

Temple Judea ECC

SPRING 2021 COVID-19 Protocols

The following protocols and procedures have been developed in accordance with rules set out by the CDC, Los Angeles County Department of Public Health, and California Department of Social Services, Community Care Division. We are instituting these protocols so that we can open the Nursery School in the safest and most developmentally appropriate way. There are many changes to how we used to do things, but they are just for now. All of these protocols are subject to change if the above organizations change their requirements, or if we find that there are better ways to do things. We are a work in progress.

In order to educate and protect our children, we need to come together to do the best we can for them. The following document will help us all to minimize, to the extent possible, the risk of spreading Covid-19 on our campus. Please read these procedures and protocols, sign the Family/School Covenant, and submit your Recommitment or New Family Registration paperwork and deposit by November 2nd. We look forward to welcoming you all back to school.

A Quick Reminder About Love and Nurturing

When we refer to “classrooms” in this document we are still talking about the same kinds of loving classroom groups that we had before COVID-19. We are still the Shooting Stars, Smiling Suns, Busy Bees...

- Teachers will still hold and comfort children.
- Teachers will still create warm and welcoming classrooms.
- Children will still be socially & emotionally connected.
- Children will still feel loved.

Important Dates

In order to ease the transition back to school, teachers will begin interacting with their new classes at least one week in advance of students returning to campus. Zoom classes will be hosted from the classrooms, so children start getting excited about the toys and activities in their rooms. Lessons will include talking about new rules to keep us safe at school, including wearing masks. We have many books to share about this unique time and what it might feel like to return to school. Teachers will visit the home of every child to start developing a relationship, so the first days will go more smoothly.

Jan 4th - 8th:

- New teachers (starting new classes) return to campus for professional development and classroom set up
- New families that are going into existing classrooms begin virtual learning with their class
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Jan 11th – 15th:

- New teachers - Training continues
- New classes - Zoom morning meetings and home visits
- New families going into existing classrooms begin school ON CAMPUS

Tuesday, January 19th: New classes begin on campus

Drop-off Procedures

- Drop-off will be from 9:00-9:15 for all students, unless they are signed up for early drop-off. If you are late, security will need to call the office and we'll have a teacher meet you at your welcome table
- Please count on 5-10 minutes for the drop-off procedure.
- Masks are required for all adults and children over 2-years old.
- All adults will have their temperature taken in the car on the way into the parking lot. Please have your masks already up.
- Upon entering campus, hands must be sanitized at the sanitation station.
- Physical distancing must be maintained at all times while on campus.
- Children must stay close by their adults at all times during drop off procedures.
- Welcome Tables – There will be a separate Welcome table for each age group. At the welcome tables, all children's temperatures will be taken and recorded, and we will do a visual health screening to make sure children appear healthy enough to enter class.
- Parents and approved grown-ups will be using the Remini app for touchless sign-in and to answer a brief daily health questionnaire. **Anyone doing drop-off or pick-up will need to have a phone with the Remini app downloaded on it with a registered account.**
- Once children are cleared, children will say goodbye to grown-ups at the Welcome Table, and their teacher will take them to class.
- For the safety of the children, parents are not allowed in classrooms.

Pick-up Procedures

- Pick-up times will be from:
 - 11:50 - 12:00 (beginner option only)
 - 1:15 - 1:30
 - 2:45 - 3:00 (extended day)
 - 3:45 - 4:00 (extended day)
- Parents will park, have temperatures taken at security, and then wait at the Welcome Table, maintaining physical distance.
- Children will have temperature taken and recorded before going home.
- Teachers will bring children to the welcome table when parents arrive.
- Parents will use Remini app for touchless sign-out.

Staff PPE

- All teachers and staff members will wear masks at all times.
- Teachers may choose to wear an apron over their clothes that can be changed, if necessary, throughout the day.
- Teachers will wear gloves while helping children in the bathroom, during diapering, and during snack and lunch.
- Teachers will be getting COVID testing on campus every 2 weeks

Masks for Children

- Masks will be strongly encouraged for all children and will be required for children to play with friends in the same area.
- As always, we will work with individual families if you have specific mask-wearing needs.
- All children need to have 2-3 masks with them each day. One to wear and at least one more as back up. Used masks will be sent home each day for washing.

Grouping for Children

- Based on California state guidelines, ECC classrooms will have a maximum of 12 students per room with 2 staff members. (There may also be an assigned teacher's assistant in some rooms, if necessary.)
- Children will consistently stay with the same group of 12 children and assigned teachers. There will be no mixing with other children.
- Classroom doors and windows will remain open as much as possible to provide ventilation.

- Concepts like giving each other space for safety will be taught in an age-appropriate and nurturing way.

Keeping Classrooms Clean

- Children and teachers will need several sets of extra clean clothes every day.
- All classroom and bathroom faucets have been replaced with touchless faucets.
- Children and teachers will wash their hands for at least 20 seconds many times a day, including:
 - Before and after eating or handling food
 - Before and after using the restroom
 - Before and after playing outside, or any time they are transitioning from one area to another.
 - After sneezing or coughing
- Posters about cleanliness, with visual cues will be posted in classrooms and bathrooms.
- Surfaces and objects that are frequently touched will be cleaned and disinfected throughout the day.
- Lunch/Snack tables and chairs will be wiped down before and after use.
- “Wash Me” bins will be in every class to collect toys that have been used or mouthed. They will not be returned to play until they are sanitized. (Kids love to help clean!)
- Teachers will sanitize toys and play areas throughout the day between children’s usage.
- Maintenance will do a deep clean and disinfection of all classrooms every afternoon using Bioesque Botanical Disinfectant Solution and an electrostatic sprayer.
- Items that cannot be easily cleaned, like dress-up clothes, have been removed from the classroom.
- All classroom air systems have been upgraded to use HVAC MERV13 air filters.

Keeping Bathrooms Clean

- Bathrooms are deep cleaned by the maintenance team before and after school and throughout the school day.
- Children will enter bathrooms only with children from their own class.
- Wipes are available in all bathrooms, and toilet seats and handles will be wiped down before and after each use.
- Teachers will instruct children to use a piece of toilet paper to touch toilet handle.
- All bathroom faucets have been replaced with touchless faucets.

- Children will be taught how to wash hands with soap and water for at least 20 seconds.

Outside Areas

- Outside time is encouraged for all classes throughout the day.
- Yards are separated into sections so that no two groups of children are in the same section at the same time.
- Yards will be thoroughly cleaned using Bioesque Botanical Disinfectant Solution and an electrostatic sprayer and allowed to dry before the next class can access the yard.
- Yards are only accessible by teachers during their assigned times.
- We are utilizing many outdoor spaces for play, including the yards, dance circle, garden, courtyard, and indoor playground.

Clergy/Specialists

- Clergy will be leading meaningful Shabbat and Jewish Holiday services for one class at a time in person, while maintaining physical distance. All other classes will participate through Zoom from a large SMART TV in their classroom. Classes will rotate with attendance at the live service.
- Shabbat will also be celebrated in individual classrooms with the teachers. There will still be special Shabbat boys and girls, and parents will be able to interact with the class via Zoom.
- On weather-appropriate days, we have yoga outside with Brookie Cookie every other week while maintaining physical distance. Each child will have a yoga mat that will be disinfected and dried before the next use. On days that are not weather permitting, classes will have yoga with Brooke through Zoom.
- Robbo will be “visiting” the classrooms every other week through Zoom on a large SMART TV monitor for music class.

Lunch/Snack

- Temple Judea will be providing snack every day. (And a second snack for kids who stay after 1:30).
- The morning snack consists of 1 pantry snack and either a fruit or dairy item (yogurt, cheese stick, etc.)
- We will be offering Pizza Wednesday with individually sized pizzas from Marco's and a fruit squisher.
- There will not be space to refrigerate lunches/snacks. Please send food with an ice pack, if necessary.

- If food needs to be kept warm, please send it in a thermos so that there is no need to reheat.
- Children need to bring a labeled water bottle from home every day. It will go into the cubby during the day and be returned home for washing every afternoon.
- Lunch boxes should be easy for teachers to wipe down/ disinfect.
- We are still a kosher-style and nut-free campus.
*No nut products of any kind allowed

Illness Policy

The most up to date science tells us that Covid-19 is transmittable even when mild or no symptoms are present. It is imperative that you take even the slightest sign of illness very seriously, and do not send your child to school until they are completely well. We know that children get sick with things other than Covid-19, but in order to protect our community, Temple Judea will be very strict about Illness Policies, as recommended by the CDC, Los Angeles County Department of Public Health, and California Department of Social Services.

- Children and Adults may not enter campus with the following symptoms, even if no fever is present: runny nose, cough, red/watery eyes, diarrhea, vomiting, fever, rash, stomach pain.
- Children and Adults with a fever of 100 degrees or higher may not come to school.
- Diagnosed allergies must be verified by a doctor's note before entry.
- Children who become sick at school will be isolated in our "sick tent" in the office. It is cozy and comfortable, but separated from other children. (Has hanging light, books, stuffed animal, and washable blanket)
- Children who become sick at school must be picked up within 30 minutes.
- If a child becomes ill, they must stay home until fever and symptom free (without medication) for 72 hours. This means that if your child's last fever was on Monday afternoon, he/she would return to school on Friday.
- If a child, family member, or staff member comes in contact with someone who tests positive for Covid-19, the ECC office must be notified immediately, and that individual will not be allowed on campus for 14 days.
- If a child or staff member is diagnosed with Covid-19, we are required to report the diagnosis to the LA County Dept. of Public Health, and the California Dept. of Social Services. They will provide guidelines for our next steps.

Close Contact

Individuals need to quarantine for 14 days from the date of exposure if they are in close contact (within 6 feet for more than 15 minutes over a 24 hour period) with someone who

has a confirmed case of COVID. A PCR COVID test should be administered on or after Day 7 of quarantine, but regardless of the result the quarantine must last the entire 14 days. People who share a household are considered "one person," so if mom is exposed to someone with COVID, other household members may not come on campus for 14 days.

Travel Protocols

- According to the CDC, travel increases your chance of getting and spreading COVID-19. Staying home is the best way to protect yourself and others from COVID-19.
- If someone in your household uses public transportation to travel (by plane, train, bus, etc.) or travels outside of California, families must quarantine for 14 days from the last date of possible exposure.
- The 14 day quarantine is non-negotiable, even with a negative COVID test. A negative test within the 14 days no longer means that you are free and clear, as incubation time for the COVID virus could be as long as 14 days.

Substitutes

- In the theme of transparency and keeping you updated about ongoing Department of Public Health recommendations, I want to share that they now allow nursery school teachers to be with up to two groups of children a day, and allows substitute teachers to work in a different class every day without quarantine between classes. As counter-intuitive as this may sound, it's now what is allowed. As with other rules, and as much as is humanly possible, we have chosen to follow a more strict policy than is allowed. Our teachers will remain with their one stable group of children. As you can imagine, it is very difficult to find subs during this time, and to find people who we trust have been properly screened.
- As much as possible, we are going to try to use our own support staff, who are tested regularly, to act as subs if a teacher needs to be out of school. Please know that we take none of these decisions lightly, and are doing our best on a daily basis to keep your kids and you safe. Feel free to reach out if you have any questions.
- In case of a teacher's non-COVID related absence, parents in that class will be notified as soon as possible if a new staff member will be in your class.

Extended Day Programs

According to the Department of Social Services and LA County Department of Public Health, we are no longer allowed to have an afternoon program that mixes children from various classrooms with new teachers. Based on this new information, any child who needs an extended program (before 9:00am or after 1:30pm), will need to stay in their regular classroom with their assigned teacher. This will impact staffing and class placement. If you need your child at school before 9:00am or after 1:30pm, you must sign

up for that program on your recommitment form. At this time, we will not be able to allow “drop-ins” for extended days. Class placements may change based on the need for extra school hours.

- We are offering 3-day (MWF) or 5-day early care options starting at 8:30am.
- We are offering 3-day (MWF) or 5-day extended day options until 3:00pm or 4:00pm daily (based on availability).
- If you need to pick up earlier than your scheduled time (3:00 or 4:00), you will need to call the office to arrange for someone to meet you at the Welcome Table.
- The 3-day option is only on Monday, Wednesday, Friday. Days cannot be switched due to coordination of staffing.
- The 5-day extended program is deeply discounted from the original \$14 per hour rate. If you need extended care on Tuesdays or Thursdays, you will need to sign up for a 5-day program.
- Nappers will need to nap in their classrooms with their assigned teachers. Children who are not napping will have quiet indoor time or outside time.

Tuition and Temple Membership

- All Parents will pay a \$250 per child **Covid-19 Safety Fee** which will go toward campus and classroom upgrades, safety and PPE.
- Tuition, Parent Association Fee, and Covid-19 Safety Fee will be billed starting in January on a 5-month payment plan which must be completed by May 31st. Finance will be in contact regarding payment set up.
- Temple Membership and Security will be billed together. You’ll notice that the security fee has been reduced due to the temporary closure of our campus during the COVID-19 pandemic. We are glad that we can pass that savings on to you.
- Once you commit to attending school in Spring, you will receive an email regarding membership (unless you are already current members). In that email, there will be a link for you to confirm or renew your membership and set up your payments. You may select a 5-month plan, January 2021- May 2021. If you would like to make alternate arrangements, you can contact the finance department. All Temple membership fees must be completed by May 31, 2021.

Closure, Tuition Refunds, and Online Learning

- If school needs to close for 2 consecutive weeks or less (10 scheduled school days, not including holidays), we will switch to online learning with classroom teachers, and there will be no refund.
- If school needs to close for over 2 consecutive weeks (11+ scheduled school days, not including holidays), 80% of tuition only (based on the daily rate you pay) will be credited to your account. The 20% that is not credited will go toward the fixed

costs to maintain the school. If we all want a school to return to, it is impossible to refund 100% of tuition.

- If school closes for over 2 consecutive weeks (11+ scheduled school days, not including holidays), teachers will be placed on furlough until alternate plans to open are made.
- If a child needs to stay out of school based on illness or exposure to an ill person, there will be no refunds. However, your child will be able to join any of our virtual zoom enrichment classes that are running during their time at home.
- If we need to close long-term, we will continue offering optional virtual enrichment classes, which would be paid for on a course-by-course basis.

“Recommitment” Paperwork

- **All returning and new families MUST enroll for Spring Semester by Monday, Nov. 2nd** so that we know who is committed to returning and we can begin staffing and planning.
- You will be asked to pay \$500 deposit with your paperwork, which is due Monday, November 2nd. This deposit will go directly toward paying down your tuition.
- New families also pay a one-time, non-refundable \$300 registration fee.
- We will have a limited number of spaces available and will be filling them on a first come, first served basis. Please get your paperwork in as soon as possible.
- Turning in your enrollment forms is not a guarantee of placement. Families will be notified about the status of your registration, based on staffing and space availability.
- Due to licensing regulations as they relate to staffing and classroom size, we may not be able to accommodate late enrollments or facilitate contract changes as easily as we have in the past. Every contract change will be evaluated on availability for staffing as it relates to your child’s classroom. This includes contract changes requesting a reduction in hours/days.
- After November 2nd, all deposits are non-refundable (unless we are unable to offer you a placement).
- After November 20th, you are committed to paying Spring tuition (January – May)
- **December 17th - We will confirm spaces in school.** (All deposits and funds will be returned if we cannot offer a space.)