

Hebron Day School
Covid19 Policy

The health and safety of each child and staff member is our top priority. Changes in daily operation of the school will take place in order to do our best to follow CDC and DHEC guidelines. In order to do our part in stopping the spread of Covid19, Hebron Day School will take the following steps.

1. **Daily Routines** – ALL adults must wear a mask at drop off and pick up. This includes teachers and the person dropping off and picking up. Staff must wear a mask when they enter the building. They may remove the mask when they are in their own classroom. Mask must be worn in any common area of the school like resource room, office, carpool, etc.

A. Drop Off and Pick up – No Parents in the building

No one will be permitted into the building except teachers and students. ALL drop offs will be done by car pool for two-year olds and above. Infant and Toddlers will need to drop off at the main entrance door. You will always have access to your child but you will not have access to the building. (This is highly recommended by DSS/DHEC)

Scan temperature of all adults before entering building

B. Class Family Group - Each class will be treated as a family unit. They can do things as a family but not “socialize” with other classes. School wide parties and events like mom’s night, musicals, etc. will be determined closer to each event. At the current time all school wide events are cancelled. Children will wash their hands as soon as they enter the classroom.

C. Early Bird will begin at 7:45. A staff member will receive children at the main door. Drop off times are 7:45, 8:00, 8:15, and 8:30. Students arriving for Early Bird after 8:30 will need to wait until regular school drop off begins. All Early Bird drop off will be at the main entrance door. Parents must wait in the car until a teacher indicates it is time for child to enter the building. In good weather the teacher will meet students outside to bring inside.

D. Kindergarten - drop off at 8:05 in the car pool line

E. Regular Drop Off for school 8:50

Two-year olds and up **must** use car pool. Infants and Toddlers and their siblings will come to the door with the doorbell. We will have teachers there to take children to the rooms.

F. Late arrivals - We strongly encourage parents to drop off by 9:05 in car pool line and at the door. If you arrive after car pool you will need to come to main door and ring the doorbell.

G. Early pickup – If picking up early you must do so before 11:30. Ring doorbell and show your number. Child will be taken to the door. Please notify the teacher if you plan on picking up early so your child will be ready for you.

2. **Outside Time** – In addition to playground more outside time will be given when weather allows. Teachers will read stories and lessons on the breezeway, take a walk, etc.

3. Items from Home – NO items may be sent into the school from home.

- A. **Book Bags** – No book bags or diaper bags allowed. All work will be sent home one day a week. No homework returned to school from the home.
- B. **Diapers** - Parents will supply teacher with a pack of diapers to be left at school Teachers will notify parents when more diapers are needed.
- C. **Sippy cups** - Left at school will be washed on a daily basis
- D. **Security type blankets for infants and toddlers-** May send but will remain at school. Can not go home. These items will need to be washable.
- E. **Change of Clothes** – all parents provide a change of clothes to be left at school
- F. **Food** – No outside food **Only exception are infants and children with food allergies.

4. Shared Spaces

- A. **Music Class-** At the beginning of the school year there will not be music class until further notice. Teachers will do music on their own in their classroom.
- B. **Art Class** – At the beginning of the school year there will be not be art class until further notice. Teachers will do a variety of art projects in their classrooms using a variety of art materials
- C. **Playground** - only one class at a time will be allowed on the playground. Additional outside time for walks and story time will be scheduled
- D. **Chapel** - At the beginning of the school year there will be not be chapel until further notice.

5. Payments

- A. We ask that no one pays for the year in advance. We are asking for monthly payments due on the 1st of each month, August – May. If refunds are necessary, they will not be issued until the end of the school year in May 2021
- B. Parents should use their on line banking to have their banks mail us a check. Please allow 15 days for bank checks to arrive to the school.
- C. Parents may mail their payment to PO Box 5737 West Columbia, SC 29171

- D. Cash payments are discouraged. If you only use cash, please get a money order. If cash has to be used please put in a sealed envelope with child's name. A receipt cannot be written at time of cash drop off in car pool line. Receipt will be sent home.
- E. Payments can be given to the staff person working car pool in the cemetery

6. Cleaning Routine

- A. Toddler and infant Toys will be soaked in bleach water every day at the end of school.
- B. Teachers will sanitize their rooms every morning before school
- C. Handwashing will take place often during the day
- D. End of Day. Teachers will wipe down the tables, etc.
- E. A Disinfecting misting machine will be used in classrooms twice a week.

7. Sickness of staff or student

Children who show signs of any illness cannot be accepted at school. Children should be free of the following symptoms for **48 hours** before they return to school. This is an actual 48 hours, not just 2 days. If your child has symptoms in the afternoon or night, they are not permitted to attend school the next day.

1. Fever – **Must be fever free for 48 hours without the assistance of medicine**
2. Vomiting and Upset stomach
3. Diarrhea
4. Unknown Rashes, blisters, or other skin conditions.
5. Cough that produces a lot of mucus
6. Runny nose both clear drainage and a Consistent thick green/yellow runny nose
7. Pink eyes with discharge
8. Any illness or condition that would cause your child to not be able to participate in regular classroom activities.
9. All open wounds must be covered completely before entering the classroom.
10. Fatigue
11. Body Aches
12. Sore Throat
13. Headache

Common Cold Policy

Children suffering from a common cold will be assessed on an individual basis. Factors of consideration include the developmental level of your child in congruence with our ability to limit the spread of germs.

The younger your child, the more difficult it is to keep the spread of germs down. For example: hand to face contact, mouthing of toys, uncontrolled nasal discharge, uncovered sneezing and coughing etc.

Please remember that sometimes your child may not show any of the above symptoms. If your child is just not acting like themselves, not eating, crying a lot, etc. it may be the early signs that something is going on.

Please remember that sometimes your child may not show any of the above symptoms. If your child is just not acting like themselves, not eating, crying a lot, etc. it may be the early signs that something is going on.

If you know your child is sick, DO NOT send them to school even if the child says they want to come. Please be respectful of other families and our staff before sending a child to school who is showing any signs of illness.

If your child shows any of the above symptoms at school you will be called and asked to pick up your child. If you are called you MUST pick your child up in a timely manner (30 minutes or less). If you are called to pick up your child due to any illness your child may not return for 48 hours

8. When a student, staff, or class will need to quarantine at home

- A. Any child or staff member who is showing **ANY** signs of illness will be required to stay home. Parents are asked to monitor and make observations of their child before coming to school.
- B. A child who becomes sick at school will be isolated in a sick room. Parents must pick up **immediately**. The grace period of an hour to pick up will not be granted. Any child sent home from school may not return to school for **48 hours**. They must be fever/symptom free. We must have a note from a doctor stating the child can return. Your doctor can fax us the note to 803-794-8268
- C. Any staff member who becomes ill at school will leave immediately.
- D. If a staff member or student in a class test positive for Covid19 the entire class will be required to remain home for 14 days from the onset of symptoms.
- E. If an immediate household family member of a staff member or student test positive for Covid 19 the student or staff member must remain home for 14 days.

9. Hebron at Home

In the event a class has to remain home for a 14 day quarantine at home learning will continue. Teachers will send home premade packets with age appropriate learning activities for the parent and child to complete together. The teacher, if possible and with the parent present, will check on each student as an individual or as a class during the quarantine through a live video chat such as zoom, google meet, facetime or other platform.

Updated – January 26. 2021

When can a student return to school due to Covid or Covid exposure?

There are 3 covid scenarios when a student should remain home from school.

1. Immediate household family member test positive

If someone in your household tests positive, your child will need to stay out for 14 days. If your child exhibits symptoms you will need to get them tested and let us know the results, as soon as possible. If your child does not have any symptoms, during the 14 days of quarantine, they can return on the 15th day, with a negative test result. The test must be after the 14th day in quarantine. **Having your child tested to provide the negative test results is optional. However, without the test the child must remain in quarantine for an additional 10 days past the end of quarantine of the positive family member**

2. Child test positive

Child remains in quarantine 14 days from onset of symptoms. Please notify school immediately.

3. Child is exposed to a positive case who is a non house hold member

The child must be quarantined for 14 days.

A child should stay home and be monitored if they are showing **any symptoms** even if there is no known exposure to Covid. Please refer to our full health policy of all symptoms of when to keep a child home from school

Please be aware that DHEC calls us about our families that have tested positive. They give us a date in most cases of when the child can return to school. **The DHEC return date will take precedence over the date given by a pediatrician.**

We ask that you continue to reach out with any questions and concerns. We realize this situation can be inconvenient, but following these guidelines has helped to keep us safe and open this year.