

Klein Weekday Ministries Preschool

Parent Handbook Amendments for Covid-19/Variants

In effect for the Klein Weekday 2022-2023 school year.

A Covid-19 Acknowledgement and Disclosure Statement for Family/Child requires a parent signature before the child can be allowed to participate in Klein Weekday Preschool's program.

If a Child, Staff Member, or Family Members Test Positive for COVID-19 proper community health authorities will be notified, and instructions followed by the health authorities. This may include classroom closures and/or self-quarantine periods.

Regular communication with parents will continue via classroom calendars and newsletters, emails, and phone calls (when appropriate). During the health emergency, we are limiting visitation into Klein Weekday.

STAY and PLAY

Stay and Play

The stay and play after school program will start as planned for the 2022-2023 school year. Stay & Play can be halted for the health and safety of the staff and children in the event of a rise in COVID-19 cases in our local communities or if directed by local health authorities.

FAMILY PARTICIPATION

Klein Weekday will continue family participation inside the building and classrooms during the 2022-2023 school year. Should the local health authorities require changes, Klein Weekday will notify all parents and a plan will be put in place to immediately follow guidelines.

HEALTH ASSESSMENTS, POLICIES AND ROUTINES

- It will not be mandatory wear masks during the 2022-2023 school year unless local or state authorities have a mask mandate in place. In the event there is a mask mandate, Klein Weekday will follow all guidelines.

Health

Children must be fever-free (below 100.4) without fever reducing medication for 72 hours.

Children must be symptom free for 72 hours from the below whether they are COVID related or not:

dry cough	fever
shortness of breath	headaches
chills	fatigue
loss of taste or smell	
sore throat	
muscle/body aches	
nausea	
diarrhea	

Parents will be called to pick up their child if any of the above symptoms occur while the child is at school. The child will be separated from their class and kept in a healthy and safe place away from other children. The child MUST be picked up as soon as possible.

All children and staff wash their hands according to CDC recommendations upon morning entry into the classroom and will continue to be followed throughout the Preschool day.

Preschool Hours

Preschool main hours will remain from 9:00am-1:00pm. It may be necessary to stagger drop off and pick up times depending on the current status of The CDC, Texas Governor's office and The Texas Health and Human Services Health and Safety Procedures. Notifications of any changes will be communicated promptly if necessary.

Cell Phone Policy

NO CELL PHONES CAN BE IN USE DURING DROP OFF OR PICK UP. This policy will STRICTLY be enforced.

School Cancellation Policy

Klein Weekday Ministries Preschool will continue to follow Klein I.S.D. cancellations due to weather, holidays, unforeseeable circumstances. (See Parent Handbook for detail), but Klein Weekday will assess additional closures due to COVID-19 for the preschool on as needed basis for the health and safety of all staff, children, and families. Information concerning tuition and fees is in the *Tuition and Fees* section of this document below.

Transmittable Illness

IT IS ESSENTIAL that parents/caregivers notify the school if a child has tested positive for COVID-19. This is in addition to the other illnesses listed in the Parent Handbook.

If any child or staff member tests positive for COVID-19 the following procedures will be followed:

1. Local health officials will be notified. Klein Weekday will follow all health official recommendations which may include self-quarantine, classroom closure or school closure.
2. All parents will be notified. The identity of the infected person will be kept confidential.
3. All areas where the infected person had contact will undergo a deep disinfectant cleaning.
4. The classroom or school will stay open or reopen as directed by local health officials.

Any child or staff member who (a) is lab-confirmed to have COVID-19; (b) experiences the symptoms of COVID-19 (listed below), must stay at home throughout the infection period, and cannot return to school until the school screens the individual to determine that the below conditions have been met.

- In the case of an individual who was diagnosed with COVID-19, the individual may return to school when **all three** of the following criteria are met:
 - At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever reducing medications);
 - The individual has improvement in symptoms (e.g., cough, shortness of breath, ...); and
 - At least 10 days have passed since symptoms first appeared.

- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to school until the individual has completed the same three-step set of criteria listed above.
- If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.
- COVID-19 symptoms include:

fever of 100.4 Fahrenheit or higher	muscle/body aches
dry cough	nausea
shortness of breath	diarrhea
chills	headache
loss of taste or smell	fatigue
sore throat	
muscle aches	

Children who have known close contact (within 6 feet) with a person who is confirmed to have COVID-19, must quarantine away from Klein Weekday Preschool for a period of 10 days. The quarantined child should be monitored for signs and symptoms of the COVID-19 illness and follow the criteria for returning if any signs or symptoms appear.

Pick-up and Drop-off Routines

- Drop off Procedures:
 - All families that would like to walk into the building, will enter from the 2 doors located on the west side of the school. Doors will be unlocked at 8:50. Please wait outside of your child(s) classroom until the teacher arrives. No child should be left in the classroom alone.
 - Morning carline drop off for 3's, 4's, Transition and Kindergarten will enter the driveway to the far east of the front parking lot (closest to the real estate office) and follow around to the back double doors.
- Pick-up Procedures:
 - Each class will be dismiss from their classroom doors. If there is a rise in COVID, Klein Weekday will have an alternate plan to pick up from an exterior door.
 - Stay & Play pick-up for 3's and 4's will be from the ring doorbell location. Transition and Kindergarten will be picked up from the carline double doors located in the back of the school.
- Stay and Play pick up is as follows:
 - Kindergarten and Transition classes along with younger siblings will be picked up through carline.
 - 3's & 4's will be picked up from the west double door at ring doorbell location.

NO CHILD SHOULD BE DROPPED OFF AND ALLOWED TO WALK TO THE DOOR ON THEIR OWN.

Late Pickup Guidelines

If there is a need to pick up your child past 1:15 YOU MUST NOTIFY THE OFFICE asap. If the office is NOT notified of an emergency situation that causes the child to be picked up late, the regular late fee as stated in Parent handbook will be charged after 1:15.

TUITION AND FEES

The registration fee and the supply fee for the 2022-2023 year remains a non-refundable/non-transferable fee. This will not change for any closures and shutdowns that may occur due to a Public Health Emergency.

In the event that we have an exposure or positive COVID-19, Klein Weekday will follow the instructions given by our local Health Department.

In the event Klein Weekday is advised to close no longer than a 2-week period:

-Klein Weekday can close up to 2 weeks without issuing family refunds. Klein Weekday will continue to provide learning packets and/or home activities.

In the event Klein Weekday is advised to close for longer than a 2-week period:

-Klein Weekday families may be reimbursed tuition for regular scheduled school days missed, less the initial 2 weeks as stated above. Days reimbursed will consist of regular planned school days and will not include planned holidays.

In the event that school is canceled or shutdown and classes do not resume for the 2022-2023 school year, refunds, if any, will be determined and handled based on the circumstances at the time.

If you choose to withdraw your child from the program for COVID-19, or any other reason, a 30 day written notice is required, and tuition is required to be paid during this 30 day time period. No tuition credits or reimbursements will be given.

Acknowledgement of COVID-19 Addendum Parent handbook 2022-2023 School Year

This COVID-19 addendum was required and acknowledged with online registration.

I acknowledge that I have read the COVID-19 Parent handbook Addendum for 2022-2023 school year and I can reference a copy from the Klein Weekday Ministries Preschool website located at www.kleinumc.org/preschool or request a printed copy from the school office at any time.

**** This addendum is signed/acknowledged
during online registration ****