

# Durham Community Preschool

## COVID-19 Policy and Procedures

### 2020-2021

#### Drop-off/Pick-up Protocol

##### *Drop-off:*

Parents are asked to wear masks during drop-off. All students and staff will be screened daily for symptoms of COVID-19 (see below for sample questionnaire and flow chart).

**Pod #1 Drop-off window: 8:10 am - 8:20 am**

**Pod #2 Drop-off window: 10:55 am - 11:15 am**

- Students wearing diapers need to arrive at school with a clean diaper.
- Parent/caregiver will walk child to screening station. Staff member will check temperature using no-touch thermometer and ask the following three questions:
  - Has anyone in your household been in close contact with anyone who has been diagnosed with COVID-19 or has the health department or a health care provider advised you to quarantine? **\*Please note: If you have questions regarding a possible exposure, please reach out to the Health Department at 919-635-8150 for guidance.**
  - Does anyone in your household have any of the following symptoms: Fever (greater than 100.4), chills, shortness of breath/difficulty breathing, new cough, new loss of smell or taste, runny nose/congestion, vomiting, or diarrhea?
  - Since you were last at DCP, has anyone in your household been diagnosed with COVID-19?
- If screening is passed, parent will walk child to the handwashing station. After washing hands, child will hang school bag, greet teacher, and say goodbye to parent/caregiver.

##### *Pick-up:*

Parents are asked to wear masks during pick-up. Parent/caregiver will come to playground where teachers will have children ready for dismissal. Please be considerate and practice social distancing.

**Pod #1 Pick-up window: 10:25-10:35 am**

*All children **\*must\*** be picked up by 10:35 to give the staff time to prepare the playground and ensure Pod #2 can start drop-off without the pods mingling.*

**Pod #2 Pick-up window: 1:10-1:20 pm**

*All children **\*must\*** be picked up by 1:20 pm to ensure the staff has time to prepare the playground*

# Daily Health Screening for COVID-19 for Anyone Entering DCP

The person conducting the screenings will maintain 6 feet distance while asking question and will ask these questions to anyone entering the facility (including children, staff, family members, or other visitors).

**People should not be at DCP if they may have been exposed to COVID-19 or are showing symptoms of fever (100.4 or greater), chills, shortness of breath, difficulty breathing, new cough, new loss of taste or smell, runny nose, congestion, vomiting, and/or diarrhea.**

**1. Has anyone in your household had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?**

Yes > The individual(s) should not be at DCP. The individual can return 14 days after the last time they had contact with someone with COVID-19, or as listed below.

No > The individual(s) can enter if they are not exhibiting any symptoms.

**2. Does anyone in your household have any of the following symptoms?**

- Fever (100.4 or greater)
- Chills
- Shortness of breath or difficulty breathing
- New cough
- New loss of taste or smell
- Runny nose or congestion
- Vomiting
- Diarrhea

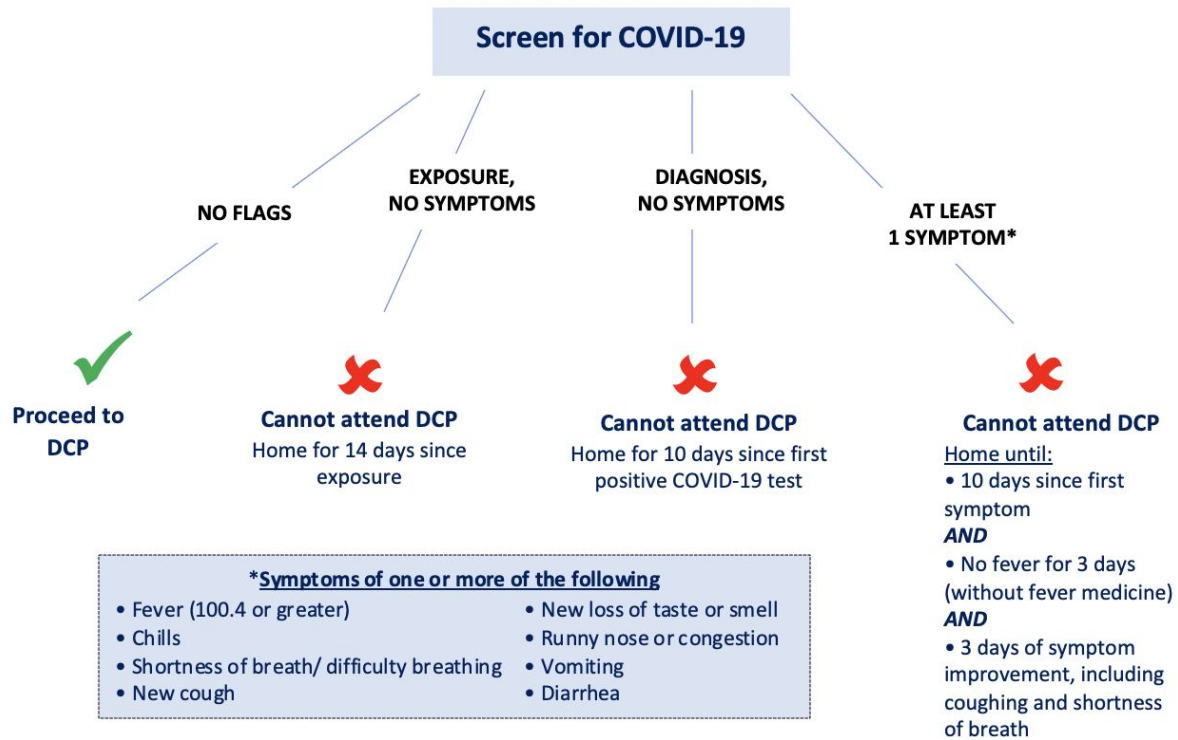
If an individual has any of these symptoms they should go home, stay away from other people, and contact their healthcare provider.

**3. Since you were last at DCP, has anyone in your household been diagnosed with COVID-19?**

- Yes | If a person is diagnosed with COVID-19 based on a test or their symptoms, they should not be at childcare and should stay home until they meet the criteria below.
- No

# Handling Suspected, Presumptive, or Confirmed Cases of COVID-19 Flow Chart and Protocol

## Screening Flow Chart



## Masks, Hygiene, and General Safety

### *Masks:*

- Staff members will wear a mask at all times. Each staff member must wear a new or freshly laundered mask each day.
- Students age 3 years and older will be required to wear a mask while indoors. Exceptions can be made in discussion with the DCP Director and staff.

### *Hygiene/Cleaning:*

- Staff will ensure handwashing throughout the day. Students will be encouraged to wash:
  - Upon arrival
  - Before/after eating
  - After blowing noses/coughing/any contact with body fluids
  - After toilet/changing diapers.

- Hand sanitizer with 60%+ alcohol may be utilized if soap and water is not immediately available; students will be closely supervised and will wash with soap and water once available. Hand sanitizer will not be substituted for washing with soap and water before eating or after toilet/diaper changes. Hand sanitizer will not be used on children under the age of 2.
- High-touch areas will be regularly sanitized throughout the day
- Pods will label and store activity items separately. After use, items will be cleaned and/or put out of rotation for 2 weeks.

*Restrooms/Diaper changes:*

- Each pod will use a designated restroom to minimize contamination between pods.
- For restroom breaks, the pod will be split into two groups, with one half staying outside while the other completes their restroom break. Students 3 years and older will be asked to wear a mask while indoors and students and staff will maintain social distancing.
- Diaper changes will occur outside on a disposable or washable mat, with a change of mat between each child. Staff will wear gloves during the diaper change and wash hands immediately following.

*Inclement weather safety:*

- In the event of a sudden inclement weather event, the pod will move indoors to a designated classroom to wait out the weather and/or wait for parent pick-up.
- When possible, doors will be propped open to ensure optimal ventilation
- Students 3 and older will be asked to wear a mask. Social distancing will be encouraged.

## **In the Event of a Confirmed or Suspected Case of COVID-19 at DCP**

*General Protocol*

- DCP Director will notify local health department and work in coordination to determine whether/ what length of closure is needed and communicate with families and staff. Confidentiality of person with COVID-19 will be maintained.
- Areas used by the individual will be cleaned and disinfected following CDC protocol.
- Infected person will be permitted to return when they meet the criteria in the chart below.

*If symptoms develop over the course of the day at DCP:*

- Symptomatic individual will be immediately isolated and sent home (along with any family members) as soon as possible.
- If symptomatic individual is a student, a staff member will stay with the child in an area isolated from others, preferably with good ventilation. Staff member will maintain a distance of at least 6 feet if possible. If child is over the age of 2 and is willing to wear a mask, they may be asked to put one on (DCP will have disposable child masks available).
- General protocol outlined above will be followed.

*If a student, staff member, or someone in their household develops symptoms at home or discovers that they may have been exposed elsewhere:*

- Inform DCP Director. General protocol outlined above will be followed.
- If there are questions regarding a possible exposure, parents/ caregivers are encouraged to reach out directly to the health department at 919-635-8150 for guidance. After doing so, if you are instructed by the health department to quarantine, please notify DCP.

Scenario	Criteria to Return to DCP
<b>Diagnosis</b>	
Person has tested positive with <b>antigen</b> test but does not have symptoms of COVID-19	If person then takes a <b>PCR</b> test within 24-48 hours of positive antigen test and the PCR test is negative: The antigen test can be considered a false positive and the person can immediately return to DCP  <b>OR</b>  If the person does not take a PCR test OR takes one within 24-48 hours and it is also positive: Person can return to DCP once they have completed <b>10 days</b> of isolation, <b>starting from the date of their first positive test.</b>
Person has tested positive with <b>PCR</b> test but does not have symptoms of COVID-19	Person can return to DCP once they have completed <b>10 days</b> of isolation, <b>starting from the date of their first positive test.</b>
<b>Symptoms</b>	
Person has symptoms of COVID-19 AND has tested positive with antigen or PCR test	Person can return to DCP when: <ul style="list-style-type: none"> <li>• They have completed <b>10 days</b> of isolation, <b>starting from the first day of symptoms</b></li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>• They have been fever-free for at least 24 hours without the use of fever-reducing medication</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>• Any other symptoms of COVID-19 are improving</li> </ul>

<p>Person has symptoms of COVID-19 but has not tested for COVID-19 nor has visited a health care provider and is therefore presumed positive</p>	<p>Person can return to DCP when:</p> <ul style="list-style-type: none"> <li>· They have completed <b>10 days</b> of isolation, <b>starting from the first day of symptoms</b></li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>· They have been fever-free for at least 24 hours without the use of fever-reducing medication</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>· Any other symptoms of COVID-19 are improving</li> </ul>
<p>Person has symptoms of COVID-19 but has visited a health care provider and received an <b>alternate diagnosis</b> that would explain the symptoms AND the health care provider has determined COVID-19 testing is not needed.</p>	<p>Person can return to DCP when:</p> <ul style="list-style-type: none"> <li>· They have been fever-free for at least 24 hours without the use of fever-reducing medication</li> </ul> <p style="text-align: center;"><b>AND</b></p> <ul style="list-style-type: none"> <li>· They have felt well for at least 24 hours</li> </ul> <p><b>**Note:</b> Health care provider is not required to detail the specifics of the alternate diagnosis to DCP</p>
<p><b>Exposure</b></p>	
<p>Person has been in close contact with someone with a confirmed case of COVID-19</p>	<p>Person can return to DCP after completing <b>14 days</b> of quarantine, <b>starting from the last known close contact with the COVID-19-positive individual</b>. Person must complete full quarantine even if they have a negative test during the quarantine period.</p>
<p><b>Household Member</b></p>	
<p>Household member has a <b>confirmed case</b> of COVID-19</p>	<p>Person can return to DCP after completing <b>14 days</b> of quarantine, <b>starting from the END of the 10 day isolation period of the person with COVID-19</b></p>

<p>Household member has <b>symptoms</b> of COVID-19 but has not been tested for COVID-19 nor has visited a health care provider and is therefore presumed positive.</p>	<p>Person can return to DCP after completing <b>14 days</b> of quarantine, <b>starting from the END of the 10 day isolation period of the person who is presumed to have COVID-19</b></p>
<p>Household member has symptoms of COVID-19 but has visited a health care provider and received an <b>alternate diagnosis</b> that would explain the symptoms and the health care provider has determined COVID-19 testing is not needed.</p>	<p>Person can return to DCP immediately after the household member receives their alternate diagnosis.</p> <p><b>**Note:</b> Health care provider is not required to detail the specifics of the alternate diagnosis to DCP</p>

Situation(s) determined by daily health screening	Criteria to return to DCP
<p>Person has symptoms of COVID-19 and has not been tested</p> <p>OR</p> <p>Person has symptoms of COVID-19 and has been diagnosed with or tested positive for COVID-19</p>	<p>Person can return to DCP when they can answer yes to ALL three questions:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Has it been at least 10 days since symptoms first appeared?</li> <li><input type="checkbox"/> Has it been at least 3 days since the person had a fever of 100.4 or greater (without using fever-reducing medicine)?</li> <li><input type="checkbox"/> Has it been at least 3 days since the person's symptoms have improved, including cough and shortness of breath?</li> </ul> <p>Once the criteria above are met, it is not necessary to have a negative COVID-19 test in order to return to DCP</p>
<p>Person has not had symptoms of COVID-19 but has been diagnosed with COVID-19 based on a positive test</p>	<p>Person can return to DCP once 10 days passed since the date of their first positive test.</p> <p>HOWEVER: if the person develops symptoms of COVID-19 after the test, they must be able to answer yes to ALL 3 questions listed above before returning to DCP</p>
<p>Person has been excluded because of COVID-19 symptoms but then tests negative for COVID-19</p>	<p>Person can return to DCP once they can answer yes to both questions:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Has it been at least 24 hours since the person had a fever without the use of fever-reducing medicines?</li> <li><input type="checkbox"/> Has the person felt well for at least the past 24 hours?</li> </ul>
<p>Person has been determined to be in close contact with someone diagnosed with COVID-19</p>	<p>Person can return to DCP after completing at least 14 days of quarantine at home. The purpose of quarantine is to determine if a person who has been exposed to someone with COVID-19 will get infected. They must complete the fully 14 days of quarantine <i>even if they test negative.</i></p> <p>HOWEVER, if the person tests positive or develops COVID-19 symptoms, the return to DCP must follow the criteria listed above.</p>