



Town of Windsor
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Dear Town of Windsor Preschool Parent,

The Town of Windsor, Parks & Recreation Department is very excited and hopeful to have a positive return of the Town’s preschool program. Staff is aware that though we are attempting to return to some semblance of normalcy, the complex guidance from the California Department of Public Health (CDPH) is at times difficult to navigate. The information in this letter is to help provide clarity on how the TOW Preschool Program will be operating while following the Sonoma County Department of Public Health guidelines (SCDPH).

Covid-19 Management at the Town of Windsor Preschool Programs

The TOW Preschool Program will be aligning with the guidance from the Sonoma County Department of Public Health (SCDPH) regarding quarantine requirements for TOW Preschool students and staff in regards to exposure to Covid-19. The SCDPH put forth specific rules for who is required to quarantine, and these rules are based on the following variables: vaccination status, masks, symptoms, and close contact (up to 15 minutes in 24 hours at 6 feet or less). Below you will find a table that explains several different scenarios, and the required actions to be taken:

COVID-19 positive student/staff	Mandatory quarantine until...	Requirement 1 Wait 10 days	&	Requirement 2 At least 24 hours without a fever (Below 100.4)	&	Requirement 3 All symptoms improve
Student/staff has COVID-19 symptoms (Fever, cough, difficulty breathing, achy, loss of taste or smell, sore throat, etc.)	Stay home and either...	Option 1 Wait 10 days	or	Option 2 Test negative + no symptoms for 24 hours	or	Option 3 Alternative diagnosis by a medical professional
Student/staff has close contact with someone who has tested positive (up to 15 minutes in 24 hours at 6 feet or less)	If they are an un-vaccinated student/staff	Masks on both	Modified quarantine	Can attend school if asymptomatic, test 2x per week for 10 days, no extracurricular activities (sports, clubs, etc.) or 10 days without a test.		
		1 or both without a mask	Student quarantine	Can attend preschool in 10 days without a test or can attend preschool in 7 days with a negative test on day 5 or later.		

In addition to the above measures the following steps will be taken in the event a student or staff member test positive for COVID-19, have been exposed to somebody who has tested positive for COVID-19 or is displaying symptoms for COVID-19:

1. The TOW Preschool Program Coordinator is to be notified by parent or staff one of the events listed in the table has occurred.
2. The TOW Preschool Program Coordinator will interview the affected to determine which students and staff came into direct contact with the affected individual.
3. Parents will be notified if it is discovered that your child has been in close contact with another student or staff who has tested positive for Covid-

Air Filtration at the Town of Windsor Preschool Program Facilities

The Town of Windsor closely follows guidance from the Center of Disease Control (CDC), California Occupational Health and Safety Administration (Cal-OSHA) and the American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Epidemic Task Force. In June of 2021, the Town’s HVAC contractor optimized all units in Town facilities to maximize the outside air inflow based on the unit cubic feet per minute (CFM). All HVAC units run with Merv13 rated filters which is also the recommended mechanical filter. Lastly, the Town has deployed additional stand-alone commercial grade HEPA filters for each facility to be run during the unoccupied times to reduce the “bioburden” in each space. These actions meet and exceed the guidance provided by CDC, Cal-OSHA and ASHRAE.

Staff thanks you in advance for the dual efforts being made in order to make sure we are doing everything we can to help our preschoolers have a happy and healthy school year. Thank you also for your understanding and flexibility as we work though this ever changing guidance together.

Sincerely,

Nelle Herman, CPRP
Recreation Manager
Town of Windsor

Please note, the above is an addition to the Preschool Pandemic Handbook. By signing below, you have agreed that you have read the above addendum.

Child’s name

Parent Signature

Date