

## **KRECC Protocols and Procedures August 2021**

### **Drop-off and Pick-up Procedures:**

- School opens at 7:30 am and closes at 5:30 pm. This year we will have a carpool line for drop-off and pick-up.
- Drop-off will be from 7:30 am - 8:30 am. All children will be dropped off in a carpool line. Each family will still be assigned a drop-off time to limit the number of families dropping off at once. Designated staff members will be waiting at the start of the carpool line to greet families and bring children into the building.
- We will not be conducting temperature checks nor will we require families or staff to answer Covid-related questions via the Remind App. We do require that you keep your child/children home if they have any illness symptoms.
- Pick-up will be from 4:25 pm - 5:25 pm. Just like drop-off, families will form a carpool line at their assigned pick-up time and designated staff members will bring your child/children out to your vehicle.
- No admittance after 8:30 am or dismissal before 4:30 pm, unless pre-arranged with the office. We understand occasional late drop-off and early pick-ups will happen and we will do our best to work with you to accommodate those changes. However, regular and repetitive early or late drop-off and pick-ups will result in a conversation or an adjustment of an assigned time window.

### **Illness Procedures:**

- If a child or staff member has fever, coughing, sore throat or stomach issues prior to coming to school, they should remain home and be in contact with and be seen by their Doctor. Keep in contact with the office if the sickness is determined to be contagious or requires a COVID test so that we can alert families.
- If a child or staff member starts experiencing symptoms while at school, they will come to the ECC office where an overall wellness check will be performed and temperature will be taken. If the child or staff member is found to have a fever higher than 100.4 or shows signs of extreme fatigue, coughing, running nose, has had or complains of stomach related issues, they will need to go home. Parents of the sick child will be contacted and required to pick up within 30 minutes of the call. The child or staff member will need to contact and be seen by their Doctor.
- If the Doctor determines that the symptoms are not contagious and do not require a COVID test, then the sick child or staff member may return to school after remaining home for the whole next day and so long as the child or staff member has been without fever or symptoms for 24 hours.
- If the Doctor determines that the symptoms warrant a COVID test, then the child or staff member will have to remain home until they receive the test results. In

the meantime, classes who may be impacted by the test results will be notified. If the results are found to be COVID positive, we will contact the Missouri Department of Health and Senior Services to guide us on how to proceed. If the results come back negative and so long as the child or staff member has been fever and symptom free for 24 hours, they may return to school.

**Masks:**

- All staff will be required to wear masks while indoors.
- Based on information from the CDC and Missouri Department of Health and Senior Services we are recommending, but not requiring, that children 3 and older wear masks while at school.
- Staff and children will not be required to wear masks while outdoors.