



*St. Catherine's Preschool*

July 14, 2020

Dear Parents,

I hope this letter finds you and your families safe and healthy. One of the greatest aspects of St. Catherine's Preschool are our amazing families. Our culture is one of true faith, love, support and kindness. Due to the recent COVID-19 virus, our entire world has changed. Everyone has been affected. St. Catherine's Preschool does not want our culture to change but we want to strengthen and build on the foundations we have established.

Attached are the COVID-19 guidelines established for St. Catherine's Preschool. We have used information from the CDC, Bright from the Start, Cobb and Douglas Public Health Department, and the Archdiocese of Atlanta to form this document. We feel that our guidelines use the most recommended protocols from each entity for the ages of our children and staff in the preschool.

We want all of you to know and trust that first and foremost, the safety of our staff, children and families is most important to us. We believe that these guidelines accomplish this.

Please look them over and if you have any questions or concerns, do not hesitate to contact me. We are here for each and every one of you. Thank you for all our continued love and support.

Blessings,

*Karen Pickens*

Karen Pickens  
Director

## HEALTH & SAFETY



We are blessed with such an amazing campus at St. Catherine's Preschool. Our playground, new outdoor classroom, garden, Mary's garden are areas here for all to enjoy. To minimize the risks as much as possible for the protection of our entire community, we commit to:

- Remaining well-informed by the government, public health officials, and medical experts on updates to virus behavior, safety protocol, and sanitization strategies.
- Upon entering the building at one entry, all staff will have their temperature taken and go through a symptom check list. Any staff with a temperature of 100° Fahrenheit or more will not be able to enter the building.
- During morning carpool, we will take the temperature of each child while still in the car, as well as going through a symptom check list. Any child with a temperature of 100° Fahrenheit or more will not be able to enter the building.
- Parents will only be allowed to drop off and pick up children through the carpool lines.
- If arriving late (after 9:15 a.m.) or picking up early, please ring the buzzer and a staff member will meet you at the door to sign your child in or out of the building.
- During the school day (hours of 7:45 a.m. to 5:00 p.m.), for the safety of the children and staff to minimize risks, parents/guardians, outside vendors etc. will not be allowed in the building.
- If a parent must enter the building, a mask must be worn, temperature taken, and the needed meeting will take place in an isolated room – room #314.
- Classroom sizes will remain below state guidelines which is 20 students.



### Safety & Sanitization

- Teachers will be allowed to use hand sanitizer and children will use soap and water.
- We have removed plush toys and other toys that cannot be frequently disinfected.
- We will be continuously sanitizing toys, door handles, surfaces, etc.....
- All drinking fountains will be suspended. Water bottles brought from home will be refilled as needed.
- At the end of our preschool day, all classrooms will be sanitized thoroughly and will not be used by any other entities until we return the next day.
- We will be teaching children social distancing, proper handwashing and ways to cover your cough and sneeze. CDC posters will be posted in the bathrooms.
- Children will be learning ways to greet and socialize with each other without touching.
- Children will continuously wash their hands following CDC guidelines on proper handwashing.
- If a child becomes sick and must be removed from the classroom, they will have a special room (#312) they will go to, accompanied by a staff member, until their parent/guardian arrives to pick them up.
- The Archdiocese of Atlanta has chosen to require the wearing of masks for all children and adults in schools for ages 3 to 12<sup>th</sup> grade. St. Catherine's Preschool will not mandate the wearing of mask for our preschoolers, however, if it is the parents wish that his/her child wear a mask to school, preschool staff will work with that child to accommodate the parent's wishes.
- Staff will wear face coverings/masks during morning and afternoon carpool and in common areas.
- All classrooms will stay together as a cohort entity (much like a family).
- Children will not be sharing supplies.

- Children will bring their own snack and lunch from home. No outside food will be allowed to be shared.
- All classrooms will attend specials - music, movement, science, playground and outdoor classroom as a cohort/individual class, i.e. one class at a time.
- There will only be one classroom moving through the hallways at a time.
- On the playground, after each class, metal hand bars will be sanitized. The entire playground will be sanitized at the end of each day.
- As we receive more information from the department of public health and other entities, we will implement those recommendations and guidelines.

