



ASCS Early Childhood COVID-19 Mitigation Plan for Families

In response to COVID-19 and an unprecedented educational situation, ASCS established this mitigation plan to reflect the school's desire to remain open and provide the best possible learning experiences for students despite the difficult conditions. School Administration and staff reserve the right to amend this plan.

Purpose: The purpose of this plan is to ensure the safety of all students, staff, and families of ASCS. With the spread of COVID-19, ASCS must remain vigilant in mitigating the outbreak with the aim of protecting the health of everyone involved.

Family Responsibilities

- Parents are to notify the school office and keep their child(ren) home if ill.
- Upon arrival each day, a parent of each student will complete the online "Daily Health Check."
- Families are expected to report any known exposures to COVID-19 positive individuals to the school.
- If the student or anyone in the household has been exposed to someone with COVID-19, the family of the student will need to affirm with ASCS administration that that student and/or household member has abided by the 14-day quarantine.
- If a family member or the student is symptomatic or tests positive for COVID-19, please notify the school office at 734-459-2490 immediately. ASCS will notify the local health department and any families affected.
- Any student or staff member who exhibits multiple symptoms of COVID-19, have possible exposure, or test positive for COVID-19, must stay home until:
 - ✓ The individual is fever free for 24 hours without the use of medication that reduces fever **AND**
 - ✓ Other symptoms have improved **AND**
 - ✓ At least 10 days have passed since the symptoms first appeared.
- Families are asked to review and follow [CDC information and guidance](#).

ASCS Monitoring Protocols

- Upon arrival each day, students and staff will undergo a temperature check. If the individual has a fever of 100.4 or other symptoms, he/she will not be allowed in the building. Full Day students will also have their temperature checked at lunch time, while constantly monitored by staff for COVID-19 symptoms.
- Upon arrival each day, a parent of each student will complete the online “Daily Health Check.” This daily check includes recording possible exposure to COVID-19, any medication taken in the past 24 hours, any temperature, cough or other symptoms present, and if the child or family member has traveled outside the state.
- If a fever or other potential COVID-19 symptoms develop during the school day, that student will be removed from the classroom and taken to the sick room. Parents will be notified to pick-up their child as soon as possible.

Drop off

- Preschool, Half Day Pre-Kindergarten, and Full Day Pre-Kindergarten students will enter and exit the classroom through the playground doors of their respective classrooms.
- Arrival time 8:00-8:15 A.M. Doors will not be unlocked earlier for any reason, as teachers and aides are preparing the classroom for the day. If you need Before Care, please call the school office for further information.
- Parents and guardians are encouraged to wear a mask. Stay 6 feet apart and line up along the windows of your child’s classroom. Please do not line up early to limit the congregating of children and families.
- A staff member wearing a face covering will meet your child at the door and perform the health check. In order to be admitted, you MUST have completed the Daily Health Check online first. If your child shows any symptoms, he or she will not be admitted into the classroom.
- Parents and guardians must bring their own pens to sign in each day.
- Parents, guardians, and siblings are NOT ALLOWED inside the classroom for any reason.
- Do not have lengthy conversations with the teacher during arrival. If you need to talk with the teacher, please email the teacher. Please note teachers do not regularly check their email during school hours, as they are teaching and working with the students. If you need to contact the teacher immediately during school hours, call the school office.
- Please immediately return to your car after drop-off, as congregating with other families on school grounds is discouraged.
- **All ASCS playgrounds are CLOSED before and after school.**

Dismissal

- Preschool, Half Day Pre-Kindergarten, and Full Day Pre-Kindergarten students will enter and exit the classroom through the playground doors of their respective classrooms.
- Preschool students are dismissed at 11:05 A.M., Pre-Kindergarten Half Day students are dismissed at 11:30 A.M., and Pre-Kindergarten Full Day students are dismissed at 3:05 P.M.

- Doors will not be unlocked earlier for any reason, as the teachers, aides, and students are finishing up their day. If you need to pick up your child at an earlier time, please call the school office.
- Parents and guardians are encouraged to wear a mask. Stay 6 feet apart and line up next to your child's classroom windows. Please do not line up early to limit the congregating of children and families. Be careful when standing by the windows to not disrupt the ending of the school day.
- A staff member wearing a face covering will match up each student to a parent or guardian. The teacher must be notified ahead of time if any change in pick-up adult occurs. An email to the teacher with the name and picture of the new adult is recommended. This person must also be listed on the Child Information Record form.
- Parents and guardians must bring their own pens to sign out each day.
- Parents, guardians, and siblings are NOT ALLOWED inside the classroom for any reason.
- Do not have lengthy conversations with the teacher during dismissal. If you need to talk with the teacher, please email the teacher. Please note teachers do not regularly check their email during school hours, as they are teaching and working with the students. If you need to contact the teacher immediately during school hours, call the school office.
- Please immediately return to your car after dismissal, as congregating with other families on school grounds is discouraged.
- **All ASCS playgrounds are CLOSED before and after school.**

Classroom Policies

- Activities are held outside when possible.
- Physical distancing is practiced, modeled, and encouraged in an age-appropriate manner. Teachers and aides model and instruct, as needed.
- The use of sand/water and all sensory tables is suspended.
- All toys and objects which cannot be easily cleaned or sanitized between use are removed. Cloth toys and cloth objects are removed from the classroom. This includes dress-up clothes.
- The sharing of materials is minimized. Each student has personal art supplies. If any materials are shared, they are disinfected between uses by staff.
- All trash cans are free of lids.
- Drinking fountains are used for re-filling water bottles only.
- Regular handwashing with soap and water for children and staff is practiced. (Upon arrival to the classroom, before snack/lunch, after outside time, after bathroom use, and other times as deemed necessary.)
- Hand sanitizer is NOT to be brought into the classroom from home. School hand sanitizer is kept out of the reach of the students and used only when soap and water are not available.
- Classroom windows will be open when weather permits to promote air flow.
- Staff will wear face coverings. Age appropriate face coverings for students are strongly encouraged, particularly when in the hallway.
- Students are to be able to independently apply and remove own mask. Masks are stored in student cubbies when not in use during school time and sent home each day to wash.

- Students are encouraged to develop independence skills to help maintain physical distancing: opening and closing own snack/ lunch food containers and water bottles, using the bathroom, applying coat and shoes as needed. (NO tie shoes allowed; Velcro recommended.)
- All surfaces and materials are cleaned and disinfected regularly, according the CDC Cleaning recommendations.
- Full Day Pre-Kindergarten: Cots are spaced approximately 6 feet apart and/or head-to-toe positioning. Students are not to wear masks at nap time.
- The use of all classroom volunteers is suspended.
- Birthday treats (food or otherwise) are not permitted.
- Fieldtrips are suspended.

By signing below, I agree to abide by all the guidelines outlined in this mitigation plan. I understand the importance of following this plan as it relates to the overall safety all students, their families, and ASCS staff.

Printed Name

Signature

Date