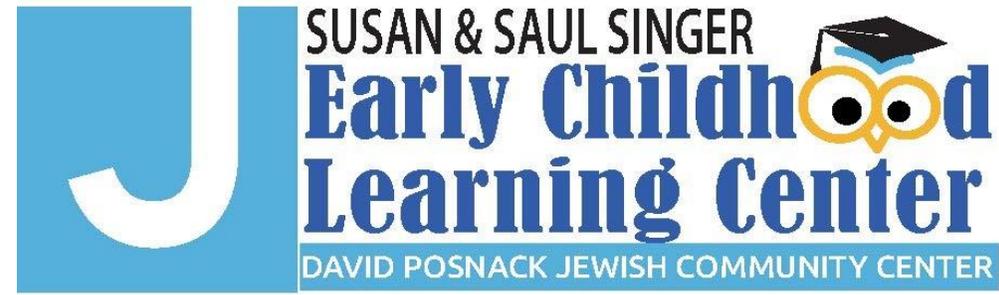


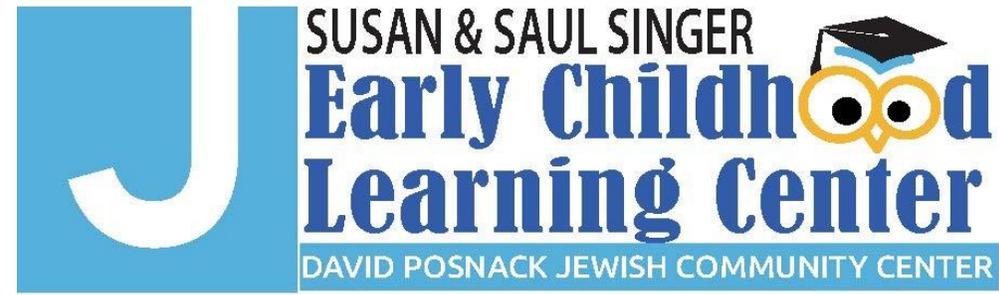
# Health & Safety Protocols Effective August, 2020



## General Information

1. Teachers will be required to be tested for Covid-19 prior to the start of school opening on August 19, 2020. They will not be allowed to begin work unless they have a negative test.
2. Every classroom/public space will be electrostatic sprayed with disinfectant prior to opening and closing daily.
3. All toys, furniture and equipment will be washed with bleach/water solution prior to opening and closing daily.
4. All floors and carpets will be cleaned and disinfected prior to opening and closing daily.
5. Teachers will participate in the most up-to-date health best practices available, through CDC, DOH and DCF.
  - Training will include cleaning, sanitizing, disinfecting, wearing of PPE properly, awareness of Covid-19 symptoms, and distancing practices with young children.
6. All children will have an individual bin of their own school/craft supplies.
7. The only adults allowed in the school are the faculty and staff of the preschool.

# Health & Safety Protocols Effective August, 2020



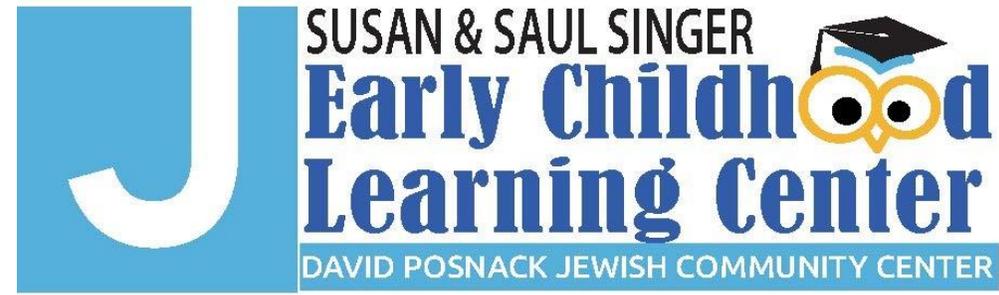
## Cohorts/Class Size

1. We will begin the year with a ratio of 2:8 - 8 children with two staff members in all classes, except infants (ratio 1:3 or 3:9 maximum) and Pre-K/VPK (1:10).
2. Children are assigned to a cohort with up to three assigned teachers. We will limit the number of adults that will interact with your children.
3. There may be instances where we have to place a substitute teacher in the classroom if one of the teachers is out.
4. For the three year old and Pre-K/VPK classrooms - Rooms 1 through 6 - we may divide them into 2 separate cohorts in each classroom, utilizing clear plexi-glass dividers, approved by Broward Child Care and Licensing.

## Pre-Arrival Procedures

1. Teachers and parents are required to complete the *Remini* Daily Questionnaire. If they have even one of the listed symptoms, faculty and child/ren are not allowed to attend. A Covid-19 negative test may be required for re-admittance.
2. Teachers are required to have their temperature checked upon arrival. If they have a temperature of 100.4 or greater, they will be dismissed immediately and be required to have a Covid-19 test. A negative test result will be required before returning to work. Teachers are required to disinfect their shoes and their hands upon arrival.
3. For any forms that need to be filled out teachers are encouraged to use their own writing utensil. There will be writing utensils available and if used, they are required to use the ones marked "Sanitized".
4. Parents (or the adults in the car) are required to wear face coverings when approaching the DPJCC carpool line. Teachers and staff are not allowed to open your door unless the adults in the car are wearing a face covering.

# Health & Safety Protocols Effective August, 2020



## Drop Off & Pick Up/Carpool

Parents may NOT enter the school. We have implemented a drop-off and pick-up process at all times at the front entrance of our school to limit the number of people entering the building. Please adhere to the drop-off/pick up times. If it is necessary for you to drop or pick up at a different time, please call in advance and we will meet you outside to pick up or drop off your child as soon as we are able to do so. Once again, parents may NOT enter the building, no exceptions.

### Drop Off Times:

- 7:30-7:45am
- 8-8:15am
- 8:45-9:15am

Early Care – *Note: The 7am drop off is now moved up to 7:30am for additional cleaning prior to opening.*  
Early Care  
Regular Drop Off

### Pick Up Times:

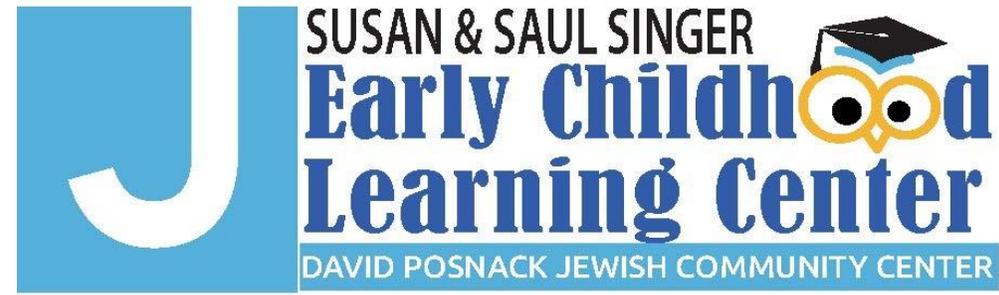
- 12-12:15pm
- 12:15-12:30pm
- 2:45-3:15pm
- 4:45-5pm
- 5:45-6pm

VPK  
Half Day  
Full Day  
After Fun  
After Fun

Please be patient with us as we now need to pick up and/or bring your child(ren) one vehicle/family at a time.

Note - infant carriers, car seats or strollers are no longer allowed in the DPJCC facility.

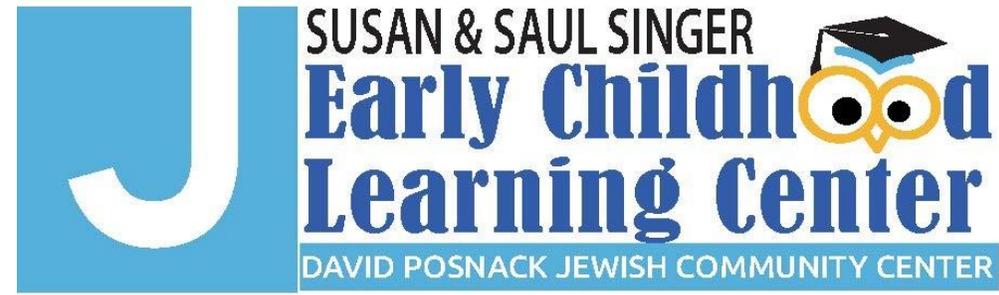
# Health & Safety Protocols Effective August, 2020



## Arrival Procedures

1. Children's temperature will be screened before entering our building. If they have a temperature of 99 degrees or greater, we will retake their temperature with the ear thermometer which is more accurate. If their temperature is 100.4 or greater, the child/ren will not be allowed to be in our program that day and may not return until fever-free for a minimum of 24 hours. They may be required to get a Covid-19 negative test result before returning to our program.
2. Any child who displays other visible symptoms of illness will not be accepted into school that day. This includes but is not limited to: coughing, sneezing, runny nose, rash, and lethargy. We ask that you err on the side of caution and be especially sensitive to all of our families and the possibility of contagion.
3. Teachers assisting with carpool will wear protective gowns and face coverings. Gowns will be disinfected as needed if a teacher is required to hold a child.
4. Children will disinfect their shoes upon arrival with assistance from staff and they must disinfect their hands with sanitizer (or wipes for infants and toddlers).
5. All faculty holding hands of children during carpool will sanitize their hands every time in between children. Gloves can be worn; but are not a substitute for hand-sanitizer.
6. Backpacks/bags of children will be disinfected/sprayed once on the hooks in hallways.

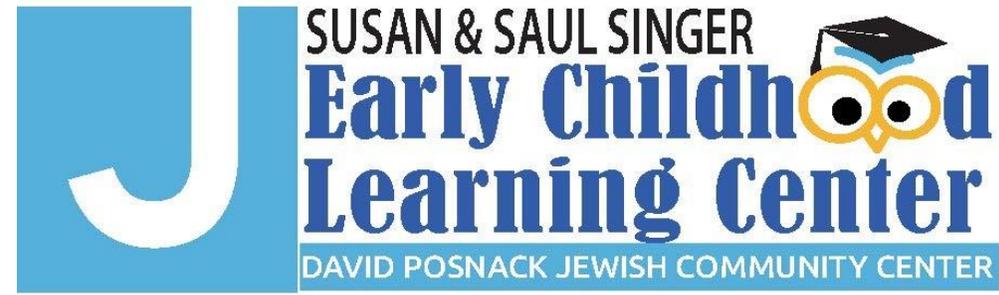
# Health & Safety Protocols Effective August, 2020



## PPE – Personal Protective Equipment

- 1. Face Coverings for Staff:** face coverings are required for staff at all times. They must be worn correctly covering both the mouth and nose. The only exception to this policy is when eating and drinking. It is recommended for teachers to eat lunch while the children are resting or napping, to allow for social distancing while the teacher's mask is off for eating.
- 2. Preschool Administrative staff** are required to wear face coverings when in the presence of staff or children. If they are alone in the office or a minimum of 6 ft apart, they can be without a face covering. If they ever take off their face covering, they must spray the air with disinfectant when they leave.
- 3. Face Coverings for Children:** Children two years and under are not permitted to wear face coverings. Three, four and five year old children are permitted to wear face coverings, and may be required pending CDC, DOH, DCF, Broward County or DPJCC guidelines.
- 4. Clear Face Coverings/Shields:** When teaching emergent language concepts, which require a child to see the teacher's face, teachers may wear a clear face covering along with the full-face shield so that the teacher's mouth is visible. The half clear face mask cannot be worn by itself, it must be worn with the full-face shield.
- 5. Protective Gowns/Aprons:** All infant and toddler teachers are required to wear the JCC provided gown or apron as protection. Gowns are assigned to each child, and teachers change them between holding children.

# Health & Safety Protocols Effective August, 2020

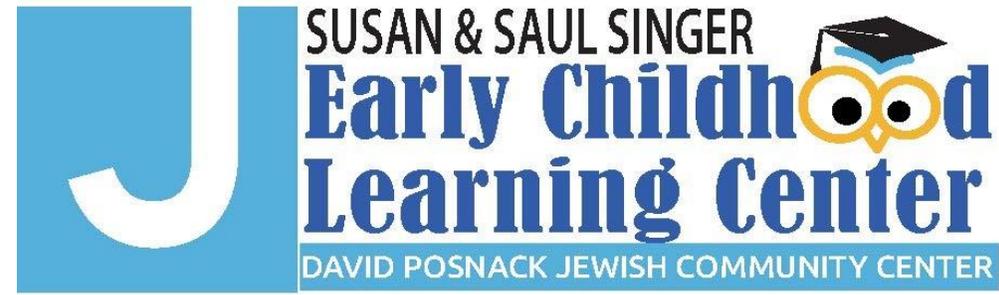


## Specialists

*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. All special activities will continue, but instead they will be zoomed into your child's class.*

1. **Music/Movement:** The music/movement specialist is housed in a separate room, and will conduct the zoom specials from that room. This specialist is permitted to remove her face covering when singing, but the door must remain closed. The specialist will disinfect the air once done for the day.
2. **Swim:** When walking to the pool through the playground, the group on the playground must move to the side to allow for proper social distancing for the class walking to the pool. The gate must be closed and locked behind them. Children should not wear face coverings for swim. Some teachers may wear a water-proof face covering during swim.
3. **Playground:** The playground areas is divided into sections and classes go individually and only to their assigned section. Each teacher is responsible to spray their class's assigned playground area and equipment with disinfectant prior to leaving.
4. **Other Specialists:** All other specialists will be using the zoom platform and are housed in the Preschool lobby. These specialists must wear face coverings at all times. If the zoom technology is not working effectively, these specialists are permitted to deliver the materials to the teachers in classrooms with instructions. Specialists will NOT go into classrooms.

# Health & Safety Protocols Effective August, 2020

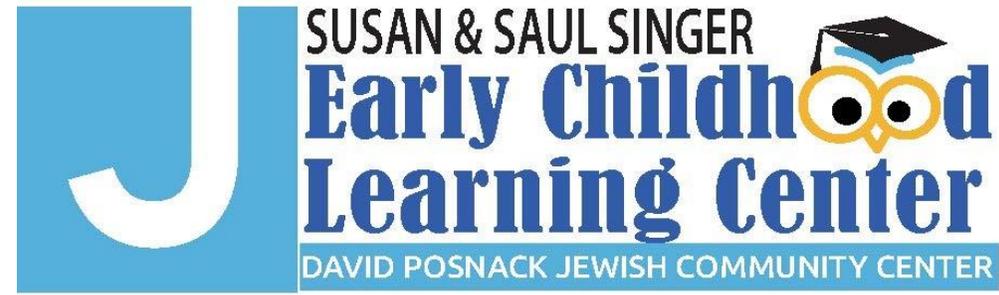


## Common Areas

Social distancing 'circles' have been strategically placed in the preschool common areas including: foyer, lobby, offices and kitchen. Teachers are required to abide by these and remain a minimum of six feet apart from other staff in these common areas.

1. Hallways
  - a. Only one class is permitted in a hallway at a time.
2. Office/Copy Room
  - a. Teachers are required to call the office to request permission to come to the office area. We are only allowing up to two staff members in this area at a time to meet the six ft. social distancing requirements. Staff must abide by the social distancing circles that will be on the floor(s),
  - b. Copy machine and laminator usage is limited. The administrative staff will do most of this to minimize contact on these machines as well as congregating in the office area. There are copy and laminating drop-off boxes outside of the office.
  - c. Cleaning materials are at all common areas with instructions to sanitize.
3. Kitchen
  - a. The kitchen is closed to group seating; chairs have been removed. Social distancing circles on the floor must be followed. No more than two staff are allowed in the kitchen at the same time; staff must wait in the hallway adhering to the social distancing circles.
4. Preschool Front Office
  - a. Two administrative staff is the maximum number at the front and back desks in the front preschool office. Face coverings must be worn at all times when another staff member enters the office area.

# Health & Safety Protocols Effective August, 2020



## Children Becoming Ill in School

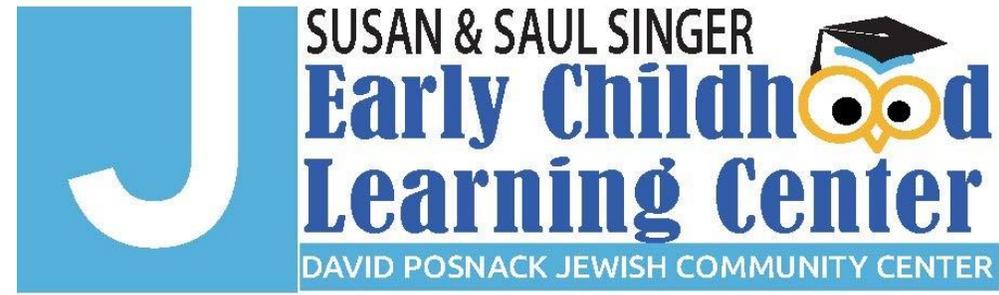
If a child begins to display symptoms of illness, including fever, coughing, sneezing, runny nose, sore throat, headache, dizziness, chills, body shaking, achiness, diarrhea, lethargy, rash or other symptoms, s/he will be removed from the classroom. We have a designated separate room for children identified with any signs of illness. 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. Parents need to call the school upon arrival, remain in your vehicle and we will bring your child out to you.

## Handwashing

Frequent handwashing has proven to be the most effective way to minimize the spread of any contagious illnesses. In our program, children wash their hands upon arrival in the classroom, after diapering and/or using the bathroom, before and after playground, before and after snack and lunch, and other times throughout the day.

Every classroom is now equipped with new hand-washing stations (not in the bathroom) which also have filtered water for filling up their water cups.

# Health & Safety Protocols Effective August, 2020



## Water Fountains and Water Bottles

For health and safety, the water fountains are closed and not available for use. Please continue to send in a LABELED sippy cup for drinking use throughout the day. Cups and bottles will be sent home daily to be sanitized and sent back. The playground is also equipped with an insulated cooler with ice and water every day.

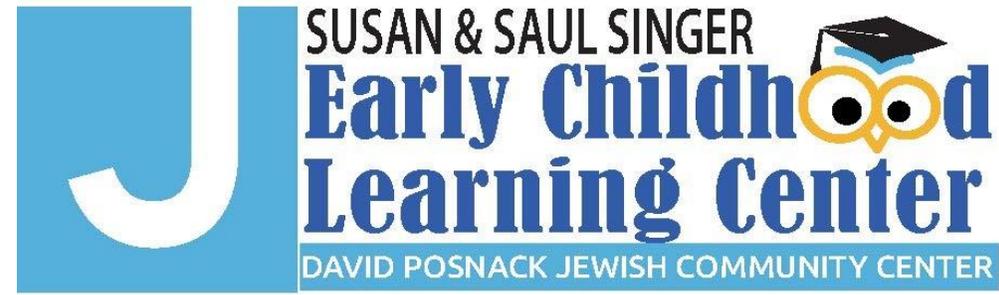
## Lunches and Snacks

Sterling Kosher Catering is offering a hot lunch option. Menus and pricing will be included in your parent packet. You may also opt to send in a lunch from home. When sending in lunch from home, please send in a dairy or pareve lunch in a disposable lunch bag (paper/Ziploc). Snacks and lunches will be delivered to classrooms.

## Naptime and Bedding

During naptime, cots, mats and cribs will be kept a minimum of six feet apart. Please send in a play-yard/porta crib sheet for all infants and cruisers. Send a crib sheet and small blanket for all other children who nap. Bedding is individually sealed in large Ziploc bags daily after naptime. If the bedding sent in is too large to seal, it will be sent home daily to be washed and sent back the next day. All bedding will be sent home weekly to be washed and sent back. If a child is ill or suspected of being ill, bedding will go home that day with the child.

# Health & Safety Protocols Effective August, 2020

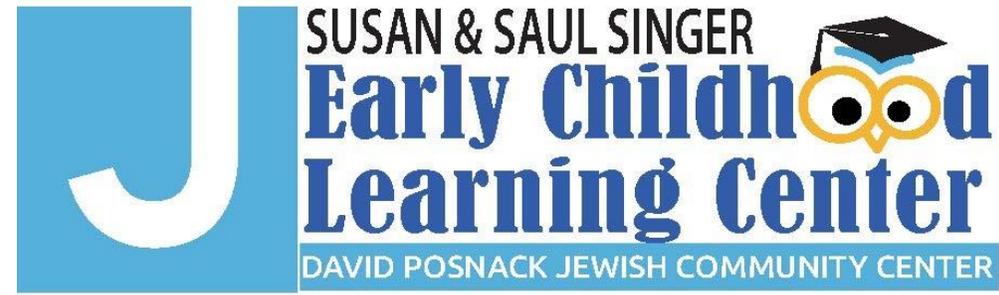


## Cleaning/Sanitizing Protocols

### Daily logs are in every classroom for teachers and maintenance to sign off on:

1. Bleach/soap water bottles changed out daily
2. Knobs, handles, light switches and common-touch room surfaces sanitized throughout the day
3. Floors swept and swiffered multiple times daily as needed
4. Air disinfected in the classroom when children leave the classroom for playground and swim
5. Room sprayed by electrostatic sprayer daily after-hours
6. Playground equipment (slides, cars and benches) is sprayed with disinfectant after each use
7. Common areas mopped during the day
8. Adult bathrooms sanitized by user - toilet seat, knobs, handles, light switches
9. Children's bathrooms sanitized after every use: bleach water/sanitizing wipes for all knobs, toilet seats and sink; bathroom air disinfected
10. After-hours: all hard surfaces disinfected, floors mopped with bleach water or other disinfectant, bleach water in every toilet, sink, knobs, light switches and other common-touch surfaces
11. All items used by children throughout the day are sanitized and disinfected.

# Health & Safety Protocols Effective August, 2020



## Covid-19 Closure and Refund Policies - Effective August 19, 2020

### Closure Policy If/When There is a Positive Case

The child/staff that tested positive must have two negative test results before returning to the program and be symptom-free. Only the class/cohort that has the positive case will temporarily close and will be deep cleaned. The minimum closure will be two days from the day the child was last in the program. The date of that class reopening will be determined on a case by case basis.

We will work with the Broward Department of Health (DOH) to determine if (and which) children and staff members will require quarantining and/or testing. Each case will be determined on an individual basis as the circumstances vary per case. This technique avoids a program wide closure.

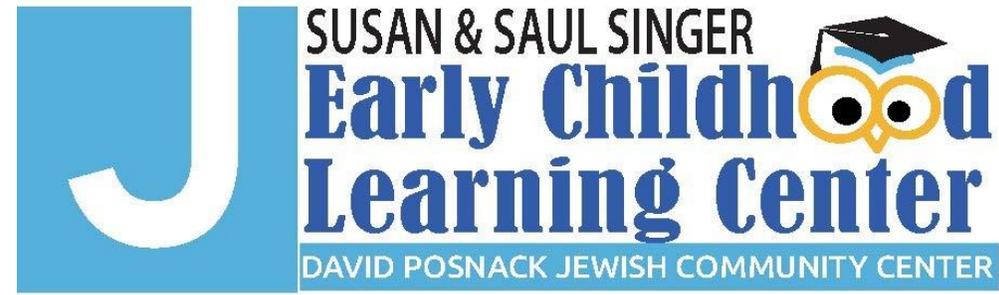
### Refund Policy Due to Temporary Closure/Return to School

If your child's class has a temporary closure, a 50% refund will be given for four or more missed consecutive days within that month/following month. If we temporarily close for three or less consecutive days, no refunds will be issued for those days within that month/following month.

You may choose to withdraw from the program for future months; however, we cannot guarantee their space and there is a \$250 re-enrollment fee.

Refunds will only be issued if the JCC closes, not if a parent chooses to withdraw from the program.

# Health & Safety Protocols Effective August, 2020



Please know that our policies and protocols are subject to change, pending the regulations and recommendations put forth by the Centers for Disease Control and Prevention (CDC), Department of Health (DOH) and the Florida Department of Children and Families (DCF). The situation is especially fluid as it relates to how we handle a positive case regarding quarantining and testing.

Our goal is to keep our center open for you and your children.

**Thank you for your support of the Singer Early Childhood Learning Center at the DPJCC during these challenging times.**