

August 30, 2021

Lower Columbia College Head Start/EHS/ECEAP Parents/Caregivers,

We look forward to serving your child and family this school year. Our goal is to provide our full schedule and menu of services to your child and family.



Our programs must follow COVID-19 health and safety protocol outlined by the Washington State Department of Health, State Department of Children Youth & Families, Cowlitz County Health & Human Services, Centers of Disease Control, Office of Head Start, and Lower Columbia College.

Some current requirements include:

- Children and staff must stay home when ill for any reason, stay home if diagnosed with COVID-19 (even with no symptoms), stay home if a close contact of a person being tested for COVID-19, and stay home if a close contact of a person with a confirmed case of COVID-19.
- Daily temperature checks and health screening before any child or adult enters a center. *See the attached daily health screening questions.*
- Handwashing upon arrival, before eating, after toileting, when returning to the classroom from outdoors.
- Face masks are required for staff and children over the age of 2. We will be teaching your child face mask use during their class day and providing breaks from masks when eating, napping, playing outdoors, and as needed.
- Physical Distancing and Cohorting (keeping classroom groups separate).
- School bus transportation is very limited to ensure required distancing between class groups.
- Families and staff will be notified if they have potentially been exposed to COVID-19, asked to isolate and watch for symptoms, and will be communicated a safe to return date. *See the attached draft notification letter.*
- Maintain a teacher to child ratio of 1 teacher to no more than 10 children at all times. Our preschool classrooms are staffed with 2 teachers for up to 18 children.
- Governor Inslee has mandated all staff become vaccinated by October 18<sup>th</sup>.

With COVID-19 very active in our community at this time we want to prepare you to expect classroom closures at times this fall. Closures may occur for two safety reasons: potential or known COVID-19 exposures or lack of teacher capacity to maintain teacher to child ratios. We know how disruptive class closures are to your lives. Please help us minimize closures by keeping your child home when ill and notifying us of any exposures your child has had outside of school.

We are also still working to fill many positions in our program including Teacher Assistants, Substitute Teachers, Family Advocates, Food Service Workers, Substitute Bus Drivers, a Grounds & Nursery Specialist, Fiscal Specialist and more. If you or someone you know is looking for employment please consider if one of our open positions is a good fit. You can see the details of all our open positions and can apply online at <https://www.schooljobs.com/careers/lowercolumbia> .

Despite the challenges we face together we are certain that partnering with you will result in a healthier community and one where your child will grow, develop, and be ready for Kindergarten.

Wishing you well,  
Mindy Leasure, Head Start/EHS/ECEAP Director  
Lower Columbia College  
360-442-2800

## COVID-19 Screening Questions

### ENTRY INTO BUILDING/START OF HOME VISIT

All staff, children, parents, guardians, and volunteers must undergo a health screening and temperature check prior to arriving for work, entering any of our program buildings, or at the start of a home visit. Staff must ensure that they review the questions outlined below with parent/guardian and perform a temperature and visual check prior to allowing any child or parent/guardian into the building and/or before completing a home visit while also maintaining physical distance recommendations set by the Centers for Disease Control (CDC) and Washington State Department of Health. Staff, parents, and children must ensure they wash hands per program procedure upon entry and exit of classroom and/or building. Staff completing a home visit can use hand sanitizer before, during, and after a home visit.

#### 1. Have you had any of the following symptoms within the last day that are not caused by another condition?

*(If it is the first day after a break or for a new student, ask about the past 3 days).*

- Fever (100.4 or higher) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Recent loss of taste or smell
- Sore throat
- Congestion
- Nausea or vomiting
- Diarrhea

2. If you are **not fully vaccinated**, have you been in close contact with anyone with COVID- 19 in the past 14 days? Close contact is being within 6 feet for 15 minutes or more over a 24-hour period with a person; or having direct contact with fluids from a person with COVID-19 with or without wearing a mask (i.e., being coughed or sneezed on).

3. Have you had a positive COVID-19 test for active virus in the past 10 days, or are you awaiting results of a COVID-19 test?

4. Within the past 14 days, has a public health or medical professional told you to self- monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection?

If anyone answers “**YES**” to any of the symptoms or questions outlined above, they should be sent home immediately. Refer to “*SUSPECTED COVID-19 CASE WHEN ON SITE*” at the end of the COVID Operating Plan; For Home Visiting: do not complete home visit at this time, review COVID Operating Plan, and make sure to follow up with your Supervisor.

If anyone answers “**NO**” to all of the symptoms above, and their temperature is lower than 100.4, they are then clear to enter the building, classroom, or home.



Insert date,

Dear Head Start/EHS/ECEAP Parent/Guardian,

The program was notified of a COVID-19 exposure. Your child may have been exposed to a positive case of COVID-19 on the following date(s): [insert date\(s\)](#)

The center will be closed on [insert date\(s\)](#)

**What Should I do now? Public Health recommends the following:**

- **Keep your child home (“quarantine”) and away from other people through [insert date, 2021 \(14 days since the date of last exposure\)](#). Only leave home to get medical care or for COVID-19 testing.**
- Watch for COVID-19 symptoms (see list below). If your child develops symptoms, continue to quarantine and reach out to your doctor for evaluation and testing. If your child tests positive for COVID-19, please contact LCC Head Start/EHS/ECEAP Health Specialist at (360)442-2807.
- Your child should not attend school, child care, or participate in other social or community activities during quarantine.
- Other household members do not have to quarantine unless your child develops symptoms or tests positive for COVID-19.
- Participate in a public health interview. Public Health representatives may reach out to you by text or phone call because your child may have been exposed to someone with COVID-19. They will share information about what to do and what support services are available. They will always keep your information confidential and will never ask for money, bank or credit card information, passwords, social security number or immigration status.

**Symptoms of COVID-19**

Most people who get COVID-19 have mild symptoms, including a fever and cough. Adults and children have reported the following symptoms or a combination of symptoms, which may appear 2 to 14 days after exposure:

*Fever of 100.4°F / 38°C or higher*

*Cough*

*Shortness of breath or difficulty breathing*

*Chills*

*Fatigue*

*Muscle pain or body aches*

*Headache*

*New loss of taste or smell*

*Sore throat*

*Congestion or runny nose*

*Nausea or vomiting*

*Diarrhea*

*Other signs of new illness that are unrelated to a preexisting condition (such as seasonal allergies)*

This list does not include all possible symptoms. To learn more about COVID-19 symptoms, visit the [Centers for Disease Control and Prevention](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms) website ([www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms)).

*Approved by Dr. Steven Krager, MD, MPH on **September 21, 2020**  
Public Health Officer for Clark, Cowlitz, Pacific, Skamania and Wahkiakum Counties*



### Should my child be tested for COVID-19?

Call your medical provider to discuss the need for testing.

- **If your child's test result shows that they have COVID-19, please notify us.** If your child tests positive for COVID-19, please follow your health care provider's plan of care, stay home and isolate your child away from other family members, and contact LCC Head Start/EHS/ECEAP Health Specialist at (360)442-2807 or Program Director at (360)442-2801 as soon as possible.
- If your child's test is negative, they must still quarantine through [insert date](#). A negative test does not necessarily mean your child does not have COVID-19. The test result only means that they did not have COVID-19 at the time of testing.

### How can I protect myself and my family from COVID-19?

- Stay home as much as possible. Minimize contact with people who do not live with you. Work from home when possible.
- When outside your home, practice physical distancing by staying at least 6 feet away from others.
- Avoid group gatherings and poorly ventilated areas.
- Wear a cloth face covering that covers your nose and mouth when you are around people from outside of your household or in a public place, including outdoors if you cannot stay at least 6 feet away from others.
- Wash hands often with soap and water for at least 20 seconds. If soap and water are not available, use hand sanitizer (60% alcohol or greater). Do not use sanitizer on children under age 2.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Avoid contact with people who are sick. Stay home when you are sick and avoid close contact with others.
- Cover your mouth/nose with a tissue or sleeve when coughing or sneezing.
- Clean frequently touched surfaces and objects (like doorknobs and light switches). Regular use of EPA-registered household disinfectants are [recommended: https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19)
- Check CDC's Travel Alerts and tips for COVID-19 at <https://www.cdc.gov/coronavirus/2019-ncov/travelers/> if you or your family are traveling within the United States or overseas.

Find additional COVID-19 information at Washington State Department of Health's COVID website: <https://www.doh.wa.gov/Emergencies/COVID19>.

If you have any questions, please contact LCC Head Start/EHS/ECEAP Health Specialist at (360)442-2807.

Sincerely,

Lily Terry

Health

Specialist

LCC Head Start/EHS/ECEAP

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Public Health Officer for Clark, Cowlitz, Pacific, Skamania and Wahkiakum Counties*