

Randolph County BOE Head Start's Reopening Plan for 2020-2021





The Randolph County Board of Education Head Start considering the recommendations and best practices from the COVID-19 Guidance for Child Care Settings, the Department of Public Health, The Centers for Disease Control, Caring for our Children, and Head Start Program Performance Standards have carefully designed protocols and procedures for the reopening of our center. Provided in this document, are streamline procedures that we feel will ensure the safety of our students and staff. In addition to the recommendations, we have also added other guidelines that are necessary in these times of uncertainty.









Yes, we will be *physically distanced* from our families but, we will *not be socially disconnected* from them.

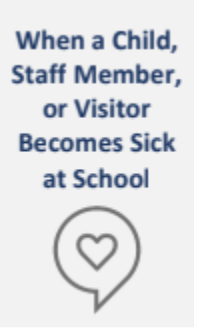
<p>Face Coverings</p>		<ul style="list-style-type: none"> • Face coverings will be provided for staff and will be worn properly at all times, except outside play. • Students will be provided with PPE hats to begin the school year and transition to face coverings. • Students will have PPE for the bus and classrooms. 	<p>Hand Sanitizer</p>		<ul style="list-style-type: none"> • Hand Sanitizer will be kept in classroom closets on the top shelf. • Sanitizer will only be used in the event of no running water or anti-bacterial hand wipes are unavailable. 	<p>Clean/Disinfect</p>		<p><i>EPA-registered disinfectants</i></p>	<ul style="list-style-type: none"> • All toys, tables, chairs, writing utensils, games, technology devices, and other classroom items will be cleaned daily. • Resting mats will be labeled, and stored individually, as well as sanitized daily. • Classroom bathrooms will be sanitized after each use. They will also be sanitized at three additional designated times during the day which will be logged.
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	Head Start Safety Measures	Responsible Staff
 <p>Practicing Prevention</p>	<ul style="list-style-type: none"> • Before entering the building, staff and students will undergo a COVID-19 Health Screening (temperature check and questioning). • If anyone has a fever of 100.4° or above or display other signs of illness, they will not be permitted into the building. • If a child is showing symptoms of being sick at home, we encourage parents to please keep them home until they are well. • Temperature checks for staff and students will be administered and logged throughout the day. (at 10:00am and 2:00pm). • As supported by our Head Start protocol, staff and students will continue to practice hand washing for 20 seconds throughout the day. • Proper Handwashing signage will be displayed in the hallways and posted by all sinks. • Touchless hand sanitizer dispensers will be placed outside of classrooms (above student’s reach) and a portable hand washing station will be placed in the hallway. The stations will also be placed at each classes backdoor for handwashing after outside play. • High traffic objects (door handles, faucet and commode mechanisms, electronics) will be routinely sanitized throughout the day. • Classrooms will be sanitized throughout the day. There will be a scheduled sanitizing time for each class while the students are outside for play. 	<p>Tameka Price Tiffany Starling Fadara Clark Quanta Johnson Classroom Staff</p>
 <p>Transporting Students</p>	<ul style="list-style-type: none"> • Only 35 students will be transported per busload. Therefore, there will be two loads for the morning and afternoon. • Three staff members will be on the bus at all times. • Students riding the bus will get their temperatures checked before loading the bus, by the bus monitor. If a child has a temperature of 100.4 or above, they will not be permitted on the bus. • After boarding the bus students will be required to wear a face covering in order to proceed to their assigned seat. • If a student becomes ill while riding the bus, the bus monitor will notify the bus driver, so a vacant, safe low traffic area can be found to pullover. The bus monitor will then 	<p>Fady Clark Jacquetta Johnson Jada Anderson Tish Starling Beldra Johnson Quanta Johnson</p>

	<p>contact on-call staff for assistance. The students will be removed from the bus, and the bus will be sanitized. After sanitizing the bus, the students will reload and the on-call staff member will take the sick child home.</p> <ul style="list-style-type: none"> • Students will be released off the bus by classes per CDC Social Distancing Recommendations. • After all students have exited off the bus at the school, the bus will be sanitized before starting the next load (morning and afternoon procedure). 	
<p>Vehicle Transportation</p> 	<p>Drop Off:</p> <ul style="list-style-type: none"> • We will begin accepting students at 7:30am • Student's temperatures will be taken before exiting vehicles. • If a student has a temperature of 100.4 or above they will not be permitted to exit the vehicle, and must return home. • Students will be released from vehicles one by one, to allow social distancing. <p>Pick Up:</p> <ul style="list-style-type: none"> • At dismissal students will be released one by one practicing social distancing. • Parents will remain in their vehicles while staff call for students release from class. As students are dismissed, a staff member will sign the child out using the ChildPlus Attendance App. 	<p>Shaniqua Powell Shataria Daniels Juanita Bradley</p> <p>Fadara Clark Gwendolyn Mathis Jacquetta Johnson Tameka Price</p>
<p>Entering School Buildings'</p> 	<ul style="list-style-type: none"> • Staff and students will be screened before entering the building. • After screening is completed, staff/students will sanitize by either washing their hands, using liquid hand sanitizer, or by using sanitizer wipes. • Social Distancing will be practiced among students walking to class, by placing creative floor markers that will signal to them where they should walk. • Classrooms will only be accessible by Head Start staff, students, and other essential school system employees. Due to guidelines NO VISITORS. • Although we cannot physically social distance six feet in our classrooms. Here are our classroom precautionary procedures. <ul style="list-style-type: none"> ○ Classes will have no more than 22 people, which includes the teachers. ○ 6 person dividers will be installed on student tables, for extra safety precaution. ○ Classes will not mix during anytime of the day. ○ Students will only leave the classroom area for outside play. 	<p>Tameka Price Tiffany Starling</p>

	<ul style="list-style-type: none"> ○ Office staff and other essential school system employees will not enter the classroom unless it is unavoidable. 	
<p>Serving Meals</p> 	<ul style="list-style-type: none"> ● Family style lunches will be discontinued. ● Breakfast and lunch will be distributed to students in the classroom. ● The lunchroom staff will prepare the food to the classrooms. Head Start staff will pick up the food from the cafeteria in an industrial warmer, and the classroom staff will serve the students their lunch. 	<p>Head Start Staff Cafeteria Staff</p>
<p>Transitioning</p> 	<ul style="list-style-type: none"> ● Classes will have assigned outside play areas and times. ● Classes will wash their hands by using the mobile hand wash station before reentering the classroom from outside play. ● No more than one class will be in the hallway at a time. ● Due to adjoining class restrooms, the teacher will have designated bathroom times. In the event that a student must use the restroom outside of this time, the teacher will sanitize the restroom area by disinfecting the commode, tissue dispenser, and door handles 	<p>Head Start Staff</p>
<p>Conducting Large Group Gatherings</p> 	<ul style="list-style-type: none"> ● All large group gatherings are discontinued for the 2020-2021 school term. 	
<p>Supporting Teaching and Learning</p> 	<ul style="list-style-type: none"> ● All classes will be equipped with extra face coverings for children, antibacterial aerosol spray, hand soap, and wipes. ● Teachers will be trained on proper hand washing, sanitizing procedures, and checking temperatures properly. ● Training will be provided over the proper use and maintenance of the ZONO sanitation machine. 	<p>Tameka Price Outside Consultant</p>

	<ul style="list-style-type: none"> • Due to limited access to classrooms, teachers will also be provided with more classroom management training that will aide in deescalating and resolve challenging student behavior. • Students will be taught correct handwashing procedures. • Students will be taught how to properly put on and wear face coverings. 	
 <p>When a Child, Staff Member, or Visitor Becomes Sick at School</p>	<ul style="list-style-type: none"> • If someone develops symptoms <ul style="list-style-type: none"> • STAFF: <ul style="list-style-type: none"> ▪ Will vacate the premises immediately and use the backdoor classroom exit or the nearest exit. ▪ The students will be relocated to the “Happy Room” until school is dismissed. ▪ Once the class is safely relocated, contact will be made with parents of the students in that class to disclose the current situation. If the parent does not answer or place a return call in a timely matter, Family Services will be contacted to visit the address on file (clothed in PPE). • STUDENTS: <ul style="list-style-type: none"> ▪ will remain in the classroom until a parent/guardian is contacted to pick them up ▪ The teacher and students will relocate to the “Happy Room” until school is dismissed. ▪ Once the class is safely relocated, contact will be made with parents of the students in that class to disclose the current situation. If the parent does not answer or place a return call in a timely matter, Family Services will be contacted to visit the address on file (clothed in PPE). • Whether it is a staff member or student, a phone call will be placed to the Randolph County Health Department, by the Health Manager. • Further guidance for the staff and students involved in the situation will be provided the Randolph County Health Department. 	<p>Tameka Price Classroom Staff Quanta Johnson</p> <p>Keisha Burkes Brenda Lee Beldra Johnson Juanita Bradley</p>