

Preschool COVID-19 FAQ 2020-2021



COVID-19 FAQ

At Freedom Prep Preschool we strive to provide our students with excellent educational and social emotional opportunities while maintaining a safe, positive, and nurturing learning environment. Though we are currently facing very unique circumstances our goals have not changed. We will continue striving to provide an excellent education for your students while also watching out for their safety.

We know this has been a very challenging time for each of you. We sincerely thank you for your continued kindness, patience, flexibility, and dedication in helping us create a safe learning environment for our students and employees.

Please note that the COVID-19 virus is unpredictable. As a public charter school, we are required to follow mandates and guidelines from our government leaders as well as the Utah State Board of Education. Below you will find a description of the procedures and safeguards we will be planning to implement at this time to provide safety for our students and employees.

Please note that all plans are subject to change dependent upon direction from our government and Utah State School Board of Education as well as current circumstances in our local community.

This document has been developed to provide Freedom Prep families with a clear view of the safety procedures being implemented in our elementary school campuses. It is in alignment with CDC, Utah County Health Department, and Utah State Board of Education guidelines and requirements.

What are the educational options for my student?

We want to meet each students and families unique needs the best we can. Within our preschool program, we are currently offering an in-class option only with a Monday-Thursday AM or PM shortened daily schedule. However, if your child does get sick or needs to stay home for an extended period of time, we will provide at home learning for

them. Activities will be provided for you with personal instruction and assistance from your child's teacher.

What are the school hours?

All students will attend school each day Monday through Thursday on a shortened schedule. This shortened schedule will stay in place during the entire first quarter and will be re-evaluated on October 14.

AM Preschool: 8:20am – 10:40am

PM Preschool: 11:20am - 1:40pm

With the increased flexibility granted by the State Board of Education, this shortened school day will allow for greater flexibility for meeting student needs, disinfecting and deep cleaning of school facilities, as well as time for our educators to provide educational resources to absent students.

What will a typical day look like for my elementary student?

Drop Off:

- See information on page: 9

Pick Up:

- See information on page: 10

Safety Measures in the classroom:

- We will be social distancing within the classroom as much as possible, when social distancing is not an option, the students will need to wear masks.
- Students will each use their own set of school supplies.
- Socialization and choice in preschool is still a vital component within development. As students take part in these areas, sanitizing by the teacher and the teacher's assistant will be ongoing with all materials, hands, and manipulatives to ensure ultimate protection for all students and staff.
- Any supply item used by more than one individual will be sanitized between uses.
- Facial tissues and hand sanitizer will be available in all classrooms.
- Proper handwashing for at least 20 seconds will be taught and encouraged.

Hallways:

As is a long-time practice at Freedom Prep students will be asked to always walk on the right side of the hallway as well as respect the personal space of other individuals also in the hallway.

Arrows will be placed in the hallways to remind students which side to walk on.

Recess:

- Students will be asked to sanitize their hands as they go to and return from recess.
- Preschool will be scheduled to attend recess at a time that no other classes are outside
- Masks are optional at recess as to not inhibit student breathing while running and playing. Due to the limited number of students on the playground at a time, there will be plenty of room for students to spread out and play safely.
- Recess times will be actively monitored by school staff.
- Students will be spaced out in line and will be given time to regulate their breathing before entering the building.

Student Personal Items:

- Students are asked to bring a standard sized backpack to school each day, their personal items will be kept in their backpacks or personal cubbies at school.
- Students may not bring duffle bags, oversized backpacks, or rolling suitcases.
- Students are asked to have a face covering available every day at school. Please include initials or names on your child's face covering.
- Please remember to always label students personal items with their first and last name.
- Students may bring a small personal bottle of hand sanitizer to leave at their cubbies or in their backpacks.
- Students are strongly encouraged to bring a water bottle to school each day.

Pick Up:

See information on page 10

Where do I go to stay up-to-date with the school's COVID-19 updates and information?

<https://freedomprep.net/covid-19/>

Do students, parents, visitors, and staff need to take their temperature before coming to school?

Yes. All should perform the COVID-19 screener and temperature check before going to the school each day and not go to the school if any of the following apply:

- Fever greater than 100.4 degrees
- Cough, shortness of breath, or difficulty breathing
- Sore throat
- Can't smell/loss of sense of taste
- Diarrhea, nausea, or vomiting
- Chills or muscle aches
- If you are showing COVID-19 symptoms and have been exposed to someone who has tested positive for COVID-19 in the last two weeks.

If your family does not have access to a thermometer, please have your student stop by the front desk for a quick temperature check each morning.

How will social distancing be enforced in the school?

FPA has implemented the following changes to help social distancing occur during the school day:

- Students will enter the building through designated doors.
- Students should go straight to class as they arrive at school and during passing times.
- Staggered dismissal times will allow for less congestion as students leave the building.
- Students should not loiter during passing times, before school, or after school.
- Meetings with school staff will be encouraged to be held online when possible.
- Hallways will have markings to promote social distancing.
- Teachers will design their room to provide for optimal social distancing procedures.

Do students have to stay socially distanced in the classroom?

Physical distancing will be maintained wherever possible. Student classroom seating assignments will be designed to promote this distancing. This includes maintaining a distance in indoor and outdoor settings. When social distancing is not possible, a face-covering (except where exemptions apply) is required.

Do students, staff and visitors have to wear masks?

Yes. The Utah Governor has mandated that any individual — employee, student, or visitor — on school property or a school bus should wear a face covering.

Per State Public Health Order Regarding Face Coverings in K-12 schools, students can be sent home for not wearing a face covering.

The Centers for Disease Control and Prevention and the Utah Department of Health recommend the use of face masks or other face coverings to mitigate the transmission of COVID-19 in addition to physical distancing of a minimum of six feet when possible and regular hand washing.

We know that the virus is often spread through droplets that we expel when we breathe, talk, laugh, sing, cough or sneeze.

People can have the virus and not know it because they might not feel sick. A mask helps prevent the accidental spread of the virus by catching droplets.

What type of face mask/shield can I wear?

Each family is responsible for sending their student(s) to school with a clean mask each day. Face masks must cover both the nose and mouth.

A cloth face covering is secured to the head with ties, straps, or loops over the ears, or is wrapped around the lower face. A cloth face covering can be made of synthetic or natural fabrics. Students may wear a face shield in addition to their mask but, a face shield may not be worn without a mask.

Masks and face shields may be of any color or pattern.

Masks and face shields should be cleaned regularly and in good condition.

They should properly fit the individual so that vision is not obstructed.

They should not contain any inappropriate or offensive words or graphics.

The area covering the mouth and nose may not be cut out or of mesh material that inhibits the mask from serving its purpose.

When is it appropriate for a student or employee to not wear a face mask/shield?

You do not have to wear a face mask/shield if any of the following apply to you:

- An individual outdoors that maintains a physical distance of at least 6 feet from another individual.
- An individual who is eating or drinking and while maintaining a physical distance of at least six feet from another person.
- Children younger than three years of age.
- A child who cannot have a face mask placed safely on their face (due to a verified medical issue).
- An individual with a medical condition, mental health condition, or disability that prevents the wearing a face covering.
- An individual who is deaf or hard of hearing or communicating with an individual who is deaf or hard of hearing, where the ability to see the mouth is essential for communication, in which case a face shield or alternative protection should be used
- An individual who has an Individualized Education Program (IEP) or Section 504 accommodation that would necessitate exempting the individual from wearing a face covering.
- An individual who is receiving or providing a service involving the nose or face for which temporary removal of the face covering is necessary (i.e. speech therapy).
- An individual participating in a school sponsored activity so long as the individual complies with the Phased Guidelines for the General Public and Businesses to Maximize Public Health and Economic Reactivation pertaining to K-12 school activities.

How will the building be kept clean and sanitized?

Deep daily disinfecting will be a top priority.

Staff will frequently clean high touch surfaces in schools and on buses throughout the day and between use as much as possible.

Facilities staff will clean and disinfect nightly.

What do I do if I have COVID-19 or am exposed to someone who has COVID-19?

Follow the FPA “COVID-19 protocols”. Do not go to school if any of the following apply to you:

- Fever greater than 100.4 degrees
- Cough, shortness of breath, or difficulty breathing

- Sore throat
- Can't smell/loss of sense of taste
- Diarrhea, nausea, or vomiting
- Chills or muscle aches
- If you are showing COVID-19 symptoms and have been exposed to someone who has tested positive for COVID-19 in the last two weeks.

When is it safe for me to return to school after having COVID-19?

Follow the FPA "COVID-19 guidelines for how to discontinue home isolation" (as found under the COVID-19 tab on www.freedomprep.net) if you become sick.

What do I do if I feel sick at school as a student?

Students will notify the teacher if they are not feeling well. The teacher will call down to the office and a staff member will come walk the student to the office where they will undergo a quick health screener including a temperature check and parents will be contacted if any of the following apply:

- Fever greater than 100.4 degrees
- Cough, shortness of breath, or difficulty breathing
- Sore throat
- Can't smell/loss of sense of taste
- Diarrhea, nausea, or vomiting
- Chills or muscle aches
- If you are showing COVID-19 symptoms and have been exposed to someone who has tested positive for COVID-19 in the last two weeks.

What do I do if I feel sick at school as a staff member?

Perform the COVID-19 screener and follow the FPA "COVID-19 protocols" (as found under the COVID-19 tab on www.freedomprep.net). Contact a campus administrator who will arrange for someone to cover the class if any of the following apply to you:

- Fever greater than 100.4 degrees
- Cough, shortness of breath, or difficulty breathing
- Sore throat
- Can't smell/loss of sense of taste

- Diarrhea, nausea, or vomiting 9
- Chills or muscle aches
- If exposed to someone who has tested positive for COVID-19 in the last two weeks if you have any COVID-19 symptoms.

What if a student or staff member has a family member at home with COVID-19?

Stay home and contact your campus front office to notify them of the absence and follow the FPA “COVID-19 guidelines for how to discontinue home isolation” (as found under the COVID-19 tab on www.freedomprep.net).

What will drop off look like?

In the morning, preschool students will have designated doors to enter the school. Door entrance assignments will be based on proximity to homeroom classroom.

We ask that the students enter through their designated door from 8:00 a.m. to 8:25 a.m.

Students arriving after 8:25am will need to enter through the front doors.

When students enter the building, they will move directly to their classroom.

More information will be emailed to you about your schools exact procedures.

What will pick up look like?

To promote social distancing during pickup, students will each exit the same doors they entered the school and go to their pick up zone location.

We have created an extended staggered dismissal schedule.

Your family will be assigned a dismissal time and location.

More information will be emailed to you about your schools exact procedures.

If my student is late getting to school, what do I do?

Students who are dropped off to the school late (after 8:25 a.m.) will need to enter through the front doors and check in at the front desk.

Students who arrive after 9:00 a.m. will need to be checked in by a parent/guardian.

We require parents/guardians to wear a mask/face covering, when they check in their student(s). The office staff will do their best to limit the number of people in the office at one time.

What will before school look like?

In hopes to identify contact tracing for each of our students, we have created guidelines to help each student with social distancing.

The school building will be open at 8:00 a.m. each morning.

Please drop your student off along the front curb of the school and proceed to their designated door between 8:00 a.m. and 8:15 a.m.

When entering the building students will need to wear their mask.

Students will not be allowed to play on the playground prior to school starting.

The students will enter through their designated doors and move directly to their homeroom class.

Backpacks should not be substituted with a duffle bag or suitcase.

Will students be able to use drinking fountains throughout the school?

Students will be strongly encouraged to bring a water bottle to school each day that may stay in their backpack or their cubby.

Water bottles should be taken home daily for cleaning.

Disposable cups will be available in each classroom for students to use if they forget their water bottle.

Drinking fountains may be used to fill up water bottles and cups, but not for drinking directly from the fountain.

What will hallway transitions be like?

Elementary students will wear masks while transitioning in the hallways.

Elementary students may transition through the hallways when entering or leaving the building, going to recess, visiting the front office or for transition to a specific classroom (example: P.E. class).

As in previous years, students will be required to walk on the right-hand side of the hallways. Arrows will be placed in the halls to help remind students which side to walk on. This will limit congestion and bumping into others in the hallways.

When walking in a line as a class, students will be encouraged to create distance between them and the student in front and back of them.

What time will the building open?

The elementary school building will be open Monday through Friday from 8am – 4:00pm.

All meetings will need to be scheduled via appointment. Parents may do this by emailing their classroom teacher or administrator.

We highly encourage phone calls or emails regarding questions instead of drop in visits.

What time will school start and end?

Start: School doors will be opened at 8am each morning.

Students and visitors will not be admitted into the building before 8am each day.

School will begin promptly at 8:20am each morning.

End: School will end at 1:40pm for the first quarter.

Please look for a Newsflash in August with additional details regarding your students pick up time and procedures.

How do I check my student out early from school?

A parent/guardian wishing to check their student out from school early will enter the front office wearing a mask.

They will be greeted by a school secretary who will verify their identification and then the secretary will fill out the check-out form for the parent/guardian.

The parent/guardian will then be asked to return to their car while the student is retrieved from their classroom.

The student will then be walked out to the waiting parent and helped into their car by a school staff member.

If the student is sick with symptoms of COVID-19, the parents will pick up their students in the school office. That student will be waiting for the parent in a designated location in the office and will not be permitted to walk around the school. There is a restroom and sickroom in the school office for student use if needed.

How do I make payments?

Parents who are making a payment, for any reason, are encouraged to use our online payment system. (i.e. lunch, fees, donations) or by calling the school at 801-437-3100.

What do I do if I need to bring an item to school for my student?

If a student needs an item from home, please enter the school office wearing a mask and bring the item to the front office with the students' name and teacher's name clearly labeled on the item with a sticky note or other form of identification.

We ask that parents/guardians do not wait in the office for their student. The front office staff will ensure the item makes it to the student.

Parents will not be permitted to deliver items directly to the classroom so that we can limit the number of individuals in the building.

Can I still bring food items to school for my student to share in class or with friends?

To the best of our ability, we want to refrain from bringing any shared food to campus. Students will still be permitted to bring home lunch but will be encouraged to not share any items from their lunch with other students.

Celebrations and activities in the classroom will not allow shared food items. Students can bring their own food items for personal consumption.

Food at schoolwide sponsored events will be supervised by the administration, so it is being distributed properly.

What is the best way to setup a meeting with a faculty or staff member?

Any meeting with the faculty or staff will need to set up through the employee's email. Informal drop in visits and meetings will be discouraged.

Emails are the first initial and last name followed by @freedomprep.net (i.e. Jane Smith jsmith@freedomprep.net).

Parents will be given the option to select an in person or virtual meeting. The purpose of scheduling the meetings is to help our school limit the number of people in the building.

We want to maintain communication with our families, while keeping everyone healthy and safe.

What will school tours be like?

Tours of the school will need to be scheduled with the front office. Tours will be scheduled Monday through Friday between 3:15-3:45 p.m.

Walk in tours may not be permitted considering the amount of people who are already in the building.

Any person coming in for a campus tour will be required to wear a mask/face covering at all times.

Are visitors allowed at the school?

Visitors coming to campus need to check in at the office.

If the visitors will be interacting with students, the teacher/adviser over those students will need to gain permissions from the administration.

Each of the visitors, who will be working with any group of people on campus, need to complete a COVID-19 screener and wear a face covering at all times.

Will schools be provided with enough hand sanitizer and cleaning supplies?

The school has and will continue to provide adequate hand sanitizer and cleaning supplies.

There will be hand sanitizer in each classroom and throughout the building.

Any hand sanitizer and sanitizing wipe donations are welcome throughout the year.

Will personal protective equipment (masks) be provided for students and staff?

We ask that students and staff bring their own mask to school each day. The school will have a limited amount to give to those who forget to bring their mask.

What will the daily symptom screen process look like?

Students and staff should perform the COVID-19 screener and temperature check (as found under the COVID-19 tab on www.freedomprep.net) before going to school each day.

If a student says they are not feeling well or are exhibiting symptoms of COVID-19 the office will go through a list of health screener questions with the student including a temperature check.

Will students be sharing materials/equipment in the classroom?

Teachers will limit the amount of shared materials/equipment among students. If equipment and materials are shared, sanitation procedures will be followed.

What happens if a student or staff member tests positive for COVID-19?

All students and staff members are asked to screen for COVID-19 symptoms before school each day and should stay home if they have symptoms.

If symptoms arise at school, the student or staff member will be sent home immediately and isolated until leaving the building.

The school will contact and work with the local health department to follow all necessary procedures and determine if closure should happen.

In the event that a student or staff member tests positive for COVID-19, the school will let all students and parents know that a person in the school has tested positive for COVID-19.

In the event of a school closure, the school will send out an email and text letting parents and students know the details of the closure.

Staff and students that are sick will not be permitted to return to school until they are healthy.

We want to minimize the spread of infection and we will continue to follow the guidelines put forth by our partners at the health department.

What protocols will be in place to trace potential infections?

Our school will continue to work with those in the health department so that the health department can contact trace as needed to help ensure the health and safety of our staff and students are maintained.

Assigned seating, accurate attendance, and designated entry points are a few of the ways we are preparing to make contact tracing more effective for all.

What criteria will lead to another soft-closure like last Spring?

We will rely on state and local health experts to shift between our three reopening phases (High Risk or fully online, Moderate or A/B Group format, Low Risk/New Normal or all students in building) based on health conditions in our community.

To review these three phases, please visit www.freedomprep.net and click on the COVID-19 tab.

How will restrooms be kept sanitary?

Restrooms will be cleaned nightly and high-risk touch points will be disinfected several times during the school day.

Do students, staff and visitors have to wear gloves?

No. However, cleaning, kitchen and other special staff will be asked to wear gloves based on health guidelines.

If a student cannot attend school due to illness, would they be able to join remotely if they are feeling well enough to do so?

If a student cannot attend school, they won't be able to virtually join their class for live instruction. However, access to instruction will be communicated to you by the teacher. If a student will be out ill, parents should contact both a school office secretary and their classroom teacher for further instructions.

Teachers are being instructed to remain flexible with attendance as they address the needs of individual students, while meeting learning standards and professional expectations.

Thank you again for your partnership with us! If you have additional questions, please contact your campus administration for additional information.

This document is up to date as of August 31, 2020