

**St. Thecla ESP  
COVID-19 Preparedness and Response Plan  
2020-2021  
Phase 4**

The Michigan Department of Licensing and Regulatory Affairs (LARA) has mandated that every child care facility develops a COVID-19 Preparedness and Response Plan in order to reopen. The St. Thecla ESP Program falls under this category and we are governed by the State of Michigan Child Care Licensing Rules. A written response plan addressing the following inquiries is sited in this document. Please take your time to thoroughly read through all the concerns stated below:

Although we understand this is a challenging time for all of us, we hope this plan allows you to make the best decision possible for your ESP child/children. This is not the way we wanted to reopen, but overall safety is our main concern for all involved.

If the state of Michigan, specifically Macomb County, is in Phase 4, St. Thecla will open for face-to-face instruction and ESP will then be available.

**Monitoring Symptoms:**

Child care providers are required to check for COVID-19 symptoms when children and staff arrive. It is recommended that the checks are conducted before children and staff enter ESP. We will be using the following guidance to monitor symptoms:

Children

- Daily temperature scans will be done at arrival using a touchless thermometer.
  - Fever is the key indicator for young children. If a child's temperature is above 100.4 degrees, the CDC say the child should be excluded from care. Cough and/or diarrhea in addition to fever is suggestive of coronavirus.
  
- Parents/guardians will be asked a series of questions each morning such as:

- Has your child been in close contact with a person who has COVID-19? (If yes, the family should self-quarantine for 14 days.)
- Has your child felt unwell in the last 3 days? (persistent cough, temperature, difficulty breathing, cold, diarrhea and/or vomiting)
- Staff will be visually checking the students throughout the day for signs of illness, including flushed cheeks, rapid or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness. We will continue to monitor symptoms throughout the day and monitor temperatures when children appear ill or “not themselves.”
- Children with a fever alone, or a fever with a cough and/or diarrhea should be isolated from the group and their parents will be contacted for prompt pick up. Parents should contact their primary care physician/medical provider.

#### Staff

- Temperature checks daily.
- Screen for cough, shortness of breath, difficulty breathing, change in smell or taste, and diarrhea.
- Staff arriving with fever above 100.4 or other symptoms will be sent home.
- Staff will be required to report contact with anyone outside of work who has had a documented case of COVID-19. Staff will be instructed to self-quarantine if they have been exposed to COVID-19.

### **Social Distancing:**

According to the CDC, limiting face-to-face contact with others is the best way to reduce the risk of the spread of the Coronavirus disease.

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html> Masks will be required to enter ESP in the morning/afterschool. Masks may be removed when the children are seated with their cohort group. ESP will be in the activities center for this time period. Parents will wait outside with their child until a staff member will let them in. Parents will not be entering the building, sign in will take place at the door with parents initialing with their own pens. When students enter they will be assigned a designated table per grade. The assigned table will help with social distancing.

- Safety drills will be scheduled and conducted with guidance from the AOD and Health Department. Updated information will be shared as soon as it is available.

### **Hygiene and Cleaning Procedures:**

To ensure we are taking every possible step towards making our program as safe as possible, the following hygiene and cleaning protocols have been established:

- The ESP room has been cleaned and sanitized thoroughly with approved cleaning products prior to reopening. A cleaning company has also been hired
- We will be using approved cleaning products to clean the ESP room, and restrooms daily after the morning and afternoon ESP.
- Restrooms will be cleaned periodically throughout the day.
- Our cleaning protocol is as follows:
  - Daily Cleaning - Custodial staff will work during each school day to clean the ESP room (See above).
  - Enhanced Cleaning - Staff will clean all high-touch surfaces as needed throughout the room with an EPA approved disinfectant.
- Disinfectant Cleaning - In the event of a COVID-19 confirmed positive, our staff will initiate an intense cleaning and disinfecting of identified areas.
- We are working with suppliers to ensure we have disinfectant products that are safe for students, while also minimizing the COVID-19 virus. Reducing the risk of exposure to COVID-19 by cleaning and disinfection is an important part of reducing the spread of the virus. The virus that causes COVID-19 can be minimized through the use of effective products.
- Students will be reminded throughout the morning/afternoon to wash their hands for at least 20 seconds. This is especially important after blowing your nose, coughing, sneezing; going to the bathroom; and before/after eating.

### **Safety Equipment and PPE:**

Safety is our main concern for the students and staff. St. Thecla Preschool will be following the requirements set in place by the MI Safe Schools Reopening Roadmap

[https://www.michigan.gov/documents/whitmer/MI\\_Safe\\_Schools\\_Roadmap\\_FINAL\\_695392\\_7.pdf](https://www.michigan.gov/documents/whitmer/MI_Safe_Schools_Roadmap_FINAL_695392_7.pdf)

#### Masks:

- Staff is required to wear masks and face shields during the day and in the ESP room. Students will enter with their masks on and remove them when they are seated with their cohort group. When we go to school the students will be instructed to put their mask back on. After school they will enter with their mask on and can remove them while they remain seated with their cohort class. When they are leaving they will be called and told to place their mask back on to leave. Please be sure to send an extra face mask for your student to keep in their backpack similar to a change of clothes. Please ensure the print and language on the masks are school appropriate.

## **Communication and Isolation Protocol:**

In the event you or your child are exposed to a possible case of COVID-19, please contact the school office immediately. Families and staff are asked to report possible illness if anyone in their household shows symptoms or has tested positive for COVID-19, including the child or family members if they or their children experience possible symptoms or have a positive test. The school office will contact the local Health Department. DO NOT SEND YOUR CHILD TO SCHOOL.

- If your child is infected with COVID-19, immediately contact your doctor for additional instructions.
- If a student tests positive for COVID-19, the student must isolate and not return to school until they have met CDC's criteria to discontinue home isolation. This includes the following:
  - Three or more days without a high fever;
  - A reduction of other COVID symptoms by at least 75 percent; and
  - at least 14 days have passed since symptoms first appeared.
  - There has been a negative COVID-19 test, or they have been released from isolation according to CDC guidelines.
- If someone in your household is infected with COVID -19, immediately contact St. Thecla's main office. We will contact the local Health Department, and they will provide you specific instructions on how long your child should be kept home.
- If a teacher or staff member has COVID-19 symptoms or tests positive for COVID-19, we will follow the same protocols used for students and make all parents aware that a teacher has tested positive. All students taught by that teacher will be closely monitored for COVID-19 symptoms, and schools will follow local Health Department guidance.
- If a student exhibits COVID-19 symptoms at school, parents will be contacted immediately. The student will be moved to a designated quarantine area and a staff person will monitor the student. Masks will be worn by the student and staff member.
- Education on COVID-19: Teachers and staff will be trained on the signs, symptoms, and protection protocol of COVID-19 prior to school starting.

## **Guidelines for Returning to School or Work:**

Staff members and children should stay home and self-isolate if they show symptoms of COVID19. It can be challenging to determine when to isolate young children because they are ill more often than adults, and the cause of a fever is sometimes unknown. If a staff member or child has a fever or a cough, we will be following the St. Thecla child and staff illness policy. At this time, it is recommended that children be fever free for 72 hours before returning to care (even if other symptoms are not present). If a staff member or child exhibits

multiple symptoms of COVID-19, please see the guideline above before returning to school or work. For more information about safe practices, please see the CDC and Macomb County Health Department websites:

CDC information:

<https://www.cdc.gov>

Macomb County Health Department:

<https://health.macombgov.org/Health-Home>

***It is important to note that due to the need to monitor our state's status in managing COVID-19, specifics to this plan may be subject to change.***

### **Snacks and Water Bottles**

Please make sure that each child has an extra water bottle or drink for ESP, we will not have access to a drinking fountain. Snacks will be eaten after school and proper handwashing procedures will be followed.

We the community of St. Thecla Catholic School, dedicate ourselves to serving God through our growth in faith, education, and love for one another as members of God's Family.