

# ADDENDUM TO FAMILY HANDBOOK

## 2020-2021 School Year

Olympic Nature Experience cares deeply about the health and wellbeing of all of our community members. We are working diligently to keep our policies both safe and responsive to the needs of the community. We anticipate needing to change our policies, our class structure and our practices often to respond and care for our community. We are always doing our best to read the latest guidance, research and feedback from families to make the best decision possible. Thank you for remaining flexible. Know that things will change, and we will make new decisions that we feel best serve our community. Your feedback is valuable and welcome. You can email us with your concerns at any time.

**Back to school orientation will take place on zoom, August 12, 6-7:30pm.** You will be required to attend even if you are a returning and experienced family.

### **Closing Procedures and Tuition**

We will be following Clallam County Emergency Management, Washington State Department of Health (DOH) and Washington State Governor's guidelines. If at any time, we are required to close, or we think it is prudent to close due to safety concerns, we will close.

Tuition is due by the 1st of the month and is considered late after the 5th. If we close at any point in the month, tuition will be kept for that month only.

Distance learning will be offered for a minimum of 2 weeks and a maximum of the remainder of the month.

No tuition will be due until students return to school.

Deposits will be equal to one month's tuition and will apply to May's tuition (a change to our enrollment from the Spring). If the school closes mid-year and programs do not reopen before June, we will keep your family's deposit unless you request it back due to financial hardship.

### *Examples:*

1. We close on October 12th, we will keep October tuition and offer online programs until at least October 26th. We are closed through November and December. No tuition is Due for November and December. School resumes January-June and deposits are applied to June's tuition.
2. We close on January 15th, we will keep January tuition and offer online programs until at least January 30. We are closed for the remainder of the school year. No program fees are collected for the remainder of the school year, and deposits are kept unless you request a refund due to financial hardship.

### Withdrawals and Deposits

- At any time, you wish to withdraw, you can receive your full tuition refunded with the exception of your deposit.
- If we are able to fill your spot immediately, we will refund your deposit.
- If you need to withdraw for financial hardships during the school year, you can request a refund of your deposit even if your spot is not filled.
- Withdrawals can happen at any time for any reason.

## **Masks**

The preschool classes will not be required to wear masks while at nature school. The risk of misuse of facial masks among young children outweigh the benefits.

Children age in Nature Skills I and II will be required to wear a face mask while at class with the exception of these times: while hiking, eating, playing active games (like tag) and climbing trees, and when they are not physically or emotionally able to safely wear a mask. Children will wear masks during sit down activities, during circle time, and when playing closely with peers (digging, pretend games, etc.).

Parents and teachers will determine when mask wearing is a safety issue on a child by child basis and will come up with alternative solutions to support your child. These options could include wearing a face shield, getting used to wearing a mask over time, or not wearing a mask.

Our teachers will be compassionate, supportive and work with each child in a nurturing way to support their emotional, social and physical development while also learning the new skill of wearing a mask. We will use the same principles of our discipline methods to support the new skill of mask wearing. See our family handbook under discipline to review these techniques.

Teachers will wear masks any time they are within 6 feet of students.

## **Drop Off/Pick Up**

- All family members dropping off and picking up will be required to wear a mask while at school.
- Please maintain 6 feet of distance from others when dropping off and picking up.
- If you forget your mask, we will have disposable options available or you can have your child's teacher come to pick your child up from the car.

## Health Screenings

Before coming to school take time to visually inspect your child each morning for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without physical activity), fatigue, or extreme fussiness, coughing or a runny nose. Children showing any symptoms of illness will not be allowed at school.

## School Arrival Procedures

1. Parents may take their child's temperature at home and then report it to the school. If temperature was not taken at home, teachers will take each child's temperature upon arrival using a touchless thermometer. If a child or their parent has a fever of 100.40 or above or other signs of illness will not be admitted to nature school. This includes running noses and lingering coughs unless they are confirmed by a doctor to be from allergies.
2. You will be asked the following Covid-19 screening questions each morning.
  - a. Have you or your child had a fever in the last 72 hours?
  - b. Have you or your child had any known exposure to Covid-19?
  - c. Are you or your child experiencing shortness of breath or cough?
3. Upon arrival, sanitize your hands and your child's hands with provided sanitizer or sanitizer you bring from home.
4. Apply sunscreen or bug spray to your child, they will be provided on the table.
5. Teachers will sign your child in when they take your child's temperature.
6. Instead of using our "backpack spot" children will now be given a "nest" where they will keep their personal items and have their own tarp for sitting and eating.

7. Families will be given specific drop off and pick up details at Back to School Night on August 12.

### Hand Sanitizing

- We will continue to teach and reinforce “handwashing” by using our 70%+ alcohol based sanitizer with added lavender, tea tree, and rosemary essential oils.
- We will practice handwashing for 20 seconds by using songs and rhymes.
- Children will continue to wash hands:
  - Prior to and after eating
  - After using the bathroom
  - Any time they touch their faces
  - Before using communal materials like markers or books

Please do not send special hand sanitizer with your child in as it poses a safety concern for children to have unsupervised access to hand sanitizer and it is a requirement that students use hand sanitizer with at least 70% alcohol.

Teachers will keep hand sanitizer in their pockets and students will use it under adult supervision only.

### Social Distancing

- In place of a communal sheet each child will be given a personal fabric to sit on during mealtimes, morning gatherings, and fine motor activities.
- There may be times when we move into smaller groups during mealtimes and group activities to provide more physical distance between children.
- Social distancing among children will be encouraged through intentional planning of curriculum that supports this to the best of our ability. This means choosing and adapting activities to limit sharing of supplies and physical closeness.
- Although we will be limiting contact, we will still be providing comfort and care throughout the day, in keeping with the social/emotional needs of young children. This includes nurturing touch such as hugs and hand holding when appropriate.
- Children will not be disciplined for showing caring touch towards others. This is a healthy and important way to communicate. We will teach students supportive ways to care for each other while increasing distance such as holding a stick like a locomotive over hand holding, etc.
- We understand that young children need social contact and forcing separation and social distancing is not developmentally appropriate.
- We will be breaking each class into smaller groups that they will hike, eat and do certain group activities with to reduce overlap and transmission and increase distancing opportunities.
- We will be using a new trail passing procedure to make sure we keep six feet apart from others on the trails.
- Please consider how you are adhering to social distancing in your lives outside of nature school. This can help with the health and well-being of the children and the reopening of our school. Our goal is to keep everyone safe.

### Sanitizing Procedures

- Items used frequently by all students (such as markers and blocks) will be cleaned at least every hour with the exception of mud kitchen which will only be cleaned daily.
- Personal tarps will be issued to a student at the start of the day and will be cleaned daily.
- Materials that children have placed in their mouth or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned and sanitized by hand by a teacher wearing gloves.
- Children’s books and other paper-based materials are not considered high risk for transmission and do not need additional cleaning or disinfection procedures.

- We will use HOCL as our sanitizing agent which is both safe and very effective.

## **Procedures for Illness**

If a child shows signs of illness at school:

- We will contact parents immediately to pick your child up if they show the following symptoms: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, sore throat, congestion or runny nose, nausea or vomiting, diarrhea.
- We will set up a separate place for them to rest, away from the other children. We will help them find an activity for them to do while they wait for their parents to arrive.
- Call when you arrive, so we can arrange for a teacher to take your child to you.
- We will disinfect any materials the child has used that day.

If COVID-19 is confirmed in a child or staff member who attended class:

- We will coordinate with local health officials. These officials will help us determine a course of action for our school.
- We will close the student's class and all staff working with that class for a minimum of several days up to multiple weeks. The closing will be determined by local health officials' recommendations.
- We will sanitize all materials used by the class using HOCL, which is already our daily practice.

Staff illness and absence:

- We will continue to require staff to stay home when sick.
- We will develop plans to cover classes in the event of staff absences by increasing our roster of qualified substitutes.
- Teachers will be required to check their temperature each evening before working with children. This will ensure there is enough time to arrange for a substitute the next day.

In the event a single class or the entire school closes due to Covid-19 exposure, students will be offered distance learning until they can return to school, refunds will not be given during this time.

In the event your student/family needs to quarantine due to Covid-19 policies, we are unable to prorate tuition or offer make-up days.

If long term closure of the school occurs due to regional outbreaks or government guidance, then see our closure and tuition policies above.

## **Exposure to Covid-19 and/or Returning to School After Having Suspected Signs of COVID-19**

Families who have come in contact with a person suspected or confirmed with Covid-19 must inform Olympic Nature Experience staff immediately.

A staff member or student who had signs of suspected or confirmed COVID-19 can return to the program when:

- At least three days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath; AND
- At least 10 days have passed since signs first showed up. OR
- It has been at least three days (72 hours) since recovery AND a health care provider has certified that the student does not have suspected or confirmed COVID-19.
- If a person believes they have had close contact to someone with COVID-19, but they are not sick, they should watch their health for signs of fever, cough, shortness of breath, and other

COVID-19 symptoms during the 14 days after the last day they were in close contact with the person sick with COVID-19. People are prohibited from attending Olympic Nature Experience programs during the waiting time of 14 days.

### **Parent Communication**

- We will continue to communicate with parents through email. We will continue to notify by phone for more imminent information.
- We will continue to share health information and resources.

### **Group Gatherings and Events**

- Until further notice we will not be holding any large school gatherings and events.

### **Resources for Guidance**

Center for Disease Control (CDC): <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

Department of Children, Youth and Families (DCYF): <https://www.dcyf.wa.gov/coronavirus-covid-19/early-learning>

WA Department of Health (DOH):

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/DOH-OSPI-DYCF-SchoolsChildCareGuidance.pdf>

Clallam County: <http://www.clallam.net/coronavirus/index.html>

American Association of Pediatrics: <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/guidance-related-to-childcare-during-covid-19/>

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