



HEALTH & SAFETY ROADMAP

City Tree Christian School

August 17, 2020

PRESCHOOL



320 Date Street
San Diego, CA 92101
www.citytree.org

Dear City Tree Parents,

City Tree’s mission is to GROW KNOWLEDGE, GROW FAITH, and GROW COMPASSION for all students from preschool through eighth grade. With these uncertain times, this mission is more critical than ever, and we remain focused in the light of would-be obstacles. We believe in our teachers to create a loving and supportive environment that focuses not only on children’s physical health, but also their mental and spiritual health.

The document you are reading outlines the protocols that have been developed by teachers, staff and the school board, for in-person learning. It allows for flexibility, transparency, and prioritizes health and safety of our community for the 2020-2021 school year. As you are aware, public health guidelines continue to change rapidly and so our strategy is flexible by necessity. This document will therefore not remain static but continuously change and be updated based on public health, your feedback and our experience over time.

While many things will seem different with the new procedures in place, this will be for the safety of all. We will still be providing an environment that fosters play and the joy of learning while keeping everyone safe.

We will continue to consult with you to discuss plans, ideas and questions - even when answers may not yet be available - openly and thoughtfully. Please continue to read the weekly email update, and feel free to reach out to the school office with any questions or concerns.

We put our faith in God during all times but especially during turbulent times like these. We trust that God will help us all figure out creative ways to show compassion and support for each other even with social distancing and other limitations.

Sincerely,

Nissa Rivero
Preschool Director

Peter Tucker
Board President

**“May the God of hope fill you with all joy and peace as you trust in him,
so that you may overflow with hope by the power of the Holy Spirit.”
-Romans 15:13**

Health & Wellness



DAILY WELLNESS CHECKS

- Parents and staff will complete daily online health screenings at check-in
- Temperatures taken with no-touch thermometer
- Hands sanitized
- Staff or students who do not pass health screening or temperature check will not be permitted on campus



HEALTHY HYGIENE PRACTICES

- Hands sanitized upon entering school grounds and classrooms
- Continued focus in educating about health, safety, and hygiene that is age-appropriate
- Handwashing routines throughout the day during daily activities, meal times and in the bathroom



FACE COVERINGS

- All staff required to wear a face covering
- Per Child Care Licensing, preschool students are not required to wear face masks
- All visitors are required to wear face covering
- Adults dropping off and picking up students, who get out of their vehicles, are required to wear face covering



SOCIAL DISTANCING

- Staggered drop-off/pick-up times and locations
- Drop-off/pick-up outside of school gates
- Small, stable age-level groups
- Assigned classrooms with minimal movement
- Classroom configurations to include maximum distancing between students and staff
- Staggered transitions to minimize hallway traffic



SHARING & STORAGE

- Sharing between students very limited
- Individual, personal storage containers for each student's supplies
- Necessary shared use materials will be sanitized between uses
- Personal items stored in individual cubbies or assigned spaces



FACILITIES CLEANING, DISINFECTING & VENTILATION

- Entire facility sanitized daily (classrooms, hallways, restrooms, office, common areas)
- Special attention to high touch surfaces
- Restrooms and hand railings sanitized twice daily
- Teachers provided with safe and effective sanitizing solutions and/or wipes for classroom shared items, door handles, tables, desks, and chairs for disinfecting as needed throughout the day
- Doors remain open to reduce contact with door handles and to increase ventilation whenever possible
- Windows remain open when possible
- Ventilation fans on at all times



WATER

- Drinking fountains not available
- Students bring reusable, labeled water bottle from home each day
- Sealed, disposable water bottles available for students who need water



PICK UP/ DROP OFF PROCEDURES

- Drop-off/pick-up at the gate, rather than parents in building
- Assigned gates based on age-level and arrival and departure times, chalk lines on sidewalk allow for social distancing
- Drop-off: daily health screening, temperature reading, and hand sanitization
- Pick-up (3:00pm): students escorted to assigned gate by staff to greet parents at the curb
- Pick-up (After School Program): parents message through Brightwheel to notify staff of their arrival, students escorted to their pick-up gate

Teaching & Learning



ON CAMPUS LEARNING

Curriculum, Materials, Use of Space:

- Our curriculum for young children has always been primarily focused on social-emotional development, building strong relationships and connection, along with academics to prepare them for Kindergarten. It will continue to be our focus.
- We will focus on helping children work through their emotions/feelings about what's happening, encourage creative expression, and provide opportunities to explore, experiment, and problem solve while keeping physical distance in fun and age-appropriate ways.
- Each class is considered a "family." Each "family" will social distance from other "families" to assure safety.
- Students will remain in stable groups with the same teachers as much as possible.
- All materials will be thoroughly disinfected throughout each day.
- Visual spacing tools will be provided to respectfully guide children through the concept of social and physical distancing, ie: tape on tables to divide to mark student spaces, carpet area marked to space students during circle time, etc.

Lunch and Outdoor Play Time:

- Pre-kindergarten students use roof playground for outdoor play time
- Infants-3 year-olds use playground for outdoor play time
- Students eat snacks and lunch brought from home inside their classroom or outside, weather and space permitting. Community snacks will not be provided
- Students stay in small, stable groups and practice social distancing
- Recess times staggered to minimize numbers on the playground
- Playground divided into sections, allowing for small groups to use the space if needed

Extended Care:

- Students from different classes may use the same space for extended care. However, space will be divided into sections to maintain separation.



ON CAMPUS LEARNING

Bedding and Naps:

- Cots spaced six feet apart with the head of each bed alternately in opposite directions
- Sheet, blanket, and nap friend are kept separate from others

Additional Information:

- Use of outdoor spaces such as the roof playground, school garden, and patio, are encouraged and scheduled for instruction
- Teachers design activities for smaller groups and arrange furniture and play spaces to maintain separation
- Volunteers and visitors are strictly limited and must follow health and wellness protocols



EXTRACURRICULAR ACTIVITIES

- Outside contractors, people that teach extracurricular classes (i.e. Spanish, dance, play ball, etc.), but are not employed by the school, will not be available on campus at the beginning of the school year
- Large family events not available, alternatives will be created

Protocols & Resources



ILLNESS PROTOCOLS

- Staff and students monitored throughout the day for signs of illness
- Students/staff sent home for any of the following symptoms:
 - Fever of 100 degrees or higher
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Repeated shaking with chills
 - Fatigue
 - Muscle pain
 - Headache
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - New loss of taste or smell
- Students with recent contact with COVID-19 positive individual expected to notify the school and stay home for 14 days
- Students exhibiting COVID-19 symptoms or who test positive for COVID-19 required to stay home for at least 14 days



COVID-19 REPORTING

- Sue Kennedy, COVID-19 liaison, collaborates with public health officials
- COVID-19 positive cases reported to Public Health Services, parents, and staff
- COVID -19 exposure cases reported to parents and staff
- Parent notified immediately when their child exhibits symptoms of COVID-19 at school
- Regular reviews by administration and custodial staff of the school's health and safety plan to ensure compliance and adjust as needs change



CONTACTS & COMMUNICATION

School administration monitors health and safety plan

- Sue Kennedy, Principal; Sue.kennedy@citytree.org
- Nissa Rivero, Preschool Director; Nissa.rivero@citytree.org
- Jessica Untalan, Office Manager; Jessica.untalan@citytree.org
- Kelly Tompkins, Office Manager; Kelly.tompkins@citytree.org
- Sue Kennedy, COVID-19 Liaison COVID19@citytree.org (619)232-3794, Liaison communicates with public health officials on COVID-19 health status of City Tree
- City Tree COVID-19 Prevention Plan CityTree.org/news



LINKS

- [CDC Handwashing Guidelines](#)
- [CDC Face Coverings Guidelines](#)
- [CDC Disinfecting Facilities](#)
- [CDC Coronavirus Symptoms](#)
- [CDC Steps to Take When Sick](#)
- [COVID-19 INDUSTRY GUIDANCE: Child Care Programs and Providers](#)
- [CDPH Guidance for the Use of Face Coverings](#)