



Please note that the information below is subject to change with the need to revise according to the latest COVID-19 conditions and regulations.

Trinity Preschool is preparing to open its doors for the 2020-2021 school year on September 8th and 9th, 2020, for Student Orientation. The reopening plan has been developed and reviewed by the administration, faculty, and the School Board. These guidelines and procedures are in compliance with the NY State Education Department, SORIS (State Office for Religious and Independent Schools) and the CDC (Center for Disease Control).

A return to school will look different. Trinity Preschool's students and staff, as well as families, will need to be flexible with an understanding that the priority of protecting the health of everyone may require changes in procedures, sometimes with minimal notice. The classroom/school is an extension of your family, and therefore, cooperation and understanding is needed. Please note that these guidelines and procedures are subject to change with the need to revise according to latest COVID-19 conditions and regulations.

Re-Opening of School Facilities:

- There will be staggered arrival and dismissal times to alleviate congestion of students. There will also be a different exit point.
- Only one parent or caregiver should come in to pick-up or drop off their child, staying 6 feet apart as they walk down the path and hallway.
- All air conditioner filters have been cleaned.
- At least one classroom window will be left open while the air conditioner is on. Otherwise all windows will be open as weather permits.
- The Pre-K 3 and Pre-K 4 classes will remain in their own cohorts.
- Students will have snack/lunch in their classrooms.

- Outdoor/indoor recess will be held in shifts.
- There will be no field trips or assemblies during the 2020-2021 school year or until it is deemed safe by the Director. Virtual field trips / special programming will be built into the schedule.
- There will NOT be any Toddler Time classes at this time. Perhaps they will begin in January depending on changing conditions.
- Visiting of parents to an individual classroom will not be permitted during the school day.
- All faculty will have their temperatures taken upon their arrival at school and hands will be washed.

Arrival:

- Doors will open at 8:30am. Students will have staggered arrival times determined by grade. PreK4 will arrive at 8:30a.m. and PreK3 will arrive at 9a.m.
- The afternoon session will begin at 1:00p.m. Please wait at the church door where a teacher will let you in.
- All parents and/or caregivers **must** wear masks to drop-off or pick-up children.
- Daily temperature checks will be taken before your child(ren) can enter the school. You must accompany your child during their check. Please stand 6 feet apart from one another while waiting on line.
- Students will be expected to wash their hands when they first get to their classrooms.
- If your child has a temperature above 100.0 degrees, they will not be allowed to enter the school.
- It is the parent's responsibility to screen their child for illness prior to leaving the home. If the child has signs of illness or has a fever, please do not bring your child to school.

Dismissal:

- PreK4 will be dismissed at 11:30a.m. PreK3 will be dismissed at 12:00(noon).
- Stand 6 feet apart while waiting for your child.
- Dismissal for the afternoon session will be at 4:00p.m.
- Please do not linger in the parking lot.

PPE and Hygiene:

- Masks / Face Shields will be worn by all faculty and staff.
- Students are NOT required to wear masks. However, if you prefer that your child wear one, please provide a clean Ziploc bag with their name on it for your child to put their mask in while they are not wearing it.
- Masks would be removed for snack/lunch.
- Extra masks will be available if one becomes soiled or breaks throughout the day.
- Each classroom will have gloves, extra hand sanitizer bottles, extra masks, Clorox wipes, tissues, and paper towels.
- Multiple hand sanitizer bottles and masks are in the hallway and main office.
- The water fountain has been disconnected.
- All students will be given guidance regularly, in a developmental manner, regarding new school routines and procedures, respiratory hygiene and proper mask usage, hand washing hygiene, and social distancing.
- There will be no communal supplies in the classrooms. Each student will have their own box with their personal supplies.
- Signage will be placed around the building indicating 6 foot markers, proper handwashing steps, proper wearing of masks, etc.

Monitoring of Health Conditions:

- Temperature checks will be taken each morning for all staff and students before entering the school building.
- The monitoring of temperature checks will be conducted by the designated administration. PPE will be provided by the school.
- Records will be maintained confirming that individuals were screened and deemed Cleared or Not Cleared to enter the building.
- Anyone with a temperature of 100.0 degrees or higher will not be allowed to enter the school.
- Parents should be present during their child's temperature check.

Sickness:

- Students with symptoms of illness will be accompanied to the Director's office.
- Staff with symptoms of illness will be directed to notify the Director.
- Any student or staff with a fever of 100.0 degrees or higher or shows signs of Covid-19 symptoms will be sent home.
- While waiting for parents to pick up a sick child, he/she will be supervised in the isolation room.
- Parents must arrange for their child to be picked up in a timely manner.

- The school will call 911 for any student showing any of the emergency warning signs of Multisystem Inflammatory Syndrome in Children.
- A report must be made to the Orange County Health Department for any person suspected of having Covid-19 or has tested positive so contact tracing can occur.

Return to school following illness:

1. If not diagnosed by a healthcare provider as having Covid-19, a student or staff may only return to school if:
 - There is no fever, without the use of fever reducing medicine, and they feel well for 24 hours.
 - They have been diagnosed with another condition. A healthcare provider has given written consent for them to return to school.
2. If a person is diagnosed with Covid-19 by a healthcare provider, they may not return to school and will stay home until:
 - It has been at least three days since the person has had a fever (without fever reducing medicine).
 - It has been at least ten days since the person first had symptoms.
3. The decision of whether a Covid-19 test needs to be conducted should be determined by a healthcare provider or the health department.

Cleaning and Disinfecting:

1. Cleaning and disinfecting will be done on a regular routine and a log will be kept.
2. The facilities will be thoroughly cleaned each night and rechecked in the morning.
3. High touch surfaces and high traffic areas will be cleaned throughout the day.

Travel Advisory:

- If you are planning a vacation before the start of school, take note of the most updated NYS travel advisories. Children who have travelled to high infection states within 14 days of school will not be permitted to enter school until a 14 day self-quarantine has ended.

We are all relying on each other to be safe! Please be upfront and honest about Covid-19 symptoms or possible exposure. By doing this, our students, staff, and their families will stay healthy and school will remain open.