

Holy Covenant Child Development Center

COVID-19/Pandemic Illness Policies

Holy Covenant Child Development Center is, and will continue to, actively assess and implement protocols needed to maintain the safety and health of our children, family and staff as we return to school and program activities during the COVID-19 pandemic. The following policies and procedures are based on recommendations and guidelines from Texas Health and Human Services, local health officials, state licensing agencies and the Center for Disease Control (CDC). The Holy Covenant CDC Advisory Board and administration may adjust these policies as needed based on changes in pandemic conditions or updates from local officials.

Disclaimer: Despite the following precautions, children, families or staff may still come in contact or be exposed to any illness or disease at our facility. Holy Covenant Child Development Center and Holy Covenant United Methodist Church are not responsible for possible exposure or contracting any illness or disease.

Precaution Practices

- All staff will wear a face mask during drop off/pickup, during close interaction with students and will wear a face shield when proper distancing is possible. (Students are not required to wear a face covering.)
- Everyone entering the building will be encouraged to use hand sanitizer. Children will wash their hands upon arrival to the classroom.
- HCCDC will help children learn proper mouth covering when coughing or sneezing, and proper handwashing procedures.

Disinfecting Policies

Cleaning and disinfecting supplies will include DSD and NuQuat, our approved cleaner and disinfectant, Clorox wipes and Lysol spray.

- HCCDC will be adding additional cleaning in high touch areas.
- Hand sanitizing stations are available at all entrances.
- Staff will disinfect all toys with a proper disinfecting solution during the day as needed and at the end of each day
- Staff will remove any item that a child places in their mouth until it can be cleaned and disinfected.
- Personal items will be sent home daily to be washed or disinfected.
- The Movement room and equipment will be disinfected between classes.

School Closures

HCCDC may be closed at any time due to the following reasons:

- Confirmed case or possible exposure within the school as determined by the local health department
- Adequate staffing is not available to maintain minimum required ratios
- A stay-at-home order is issued by local officials
- A Katy ISD issued closure
- Other closures related to pandemic conditions

Parent Responsibilities

Illness Policy

- Parents must keep their child home if they have a fever of 100 degrees or higher or have any other signs and symptoms of illness.
- Ill children must be kept home until they complete the requirements for returning to school (see below).
- Parents must notify the school of any illness or absence.
- Parents or other designated person must be available to pick up an ill child from school within 30 minutes of a phone call.
- Any child or parent that has close contact with someone diagnosed with a COVID-19/pandemic illness must self-quarantine for 14 days and complete the requirements for returning.
- Any child diagnosed with an COVID-19/pandemic illness may return to school 10 days after receiving a positive test. A copy of that test result will be required upon return.

Precautions

- Parents are asked to help teach their children proper mouth covering when coughing and sneezing.
- Parents are asked to work on teaching children proper hand-washing procedures.

Exclusion and Return Policies

Ill Child

Any child that develops symptoms of a COVID-19/pandemic illness while at school will be sent home immediately and the following steps will be taken:

- A parent will be notified immediately and instructed to pick up their child. The child will be isolated until they are picked up from school.

Confirmed Case of Illness at School

If any child or staff member tests positive for a COVID-19, the following procedures will be followed:

- Local health officials will be notified. HCCDC will follow all health official recommendations which may include self-quarantine, classroom closure or school closure.
- Parents in the affected classroom will be notified.
- All areas where the ill person had contact will undergo a deep disinfectant cleaning.
- The classroom or school will reopen as directed by local health officials.

Requirements For Returning to School

Any child or staff member who (a) is lab-confirmed to have COVID-19; or (b) experiences the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school screens the individual to determine that the below conditions for return have been met:

- In the case of an individual who was diagnosed with COVID-19, the individual may return to school when **all three** of the following criteria are met:
 - o at least ten days have passed since a positive Covid test was taken
 - o at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);

- the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual **is assumed to have COVID-19**, and the individual may not return to the campus until the individual has completed a 14 day quarantine.
- If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive a negative COVID tests.

COVID-19 Symptoms

- Possible COVID-19 symptoms include:
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Shortness of breath or difficulty breathing
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Exposure to COVID-19/Pandemic Illnesses

- Children who have known close contact (within 6 feet) with a person who is confirmed with a COVID-19/pandemic illness must self-quarantine for a period of 14 days.
- The individual must monitor their health for any signs or symptoms of the illness during the 14-day quarantine and follow the criteria for returning if any signs or symptoms appear.

For clarity, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- b. being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield; if either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

COVID-19/Pandemic Tuition Policy

- In the event of a 2-week or less class or school closure due to COVID-19/pandemic, regular tuition and other fee amounts are due on regular due dates.
- In the event of more than a 2-week class or school closure due to COVID-19 /pandemic, tuition will be discounted until school reopens.
- Tuition must be paid as scheduled for your child to remain enrolled.
- Registration fee, supply fee and May tuition are non-refundable. If a child withdraws from the program, those fees are due again should the child be re-enrolled at a later date.

****NOTE:** Failure to comply with the requirement of the COVID 19/Pandemic policy may result in your child being disenrolled from Holy Covenant CDC