



COVID-19 PANDEMIC POLICY- Revised 11/08/2021

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COASTAL COMMUNITY PRESCHOOL | 900 High Street, Santa Cruz, CA 95060

Introduction

CCP has implemented the following updated safety measures for families, children, and teachers to reduce the spread of COVID-19 and to keep everyone as healthy as possible.

CCP may revise this document as conditions change in the community. CCP will notify the teachers, staff, and parents when changes to the policy occur.

CCP requires all family members 18 years of age and older living in the household of a child attending CCP to be vaccinated for COVID-19.

CCP is required to follow the [CDC](#) and local Santa Cruz Health Department guidelines in response to any possible covid exposure.

Additionally, preschools are required to follow State licensing regulations - which differ from the Santa Cruz City School district. The following link is the latest guidance for childcare facilities in Santa Cruz - [Guidelines - See page 12 for ChildCare Facilities](#).

Social Distancing Strategies

CCP will use ongoing guidance from local health officials to determine a set of strategies appropriate for CCP. We will use preparedness strategies and consider the following social distancing strategies that may be implemented during Covid-19.

Classrooms will minimize commingling of the classrooms for the duration of our school year or summer program.

Any special events such as festivals, holiday events, or other preschool social gatherings will be socially distanced with masks required. When possible, events will be held outside.

Guidelines for onset of illness

- If a child or staff has any of the following symptoms at CCP, they will be asked to go home:
 - Fever 100.1 or higher or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - New loss of taste or smell
 - Sore throat

- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- CCP will treat every symptom listed above as a possible risk for COVID-19 (per guidance from the CDC).
- If a child becomes sick during the day. A teacher will remove the child to a designated area and keep the child comfortable until the family can arrive. A second teacher will immediately call the child's family and request an immediate pick up.
- Employees who have symptoms at home or at the preschool, will be immediately separated from other employees and children and be sent home.
- Children or employees who have symptoms while at home should stay home and notify the school.
- A child or employee may return to school after 2-5 days with a negative PCR COVID-19 test result **and no symptoms**.
- If a child or employee has allergies, they may return to preschool with a note from their physician documenting their allergy and the medication they are taking for it.
- Refer to your parent handbook for guidance regarding other illnesses.

Guidelines for close contact with a person with COVID-19

Per the [CDC](#), a close contact is someone who was within 6 feet of a person with COVID-19 for at least 15 minutes without wearing a mask. This usually includes household members, intimate contacts, and caregivers, but can include others.

CCP should be notified if a student or staff member has been in close contact with someone who has tested positive for Covid-19. This will allow CCP to notify classroom families of a possible exposure, allowing families to decide to attend school or not.

You should get tested if you've had close contact with someone who has COVID-19 symptoms or if you have symptoms.

- If you've had close contact with someone who has COVID-19, you should test 5-7 days after your exposure, even if you don't have symptoms. You should also wear a mask indoors in public for 14 days following exposure or until your test result is negative.
- If you have symptoms of COVID-19, you should get tested immediately and stay home and away from others,
- If your test result is positive, isolate at home for up to 8-10 days depending on CDU guidance.
- If you are vaccinated and show no symptoms you can test on days 5-7 and can continue your daily routine. [Guidance for Vaccinated people](#).

Guidelines if a Child, Employee, or Member of a Child or Employee's household is tested positive

If a child, or employee tests positive with COVID-19, CCP will report the confirmed case to Santa Cruz County Department of Public Health/CDU and follow their specific instructions.

Reporting guidelines and can be found at the County of Santa Cruz [CDU](#).

- CCP will report any confirmed case to the Communicable Disease Unit (CDU).
- CCP will determine the date of exposure for the child or staff.
- CCP will identify what days the child/staff member attended/worked and who had close contact with the child/staff member after the exposure.
- CCP Directors will notify the CCP school community (including staff) by email and OneCallNow notification by the end of the same day that the school has learned of the exposure.
- The Classroom to which the student or employee was assigned **may close** as advised by the CDU.
- CCP Directors reserve the right to close a classroom due to a positive covid test for longer than advised by CDU if it is deemed prudent.
- In the event there is a confirmed case within the community, CCP will discourage staff, students and their families from gathering or socializing anywhere. This includes group child care arrangements, as well as gathering at places like a friend's house, a favorite restaurant, or the local shopping mall.
- CCP will close off areas used by the individuals with COVID-19.
- Doors and windows will be opened to increase air circulation in the area.
- If possible, CCP will wait up to 24 hours before beginning cleaning and disinfection. If 24 hours is not feasible, CCP will wait as long as possible.
- CCP will clean and disinfect all areas used by the symptomatic person, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, and remote controls.
- CCP will continue routine cleaning and disinfection.

Health Screening Of Children/Staff

All children and staff are required to be screened for any observable illness, including runny noses, cough and/or respiratory distress, and to confirm temperature below 100.1 °F per CCP school policy. This screening may be done at home or upon arrival at school.

CCP Face Mask Policy

Our local and state public health departments strongly encourage children aged 2 and up to wear face masks in public places, if they are unable to socially distance themselves from other children or adults outside of their immediate family members.

Moving in line with best practices for the health and safety of our community, we will require children to wear masks at arrival, and encourage children (aged 2 and up) and require adults (including staff) to wear masks when on preschool property. However, staff may take a mask break when outside and socially distanced. While outside in the play yard or on the covered deck, face masks will be optional for children. We will also encourage children to advocate for when they need a break from wearing their masks so they do not rely on teachers prompting them.

While we will strongly encourage children to wear their masks and socially distance themselves from each other, we will not *force* any child to wear one if it is proving harmful to their mental and emotional well-being. We will provide flexible and safe play alternatives for children should mask-wearing prove to hinder or negatively impact their engagement with peers, staff, and/or the environment.

During the Day: Prevention of COVID-19

Staff will continue to clean and disinfect/sanitize toys, tabletops and highly used areas throughout the day as per CDPH recommendations.

Travel

CCP will follow all [travel guidelines](#) for the State of California. CCP encourages all children to be tested for COVID-19 before returning to school and follow the guidelines for unvaccinated persons.

Tuition Modifications due to COVID-19 closures

- If CCP has to close mid-month due to a mandated shelter-in-place order, tuition for that month is required and will not be refunded. If CCP cannot re-open the following month(s), in lieu of tuition, CCP will ask for donations to help cover operating expenses.
- If CCP reopens in the middle of the month after a closure, a prorated tuition amount will be determined for that month's payment installment.
- If CCP has to close a classroom group due to possible Covid-19 exposure, tuition is still required and will not be pro-rated or refunded. CCP will re-open the classroom as soon as it is safe to do so.

Please be reminded that CCP is a non-profit preschool. We operate on a very fine line and lost expected revenue has a great impact on our ability to operate and pay our staff. Donations to our preschool are tax deductible.

**Acceptance of new procedures for children and staff of
Coastal Community Preschool**

All families and staff attending or working at Coastal Community Preschool must read, sign, and agree to follow the above set policy and procedures.

I have read and fully understand Coastal Community Preschool policy and procedures for COVID-19. I understand that the safety, health and well-being of CCP children, families, and staff rely on my due diligence to keep myself and family following these guidelines set by the State and Santa Cruz County.

Date: _____

Print Child's Name: _____

Family/Staff Signature: _____

Family/Staff Signature: _____

Please sign, date and return to CCP