

KINGSWAY PREPARATORY SCHOOL

2020-2021 REOPENING PLAN



OVERVIEW

Kingsway Preparatory School has designed a reopening plan that will meet our families' need for education and childcare while maintaining health and safety standards and social distancing directives from the Center of Disease Control (CDC), the Illinois State Board of Education (ISBE), the Illinois Department of Public Health (IDPH) and DCFS.

These are the guidelines the school will enforce when classes resume on August 26th. We hope to provide in person learning for as long as it is deemed safe and believe that adhering to the plan presented will help us in doing so. As the very nature and experience of the entire COVID-19 pandemic has been one of change, Kingsway anticipates changes in some of these guidelines (including a move to remote learning for those who have not already elected that option). We will continue to communicate regularly and if there are any questions, please contact us.

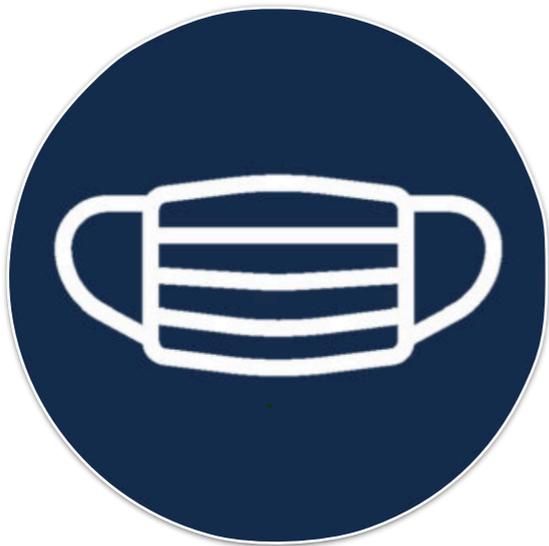


HEALTH & SAFETY



- Staff and students will be assessed for symptoms and have their temperature checked utilizing a no touch thermometer every day.
- Children and staff will not be allowed entry if they have a temperature of 100.4°F or higher or showing symptoms of COVID-19 or have been in contact with someone with COVID-19 in the last 14 days.
- To limit exposure, no parents or visitors will be allowed in the building. Ideally, the same parent or designated person should drop off and pick up the child every day.
- Designated staff will walk all children to and from their classroom at the beginning and end of the day.
- Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick.

PERSONAL PROTECTIVE EQUIPMENT (PPE)



- Following CDC recommendations, we will implement universal masking requiring all staff and students to wear masks.
- All are required to wear a face mask when arriving at and leaving Kingsway (including those who are picking up and dropping off), when in hallways, and throughout the day.
 - Masks will not be worn during naps.
 - Masks can be removed when class is outside and students are socially distanced.
 - Students will be mask free during lunch (limited to 15 minutes)
- To create a safe barrier between students, desk/classroom dividers will be utilized during lunch (limited to 15 minutes) and small group work.

SANITATION



- We will require all who enter to wash their hands or use hand sanitizer throughout their time in the building.
- Hand washing instruction will be taught and reinforced with staff and students regularly (i.e., before and after snack, after recess or outside, etc.).
- We will clean and disinfect frequently touched objects and surfaces following manufacturer's directions.
 - Shared devices sanitized between use
 - Toys disinfected regularly
 - Desks, classroom areas cleaned several times a day
- Deep cleaning will be performed as soon after the confirmation of a positive test as practical.

SOCIAL DISTANCING



- Drop off and pick up will be socially distanced and at specific times. There is a dedicated entrance/exit for Kingsway students on Foster.
- Restroom and locker schedules will be created to reduce the number of students in the hallway or restroom at any given time.
- We will reduce group sizes to no more than 10 people total. We will keep groups together throughout the day and will not combine groups. To the degree possible, we will maintain the same groups from day to day.
- We will incorporate social distancing within groups to the degree possible, aiming for at least six feet between children and minimizing the amount of time children are in close contact with each other.
- Special class events such, holiday events, and special performances, large group meetings, and field trips will be cancelled until further notice.

RESPONSE TO EVIDENCE OF SYMPTOMS OR COVID-19 EXPOSURE

If a child or staff member develops symptoms of COVID-19 (fever of 100.4 or higher, cough or shortness of breath) while on-site, we will immediately separate the person until they can leave the facility. The 1st floor conference has been identified as the designated quarantine area. Parents are expected to arrive within an hour of notification. If symptoms persist or worsen, we will call their health care provider for further guidance.

The staff member or student's family must inform Kingsway immediately if the person is diagnosed with COVID-19. We will maintain the confidentiality of all staff, children, and families. If a child or employee tests positive for COVID-19, we will contact the local health authorities to identify the close contacts who will need to quarantine. The Evanston Health Dept. will take over at that time and perform contact tracing.

If we experience a confirmed case of COVID-19 among our population, we will consider closing at least temporarily (e.g. for 14 days, or possibly longer if advised by local health officials.) The duration may be dependent on staffing levels, outbreak levels in the community and severity of illness in infected individuals. If the infected individual with confirmed or suspected COVID-19 spent minimal time (i.e. 10 minutes or less) in close contact with others at Kingsway, we may consider closing for 2- 5 days to do a thorough cleaning and disinfecting and to continue monitoring for ill individuals.

RETURN AFTER EVIDENCE OF SYMPTOMS OR COVID-19 EXPOSURE

If a staff member or student has symptoms of COVID-19 or is a close contact of someone with COVID-19, the following conditions must be met:

- If individuals have fever, cough or shortness of breath and have not been around anyone who has been diagnosed with COVID-19, they should stay home away from others until 72 hours after the fever is gone and symptoms get better.
- If the person's symptoms worsen, they should contact their healthcare provider to determine if they should be tested for COVID-19.

If an individual is diagnosed with COVID-19, they must remain out of the facility for a minimum of 7 days after the onset of first symptoms and the following conditions must be met before consideration is given to return:

- If there is a fever, 3 days after the fever ends (without fever reducing medication) AND there is an improvement in initial symptoms (e.g. cough, shortness of breath)
- If there is no fever, 3 days after an improvement in initial symptoms (e.g. cough, shortness of breath)
- If an individual believes they have had close contact with someone with COVID-19 but is not currently sick, they should monitor their health for fever, cough, and shortness of breath during the 14 days after the last day they were in close contact with the sick person with COVID-19. They should not return to Kingsway and should avoid public places for 14 days.

ADDITIONAL CHANGES

- To ensure the safety and well-being of children and staff we have revised our hours to accommodate the additional measures required to safely maintain our facilities.
 - Our new operating hours are 7:30am – 4:00pm
 - Anyone remaining after 3:00pm will need to be enrolled in extended care and submit the additional fee.
- Water fountains are closed. Students will need to bring a water bottle daily.
- Parents will provide individual snacks for their own child. This may be sent daily or on a weekly basis.
- Classes will be held outside as much as possible and follow distancing guidelines.