

## GARDENA CHRISTIAN ACADEMY

16311 S. Western Blvd, Gardena, California, 90247

### PRESCHOOL REOPENING PLAN ACCORDING TO CDC PROTOCOL

*Parents, please familiarize yourselves with the new CDC requirements and protocols. Please make sure that you are discussing these guidelines with your children (if they are at understanding age) so that they are well informed of what to expect when coming back to school. As a result of the new CDC guidelines, all staff during this pandemic will be as cautious as possible by continuously monitoring your children's health so you/we can catch potential outbreaks early.*

#### **IMPORTANT:**

***Prior to reading the attached information, please let us know if you will be sending your child/children back to school Monday, June 1, 2020. We would like to make sure that we are as prepared as possible. Please feel free to call or message us through Procure (Kinderlime).***

#### **A. Arrival procedures**

- *Arrival time starts at 6:30am*
- *GCA will be implementing a "car drop off" point where parents can pull up and not get out of the car.*
- *Drop off will be mandatorily staggered*
- *Upon arrival, parents will not be able to come inside the building unless it's a dire need.*
- *The GCA staff member who will meet each parent at their cars will be wearing a face mask, and gloves at all times.*
- *Each car will be directed by a GCA staff member to pull forward so that each student will be able to get their temperature taken at the car before entering the building by the same staff member directing each car.*
- *Upon arrival, the designated staff member will thoroughly evaluate each student to see if there are any signs of illness (i.e. runny nose, sniffing, residue around the nose area etc)*
- *If child is showing signs of illness, he/she will not be able to enter the school*
- *If the child has a fever above 98 Degrees Fahrenheit, the child will not be able to enter the building, they will be sent home, and will be able to return once his/her temperature subsides.*
- *Parents will not be able to clock their students in. Therefore, the GCA staff member who will be taking the child's temperature will be signing the child in to prevent the transmission of germs.*
- *Once the child has gotten his/her temperature taken and is cleared, the child will be taken into the building by another GCA staff member who will then sanitize the child's hands and disinfect their belongings.*
- *After the sanitization process, the GCA staff member will escort the child to their designated classroom.*

#### **IMPORTANT:**

***If you must come in the building, please make sure you advise any staff member that is outside and available so that she may give you the "ok" to enter the building. This is extremely important due to the fact that we at GCA are continuing the implementation of social distancing. If you are able to speak to administration over the phone, we strongly urge you to do so.***

**\*\*\*Due to the new rules and regulations, if your child/children aren't here before 9:15am, your child will not be able to come to school for that day. We apologize in advance. \*\*\***

**\*\*Each teacher will be required to wear a mask during all school hours when in the presence of the children and others\*\***

#### **A. Lunch Procedures and Clean Up**

- Before lunch, each child will be escorted to the restroom by their teacher to use the restroom, and to wash their hands before eating lunch
- Each child will be required to wash their hands for at least (20) seconds before sitting down to eat their food.
- During lunch hours, which are currently modified for the time being due to the required social distancing, each class will be eating their lunch in their classrooms separate from all the other classrooms.
- After lunch, the children will then be directed to sit on the floor, 6ft apart, so that their teacher will be able to clean and sanitize their eating area.
- Tape markers will be outlined on the floor, tables, and anything else to create lines or squares to show the kids where to stand and or sit for distancing.
  
- This includes but is not limited to:
  - Chairs
  - Tables
  - Handles
  - Lunch pales (if brought from home)
  - Individual cups

#### **B. Bathroom Procedures**

- Only (2) kids at a time in the bathroom (with (1) toilette between each child for separation)
- Assure each child washes their hands thoroughly for (20) seconds
- After a child has used the restroom, the designated teacher will then disinfect the toilettes, and sinks the child utilized.
- The bathrooms will be thoroughly sanitized with Clorox/Lysol wipes. If we run out of either, we will then resort to a non-tyrannous disinfectant spray so that the children will be protected and not exposed to dangerous chemicals.

#### **C. Naptime Procedures (Beds)**

- Before the children lay down for nap time, each teacher will sanitize each sleeping pad before laying them out and putting the bedding on each.
- Each child will use the same sleeping pad every day
- Child will be 6ft apart from other children while sleeping during nap times.
- Child will be required to bring a CLEAN sheet and blanket the beginning of each week in a clean clear bag.
- Child will also be required to take the same sheet and blanket home to be cleaned at the end of each week.
- Each individual child's sheet and blanket will be placed back inside their clear bag and kept safely in each child's individual locker.

**IMPORTANT:**

**Based off the CDC Reopening Guidelines, each child MUST bring his/her own sheets and blankets. Due to the urgency of this requirement, we here at Gardena Christian Academy will strongly enforce this guideline. Your child will not be able to attend school for the day if he/she are not properly prepared for the day or for the week.**

**D. Playtime and Toy Procedures**

- Small group of **(3)** children will be spread apart
- Classes will be separated during playtime schedule (1 class at a time outside and inside playtime)
- Each class will have a specific time scheduled to take their designated classrooms outside for distancing.
- The sanitization of toys and equipment will be done after each individual class has completed their outdoor activities.
- There will be a 10-15 minute window between each class in order to thoroughly clean all playground equipment
- All soft toys, sensory bins and toys will be removed
- Costumes will no longer be allowed indefinitely

**E. Outside Play Equipment**

- Only one class at a time on the yard
- Sanitize equipment before and after each group\
- Each piece of equipment will be sanitized thoroughly after each class
- Playground equipment will be cleaned and sanitized with Clorox/Lysol wipes and or spray wiped with disposable wipes and or paper towels.

**F. Closing Procedures: Front Desk and Ipads**

- One teacher at the front desk
- Parents will not be able to come in unless it's an extremely important matter that needs to be discussed face to face.
- Once the front desk teacher sees the parent, that staff member will then contact the intended teacher that is responsible for that parents child.
- Front desk teacher will contact teacher via phone call and or walkie-talkie, and notify the teacher in charge to send the child up front
- A designated staff member will go to the classroom where the child is and escort that child to the parent waiting.
- Designated staff member will open the front door for the child
- That same staff member who retrieved the student will clock each student out as well
- Sanitize front desk before and after each student leaves
- Sanitize Ipad before after each use
- Clean and sanitize tables
- Make sure all rooms are clean and sanitized
- Make sure each doorknob and handle are disinfected

**PRESCHOOL DEPARTMENT:**

**Ms. Carsetta**

**Ms. Debra**

**Ms. Connie**

**Mrs. Charlotte**

**Ms. Latrice**

**Mrs. Joycelyn**

**DISCLAIMER:**

***If your child has a fever above the regular bodily temperature of 98.6 degrees Fahrenheit, your child will not be able to enter the building and will be asked to go home until his/her temperature subsides. Also, if your child is showing signs of illness (i.e. runny/residue around the nose, headache etc.) he/she will not be able to enter the building and will be sent home. Therefore, we urge you to stay until your child has been thoroughly evaluated before entering the building.***

***Thank you all for your patience in this time of transition. We at Gardena Christian Academy deeply appreciate your willingness to see this through and are striving to make GCA a safe place that you can feel comfortable bringing your children back to.***

*Thank you,*

*GCA Administration*