SonRise Preschool
Covid – 19 Guidelines

-Illness: Any staff member or student feeling ill will need to stay home for the safety of others. Any staff member or student who has a temperature above 100.4 or has any symptom that could be related to the covid-19 virus will need to be fever free for 24 hours without medication and have no symptoms related to the covid-19 virus before returning. Any staff member or student who has received a positive Covid-19 test may not come to school for 14 days. Any staff or student that has come into contact with someone who has a positive Covid-19 test may not come to school for 14 days. We ask that we be informed of any exposure that is confirmed or suspected.

-Masks: Students will not be required to wear masks. Staff will be required to wear masks when not in the classroom. While in the classroom or on the playground, staff will be required to wear masks when in close proximity of a student such as diaper changes, sitting beside a student, taking temperatures, etc.

-Temperature checks: Temperatures of all staff members and students will be taken with a no-contact thermometer before entering the building. Any staff member or student who begins to feel unwell will have their temperature taken. If at any time, a staff member has a temperature above 100.4, the staff member will need to leave the building. If at any time, a student has a temperature above 100.4, the student will be removed from the classroom and a parent will be contacted to come and pick up the student. Any staff member or student who has a temperature above 100.4 will need to be fever free for 24 hours without medication and have no symptoms related to the covid-19 virus before returning.

-Social distancing: Other than going outside to the playground, the students will remain in their classrooms. In order to limit the number of individuals coming into contact with one another, only the staff assigned to each classroom and the students attending that class will be permitted in the room. If a staff member needs to communicate with staff members in another room, that staff member should remain at the door and not

enter into the room unless absolutely necessary and must wear a mask. The playground will only be used by one class at a time. Children's chapel and music class will be conducted through videos. Unless there is an emergency, adults other than SonRise staff will not be allowed to enter the preschool area while students are present.

-Class size: We will decrease the number of students allowed in each classroom to help with social distancing and exposure. No class will exceed 8 students.

-Handwashing: Upon entering a classroom, all staff and students will be required to wash their hands or use hand sanitizer. Staff and students will be required to wash their hands frequently throughout the day.

-Cleaning procedures: The classrooms will be cleaned and sanitized daily before and after students attend. While students are present, staff will clean hard surfaces often. Toys and items that are used by a student will be cleaned often. The playground will be used by one class at a time and will be sprayed with a fast-drying sanitizing solution after each class uses it. Bathrooms are single use and will be wiped down after each use. Sleep mats will be sanitized before being stored.

-Lunch and snack: All students will need a cup, thermos, or bottle that has a cap that covers the spout/nipple. Examples:

Parents will need to provide an individually packed snack for the student. All students will need to bring a lunch that is packed in a lunch box with an ice pack. Students will also need to bring a spoon from home if one is required for an item packed in the lunch. Lunch items need to be completely prepared and ready to eat. Parents are asked to <u>not</u> send items that will need to be microwaved (with the exception of the 1-year-old room). **To help limit contact between staff members and food items, all food items (lunch and snack) need to be prepared and packed in away that the student can access the food with little or no help from a staff member with the exception of the 1-year-old class.**

ALL ITEMS NEED TO BE LABELED WITH THE STUDENT'S NAME.

-Other items to be sent to school with students: All students will need a nap mat (just a crib size sheet for 1-year old class) that will be sanitized after each use. Student's may bring naptime items such as a travel size pillow, a small blanket, and 1 small comfort item such as a stuffed animal. These items must be labeled with the student's name. Each student's nap items will be placed in a sealed container that will not come into contact with another student's items. These items will need to remain at the school and will be sent home to be washed at the end of each month. No other personal belongings or toys will be allowed. All students must bring a full change of clothes that are seasonally appropriate including a pair of socks. These items need to be placed in a gallon size baggie. This is for ALL students. Even if a student is using the toilet, accidents and spills happen. This change of clothes will remain at the school in a secure container labeled with the student's name. Any other items sent with students will need to be placed in a baggie that will be kept in the same sealed container as the change of clothes, jackets, and the nap items. This includes diapers, wipes, diaper cream, etc. Pacifiers for the 1-year-olds can be placed in the lunch box. **Students may not bring backpacks.**

-Sunscreen: During the months that sunburn can occur, all students will need to come to school with sunscreen already applied. Parents may send a sunscreen stick so that sunscreen can be reapplied to a student's face.

-School supplies: Each student will be provided a box of materials and school supplies such as playdough, glue, crayons, scissors, pencils, etc. for only their use while at school. These items will not be shared by students.

-Communication: All parents will need to download the Brightwheel app on a mobile device. Parents will receive an invitation that will contain an individual code for each student. This app will be used for communication, pictures, check-in/check-out, notifications, etc. Parents

will receive an email before the first day of school that will contain information about the app. Parents may also contact SonRise staff by email at sonrise@montevistamaryville.com, calling the SonRise office (865)983-1436, or calling the church office (865)982-6070. **Parents are asked to only use these forms of communication with staff.**

-Drop off procedures: Drop off will begin at 8:50 and will end at 9:15. If a student will be arriving after 9:15, a parent will need to contact the director. When possible, parents should let a staff member know ahead of time that the student will be late. Students in the 2-Year-Old Class, 3-Year-Old Class, and 4-Year-Old Class will be dropped off at the double doors under the drive through area. Enter the Monte Vista parking lot from the entrance closest to Dairy Queen from either Hwy 411 or from Old Niles Ferry Road. Cars will need to proceed toward the drive through area by forming a single line around the backside of the building on the Hwy 411 side. The drop-off/pick-up procedures will also be discussed and shown in the "Drop-Off/Pick-Up" video posted on our SonRise Facebook website. Students will be greeted by a SonRise staff member and will be ushered to his or her classroom by a staff member. After the student exits the vehicle, the adult will drive forward and exit the parking lot onto Old Niles Ferry Road. If the drop off procedure causes extreme distress for a student, a parent can contact the school to discuss other arrangements. **If you have a 1-Year-Old, please pull into a parking spot at the back of the building that is marked with a sign that reads "New Parent". Please exit your vehicle and bring your student to the double doors to the right of the parking spots. A staff member will meet you at the doors to receive your student. If your 1-Year-Old has an older sibling, both students will be dropped off at this location.**

-Pick-up procedures: Pick up will be 2:00-2:15. If a student is not picked-up by 2:15, a parent will need to contact SonRise staff. Parents of students in the 2-Year-Old Class, 3-Year-Old Class, and 4-Year-Old Class will form a line behind the building and approach the drive through area in a single line. During drop off on the first day of school, parents will be provided a hang tag with the student's name and class that should help the line move quicker. Parents will need to have the tag hanging on the rear-view mirror of the car. A staff person will bring the student and his or her belongings out and assist them into the car. Parents will need to move forward and into a parking space if a student needs assistance getting

buckled into a car seat. **If you have a 1-Year-Old, please pull into a parking spot at the back of the building that is marked with a sign that reads "New Parent". Please exit your vehicle and walk to the double doors to the right of the parking spots. Someone will bring your student out to you. If your 1-Year-Old has an older sibling, both students will be brought to this location.**

-Sign-In/ Sign- Out: During drop off and pick up, parents will check students in and out using the Brightwheel app. While using the app on a mobile device, parents will be able to scan a code at drop off and pick up that will allow parents to check the student in and out of school.

-Parties, birthdays, in-house field trips: No in-house field trips, or home-made holiday or birthday treats will be allowed. Parents may contact staff regarding possible birthday celebration options.

-Visitors: No visitors will be allowed in the preschool area at this time.

-Consent to attend SonRise: On the first day of school, SonRise staff and parents will need to sign a document that they have read and understand the Covid-19 guidelines. This document will also state that staff and parents accept that a staff member and/or a student may possibly be exposed to the virus while in attendance at SonRise.