



**lake murray**  
baptist | kindergarten

# Lake Murray Baptist Kindergarten

## 2020-2021 COVID-19 Guidelines

The Lake Murray Baptist Kindergarten admits students of any race, color and national or ethnic origin.



# 2020-2021 COVID-19 Guidelines

## Table of Contents

Hours of Operation: .....	1
Drop Off and Pick Up Procedures: .....	1
Health and Sanitation Procedures .....	1
Procedures for Sick Children: .....	2
Family and Staff Health .....	3
Additional Information.....	3
LAKE MURRAY BAPTIST KINDERGARTEN COVID-19 GUIDELINES AGREEMENT.....	5
Appendix – Document History and Version Control.....	6



# 2020-2021 COVID-19 Guidelines

## HOURS OF OPERATION:

Hours of operation are 8:30 am-1:30 pm.

There will be no Early Bird Class for the 2020-2021 school year.

## DROP OFF AND PICK UP PROCEDURES:

- We will enforce a staggered drop-off and pick up time that we ask you to adhere to each day. Drop off times will be 8:20 am and 8:30 am. Pick up times will be 1:25 pm and 1:35 pm. These times will be assigned during the week of Open House.
- Parents will drop their children off at their child's outside classroom door (please refer to the building layout and parking lot map). No parent is allowed into the building. Parents are asked to wear a mask and stand 6 feet apart while waiting to sign in their child.
- Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with severe underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.
- Each child will be screened before entering the facility. Parents will be asked to attest that their child has no illness symptoms. Teachers will make a visual symptom inspection and take each child's temperature before they enter the classroom. Any child with a temperature of 100.1 or higher will not be permitted into the classroom.
- Parents will pick up their children at the same door where they were dropped off in the morning. Please adhere to your staggered pickup time. Again, parents are asked to wear a mask and stand 6 feet apart while waiting for their child.
- Please be patient as we get our new procedures established. Plan on some delays initially.

## HEALTH AND SANITATION PROCEDURES:

- All LMBK teachers and staff are required to wear masks at school.
- Children younger than two years old are not required to wear masks at school. Children 3 years and older must wear a mask/cloth face-covering before and during daily drop off screening. Children under second grade are not required to wear mask in their classroom family (cohort), but their teachers will have them practice using them at different times of the day.
- During snack and lunchtime, teachers will wear gloves.
- Handwashing with soap and water or hand sanitizer will be used throughout the day (arrival to LMBK, before preparing/handling food, before eating, after using the bathroom). Please refer to the approved hand sanitizer list(attached) before purchasing sanitizer for the classroom.



# 2020-2021 COVID-19 Guidelines

- All classes will stay together as a family unit (cohort). No family unit will be in shared spaces at the same time (ex: playground, bathroom, gym). This will help keep the potential risk of illness spread to a minimum. This model will also decrease the risk of possible center closer in the event of a positive case of COVID 19.
- To help with social distancing in the classroom, we will limit table time as a class (ex: during food times, half of the class will eat at the table and half will be spread out on the floor with lap tables). Classes will increase activities outdoors (outside lessons, nature walks, sidewalk chalk, picnics, etc).
- High touch surfaces will be cleaned and disinfected throughout the school day.
- No plush toys or dress-up clothes are allowed in the classrooms. No show and tell toys brought from home.
- Our building is cleaned and sanitized at the end of each day by a professional janitorial staff.

## PROCEDURES FOR SICK CHILDREN:

- Sick children are required to stay home following SCDHEC School and Childcare Exclusion List. Parents should refer to School and Childcare Exclusion Brochure for Parents, <http://scdhec.gov/sites/default/files/Library/CR-010752.pdf>.
- If your child becomes ill during the school day, he/she will go directly to our Health Room located by the Director's office. You will be notified to pick him/her up. The child must be picked up immediately.
- A sick child will ONLY be able to return to LMBK once the child has met the return to school criteria outlined in the Staying Home from School or Childcare When Your Child is Sick brochure from SCDEC and is fever/symptom-free for **no less than 48 hours.** If fever, diarrhea, or vomiting reoccurs once the child has returned to school after 48 hours, the parent will be required to pick up the child immediately and follow the same 48-hour isolation and provide a doctor's note for re-entry.
- Children excluded for symptoms of COVID-19 should not return until they have either tested negative for COVID-19 or a medical evaluation determines that their symptoms were more likely due to another cause (e.g. sore throat due to strep throat). In this latter case, the individual can return when they meet the criteria for that condition.
- Children who test positive for COVID-19 or children with symptoms of COVID-19 who do not get tested should isolate until:
  - Ten (10) days\* have passed since symptoms started - and –
  - Twenty-four (24) hours have passed since last fever without taking medicine to reduce fever – and –
  - Overall improvement in symptoms.
- DHEC requires that if a child or caregiver is **exposed, by close contact**, to COVID-19 from another person, they should quarantine for 14 days.



# 2020-2021 COVID-19 Guidelines

- It is recommended that close contacts of cases who have no symptoms be tested but no sooner than seven (7) days after the first contact with the individual with COVID-19 while they were contagious. This testing is not a requirement for return but is encouraged. Those who develop symptoms should be tested as soon as possible and must follow the guidance above to return to childcare.
- If a child or caregiver is **diagnosed** with COVID-19, the class with a positive case will be required to quarantine for 14 days according to DHEC guidelines. Any other close contacts identified will also need to quarantine 14 days before returning to school. The individual diagnosed may not return until they have recovered and provided Lake Murray Baptist Kindergarten with a negative PCR test result, or if not tested, must complete the current isolation criteria for COVID-19 to return to childcare. While certain laws are in place to protect your medical information, we consider it to be your moral responsibility to inform LMBK for the safety of every one of our families and staff. All other classes that were not in close contact with the positive case will NOT have to quarantine, and class will continue as normal. DHEC defines a close contact as someone that spent "15 minutes or more within six feet" of a positive case.
- If your child shows any symptoms, please keep them home until symptoms are resolved or a doctor confirms symptoms are due to another non-contagious issue such as allergies. We want all of our children and staff to remain healthy. Thank you for supporting us with this by monitoring your child's symptoms daily.

## FAMILY AND STAFF HEALTH:

- Based on current and available information and clinical expertise, older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from COVID-19. To protect those at higher risk, it is important that everyone practice healthy hygiene behaviors.
- COVID-19 information and research in children is limited, but the available research suggests that many children have mild symptoms. However, a small percentage of children have been reported to have a more severe illness. If you have children with underlying health conditions, parents should be encouraged to talk to their healthcare provider about their risk. Follow children's care plans for underlying health conditions such as an asthma action plan.

## ADDITIONAL INFORMATION

- Families and children are encouraged to talk with people they trust about their concerns and how they are coping and feeling during this pandemic.
- We understand the challenges and sacrifices this year brings. Due to our non-profit status, we rely on tuition to operate. Therefore, if your child has to quarantine, tuition payment is still required each month.
- At this time, no visitors or parents will be allowed in our building. Our teachers will often



# 2020-2021 COVID-19 Guidelines

communicate through email, and our text remind service. Please feel free to call the front desk at any time or email the teachers or Director. Our priority is the safety of our children as well as our teachers and staff. Thank you for your support and patience during this challenging time.

**PLEASE RETURN THE LAST PAGE SIGNED AND DATED WHEN YOU ATTEND OPEN HOUSE ON AUGUST 31 OR SEPTEMBER 1<sup>ST</sup>!**



# 2020-2021 COVID-19 Guidelines

## LAKE MURRAY BAPTIST KINDERGARTEN COVID-19 GUIDELINES AGREEMENT

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*We will continue to evaluate, adjust, and make necessary changes to these guidelines and procedures to help keep our children and staff safe. You will be notified of any changes that are made.*

Please sign acknowledging that you have read and agree to follow the LMBK COVID-19 Guidelines for the 2020-2021 school year. Please know that we, the staff and teachers of Lake Murray Baptist Kindergarten, will do our very best to keep your children healthy and safe during this time of uncertainty. Also, understand that it is your equal responsibility to help monitor your child's health and notify the Director of any issues or concerns that arise.

I acknowledge that my child's participation as a student in the Lake Murray Baptist Kindergarten involves risk to the participant and to the participant's parents or guardians because the participant is a minor, and may result in various types of injury including, but not limited to, the following: sickness, exposure to infectious/communicable disease, bodily injury, death, emotional injury, personal injury, property damage, and financial damage.

In consideration for the opportunity to participate as a student, the participant (or parent/guardian) accepts personal financial responsibility for any injury or other loss sustained during the activity or, as well as for any medical treatment rendered to the participant that is authorized by Lake Murray Baptist Church or its agents, employees, volunteers, or any other representatives (collectively referred to as the "activity sponsor"). Further, the participant (or parent/guardian) releases and promises to indemnify, defend, and hold harmless the activity sponsor for any injury arising directly or indirectly out of the described activity, whether such injury occurs out of the negligence of the activity sponsor, the participant, or otherwise.

If a dispute over this agreement or any claim for damages arises, the participant (or parent/guardian) agrees to resolve the matter through a mutually acceptable alternative dispute resolution process. If the participant (or parent/guardian) and the activity sponsor cannot agree upon such a process, the dispute will be submitted to a three-member arbitration panel for resolution in accordance with the rules of the American Arbitration Association.

Thank you for your understanding and patience.

Meredith Yarborough,  
Director Lake Murray Baptist Kindergarten

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Child's First and Last Name



# 2020-2021 COVID-19 Guidelines

## APPENDIX – DOCUMENT HISTORY AND VERSION CONTROL

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Document Title: LMBK Covid Student Guidelines

Document Abbreviation: LMBK COVID STDNTGUID

Author: Executive Pastor and LMBK Director

Revision Authorizer: Executive Pastor and LMBK Director

Effective Date: Date which current policy enters force.

REVISION NUMBER	ACTION	APPROVAL AUTHORITY	APPROVAL DATE	EFFECTIVE DATE
1.00	LMBK COVID STDNTGUID: Creation of original document	Exec Pastor LMBK Dir.	08/17/2020	08/17/2020
1.01	Procedures for Sick Children: ¶18 – Test criteria added	Exec Pastor LMBK Dir.	08/26/2020	08/26/2020

### **Definitions**

**Major review:** revision of the document which substantially alters the substance and/or intent of the document.

**Minor review:** revision of a compliance document which does not majorly impact the substance or intent of the document.

### **Version Control Numbering (Major and Minor Reviews)**

Version numbering represents how many major and minor revisions of a document have taken place. For LMBC/LMBK documents, version numbering consists of a number followed by a period then two more numbers, i.e., X.XX. The number to the left of the period describes the number of major reviews from the date of original issue. The numbers to the right of the period describe the number of minor reviews or amendments from the time of issue, or the last major review.

The first version of every document is always 1.00, moving to 1.01, as minor revisions occur. When a major review occurs, the number to the left of the period will increase by one, while the numbers to the right of the period revert to '00'. For example, the 5<sup>th</sup> minor revision outside of a major review would be recorded as 1.05, while the version number would read 4.00 after three major reviews.