



COVID-19 Pandemic Guidance

2020 – 2021

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Welcome to the 20-21 School Year



Child's Voice has been working hard to continue the Mission, Vision and Value Statements through remote learning. We cannot thank you enough for the support, flexibility, perseverance, and patience exhibited by our children, families, and staff throughout these unprecedented times. While we cannot predict what the pandemic will hold for us, we are prepared to optimize your child's listening, speaking, and academic skills.

We're All in This Together

We are depending on you to help us keep our campus open by following our health and safety best practices and keeping your child at home as needed.

In May 2020, Child's Voice leadership formed a COVID-19 Safe Operating Task Force, comprised of six staff members from across the organization. In developing this document, the Task Force conducted a detailed analysis of related guidance issued by the following key agencies:

- Illinois Department of Public Health (IDPH)
- Illinois State Board of Education (ISBE)
- Illinois Department of Human Service / Early Intervention (IDHS)
- DuPage County Health Department (DCDH)
- U.S Centers for Disease Control and Prevention (CDC)
- U.S. Occupational Safety and Health Administration (OSHA)
- Illinois Association of School Boards (IASB)

Following the recommendations of public health officials, as well as local, state, and federal requirements, and with the absolute priority of safeguarding the health and well-being of our students

and staff, the School's intention is to welcome students and teachers back to Child's Voice on August 17, 2020. In the event that public health guidelines or concerns require a delayed campus opening or campus closures throughout the school year, we will provide instruction to our students via Remote Learning.

School Procedures

Procedures are being developed in the following areas including, but not limited to:



Required face coverings in schools as mandated by The Illinois State Board of Education



Modification of programs and events in compliance with limits on crowd sizes and social distancing measures



Protocols for screening, monitoring, and reporting, and responding to illness for students and staff.



Enhanced sanitation and cleaning procedures throughout the building and campus



Changes to campus access for visitors and parents

General Principles & Assumptions

- Our first priority is to protect the health and safety of students and staff.
- We will deliver the highest quality educational services to our students and families, whether it takes place on-campus or off-campus.
- We will provide clear expectations for staff, students, and families.

Before Arriving On Campus

- Anyone who is experiencing symptoms of COVID-19 or knows that they have COVID-19 should isolate at home.
- Staff and student families should communicate with the School if anyone in their home tests positive for COVID-19, experiences symptoms, or is exposed to someone who is positive or symptomatic.
- Staff who become sick or experience symptoms while on campus should notify their directors and leave campus immediately or report to a designated isolation room until able to leave campus.
- Students who become sick while on campus will be escorted to the health and wellness room.
- Due to current circumstances, we are limiting entry into the building to students and staff only. We will notify you of changes as community assessment and guidelines evolve.
- Anyone who comes into the school building must wear a mask, get a temperature screening and maintain social distancing.

Morning Arrival & Screening Process

- Everyone entering the building will be screened upon arrival.
- All parents will be asked to think of the following health screening questions before and/or during campus arrival:
 - Does your child have a temperature of 100.4° Fahrenheit or above?
 - Has your child been exposed to someone with symptoms of COVID-19?
 - Has your child been exposed to someone diagnosed with COVID-19?
 - Does your child have any of the following symptoms:
 - Fever of 100.4 or greater
 - Chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Muscle or body aches
 - Headache
 - Loss of taste or smell
 - Sore throat
 - Congestion
 - Nausea or vomiting
 - Diarrhea – If this is present the child will go home immediately (regardless of whether or not it is related to medication or a diagnosed health issue)
- Students will have their temperature checked before entering the building by staff members. Anyone with a temperature of 100.4° Fahrenheit or above must immediately leave school.

- We realize that many of the symptoms associated with COVID-19 are the same as symptoms of other health issues, such as allergies or asthma. Because of this, we have created a new procedure for assessing children and staff members who may have symptoms related to COVID-19. Children, family members, and staff will be taken to our Health & Wellness Assessment Area (Room 108B) and assessed by one of four staff members that have been designated as assessors. They are Dr. Michele Wilkins, Dr. Dawn Violetto, Anna Tess and Rollen Cooper. The assessor will gather information from interactions with your child and the staff member that noticed the symptoms as well as from your child's health records that we have on file. The assessor will determine if the child's or staff member's symptoms are caused by a diagnosed health issue (e.g., allergies, asthma), medication, an environmental factor (e.g., a smell that caused the person to sneeze; a food item that caused the person to vomit; etc.), or an unknown cause. If the cause of the symptoms is believed to be unrelated to COVID-19, the child may return to class. If the cause of the symptom is unknown and cannot be explained by another health issue, medication, or an environmental factor, you will be contacted and asked to come pick up your child as soon as possible. Your child will remain in Room 108B with a staff member until you arrive.

Face Coverings

All staff, students and visitors must wear a face covering while on campus. Exceptions will be made with consideration for medical reasons as indicated by a doctor's notice and under the age of 2, and to accommodate eating and drinking, outdoor activities.

Handwashing

Staff, students, and visitors should wash or sanitize their hands after entering the building and throughout the day for at least 20 seconds with soap and water or with hand sanitizer with an alcohol content of more than 60 percent.

Staff, families, and students will receive instruction and reminders on hand hygiene and proper coughing and sneezing protocol to limit the spread of infectious disease.

Cleaning & Sanitation Practices

In addition to rigorous hygiene, sanitation, and disinfection procedures already in place, special attention will be paid to the following:

- Surfaces and objects that are frequently touched will be sanitized regularly, including but not limited to toys, games, and objects or surfaces not ordinarily cleaned daily.
- Toys and games that cannot be cleaned and sanitized will not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by bodily secretions or excretions will be set aside until they can be cleaned thoroughly by a person wearing gloves.
- Toys used by a group of children will be washed and sanitized before they will be used by children in a different group or classroom.
- Items that need to be cleaned will be set aside in a dish pan with soapy water or in a separate container marked for soiled toys.

Shared Materials

All classroom toys, supplies, materials, and manipulatives will remain in their designated classroom.

Sharing of supplies between classrooms will be limited.

- Each student will be given a pencil box with pencils, a pair of scissors, glue sticks, markers and crayons.
- Staff will sanitize classroom materials as needed using provided spray bottles, cloths, and EPA-approved wipes.
- All school materials must stay at school; no home materials should be brought to school.
- All toys and manipulatives will be washed or sanitized daily.
- All rest items and student belongings will be washed and disinfected if the child goes home ill. No personal toys will be allowed on campus.
- Chromebooks and Laptops will not be shared and should be sanitized before and after use with wipes.
- Smartboards and markers will be wiped down at the end of the day and between classes.
- Only manipulatives that can be easily disinfected will be used.
- Class books will be placed in a decontamination box for 24 hours between uses.
- Library books will be placed in a decontamination box for 72 hours after return and before being entered into recirculation

Off-Campus Learning / Preparing for Interruptions

Following the recommendations of public health officials, state, and federal requirements, and trends from past pandemics, Child's Voice School is prepared for potential interruptions to On-Campus Learning. Should conditions relative to the pandemic change and it is necessary to suspend On-Campus Learning, we will transition to Off-Campus Learning.

Through Off-Campus Learning, students will follow a developmentally-appropriate schedule and will interact with teachers and classmates through a mix of live and recorded content. We will continue to educate the whole child, encourage the pursuit of individual passions, promote life balance, build confidence, encourage play as a foundation of learning, and provide multisensory learning experiences.

In following the science of reading and learning with the greatest fidelity, we are dedicating ourselves to ensuring every child receives the foundation necessary to decide their own future. Brain research emphasizes the value of connections over compliance when constructing the foundation for reading. Child's Voice programs emphasize practices that develop mutual respect between adults and children. This creates an ecosystem where every child feels safe and is able to build their brains for reading and all learning — taking risks, developing confidence and preparing for the explicit instruction that supports their ultimately making the most difference in the lives of others.

Technology

Seesaw is a platform for student engagement that enables students to use creative tools to take pictures, draw, record videos and more to capture learning in a portfolio.

Travel

CDC recommends you avoid all nonessential international travel. If you must travel, follow the recommendations given by the CDC and orders by the state of Illinois. We ask that you inform us if you or a family member is traveling to a “hot spot” or Level three area.



**ACKNOWLEDGEMENT OF
COVID-19 GUIDANCE**

I acknowledge that I have received a copy of the document entitled COVID Pandemic Guidance

I understand that is a “living” document and that the Safe Operating Task Force will continue to be tasked with ensuring that the guidelines are followed, that they are effective and that they are proportionate. The Task Force will continue to meet and communicate on a regular basis to carry out this work, ensuring that Child’s Voice are notified of all changes that are made to the guidelines.

My signature acknowledges that I have thoroughly read the Child’s Voice COVID-19 Pandemic Guidance document, from which this form was obtained. I have asked for and received to my satisfaction an explanation of anything I did not understand. I may retain a copy of the Guidelines for my own reference, and I will retain a copy of this statement.

I further understand that despite best efforts to mitigate the spread of the COVID-19 virus in the workplace, Child's Voice does not have the ability to supervise every person’s actions throughout the day and cannot guarantee with certainty that a person will not contract the virus.

Parent/Guardian Name (Please Print)

Date

Parent/Guardian Signature

Child’s Name