

# Kids' Harbor Reopening Plan

(as of 9.3.20)

## Vision

Our vision is to continue **proclaiming the gospel** as we rebuild connections in Kids' Harbor. This fall, we will strive to do so three ways: through in-person Bible classes and Wednesday programs, through links to Gospel Project curriculum online, and through supporting parents in family discipleship.

## Timeline for In-Person Programs

August 11: Registration opens. Register your child if you anticipate their attendance at any time during this school year, even if it will not be this fall, although you will be asked to indicate if you plan to come this fall. It allows us to better plan and to make sure they are included in class communications.

September 13: Nursery and Preschool/Kindergarten Bible school begin

September 16: Wednesday KK and Club programs begin (For Club programs, grades 4 & 5 only to start; hope to add younger grades a couple of weeks later.)

September 27: Elementary Bible School begins

## Health and Safety Protocols

- All volunteers and children must have a signed waiver on file.
- Self-Certification for Families and Volunteers
  - Listing of Symptoms
    - Temperature greater than 100°
    - Cough
    - Shortness of breath/difficulty breathing
    - Chills
    - Unusual fatigue
    - Muscle and body aches
    - Unusual headache
    - Congestion or runny nose
    - Sore throat
    - Nausea, vomiting, or diarrhea
    - New loss of taste or smell
  - Have you, or anyone you have been within 6 feet of for more than 15 minutes, been recently diagnosed with COVID-19?
  - Have you been recently asked to quarantine for possible contact with COVID-19?
  - Temperatures will be taken.
  - Any volunteer or child that exhibits a fever of higher than 100° will be offered the chance to be re-assessed in a few minutes. If the volunteer or child continues to “read high”, they (and their family members) will not be allowed to attend that day.

- Response to Symptomatic Children
  - Contact parent and bring child to quarantine room (Seals Rm. 010).
  - Any volunteer or child exhibiting symptoms will go home.
- Return to Kids' Harbor (KH)
  - If you have experienced COVID-like symptoms, and have either had a positive test or not been tested, you can return to KH after ALL these things have happened:
    - At least 10 days have passed since your symptoms first appeared
    - AND at least 24 hours have passed with no fever and without fever-reducing medication
    - AND other symptoms have improved.
  - If you have had a positive test for COVID-19 and remain asymptomatic, you can return to KH after at least 10 days have passed since the date of your test assuming you have not developed symptoms.
- Response to contact tracing
  - Any child or volunteer reporting positive COVID test results will be asked to contact [Angie](#).
  - All children and volunteers in the classroom of the diagnosed person will be notified of possible exposure to COVID-19 and asked to monitor for symptoms, using the following message:
    - "You or your child participated in \_\_\_\_ class on Sunday, (date). We have recently learned that there was a possible exposure to COVID-19 in that room. Please monitor and notify your doctor if you notice any symptoms. Please let us know if you or your child is diagnosed with COVID-19."
- Physical Distancing, PPE, and Safety Guidelines
  - All areas:
    - Masks are required for anyone ages 2 and up.
    - If a child is not complying with wearing his/her face mask, teachers can remind them two times. If they still do not comply, the teacher will need to notify a KH staff member or supervisor and the child's parent will be called.
    - Disposable masks are available for anyone who forgets theirs, although it is strongly encouraged to bring your own.
    - Limited personal items. No strollers.
    - Everyone must wash hands and/or use hand sanitizer before entering Kids' Harbor.
    - Computer check-in will be completed by a paid staff member or volunteer as the only person allowed to touch the screen. Nametags will be printed and collected by the volunteer or family member to whom they belong.
    - No hugging or high-fives. Love each other from a distance.
    - Class sizes are reduced and classrooms are meeting in our largest spaces.
    - Staff will monitor hallways, bathrooms, and common spaces to prevent overcrowding.

- No snacks or food may be brought into KH, only closed drinks and bottles.
  - Follow directional signs to the entrance to and exit from KH. All doors will still be able to be used as exits in case of an emergency.
  - Only one parent from each family is allowed in KH, and the same parent will be requested to both drop off and pick up their child(ren). Elementary kids can be independently released.
  - A child may only attend one service hour.
  - Families must keep moving in the direction of the arrows and wait to visit until outside of KH.
  - Parents are asked to bring children to the bathroom before class. Bathroom breaks will be allowed only if necessary and with no more than two children (and the required two approved volunteers) at a time.
  - Bins will be available in each classroom for toys needing to be cleaned.
  - Resource questions can be directed to [Sarah](#).
- Nursery:
  - No physical distancing will be required between volunteers and babies in the nursery, but each volunteer will focus on the same 1-2 children for the entire time.
  - Diaper bags are not permitted. Bring baby's supplies in a labeled Ziploc bag or be ready to put needed items into one when you arrive.
  - Nursery workers will be required to wear church-provided masks and smocks.
  - Volunteers will wear gloves when diapering babies and feeding bottles.
  - Toys or items used will be removed and cleaned.
  - Volunteers will wash hands or hand-sanitize frequently.
- Preschool:
  - Physical distancing on carpet areas is helped by the use of Velcro floor spots. 6-foot tables have a chair at each end.
- Elementary:
  - Physical distancing of 6 feet or greater is used in classroom seating in elementary rooms.
- Cleaning and Disinfecting Buildings
  - All classrooms will be equipped with hand sanitizer, wipes, disinfectant bottles and paper towels.
  - Hand sanitizer will be at the entry and exit to KH, as well as at each doorway.
  - Custodians will deep clean buildings regularly.
  - Custodians will disinfect bathrooms daily.
  - Custodians will disinfect classrooms after each use.
  - Volunteers and staff will disinfect and wipe down common surfaces as needed.
  - Vacuuming will be done using HEPA filters.
  - Facility questions can be directed to [Liz](#).

## Classroom and Space Sizes

- Classrooms will be multi-age temporarily to best utilize the larger spaces and limit numbers of volunteers each week.
- Due to limited capacities, KH will take weekly reservations for classroom slots. Slots will open up on Tuesdays and close once filled. There will be a couple of slots held open for visitors. Spots for “no-shows” will be given away 10 minutes after the service starts to any families who did not pre-register and are waiting.
- Only 9:30 Bible School and nursery will open initially on Sundays. Children’s Church and WOW are delayed. Kids’ Korner, Boys’ Brigade, and Pioneer Girls will open on Wednesdays with limited numbers.
- Sunday classes:
  - Nursery (Ages 0-2): 10 kids, 3 adults
  - Young Preschool (Older 2’s-3’s): 10 kids, 3 adults
  - Older Preschool/Kindergarten (4’s-5’s): 10 kids, 3 adults
  - Younger Elementary (1<sup>st</sup>-2<sup>nd</sup>): 10 kids, 4 adults
  - Middle Elementary (2<sup>nd</sup>-3<sup>rd</sup>): 16 kids, 4 adults
  - Older Elementary (4<sup>th</sup>-5<sup>th</sup>): 20 kids, 4 adults
- Wednesday KK classes:
  - Nursery (Ages 0-2): 9 kids, 3 adults
  - Preschool (3’s-young 5’s): 12 kids, 2 adults
- Wednesday Clubs:
  - Pioneer Girls:
    - 1<sup>st</sup>-2<sup>nd</sup> grade: 15 kids, 2 adults
    - 3<sup>rd</sup> grade: 10 kids, 4 adults
    - 4<sup>th</sup> grade: 10 kids, 2 adults
    - 5<sup>th</sup> grade: 10 kids, 3 adults
  - Boys’ Brigade:
    - 1<sup>st</sup>-5<sup>th</sup> grade: 45 kids, 10 adults

### Classroom Set-ups



## Schedule for Sunday Mornings

- Volunteers: 8:30-11 am

- 8:30: Volunteer Screening and Check-in
- 8:45-9: Team Prayer
- 9-9:15: Set up
- 9:15: Be ready to receive children
- 9:30-10:30: Lesson time
- 10:30-10:45: Children picked up
- Children: 9:15-10:30 am
  - 9:15-9:30: Screening and Check-in
  - 9:30-10:30: Class
  - 10:30: Parent Pick up and Prompt Exit
- Parent options:
  - 9:30 service in sanctuary (reservation needed)
  - 9:30 KH parent connection in KM's room (CL02) to visit with other parents and attend 11 am service as a family

## Schedule for Wednesdays

- Kids' Korner:
  - 8:45-10:45 am: Volunteers serve
  - 9:15-10:15 am: Children attend
- Clubs:
  - 6:15-8:30 pm: Volunteers serve
  - 6:45-8 pm: Children attend

## Online Bible School

- Kids' Harbor is pausing online lessons until September 13 in order to be on track with the Gospel Project as they continue to add additional resources for families.
- If in-person Bible school needs to close down again for a season, online lessons will expand to include College Church teachers teaching the lesson.
- Any family without a printer may request a packet of supplemental materials to be printed and made available at the church office. Contact [Gail](#) for preschool and [Jill](#) for elementary.

## Family Discipleship

- We will be gathering feedback on how to best come alongside of families as they proclaim the gospel to their children at home. Please contact [Cheryce](#) if you're willing to meet to brainstorm ideas.
- Watch for more information on family classes and events this fall. Contact [Karin](#) if you're interested in helping plan these.
- Additionally, we are hoping to provide "at home" resources from Gospel Project to fuel family discipleship in the home in partnership with what kids are learning at church. More information to come.

## Importance of Communication

- New signage will be posted in KH to help with new policies and procedures.
- Changes will be communicated in the weekly KH family and KH volunteer e-news.

Please watch for important updates as things may change. Contact [Cheryce](#) with any questions not addressed here.