

## **The Preschool at Chestnut Ridge Operation Plan**

*Chestnut Ridge Camp and Retreat Center has developed the “Preschool operation plan” in coordination with the Orange County Health Department in accordance with the Interim Coronavirus Disease 2019 (COVID-19) Guidance for preschool aged children (May 6, 2020), as directed by the NC Department of Health and Human Services.*

### **Before the School Day:**

Staff and children in the following categories may NOT participate in camp programs:

- Diagnosed with COVID-19
- Under orders to quarantine related to COVID-19
- Showing any symptoms related to COVID-19:
  - Fever of 100 or greater
  - Cough
  - Shortness of breath or difficulty breathing
  - New loss of taste or smell
  - Vomiting or diarrhea
  - Chills
- Living in the same household as, or providing care in a non-healthcare setting (such as home) for a person, with symptomatic lab-confirmed COVID-19 infection or showing any symptoms related to COVID-19.
- Close contact with a person with symptomatic lab-confirmed COVID-19 or showing any symptoms related to COVID-19.
- Have underlying health conditions that put them at high risk as defined by the CDC -  
<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>
- Who live in the same household with someone who is in a high risk category as defined by CDC -  
<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-higher-risk.html>

**Before arrival:**

- Parents/guardians should be alert for any symptoms of COVID-19 and keep campers home if showing any signs of illness.
- Parents/guardians should monitor children's contact with others who may have COVID-19 symptoms and keep children home if they meet the criteria listed above.
- Teach children [proper handwashing techniques](#)
- Teach children how to [properly wear a cloth face covering](#).

**Screening Procedures**

All staff, preschool volunteers, and preschool campers must complete the Daily Screening Assessment each day prior to entering the program.

**Daily Screening Assessment:**

- Do you, or any of the children you are dropping off, have a fever\*, cough, shortness of breath, difficulty breathing, chills, new loss of taste or smell (vomiting or diarrhea, children only)?
- Have you, or any of the children you are dropping off,
  - o Had any of these symptoms since last time you were last here?
  - o Been tested for COVID-19?
  - o Potentially been exposed\*\* to COVID-19 or have reason to believe you/they have COVID-19?
  - o Shared a home or been in close contact with anyone who has these symptoms, has been tested, or has reason to believe they've been exposed to COVID-19?
- Check-In personnel will make visual inspection of the person for signs of infection such as flushed cheeks, fatigue, breathing irregularities, or irritability.
- Temperature is checked and recorded.

\*Fever is determined by a thermometer reading 100 or higher or by subjective signs such as flushed cheeks, fatigue, extreme fussiness, chills, shivering, sweating, achiness, headache, not eating or drinking.

\*\*Exposure is sharing a household or having close contact with anyone with COVID 19 or has symptoms of COVID 19.

**Drop Off: 8:30am, Monday-Friday, at the Outdoor Classroom**

- Parents will remain in the car during the check-in process while they answer the daily screening assessment and camper temperatures are taken.
- Children and staff will wash hands or use hand sanitizer before entering the program.
- Children will be immediately placed in their small group.
- Cubbies will be spread apart for children to deposit their backpacks and lunchboxes for storage.
- Parents dropping off late need to remain in the car and call the Preschool Director at 919-451-6901.
- Check out [this video](#) to see what drop off looked like during our summer camp program. Preschool drop off will be very similar to this. Preschool staff will be able to help children unbuckle. However, we strongly encourage you to help get your child unbuckled and gather belongings before approaching the drop off spot.

**Pick Up: 12:00, Monday-Friday, at the Outdoor Classroom**

- If parents are picking up early they must notify the Preschool Director at 919-451-6901 upon arrival. Sending the director an email ahead of time will help us to plan accordingly.
- Parents should remain in their vehicle, and child will be placed in vehicle.
- If a parent arrives late for drop off and does not see the group in the outdoor classroom, they should call the phone number provided instead of leaving their vehicle.
- The Preschool staff member will sign out the camper on the clipboard at pick-up.

**During Preschool:**

- All activities will be done outdoors (as weather allows). In support of this effort, to start the school year, we will not be utilizing the indoor classroom at the church as we did last year. Drop off will be outdoors at camp.
- As much as possible, we will avoid activities that require children and staff to touch hands or be in close contact with one another. Chickadees will be encouraged to maintain spacing between themselves.

- Staff will enforce increased hand washing and sanitizing throughout the day - before and after eating, using the restroom, and each program activity. Preschool Staff are trained in using a positive approach in teaching these skills to young children.
- Program equipment will be cleaned/sanitized after each use.
- Frequently touched surfaces will be routinely cleaned/sanitized throughout the day, and facilities cleaned thoroughly at the end of each day, using CDC recommended cleaning products.
- Camp will provide a healthy snack and we will eat outside at picnic tables (as weather permits). Each bench will be clearly marked so children can easily know how to properly space during snack times and whole group gathering times. Giving visual prompts is developmentally appropriate practice used with young children as a way of helping them remember daily routines and expectations.
- In the case of inclement weather, Chickadees will go inside one of the camp facilities.
- Chickadees and staff will be asked to bring their own cloth mask. Children are welcome to utilize masks whenever they want. They will be encouraged to use them when indoors together, or if staff/children must be in close contact with one another. Masks will not be required for children to wear. We will encourage the use of masks at appropriate times by teaching children when, why, how, and where to use them. We will model this for children by practicing it for ourselves.
- Preschool staff will be required to wear masks when indoors or in close contact with children.
- If a child shows signs/symptoms of COVID-19 during the day at school, their parent/guardian will be contacted. The child will be monitored and isolated until the parent/guardian can pick them up.

### **What If?**

- If there is a confirmed case of COVID-19 among campers or staff participating in the preschool program, families will be notified by camp.
- The camp will coordinate with Orange County Health Dept to determine a plan of action and next steps.

