



First Steps Preschool Epidemic/Pandemic Policies



First Steps Preschool is committed to carrying out best practices in order to provide a safe, healthy environment for all children, families, and staff at our school. The following policies and procedures will be put in place during an epidemic or pandemic. These policies are based on recommendations and guidelines from health officials and state licensing agencies during the COVID-19 pandemic but will apply in the event of any epidemic or pandemic that may occur. First Steps Preschool Board and administration will adjust the policies as needed to meet minimum requirements of all applicable authorities, and restrictive policies to protect the health and safety of all children, families, and staff while attending school.

Note: Despite all school precautions taken, children, families or staff could be exposed to any illness or disease. First Steps Preschool and Katy's First Baptist Church are not responsible for possible exposure or contracting any illness or disease and are released from any liability.

School Responsibilities and Precautions

Screening

- Any child or staff who has a temperature of 100.0 degrees or higher or shows any signs or symptoms of illness will be sent home and not allowed to return until they meet the requirements under Exclusion and Return Policies. These symptoms include:
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Chills
 - Muscle pain
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea
 - Vomiting
 - Any other symptoms of new epidemics

Precaution Practices

- All staff will receive additional training on preventing the spread of contagious diseases.
- First Steps Preschool will help children learn proper mouth covering when coughing or sneezing, proper handwashing procedures, and practice social distancing to the best of our ability.
- Children must have two complete changes of clothing at school to allow changes if any clothing becomes soiled with bodily secretions.
- There will be NO before/after care available.
- Children will not share food, drinks, clothing, or other personal items.

- First Steps Preschool will follow any additional mandatory requirements set by local or state officials during these times.
- Each class will have 2 outdoor playtimes

Disinfecting

- First Steps Preschool staff will increase the disinfection rate of high touch areas (such as doorknobs, light switches, classroom sink handles), bathrooms, and community use areas (between classes) throughout the day.
- Additional hand sanitizing stations have been added at all entrances.
- Staff will disinfect all toys with proper disinfecting solution at the end of the day.
- Staff will remove any item that a child places in their mouth until it is cleaned and properly disinfected.

Online Learning

- First Steps Preschool staff will continue to provide online learning for the children through social media during times of necessary school closures. Teachers may choose a variety of social media platforms including Kids Report, Facebook, Zoom calls, emails, etc. to reach out to children and families. Teachers will continue to provide online learning as long as the school remains in an active status and has plans to return to the classroom.

School Closures

- First Steps Preschool may be closed at any time due to the following scenarios:
 - A confirmed case of the illness/disease associated with the epidemic/pandemic or possible exposure within the school.
 - Adequate staffing is not available to maintain minimum required ratios.
 - A stay-at-home order issued by local officials.
 - Katy ISD issued closure.

Parent Responsibilities

Illness Policy

- Parents must keep their child home if they have a fever of 100.0 degrees or higher or have any other signs and symptoms of illness
- Ill children must be kept home until they complete the requirements for returning to school.
- Parents must notify the school of any illness in their child and/or household.
- Parents or another pick-up person must be available to pick-up an ill child from school within 30 minutes of a phone call.
- Any child, parent or staff that has close contact with someone that has symptoms or is diagnosed with an epidemic/pandemic illness must self-quarantine for 10 days and complete the requirements for returning.
- Any child or staff diagnosed with an epidemic/pandemic illness must have a doctor release or negative test to return to school.

Precautions

We ask that parent's partner with us to help their child know the following procedures in order to help prevent the spread of the pandemic/epidemic.

- Proper mouth covering when coughing and sneezing.
- Proper hand-washing procedures.

Parents may choose to have their child wear protective face covering. Parents must teach children proper use and removal of face covering.

Exclusion and Return Policies

Note: Please remember that these requirements are temporary and in place for times of possible epidemic/pandemic. When the health crisis has passed, First Steps Preschool will return to our normal illness and return policies

Ill Child or Staff

- The following steps will be taken if any child or staff develops symptoms of a current epidemic/pandemic illness or other possible illness while at school or away:
 - An employee will be sent home immediately.
 - A child will be isolated, and parents called.
 - All parents/staff of the classroom will be notified.
 - All areas where the ill child or staff had contact will be disinfected.
 - The classroom will be re-opened after it is disinfected.
 - The staff or child must be evaluated by a medical professional and notify the school of diagnosis – person may return to school if they do not test positive for an epidemic/pandemic and provide a medical release clearing them to return.
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- If any person receives a positive diagnosis of a current epidemic/pandemic the following steps will be taken:
 - Area where ill person had contact will be closed off
 - Windows will be opened to increase air circulation
 - Area will have deep cleaning and disinfecting
 - Local health officials will be notified, and the school will follow all their recommendations which could include closing the classroom or the whole school for a period and online learning will begin the day after the closure.
 - Classroom and/or school will be reopened as directed by local health officials.

Requirements for Returning to School

- In the case of a child or staff who was diagnosed with a current epidemic/pandemic, the individual may return to school when all four of the following criteria are met:
 - At least 2 days (48 hours) have passed since recovery (no fever without the use of medication); and
 - The individual has improvement in all signs and symptoms of illness; and
 - At least 10 days have passed since symptoms first appeared: and
 - The child or staff can provide a medical professional release or medical professional negative test clearing them to return to school. Home test cannot be used to return to school.

Requirements for Returning to school if there is Exposure to Epidemic/Pandemic

- Children or staff who have known close contact to a person who has symptoms of or is confirmed to have a current epidemic/pandemic must quarantine 7 full days and receive a medical professional negative test result - test must occur on day 5 or later. If the individual chooses not to get tested, then they must quarantine 10 days.
- The individual must monitor their health for any signs or symptoms of the illness during the 7- or 10-day quarantine and follow the criteria for returning if any signs or symptoms appear.

I have read, understand, and agree to adhere to First Steps
Preschool's Epidemic/Pandemic policies as presented. Please
sign and return this page to First Steps office.

Child's name: _____

Parent's name: _____

Parent Signature: _____ Date: _____