



Prince of Peace School

CURRENT OPERATIONAL PLANS FOR ON-SITE EDUCATION 2020-2021

We are open for on-site education for 3's, Pre-K and Kindergarten. We adhere to the OR. Dept. Of Education's Early Learning Division (ELD) requirements. This guidance is subject to change and notice will be communicated in a timely manner.

Drop off and Pick Up Procedures:

Designated one-way arrival and exits will be clearly marked and observed.

Drop off and Pick up will be social distanced.

Drop off and Pick up will occur outside per government requirements.

Parents will drop off and pick at the outside classroom doors for 3's & Pre-K 3 & 4 day.

Pre-K+ will drop off and pick up outside the main front CLC doors

Kindergarten will drop off outside of Rm. 125 (North side of CLC building)

Full day Kindergarten students will be picked up through the playground and at the outside classroom door.

Parents and siblings over age 12 are required to wear a mask when dropping of and picking up.

Children's no touch temperatures will be taken each day by a staff member before entering the classroom. Wellness assessment questions will be asked and recorded for students and staff entering the buildings.

A contract tracing log with the following information will be maintained per CDC requirements: child's name, drop off/pick up time, adult completing drop off and pick up, all staff interacting with a stable group of children and documentation of health checks.

Parents and siblings may not enter the classrooms.

Our Health and Safety Procedures to minimize the spread of COVID-19

We have hired an additional aide who will help our janitorial company with sanitizing group areas.

3's and Pre-K Class students *will not* be required to wear face coverings.

Children who turn 5 while attending a Pre-K class **do not** have to wear masks.

Only *Kindergarten* students are required to wear face coverings (masks, shields) per ELD.

All classroom teachers are required to wear face masks or face shields.

Staff who visit multiple rooms such as the Director, will be required to wear a face covering and wash hands before and after entry.

We will restrict non-essential visitors and require they wear masks and wash their hands upon entry and exit of any building. They will be screened for COVID-19 wellness.

We will utilize our outdoor spaces as much as possible and increase fresh air ventilation in the classrooms as feasible.

Frequent hand washing (before and after snack, before and after gym or playground use, before and after any sharing of toys, after bathroom use) will be reinforced.

Classrooms surfaces will be sanitized frequently during the school day and at day's end. Classroom toys and other materials will be sanitized each day after stable group use.

Gym and playground equipment will be sanitized between each stable group's use. Only one stable group will use an area at a time.

Shared classroom bathrooms will be sanitized between stable group use.

Wellness Policy:

Our wellness policy will be *strictly* enforced with supervised and immediate isolation of a sick child. Ill children will be picked up promptly by authorized adults.

An updated Wellness Policy that includes COVID-19 symptoms will be given to each family before school begins. Parents will sign a statement that they have read and agree to adhere to our wellness and COVID-19 policies.

Protocols for COVID-19

If a child or staff member is sick with an illness that includes cough, fever or shortness of breath, they will be sent home and recommended that they test for COVID-19.

If the test is positive or if the child or staff is not tested, we request that they stay home for at least 10 days and 72 hours after resolution of their symptoms. (without medication)

If the coronavirus test is negative, the child or staff member may return 72 hours after resolution of the symptoms. (without medication)

If a child or staff member is *exposed* to a person who tests positive for the coronavirus or has a *presumptive* case of COVID-19:

("Presumptive case" refers to when you have been exposed to someone with a positive coronavirus test AND you have symptoms of cough, fever, or shortness of breath.)

("exposed": remains within 6 ft. of a confirmed or presumptive COVID-19 individual for more than 15 mins.)

Then, this child or staff member must quarantine for 14 days with no symptoms- If COVID-19 symptoms develop during that 14 days, the child or staff member should consult a doctor and follow the directions above.

If a child or staff member is exposed to a person who is in or enters quarantine for COVID-19, but the child or staff member does not have any symptoms, exclusion from childcare is NOT required. The State mandates that children cannot be denied care because of the fear of transmission of COVID-19.

We will immediately notify the school community and local public health authority (LPHA) of any confirmed COVID-19 cases among students or staff.

We will cooperate with the LPHA recommendations for any closure and sanitization and provide all logs and information in a timely manner.

We will restrict from school property any visitor known to have been exposed to COVID-19 within the preceding 14 calendar days.

Classroom Operation and Structure:

We will maintain stable classroom student numbers as required by the Early Learning Division requirements.

We will discontinue the use of water and sensory tables until guidance changes. Individual student opportunities will be provided for hands-on activities.

Children will use their own container of school supplies (i.e., scissors, glue sticks, pencils and markers.)

Per current ELD guidance, children do not need to physically distance in their stable classroom. Children must maintain appropriate distance from other children who are not in their stable classroom.

Child friendly and creative methods will be used to limit sharing of toys between children. Children will wash hands after sharing toys such as Legos.

Used toys will be disinfected each day. Classroom surfaces will be disinfected frequently during the school day.

Parents and siblings may not enter the classrooms. Teachers will frequently share classroom pictures on secured sites such as the Bloomz app. This will help parents connect to the daily classroom activities.

Music, field trips, all school gatherings, conferences and chapel:

Music classes will take place in individual classrooms this year. Videos of classroom musical performances may be sent to families at Christmas and in late spring to view at home.

We will host our Chapel gatherings in the gym with stable groups who will observe the required social distancing.

We will hold off on hosting large school gatherings like our annual Christmas party until assembly restrictions are lifted.

No field trips will be scheduled.

Fall and Spring Parent/Teacher conferences will take place at school with social distance seating and mask use.

Snacks and Lunches:

Students will bring their own snacks and lunches throughout the year. We will request that no "treats" or "sugary" type snacks be brought to school but only healthy varieties.

No *Lunch Bunch* will be provided this year.

Birthday Snacks:

You may bring a pre-packaged fun snack, like cupcakes, to celebrate your child's birthday in the classroom. Teachers will pass out the snack using gloves and face coverings.

Remote Learning Scenario:

If extraordinary circumstances demand on-site closures of schools *even with an emergency license*, Prince of Peace School will offer remote learning for all age groups for the duration needed.

Following is our 5 elements of remote learning that your child will receive :

Prince of Peace School's 5 Elements of Remote Learning

1. Daily, teacher led, "circle time" learning videos that are emailed.
We will use a format that can be played at your convenience and replayed as often as you like. (not Zoom)
2. Weekly emailed printable activities relevant to current classroom learning

3. Weekly emailed links to developmentally appropriate learning videos relevant to current classroom learning
4. Weekly real time communication between classroom teacher and child/parent using Facetime calls or Zoom formats.
(for the purpose of building relationship with your teacher, getting to know your child, asking questions, sharing things that are important to your child, and assessing your child's progress)
5. 2x per month all class Zoom meetings (every other week)
(for the purpose of building friendships, celebrating student's birthdays and other important events, having Show and Tell and providing special instruction.)

Remote Learning Tuition

Remote Learning tuition will be reduced to 60% percent of normal monthly tuition. Remote learning tuition would begin (be prorated by week) on the day of physical closure of the school and be in effect until the day of return to physical classroom.

Remote Learning tuition:

2 day 3's: \$114 per month

3 day 3's: \$132 per month

Pre-K 3 day: \$156 per month

Pre-K 4 day: \$195 per month

Pre-K+: \$318 per month

$\frac{1}{2}$ day Kindergarten: \$261 per month

Remote Learning tuition is required to receive the remote learning provided by our teachers. We would return to regular tuition when school re-opens on-site.

Remote Learning tuition is required for your child to stay enrolled at Prince of Peace. (Purpose: Your family's contribution to the remote learning will ensure that Prince of Peace School can stay financially operational and return to the physical classrooms when the State closures are lifted.)

If you choose not to participate in our remote learning program, your child will be withdrawn.

You will be required to re-enroll and pay another enrollment fee if you wish your child to return to the on-site classroom.

Withdrawing a student from Prince of Peace School:

If you provide a 30- day notice of withdrawal, you are not required to pay the proceeding month's tuition. (example: if you notify the school office of withdrawal by Nov. 1st, you are not required to pay December tuition. November tuition would be required.)

If a 30- day notice is not given, we require that you pay the current month's tuition and proceeding month's tuition in full. (Example: If you withdraw on Nov. 1st without notice, we require that you pay November tuition and December tuition in full)

The withdrawal requirements help ensure that Prince of Peace School remains financially sustainable and enrollment opportunities remain fair.

We will continue to adjust our operational plans throughout the year based on State requirements for the health and safety of our school community. We will keep parents informed of changes occurring in our procedures in a timely manner.

Thank you for reviewing the current operational plans. Please contact us if you have any questions or concerns. Our school calendar has been updated through May for your planning purposes. www.princeofpeaceschool.com

I anticipate and look forward to another great year at Prince of Peace School! God is good!

In Christ,
Teresa Brophy, director

