

Attachment A COVID Procedures

As with all our policies, CCUMC strives to ensure the safety and well-being of our entire community: the children, the staff and the families at home. Since the onset of the pandemic in 2020 our COVID-19 policies have evolved with advances in science and in accordance with guidance provided by our regulatory agencies: the Centers for Disease Control (CDC), the Maryland State Department of Education (MSDE), the Maryland Department of Health (MDOH), Montgomery County's Department of Health (MCDOH), and the Office of Child Care (OCC). The Preschool also bears in mind the impact of its practices and procedures on the Church community and works in tandem with the Church Council for the safety and well-being of all. CCUMC Preschool expects that the COVID-19 policies described herein will continue to evolve in the face of new variants, the availability of vaccines for our preschool children, better treatments for COVID-19, and changes in the guidance provided by our regulatory agencies. Changes in guidance from regulatory agencies will be reviewed and thoughtfully considered before being adopted by the preschool. Any changes in COVID-19 policy will be communicated to families in writing as they occur. Questions and concerns about any school policy should be directed to the Administrators and to the Advisory Council.

Arrival

We ask that any parents/caregivers who are quarantining or isolating for COVID not accompany their child to school, if possible. If this is not possible then parents/caregivers must mask and cannot enter the school building.

Parents should conduct a health screening of their children each morning by answering the following questions:

1. Does your child have any symptoms of COVID-19: (defined as of January 25, 2022 to include fever (100.4 or above) or chills, cough (either new or different than usual), shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea?
2. Is anyone in your home waiting for a COVID-19 test result, diagnosed with COVID-19, or instructed by a health care provider or the health department to isolate or quarantine?
3. In the last 10 days, has your child had close contact (within 6 ft for at least 15 min) with anyone diagnosed with COVID-19 or suspected of having COVID-19?

Any positive answers to these may result in your child being excluded from school and should prompt parents to get in touch with one of the Administrators to discuss the situation. Further information may be needed to make that determination so the best means of contacting the administrators is via text or phone. Once admitted into school

children will continue to be monitored during the school day for the emergence of COVID like symptoms.
(Staff members perform a similar health screening prior to the beginning of the day.)

Masks

As of March 14, 2022, CCUMC will have a Masks Optional policy for all staff and students. Under this policy, parents will be able to allow their child the option of coming to school without wearing a mask.

In cases where students have been exposed to someone with COVID 19 or meet the guidelines for returning after testing positive for COVID-19 before the end of the 10 day isolation period, they will be required to wear a mask at all times while at school for the entirety of the 10 days following the exposure (or last contact with a household member who is COVID positive) or when returning after Day 5 of being positive. Likewise, if a student develops COVID like symptoms during the course of the school day, the student will be required to don a mask while waiting to be picked up from school. For this reason, we request that parents provide several well-fitting KN95 or KF94 masks for their child to keep at school in case they are needed.

Parents and staff may continue to wear masks at school at their discretion. Individuals who are immunocompromised or who live with someone at higher risk for health effects from COVID-19 are encouraged to consult with their medical provider to ask for advice about whether masking is appropriate for them to continue. CCUMC has always cultivated an environment of acceptance for diversity and difference and will continue to do so regarding mask wearing.

Mandatory mask wearing may be reinstated at a class level or school level in the face of a COVID surge within the preschool or wider community if advised to do so by any of the Preschool's regulatory agencies or determined by the Advisory Council and will be automatically reinstated if [community levels, as defined by the Centers for Disease Control](#), fall into the high level category. The Preschool's administration will monitor the CDC's community levels and will communicate any change in masking procedure, if needed, to the preschool community in writing.

Vaccination

CCUMC, in alignment with all public health entities, strongly encourages all those who are eligible to be vaccinated against COVID-19 to do so. All staff members, participating parents and classroom visitors must be fully vaccinated.

The Building

The heating and cooling units within each classroom are fitted with HEPA filters maintained by CCUM Church in alignment with advice obtained from Kynoch Environmental Management, Inc. (KEM), which conducted a survey of the preschool's facilities and made recommendations for best practices for mitigation of COVID. In

accordance with their recommendations, each classroom maintains an open window to provide additional air flow. When possible, each classroom also maintains an open classroom door.

Our classrooms and common spaces are cleaned daily by our custodial staff who have been trained in COVID mitigation strategies by KEM. Toys utilized during the day are disinfected daily by running them through our commercial dishwasher. Likewise, softer items like dress up clothes are laundered with frequency.

Eating & Social Distancing

Students will be unmasked to eat snack and, for those who participate in the Extended Day Program, lunch. We recognize the increased risk for transmission of COVID when children are unmasked. While it would be ideal to have students eat outside, CCUMC has limited fenced outdoor space, so it is not possible to have all classes eat outdoors daily. When feasible due to weather and safety concerns, many teachers do have their children eat snack or lunch outside. When it is not possible to eat outdoors, teachers space their children to allow for as much room as possible between children. If there are children returning from isolating or quarantine from having COVID or being exposed to someone with COVID prior to Day 10—see the COVID isolation/quarantine policies—these children will be seated at least 6' away from other children and ventilation, if possible, will be increased during the time of eating. Social distancing of 3-6' within the preschool classroom will not be maintained. It is difficult, perhaps impossible, for young children to maintain that distancing themselves and is at odds with promoting the social interactions that are vital to the preschool experience. Therefore, other mitigation strategies: frequent handwashing, the option of wearing a well-fitting mask properly and consistently, increasing ventilation, cohorting students, and following guidance for the exclusion of sick students and staff are important to follow.

School Holidays

After the summer holidays, Thanksgiving, Christmas and Easter holidays returning students and staff will be required to do one of the following: 1) submit a negative PCR test administered no sooner than 48 hours prior to the resumption of school, 2) submit proof of a negative at-home antigen test on the morning of the date of return or 3) wear a mask during school for 3 calendar days after school resumes.

Cohorting

As much as possible students and staff from one classroom do not mix with students or staff from other classrooms. Each class maintains its unique time for music, playground time or other enrichment classes. In the case where two classes are on the playground at the same time, they each occupy separate spaces and utilize separate equipment. Students who are enrolled in the Extended Day Program are enrolled only with students from their morning class.

Beginning with the 2022-2023 school year Early Bird will be offered each day with a limited number of spaces. Early Bird provides early morning care for students beginning at 8:30am in one classroom. Children who attend Early Bird may be from different classrooms.

An exception to cohorting is made only for staff all of whom are fully vaccinated. Staff who teach the Extended Day Program may be working with children from a different class than they teach in the morning. When staff members take a day off from work, we provide substitute teachers some of whom may have been with a different class the day before. Likewise, the administrators of the preschool are in frequent contact with students in each classroom for purposes of supporting the teachers and the students.

Parent Participation

Parent participation is a vital part of the CCUMC Preschool experience and will resume beginning April 1, 2022. For parents to participate, they must complete the required paperwork (i.e., Sexual Misconduct Form, Release of Information Form, Parent Medical Report) and submit evidence of being fully vaccinated for COVID-19. It is vital that parents who are participating monitor themselves for any COVID-like symptoms or communicable diseases. Parents exhibiting any COVID-like symptoms will not be allowed to participate until they have a negative PCR test or an alternate diagnosis. Even with an alternate diagnosis, parents, like students, must be fever, diarrhea, and vomit free for 24 hours before being in the classroom. Parents who have been exposed to someone with COVID-19 or are COVID positive are prohibited from participating in the classroom prior to the 10-day period following the last contact or diagnosis of being COVID positive.

If parents experience COVID-like symptoms or become COVID positive within a 2-day period after participating in the classroom or chaperoning on a field trip, they should contact the Preschool's Administrators as that may have implications for the class.

Tuition Implications

Students who must miss class due to illness or following quarantining or isolation guidelines are still responsible for the tuition for those missed days.

Health Conditions

Good communication between parents, the administrators and teaching staff is vital to maintain a safe environment within the preschool. Any symptoms or illness should be reported as soon as possible to the administrators via text, email or phone. Parents should also alert the preschool administrators and their child's teachers via email regarding any planned absence not due to illness.

Seasonal Allergies & Astmas--Because the symptoms of seasonal allergies and asthma are often the same as those of COVID, it is important to establish a baseline of what that looks like for your child by noting the presence of allergies or asthma on the child's

health form completed by the pediatrician INCLUDING the symptoms that are usually present. Children who have documented allergies and asthma conditions on their health forms will not have to be excluded from school for the COVID like symptoms consistent with their usual presentation of allergies or asthma IF they achieve a negative antigen test on the morning when the allergy or asthma symptoms begin. This should be communicated to the administrators and the child's teachers.

COVID Exclusion Guidance: Isolating and Quarantining Policies

Persons Who Tested Positive for COVID-19 or Have Symptoms, Regardless of Vaccination Status (Isolation)

Anyone 5 years of age and older, regardless of vaccination status who tests positive for COVID must:

- Stay home, isolate, wear a well-fitting mask around others in your home for at least 5 full days from the date of symptom onset if symptomatic or the date of the positive test if no symptoms.

(Day 1 is considered the first full day after symptoms started in symptomatic persons or the first full day after the person tested positive if asymptomatic.)

- After Day 5, if the person has no symptoms or if symptoms are improved and they have had no fever for at least 24 hours without medication, they may return to school/work PROVIDED that an at home antigen test given on Day 6 is negative. If the antigen test is positive, they must continue to isolate until a negative antigen test is achieved or Day 10 of the isolation period is reached. When the person returns s/he must wear a well-fitting mask (i.e., KN95 mask or its equivalent) until Day 10 of the isolation period.

Anyone under 5 years of age who tests positive for COVID should isolate at home for 10 days. On Day 11 if you have no symptoms, or if your symptoms have improved AND you have been fever free for at least 24 hours without any fever reducing medication, then you may return to school. You must continue to stay home and isolate if you still have symptoms that are not improving and should consult a health care provider before ending isolation.

Persons who become sick with COVID like symptoms (i.e., presumed positive) (currently defined in 1/25/22 guidance to include fever or chills, cough (either new or different than usual), shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea) should:

Isolate at home until they receive negative results for a PCR test AND their symptoms have improved with no fever for 24 hours without any fever reducing medication.

Illness Policy

Any child who becomes sick, with one or more COVID like symptoms (currently defined in the January 25, 2022, guidance to include fever or chills, cough (either new or different than usual), shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea) while attending CCUMC Preschool, will immediately be removed from the class, placed into an isolation area, masked, and parents contacted to pick up the sick child as soon as possible. The remainder of the students in the class will finish out the school day. The sick child will quarantine until the sick child receives a negative PCR Covid test result or a specific alternate diagnosis by a physician. The sick child needs to receive a test result promptly for class decision making. If a PCR COVID test results cannot be obtained that day, an at home antigen test can be a first test to help determine class exposure risk. If the antigen test is negative, then the class may return to school as normal on subsequent days. If the child receives a positive test result, the class will begin quarantining in accordance with quarantine guidelines. Parents are expected to watch their children closely for any onset of symptoms.

The guidance above also applies to staff members who may become sick while at school with one or more COVID like symptoms.

Persons Who Are Exposed to Someone with COVID-19 and Have No Symptoms (Quarantine)

For someone who is FULLY vaccinated (at least 5 years of age) OR someone who has tested positive for COVID within the last 90 days (confirmed with a PCR test). These persons do not need to quarantine but should:

- Wear a well-fitting mask (i.e., KN95 or its equivalent) around others for 10 days after the last close contact with the person with COVID-19 (Day 1 is considered the first full day after the date of last close contact)
- If, at any time the person tests positive or develops symptoms they should stay home and follow recommendations for isolation above.

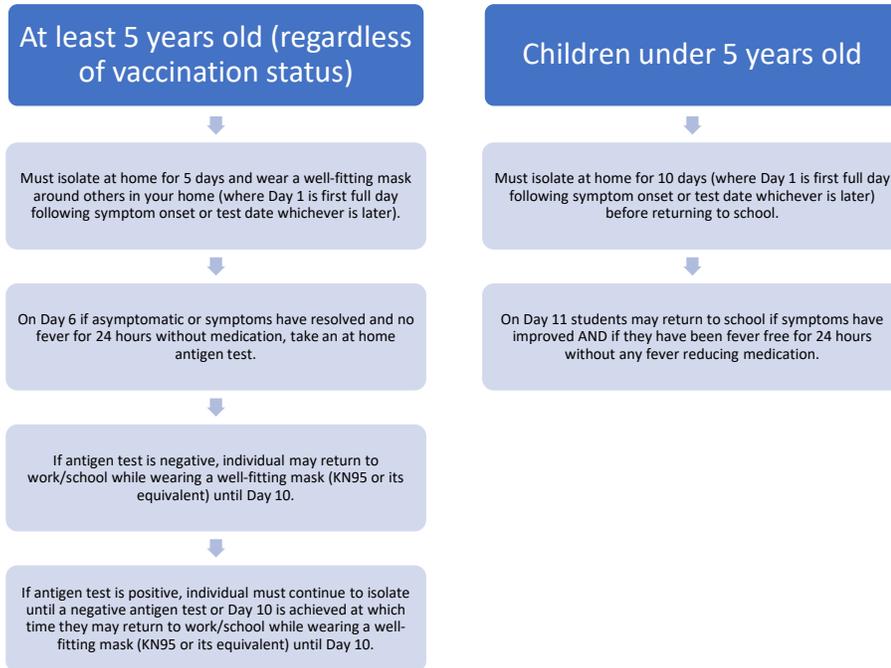
For someone who is NOT vaccinated AND has no symptoms). These persons should quarantine as follows:

- Stay home for at least 5 days after the last close contact with the person with COVID-19 (Day 1 is considered the first full day after the date of last close contact)
- If no symptoms, get tested with a PCR test on Day 5-10 after the last close contact (persons who have tested positive for COVID 90 within the last 90 days should get an antigen test rather than a PCR test).
 - If the person tests negative, they may return to school PROVIDED they wear a well-fitting mask (i.e., KN95 or its equivalent) when around others until Day 11 after close contact
 - If the person tests positive, they should follow the recommendations for isolation above

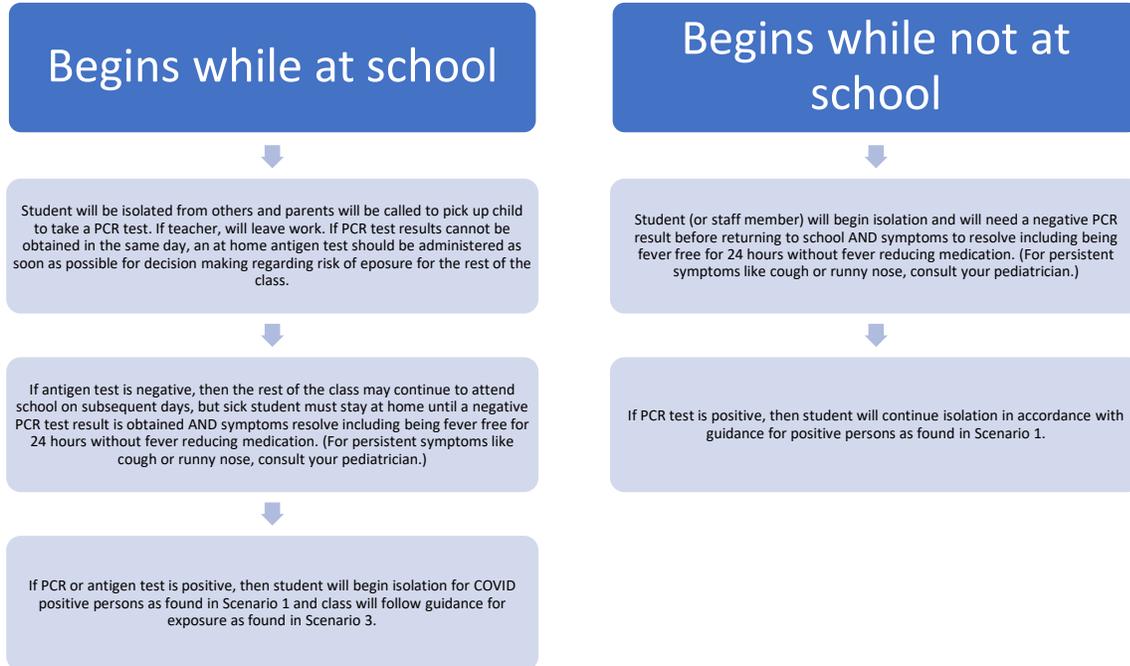
- If the person develops symptoms they should get tested immediately and remain at home; if the test is positive, they should follow the recommendations for isolation above
- If the person is unable to mask around others, they should remain at home for 10 days from the date of last close contact.

Visual Aids for COVID Decision Making

Scenario 1: Someone is confirmed to be COVID positive



Scenario 2: Someone has one or more symptoms of COVID which, as of January 6, 2022, is defined to include fever or chills, cough (either new or different than usual), shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, the new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea.



Scenario 3: A person has been exposed to someone who is COVID positive AND has no symptoms*.

*Persons with COVID like symptoms should follow the guidance for scenario 2.

