pointe staff, substitute teachers, and/or participating adults are not responsible for the following:

- Providing masks for students
- Enforcing students to wear masks
- Ensuring masks are worn correctly
- Helping students put on, remove, or find masks

Arrival

Parents and/or caregivers will pull up to Door 1 and help their child out of the car. Teachers will greet students and perform a health check. Students will use hand sanitizer upon entering. In order to limit the number of people in the building, only staff and participating adults will be allowed in the building each day. Exceptions for visitors such as therapists will need to be coordinated with the President and staff.

Health Screening/Illness Policy

Everyone entering the building must be screened, including staff, participating adults, and students. The health screening will consist of a brief verbal symptoms check. Temperatures may be checked with an infrared thermometer. Families may be asked the following question:

- Is the student or anyone in the family ill or exhibiting symptoms such as cough, fever over 100.4, or a sore throat?

Responses will be documented for the Hamilton County Health Department to use for contact tracing purposes. If a student or adult exhibits a fever or other symptoms, they will not be able to attend school. Admittance will always be per staff discretion.

We will be following the [ISDH guidelines](#) and the [ISDH School Attendance Quick Reference Guide](#) for determining when students, staff, or participating adults can return to school after an illness. The following guidelines will apply to students, staff, participating adults and all members of their households:

Untested-Without Alternate Explanation

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:

- They have not had a fever for at least 24 hours (no fever without the use of medicine that reduces fevers)
- Other symptoms have improved (for example, cough or shortness of breath have improved)

- At least 10 calendar days have passed since symptoms first appeared

Untested-Alternate Explanation

If members experience symptoms but have not been tested for COVID-19, they may return to school if the following conditions are met:

- They have been fever-free for at least 24 hours (without the use of medicine that reduces fever)
- They have a note from their healthcare provider authorizing their return

Tested Positive-Symptomatic

Persons who experience symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- They have been fever-free for at least 24 hours (without the use of medicine that reduces fevers)
- Other symptoms have improved (for example, cough or shortness of breath have improved)
- At least 10 calendar days have passed since symptoms first appeared

Tested Positive-Asymptomatic

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days without symptoms.

Close Contact-Symptomatic

Close contact is defined as being within 6 feet for more than 15 minutes of someone with confirmed COVID-19. If an individual becomes symptomatic, refer to the symptomatic scenarios. The individual must quarantine for 14 days after contact with the COVID-19 positive person even if the student has an alternate diagnosis for symptoms.

Close Contact-Asymptomatic

Close contact is defined as being within 6 feet for more than 15 minutes of someone with confirmed COVID-19. The individual must quarantine for 14 days before returning to school and must remain symptom free. If the individual develops symptoms, then refer to the symptomatic scenarios.

If children begin to exhibit symptoms during the school day, they will be isolated from the other children and wait in a separate room with an adult until the child's parent and/or caregiver arrives.

Travel

Travel out of the state is discouraged, particularly to high-risk states. Travelers must carefully watch for signs and symptoms of COVID-19 for 14 days following travel, per the Indiana State Department of Health.

Planning for Substitutes

If a teacher or a member of the teacher's household contracts COVID-19, we will have a long-term substitute for each class. The teachers and board members will plan with available parents or consider hiring a substitute.

Pickup

After class, teachers and/or participating adults will lead students to Door 1. Students will use hand sanitizer before leaving the building. Parents and/or caregivers will drive up to the door and help their child into the vehicle. Teachers or participating adults will not be responsible for securing children into car seats.

Class Schedule

We will begin the school year following stricter guidelines. We will review and evaluate this policy regularly. The plan for each class is slightly different because of developmental differences in the children's ages.

In order to reduce the number of people in the building at the same time, we will keep the classes separate and begin the school year with only one class in the building each day.

Pandas

Tuesday & Thursday: 9:30-12:00, at NPCP

Wednesday: 9:30-12:00, Forest Day, off-site

Online-Friday

The Pandas class will have one participating adult in class on Tuesdays and Wednesdays, and 2 participating adults on Thursdays. We encourage parents to participate for a week at a time, if possible, to limit the number of different people in the building each week. This could change depending on the number of students enrolled and ratio requirements. Water (in a disposable cup) will be provided, and students will have an individually wrapped snack at school.

Pandas will spend as much time as possible (weather permitting) in the outdoor classroom. Indoors, a reduced number of materials will be offered. This will limit the surfaces and toys that will need to be sanitized. Participating parents will help teachers clean and sanitize after class.

Koalas

Monday 9:30-12:00, at NPCP

Thursday: Online

The Koalas class will have two participating adults each week. This could change depending on the number of students enrolled and ratio requirements. Students will have an individually wrapped snack at school. Water (in a disposable cup) will be provided.

Koalas will spend as much time as possible (weather permitting) in the outdoor classroom. Indoors, a reduced number of materials will be offered. This will limit the surfaces and toys

that will need to be sanitized. Participating parents will help teachers clean and sanitize after class.

Teddies

Tuesday: Online

Friday 9:30-11:30, at NPCP

The Teddies class will have two participating adults each week. This could change depending on the number of students enrolled and ratio requirements. Students will have an individually wrapped snack at school. Water (in a disposable cup) will be provided.

Teddies will spend as much time as possible (weather permitting) in the outdoor classroom. Indoors, a reduced number of materials will be offered. This will limit the surfaces and toys that will need to be sanitized. Participating parents will help teachers clean and sanitize after class.

Cubs

Wednesdays 9:45-11:30, at NPCP

The Cubs class will have two participating adults each week. This could change depending on the number of students enrolled and ratio requirements. Students will have an individually wrapped snack at school. Water (in a disposable cup) will be provided.

The Cubs class will not have an online component because class will still be held weekly. However, the teacher will share books and short videos via social media to stay connected with the students. If in-person class is cancelled due to COVID-19 closures or quarantines, class will need to be held virtually

Cubs will spend as much time as possible (weather permitting) in the outdoor classroom. Indoors, a reduced number of materials will be offered. This will limit the surfaces and toys that will need to be sanitized. Participating parents will help teachers clean and sanitize after class.

All Classes

Where possible, students will use supplies and/or materials that are designated just for them. Dress up clothes and other cloth toys will not be used.

We will spend as much time as possible in the outdoor classroom. If there is active lightning or thunder, we will move indoors. Teachers will refer to the Wind Chill Chart published by the National Weather Service (Addendum B) to determine if a short weather break indoors is needed.

Children will need to be dressed appropriately and have multiple sets of clothing, including socks, shoes, and diapers to be kept at school.

Students will wash hands or use hand sanitizer frequently and throughout the day.

Snack/Lunch Policy

Teddies, Koalas and Pandas will have individually wrapped packages (example, fruit pouches or packaged apple slices.). Snacks will be nut-free and meet the dietary requirements of the students in the classroom. Water (in a disposable cup) will be provided. Students must dispose of the cup immediately after drinking.

The Pandas school day will be shortened on Wednesdays so they will have a snack instead of lunch.

Online Only Option

We understand that some of our students have family members that are high-risk. If any member is not comfortable sending their child to school, we will offer supply kits and online classes for a reduced tuition fee. This option is only for unique circumstances and will be approved by the board on a case-by-case basis.

In-School Only Option

We understand that some of our students are unable to take part in online classes for various reasons. We will offer an in-school only option for these students. Because the school will incur expenses for sanitizing and PPE, full tuition fees will be charged. This option is only for unique circumstances and will be approved by the board on a case-by-case basis.

Virtual Learning

If the state, health department, or local school districts have mandatory closings, and we have to close as well, we will continue to offer virtual meetings to students and parents so they can stay connected. Teachers will also put together starter kits with supplies and engage the children in activities using these kits.

Classroom Participation

As a cooperative preschool, parent participation has always been an integral part of our philosophy. However, we understand that some families are high-risk and are not comfortable in the classroom environment. These families will not be penalized, and we will work with them on a case by case basis.

Babysitting

To limit the number of people in the building during the school day, we will not offer babysitting on site. Teachers and class reps will plan other options for families that need child care while participating in class.

Cleaning Procedures

Participating adults will help the teachers clean and disinfect after class. Early return adults may be scheduled per the teacher's discretion.

All hard surfaces, including bathrooms, sinks, light switches, door knobs, chairs, and tables will be disinfected after each class. Toys will also be disinfected daily.

Enrichments

Extra curricular enrichment classes will not be offered on site. We will survey parents to determine interest in virtual classes.

Tuition

Even though we plan to begin the school year with less time on site, we will still incur regular expenses such as rent, payroll, insurance, supplies, outdoor classroom maintenance, etc. We will also have additional costs to purchase PPE, cleaning supplies, virtual platform subscriptions, etc. Teachers will have classes on site as well as online and will provide starter kits of supplies. Because members will receive many of the benefits of our program, they will be charged 100% tuition. Families can apply for a scholarship if they are experiencing financial difficulties.

Meetings

All meetings, including Board Meetings, Classroom Teacher Orientations, Class Coffees, and Membership Meetings will be held online. Student Meet the Teacher meetings will be in-person and by appointment at school. Details will be communicated by teachers in August.

Parent Ed Events, CPT Class, & Service Hours

CPT Class for new families will be held online. Similarly, we will not have any in-person Parent Ed events, unless the event can be held outdoor with proper distancing requirements. We will offer several opportunities for members to earn service hours while staying physically distant. Members are still required to earn 4 credits of parent ed and 4 service hours.

Fundraising

Although we will not be able to have family social gatherings and fundraising events such as the Back to School Bash, we will continue fundraising through flower sales, silent auction, the mulch fundraiser, dine-to-donates, T-shirt sales, and other opportunities.

Membership Tours

Because cooperative preschool is such a unique model, we still encourage interested families to tour the school and meet with teachers. All visitors will need to schedule an appointment and be health screened before entering the building.

Positive COVID-19 Test (Addendum A)

If your child or a member of your household tests positive for COVID-19, please contact the Director and your child's teacher. We will follow the guidelines set by FERPA to inform participating adults that may have had direct exposure. School-wide emails will also be sent to notify families that we have a case, but individuals will not be identified.

If there is a confirmed positive case in a class, the class will go virtual. All students or adults that were directly exposed will need to quarantine for 14 days. Individuals in another class or in a family that did not have direct exposure with the positive case do not need to quarantine. We will not require students or family members to test when there is exposure or if they experience symptoms.

Please refer to the CDC and ISDH Guidelines on when to quarantine or isolate.

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

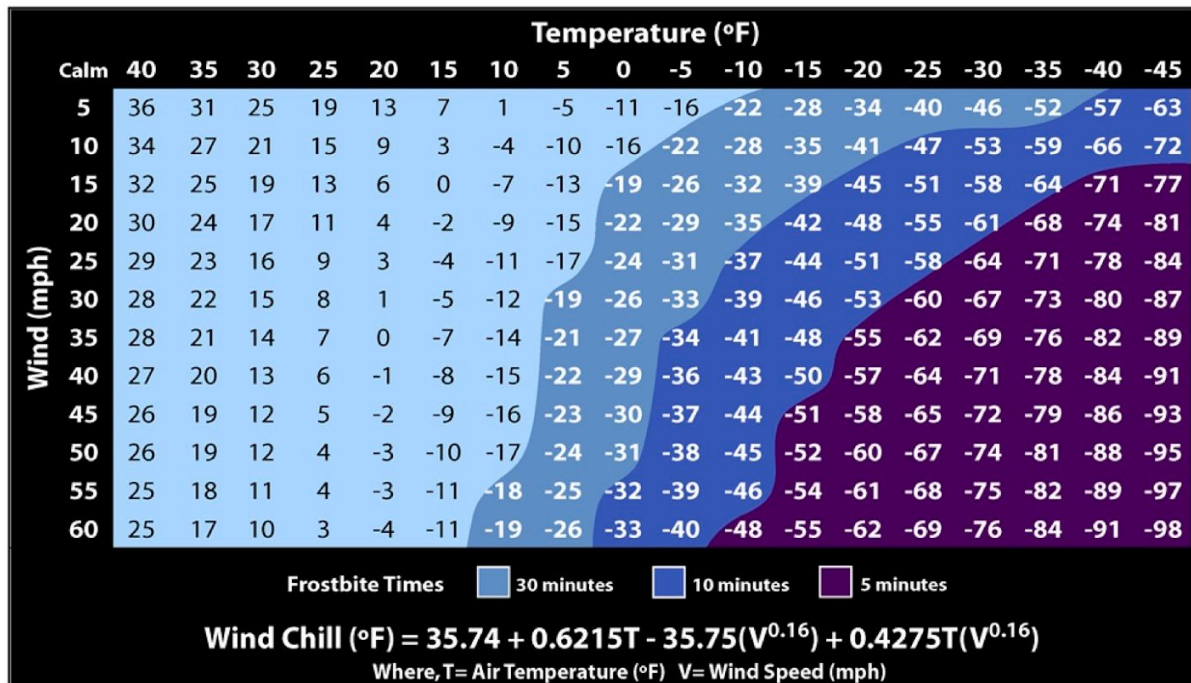
https://www.coronavirus.in.gov/files/Family%20quarantine_10-22-20.pdf

Wind Chill Chart (Addendum B)

https://drive.google.com/file/d/10R0SQgF-7O_5EyRxFvndgtPNRDAezry1/view



Wind Chill Chart



Resources

Indiana-DOE Guidelines for Reopening Schools

https://www.doe.in.gov/sites/default/files/news/june-5-class-document.pdf?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term=

Indiana Child Care Centers Guidance

https://www.in.gov/fssa/files/Updated_Child_Care_Guidance_FINAL.pdf

https://backontrack.in.gov/files/BackOnTrack-IN_BackOnTrack-IN_Guidelines-ChildCare.pdf?fbclid=IwAR1D1EY1v5TkDb63A4WPjg4vyKDkTLaHazrlbET5AmOecwvqzB7_zOFnXP4

Indiana-Cleaning & Sanitation Guidelines

https://www.in.gov/fssa/files/Cleaning_sanitizing_guidance_%203-2020.pdf

Indiana-COVID-19 Checklist for Child Care Centers

https://www.in.gov/fssa/files/Childcare_Programs-COVID-19_Checklist.pdf

CDC Guidelines for Schools

https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-for-schools.html

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf> (childcare facilities start around page 40)

EPA Approved Cleaners

<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>