

St. Paul's Episcopal School COVID-19 Policies and Procedures

St. Paul's Episcopal School deeply cares about the health and safety of our children, staff, and parents. We are taking many precautions and closely following guidelines and recommendations set in place by the CDC, the Mississippi State Department of Health, and local health officials. We thank you in advance for doing your part to keep our SPES family safe and healthy!

PARENT EXPECTATIONS:

- Parents can enter the building during drop off and pick up **BUT MUST WEAR A MASK- NO EXCEPTIONS!** **Each parent/guardian and each child's temperature will be checked at the door. If a fever of 100.0 or greater is detected, then your child will be sent home and cannot return for at least 24 hours (fever/symptom free without the aid of medication), or until a doctor's release has been provided.**
- Parents may **NOT** enter classrooms, the infant/baby room is the only exception. We ask that parents who do enter the infant/baby room use the hand sanitizer station outside of the room before entering.
- Parents may stand at the doorway of their child's room and hand their child over to his/her teacher or nudge the child through the doorway.
- Only 1 family member/guardian to drop off and/or pick up. Avoid utilizing high risk individuals. Please do not make this a family affair. No siblings or friends are allowed inside of the building during drop off/pick up, unless the child is too young to sit in the car without supervision.
- Sign in/out should be done through the Procure app, but if this is not possible due to the app not working, someone other than parent/guardian picking up/dropping off, etc., a sign in/out sheet is always available on the table when you first come in the building. Please use the hand sanitizer before and after signing your child in/out, and please wipe the pen you use to sign in/out down with an alcohol prep pad (these will be provided and sitting on table beside sign in sheet).
- Drop off and pick up need to be quick. This is not a time for lengthy talks with friends in the hallway. If you need to meet with your child's teacher regarding an issue, please call/text the teacher to set up a time to do so or call the school phone at **662-328-6801**.
- If you need to have a lengthy discussion with the director, please call me at **662-328-6801** or email me at schdir@stpaulscolumbus.com to set up a time to do so.
- **Children under the age of 2 should NOT wear a mask, period. Children older than 2 can wear a mask to school, however, it is not the responsibility of the staff at SPES to keep up with your child's mask. If the mask becomes a distraction, we will have the child put the mask away and ask that you do not send it back until the child knows how to safely use/wear the mask.**
- Backpacks and diaper bags will be allowed but must only contain items needed for that day. Backpacks do not need to be filled with entertaining items from home. Please have a "School backpack".
- You or a person on your pickup list **MUST BE ACCESSIBLE AT ALL TIMES!** Children being sent home with fever must be picked up in 30 minutes or less. **They may not return until fever/symptom free for 24 hours WITHOUT the aid of medication.** Sick children will be isolated in Director's office until picked up. Please take child's nap mat home with you to wash if child is sick.
- **KEEP YOUR CHILD HOME IF SICK IN ANY MANNER!** This includes, but is not limited to the following: fever, lethargy, colored snot, shortness of breath, cough, flushed cheeks, rapid breathing, fatigue, extreme fussiness, or need Tylenol/Advil in order to "manage" school. Families found to have given children Tylenol, Advil, Motrin, or the like to "cope" for the school day may be subject to immediate termination.
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- **ABSOLUTELY NO TOYS FROM HOME!**

DEALING WITH COVID-19 CASES AND EXPOSURE:

- All families will be notified if there is a suspected outbreak in the facility.
- If there is a confirmed outbreak of COVID-19 cases, the school will close for 48 hours to properly deep clean and disinfect.
- Exposure is defined as being within 6 feet of the individual who tests positive for COVID-19 for a period of 15 minutes or more. Persons who test positive are considered infectious 48 hours before the onset of symptoms. Persons testing positive but do not have symptoms are considered infectious 2 days after exposure (if known) or starting 2 days before the test date (if exposure is unknown).

***The following info comes straight from the Mississippi State Department of Health!**

If a staff person or a child is exposed to an individual who tests positive for COVID-19:

- MSDH recommends close contacts be excluded from the child care setting and be under quarantine at home for a full 14 days after last exposure even if they test negative.
- What counts as a close contact?
 - o You were within 6 feet of someone who has COVID-19 for a total of 15 minutes or more.
 - o You provided care at home to someone who is sick with COVID-19.
 - o You had direct physical contact with the person (hugged or kissed them).
 - o You shared eating or drinking utensils.
 - o They sneezed, coughed, or somehow got respiratory droplets on you.
- If a child becomes ill at the facility, the operator shall notify the child's parents as soon as possible.
- The operator shall inform parents of enrolled children when there is a positive case.
- The facility must report when a staff person or child is exposed to a positive COVID-19 case to the Bureau of Child Care Licensing.
- If someone has been exposed to someone who has been exposed (3rd party), there is no need to quarantine. **Quarantine only is necessary if someone is directly exposed to the person who is positive.**

FOR CONFIRMED CASES OF COVID-19:

- A staff person or child who is 14 days past the onset of symptoms (or test date if no symptoms) and has been fever free for 24 hours can be allowed to return to the child care facility. A negative test should not be required to return to the facility. It is also recommended that a note from the healthcare provider should not be required.
- If a child begins showing symptoms at school, that child will be removed immediately and placed in the director's office until their parent arrives to pick them up.
- If we have a positive case in house, we will notify the Mississippi State Department of Health and follow their guidelines.
- Our policy is as follows: In the event of a positive case in house, the school will close for 48 hours to properly disinfect and clean all areas. We have an empty classroom designated for children of classes that can relocate/be moved.
- All parents/guardians of children exposed to the confirmed positive child or staff member will be notified.

- Per state law, we are required to report all confirmed positive cases to licensing authorities and the local health department.

OTHER IMPORTANT INFO:

- We will intensify cleaning and disinfection efforts to help fight this illness.
- Our staff will frequently wash their hands and your child's hands with soap and water for at least 20 seconds.
- Our staff will always wear masks while inside the school building.
- Frequent temperature checks will be done on staff and children throughout the day.

Any questions about the COVID-19 Policy may be directed to your child's teacher or the Director. **The director can be reached on the school's phone at 662-328-6801, her cell phone 662-549-7982, or email- schdir@stpaulscolumbus.com**