

## **Park Forest Preschool**

### **Sick leave and return to Park Forest Preschool Policy and Procedure**

**Adopted 08-2021**

During the COVID-19 pandemic, the health and safety of our students, parents, staff, and volunteers is our top priority. Park Forest Preschool will follow the CDC, American Academy of Pediatrics and PA Department of Education guidelines for best practices to decrease the spread of the virus.

Coronavirus (COVID-19) is a virus that causes respiratory illness in people and can spread from person to person. People are contagious for 48 hours prior to onset of their symptoms.

COVID-19 spreads just like the flu or a cold:

- Through the air by coughing or sneezing
- Close personal contact, such as touching or shaking hands
- Touching an object or surface with the virus on it
- Occasionally, through fecal contamination

If you have been in close contact (within six feet) of anyone who has suspected or confirmed COVID, for ten minutes or longer, you are required to monitor your and/or your child's temperature every morning at home, before arriving at Park Forest Preschool for the daily health screening.

COVID-19 virus signs and symptoms:

Fever, cough, shortness of breath, diarrhea, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell.

The symptoms may appear in two days or as long as 14 days after exposure.

People can have little to no symptoms, to people being severely ill and dying.

Staff eligibility for additional paid sick leave: In the unfortunate event that you test positive for COVID-19 or present with several viral symptoms listed above, a copy of the positive COVID test or a physician's documentation stating you are suspect for COVID -19 will enable you to be eligible for additional 10 days of paid sick leave in order to quarantine.

Staff/students/volunteers with confirmed COVID-19 may return to Park Forest Preschool using the following symptom or testing criteria:

**Symptom criteria (all three criteria must be satisfied):**

- a. At least ten days have passed since the symptoms first appeared.
- b. No fever for 24 hours, without the use of any fever-reducing medications.
- c. Other symptoms have improved or gone away completely.

OR

**Testing criterion:**

- a. A negative test and be symptom-free.

Reporting requirements: If a positive case of COVID-19 in an adult has been present in our child-centered facility, Director must call:

- 1) PA Department of Health: 877-724-3258
- 2) OCDEL – Centre Region office: 717-772-7078 or 800-222-2117
- 3) Pastor Greg – Park Forest United Methodist Church © 657-245-6651