



SHANDON UNITED METHODIST
PRESCHOOL & KINDERGARTEN

PROTOCOLS & PROCEDURES

The guidelines outlined in our updated policies and procedures are based on the recommendations for child care centers on multiple websites. We are following the recommendations of the CDC, DHEC and DSS.

Their websites are:

CDC website: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

DHEC website: <https://scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19>

DSS website: <https://www.scchildcare.org/news-and-announcements/covid-19-announcements.aspx>

We will undertake all reasonable efforts to follow these guidelines in our efforts to reduce risk to the extent practicable.

The following is a brief excerpt from the CDC guidance. There is a lot more information on their website:

Child care programs that remain open during the COVID-19 pandemic should address these additional considerations:

- Implement [social distancing strategies](#)
- Intensify [cleaning and disinfection efforts](#)
- Modify [drop off and pickup procedures](#)
- Implement [screening procedures up arrival](#)
- Maintain an adequate ratio of staff to children to ensure safety.
 - Plan ahead and recruit those with child care experience to ensure you have a roster of substitute caregivers who can fill in if your staff members are sick or stay home to care for sick family members.
- When feasible, staff members and older children should [wear face coverings](#) within the facility. Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) **especially** in areas of significant community-based transmission.

It is critical to emphasize that maintaining 6-foot social distancing remains important to slowing the spread of the virus. CDC is additionally advising the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others.

FACE COVERINGS

As noted above, the CDC recommends that children (over the age of 2) wear face coverings when feasible, but we all know that can be a bit tricky for little friends. For example, the American Academy of Pediatrics recognizes that “you may need to reconsider the use of cloth face coverings if . . . Wearing the cloth face covering causes your child to touch their face more frequently than not wearing it.” See www.healthychildren.org.

In light of this, we would like to give you the option of having your child wear one at SUMP&K. If you choose to have your child wear a face covering, here is the protocol:

Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape

- Children that are 2 and under cannot wear cloth face coverings.

- Cloth face coverings are not disposable masks
- If you would like for your child to wear a face covering, please send at least 5 to get through each day as they will get dirty. Please send them in a zip-lock bag with your child’s name on it and on each face covering. The face coverings will remain here at school and we will launder the face coverings.
- They will have to take them off to eat, drink and nap. (For our full-time friends)
- They will get very hot when they go outside.

Teachers will be required to wear face coverings. We will furnish each teacher with 2 cloth face coverings, as well as a Z-shield Wrap. Teachers will have the option to wear either cloth face coverings or the Z Shield Wrap. We will have disposable face coverings in the office to care for sick children.

SOCIAL DISTANCING

We do not have any expectations of our students practicing social distancing. However, social distancing for the Preschool as recommended by the CDC will take place in the following manner: Each class of students will remain with their teachers throughout the day and they will not mix with other classes.

FOOD

We will not be using our microwaves, so lunch must be food that does not need to be warmed. The food must be in a zip-lock bag or some sort of disposable bag. All containers and bags must be throwaway. A sandwich, fruit, and a vegetable are the best lunches at this time. All fruit and vegetables must be cut up. All disposable food containers and zip-lock bags must have the child’s name on it. Lunch boxes or plastic non-throwaway containers will not be allowed at this time. We will not be sending anything back home.

Part-time friends will have the option of staying for lunch each day. Lunch is provided by parents and there is a cost of \$3.50 to stay for lunch. You can simply let your child's teacher know in advance or the morning of if he/she will be staying for lunch. Friends staying for lunch will need to be picked up by 12:30 pm. Lunches will need to be sent in something disposable such as a zip lock bag or other bag that can easily be discarded.

BOTTLES, SIPPY CUPS AND WATER BOTTLES

All bottles must have the child's name on them and they must be in a zip-lock bag with his/her name on the bag. These bags will be sprayed with bleach after all bottles have been used and then the empty bottles will be sent back home in the same zip-lock bag. Please dispose of the bag when you get home and start with a new one the next day.

If your child drinks from a sippy cup or water bottle, please label the sippy cups and water bottles with your child's name. They will be left here each day and we will clean the cups with soap/water and sanitize every day. We will not be sending them back home. If your child uses a sippy cup or water bottle for traveling home, please have one in your car ready for him/her. Again, we will not be sending these back and forth from SUMP&K.

EXTRA CLOTHES AND SHOES

Each child will need 2 changes of clothes including underwear and shoes. If your child is potty-training, you will want to bring a week's worth of underwear and/or pull-ups. If your child is prone to wetting clothes even if he/she is potty-trained, please bring more. All of these items need to have your child's name on them and in a zip-lock bag. Soiled clothes will be returned to you that day at pick-up. If your child soils his/her clothes and we do not have a change of clothes, you will be called to have him/her picked up immediately. Diapers for babies and children not potty-trained must be in original package or in a zip-lock bag. I am sorry, but we are not able to accept diaper bags at this time.

OTHER ITEMS FROM HOME

We will not accept other items brought from home that are not necessary or essential. This includes but not limited to; toys, crayons, cars, book bags, books, etc. Lovies, blankets and pacifiers will be accepted; however, they must remain at SUMP&K so that we can clean and sanitize every day. Please have extras at home so they do not have to travel back and forth.

SICK CHILDREN

Sick children will be required to stay at home. If your child becomes sick or has a fever (>100.0 degrees) while at SUMP&K, they will go directly to the office and you will be called to pick them up immediately. A sick child will ONLY be able to return to SUMP&K after being fever/symptom free, without the use of fever reducing medicines, for no less than three days (72 hours). A doctor's note stating the child's diagnosis and that they can return to SUMP&K is required, as well. The doctor can fax the note to SUMP&K at (803) 256-0433. We must have this note prior to the child returning. We will not be administering medication for acute illnesses, but we will administer emergency allergy medication, such as an epi-pen. We also ask that you put sunscreen on your child(ren) before you bring him/her to school. If you wish, you can send in a bottle of sunscreen and leave it in your child's cubby for re-application. If your child has to take medication for an acute illness, they cannot attend SUMP&K.

If you or your child are diagnosed with COVID-19, it is your responsibility to notify us immediately so that we can take all necessary precautions and notify DHEC. For positive cases, the individual must self-isolate until respiratory symptoms are better and at least 10 days after onset of illness and fever free for at least 3 days without the use of fever reducing medicines. If a parent or anyone in the household has been exposed to someone positively diagnosed with COVID-19, they should self- quarantine and keep their children out of school to prevent unknowingly exposing others for no less than 14 days after the last contact with the sick individual.

Temperatures of all full-time children and staff will be taken at least twice a day.

A parent who has exhibited any symptoms of sickness should not send a child to school in case that child has been exposed to something. Adults often self-medicate and this approach is potentially disastrous in this group setting situation.

CLASSROOM/PLAYGROUND SCHEDULES

The classroom schedules will change and only one classroom at a time will be allowed on the playground. The exception is the older children's playground. One class will be allowed in the sandbox area and the other class will be allowed to play on the climbing structure end. Teachers will only be with their children from their classrooms. Classes will not mix with one another. At this time, all therapies will need to take place outside of SUMP&K.

CLEANING AND SANITIZATION

It has been said that Preschools are some of the cleanest places because of the constant sanitization procedures. We are proud of our teachers and janitorial staff in regards to the cleanliness of Shandon Preschool. Our teachers have always used a soapy water mixture along with a diluted bleach solution to clean our tables, countertops, changing tables, toys, and other areas in the Preschool. In addition to our normal cleaning procedures, we will be adding other measures to ensure the cleanliness of our environment. We will wipe down doorknobs, faucet handles, tables, and keypads multiple times during the day. We also have hand sanitizer when washing hands is not a possibility. We will also spray down bathrooms during the day. We will remove all stuffed animals and soft toys in addition to dress up clothes that cannot be laundered easily. We will be washing things like lovies, blankets and cot sheets more often. The CDC recommends these items be laundered once a week, but we are going to wash everything twice a week, unless it needs to be laundered sooner. Our janitorial staff will continue their nightly cleaning protocols. Also, the church has purchased a professional disinfecting fogger machine that will be used to spray each classroom, restroom, kitchens, hallways and other areas each day.

Here is a YouTube video regarding the machine and how it sanitizes.

<https://www.youtube.com/watch?v=oNAXfSoxQsg&t=29s>

<https://bioesquesolutions.com/botanical-disinfectant-solution/>

("Coronavirus" is specifically mentioned under the section of Product Efficacy.)

Please do not hesitate to let us know if you have questions regarding these increased cleaning methods.

We are depending on families, as well as staff to follow these guidelines. If guidelines are not followed, there is increased risk of exposing other families and staff members at Shandon Preschool and Kindergarten to infection. Thank you for your cooperation.