



PARENT HANDBOOK

Addendum for COVID-19

2023-2024

All-Star Kids Company takes pride in creating an environment that supports learning and connection for our school community. An enormous part of this means ensuring the safety of our staff, students, and their families. This addendum is meant to answer questions and provide information/guidance for families attending in the 2023-2024 school year. We also encourage you to seek out additional information about COVID-19 from the [CDC](#) and [King County Public Health](#). Our policies are based on the previous sources, as well as any applicable guidance from [SPS](#) (specifically [this](#) flowchart) and the [Department of Health](#) (specifically [this](#) document).

This is a living document, which means that it will be updated as experts clarify best practice in early childhood environments and as we learn how to best serve our community during this time. As such, policies may be adjusted or changed entirely throughout this school year.

TUITION & FEES

Security Deposits

Security deposits are required in order for your child to begin attending ASKC. This money is held for any unpaid tuition during your child's last 30 days of school. If you withdraw between billing cycles, the tuition is prorated accordingly.

If a decision is made by ASKC and Ballard Church to not reopen or offer any type of instruction for the remainder of the school year, families will be offered the opportunity to choose between a refund, rollover to the next year, or to donate to our scholarship fund.

Tuition

- If All-Star Kids Company is offering onsite instruction in your child's class, you will be invoiced for regular tuition.
 - If we are not offering onsite instruction in your child's class on a day that they were scheduled to attend, a \$40 credit/day will be applied to the following month's invoice.
- During any short-term closure (2-3 weeks), the next month's tuition will be discounted in proportion to the length of the closure.
- During any long-term closure (4 weeks+), we will not charge tuition.
- We are now offering credit cards as a payment option on Sandbox. There will be a 2.9% surcharge for each credit card transaction.

Illness Absence Credits

- Illness absence credits will not be offered during the 2023 - 2024 school year.

CLOSURE SCENARIOS

We highly recommend that you have back-up care prepared, as there may be very little warning of a closure. We will do everything possible to remain open as long as it aligns with public health recommendations and does not compromise the safety of our students and staff.

The following are some of the possible scenarios where we might be forced to close:

1. Staffing shortage if too many teachers are out on precautionary sick leave for themselves or their family.
2. A confirmed case in our community. We may decide to close the class affected if there are multiple cases or the entire school, but this decision will be made with the information available and with an abundance of caution.
3. SPS announces a district-wide closure, or the closure of specific schools that impacts our teachers' ability to work.

In the event of a confirmed case in our school community, all families of that class will be notified and we will follow this flowchart to monitor risk.

We will follow Seattle Public School's COVID protocols:

Any student or staff who tests positive for COVID-19 is required to isolate at home for five full days regardless of vaccination status.

If you test positive for COVID-19 but do not have symptoms:

- Isolate for at least five days after testing positive for COVID-19. Day zero is the day you test positive. You can leave isolation after five full days if you have not developed any

symptoms. Repeating the test does not change the requirement to isolate for five full days.

If you develop symptoms after testing positive:

- Your five-day isolation should start over. Follow the isolation recommendations below for individuals who have symptoms.

If you test positive for COVID-19 and develop symptoms:

- Individuals may return from isolation after five full days have passed since symptoms appeared if:
 - No fever within the past 24 hours (without medication) AND
 - Symptoms have significantly improved

COVID-19 antigen tests are encouraged before returning from isolation. Only start testing if you are fever free for 24 hours without using fever-reducing medication and your other symptoms have improved.

- Anyone returning to school or work after isolation should wear a well-fitted mask from day six to 10.
- If an individual tests positive after five days of isolation, they must stay at home for the full 10-day isolation period unless they test negative on two sequential tests each performed 24-48 hours apart. If they test negative on the two sequential tests, they can end isolation before day 10.
- If an individual is unable to wear a well-fitting mask, they should continue to isolate for the full 10 days.

Individuals who have been infected with COVID-19 within the past 90 days should use an antigen test, as PCR tests may remain persistently positive even if there is no new or active infection.

Exposure

Regardless of vaccination status, anyone (especially housemates and family members) potentially exposed to COVID-19 is encouraged to:

- Monitor for symptoms and get tested for COVID-19 three to five days after your last exposure.
- Wear a high-quality mask or respirator around others at home and in public for 10 days after your last exposure. Continue to wear a mask even if you test negative for COVID-19.

Outbreak Response

If there is a suspected or confirmed outbreak in a classroom or across classrooms, testing and masking may be required to sustain in-person learning.

If we have two or more confirmed cases, we must open a ticket with Public Health to disclose the transmission timeline and the identity of anyone who was suspected or confirmed to have Covid-19 so they can match this with their testing records. This assists Public Health with contact tracing and keeping track of outbreaks.

Depending on Public Health's advice, classes with two or more confirmed cases could be closed for up to 10 days. We do not use the Test to Stay model.

DAILY ROUTINES

These extra precautions are in place to make sure that we are able to come to school safely and to avoid the need for closure. Because of this, we ask that all families honor these policies, even as we all feel the weight of pandemic fatigue and long for normalcy again.

Facial Coverings

All-Star Kids Company lifted its mask requirements in March, 2022. ASKC continues to encourage masking at school, especially after travel or a break.

This decision was made after reviewing data about Covid variants, community transmission, vaccine availability/uptake, current DoH guidelines, and the recommendations made about best practice in early childhood.

Individuals returning from isolation after having covid must wear a well-fitted mask if they return in the 6-10 day timeframe after their first symptom/positive test.

Students who are masking should bring 3 masks to school every day - one to wear and two in their backpack in case the first gets dirty. Masks must be well fitted, made of 2 or more layers of breathable material, must cover the nose and mouth, and should be washed regularly. N95 masks are recommended.

We recognize that every child will be at a different stage of being able to tolerate and confidently wear a mask. Staff will help children to develop this skill at their own pace and make allowances for times where a child might not be regulated well enough to comply with masking.

Here's what positive support might look like in the classroom (things we're happy to do):

- Encouragement & celebrating proper mask use (or attempts).
- Discussing why their mask is important and helpful.
- Gently offering assistance/reminders to put a mask back on or adjust it.
- Provide consistent and predictable mask breaks.

Here's what positive support doesn't look like (things we won't do):

- Exclusion from normal class activities if a child doesn't want to wear their mask.
- Communicating about masks in a way that produces shame or guilt.
- Physical coercion - we teach & model consent while children learn to wear masks.

Just like with any self care skill, children need lots of practice with masks to gain both comfort and mastery. We're happy to help model, support, and guide our students with this skill.

Expanded Illness Policy

We will continue to use our expanded illness policy. The additions specific to Covid-19 are as follows:

- Vaccination: We ask that every eligible person get vaccinated for Covid-19 to help protect vulnerable community members. Everyone is encouraged to get their flu shot in the fall. Neither of these vaccines are mandated for enrollment but we greatly appreciate any step taken for the health of our community.
- Anyone with acute symptoms must stay home. Examples of acute symptoms are:

- Temperature of 100.4F or higher, cough, shortness of breath, chills, muscle pain, sore throat, new loss of taste or smell or other signs of a new illness unrelated to a preexisting condition. *Very rarely*, children might develop symptoms of MIS-C, an inflammatory syndrome that involves a prolonged high fever and persistent gastrointestinal symptoms.
- Individuals who are sick with a fever but do not have *any* other symptoms of Covid-19 may return after they have been fever-free for 48 hours (without medication).
- Individuals who are suspected or confirmed to have Covid-19 may return:
 - after they have been fever-free for 48 hours (without medication),
 - *and* when their respiratory symptoms have improved,
 - *and* 5 days after symptoms first appeared (or from the date of their positive test, whichever came first).
 - A well-fitted mask must be worn from days 6-10 when not eating or drinking. Students who are not able to be fully compliant with masking must stay home until after the 10th day.
 - We are no longer requiring a negative test result for returning after confirmed or suspected Covid-19.
- Cold Symptoms
Anyone who has acute symptoms that are consistent with the common cold, with no fever/cough/shortness of breath and no possible exposure to Covid-19 may return when their symptoms have been improved for 48 hours.
- Students need to stay home if they still have a constant/uncontrollable runny nose, if they are unable to contain lingering sneezes and/or if they are unable to participate in daily activities.
 - If a child comes to school with these symptoms, they will be sent home and will not be allowed to return for another 48 hours.
- Exposure: defined as more than 15 minutes in a 24 hour period, indoors, and within 6 feet of a person who has been confirmed to have Covid-19.
Unvaccinated students must wear a mask for 10 days after exposure if they attend school.
Vaccinated students may keep attending school if they are completely symptom-free and must be tested 5 days after exposure.
- If your child develops symptoms while they are at school, they will be cared for in a separate area of the building and asked to wear a mask while they wait for pick up.
- Here's how we take temperatures at school for suspected fever:
 - Teachers in the classroom will take an initial temperature reading with a contactless thermometer.
 - If that reading is at or above 100.4°, the Director will verify using a temporal thermometer two additional times, 15 minutes apart.
 - During this waiting period, you will be sent a text message as a courtesy heads-up and then a confirmation text or call.
 - If your child has been active, upset, or is suspected to just be overheated, we will offer water and wait 30 minutes to verify their temperature.

Absentee Tracking

If your child is absent for any reason, please inform Jennie via email or by texting the school phone number. We will need to know the general reason for your child's absence (these are being tracked as 'illness' or 'other'). If the absence is due to illness, it will be helpful to get a general description of the symptoms and when they started.

Dropoff & Pickup

- We use a one-way path through the school - you will enter using the main preschool door and follow this path to exit at the other end of the parking lot.
- Parents and caregivers will need to check their students in by using their own device. We will have a QR code displayed outside each classroom for you to scan, which will open our check in portal.
- After you have brought your child into the school and helped them hang up their belongings in the hallway, please drop them off at the doorway to their classroom. Teachers will assist your child with handwashing and getting settled into their routine.
- Pickup will operate similarly to the start of the day. Teachers will call your child to meet you at the door. Any parent/teacher communication should take place virtually to help expedite pickup.

In the Classroom

- Throughout the day, teachers will gently remind our students to practice correct hand and respiratory hygiene.
- Handwashing technique will be a frequent classroom lesson to help reinforce the concept for your child.
- Soap and water will be the primary method for keeping hands clean since it is most effective; alcohol-based hand sanitizer will be available for times when thorough handwashing is not possible.
- Routines will be altered to limit large groups of children (more than one class) gathering for more than 15 minutes at a time.
- Playground time is essential in giving everyone a mask break and promotes a healthy immune system. Please make sure your child is dressed appropriately for going outside - rain or shine.
- Class parties and special guests will be limited, or even canceled based on levels of community transmission and vaccine uptake.

Classroom Crossover

Classes will not combine or cross over in an indoor setting unless absolutely necessary. Classes may cross over for less than 15 minutes when outdoors - examples being coming & going on the playground, taking walks outside at the same time, or during an evacuation drill.

Cleaning

While Covid-19 has proven to be passed mainly through droplet and aerosol transmission rather than through fomites, it would still be a bummer to catch one of the other hundreds of illnesses out there. There are several 'layers' to our cleaning and sanitizing routines:

Daily - During School:

During the day, teachers use a 3-step cleaning process with non-toxic, touch & taste safe solutions. Tables and other common use surfaces are cleaned and sanitized before and after meals and projects.

Daily - After School:

Every member of the teaching staff works to keep common areas clean.

Each classroom is cleaned and broadly disinfected with an EPA-approved disinfectant solution. This is left to air-dry overnight, which means we give the disinfectant plenty of contact time and the solution has fully degraded before students return to the classroom.

Weekly - After School:

Teachers go through a rotating deep-cleaning schedule in their classroom. This is when toys and other materials in the classroom go through a full 3-step cleaning process.

If you would like to volunteer to help by taking some toys home to wash, please contact your child's teacher.