

Children's Center

Operational Safety Plan

Social Distancing

Strategies-

- Classes will include the same group of children and the same teachers will remain with the same group each day where possible. With no more than 10 children in each classroom.
- Each group of children will stay in separate rooms and each child will have their own separate art supplies.
- The Toddler playground has been reopened at the back of the center and will be used by the toddler class only.
- The preschool classes will alternate days on the playground. They will also take nature walks, use the sidewalk in front of the center, and use the tennis courts when available, so that only one class will use the playground each day.
- When possible, at nap time children's mats and cots, and cribs will be placed 6 feet apart and children will be placed head to toe to further reduce the potential for spread.
- Drop off and pick up time will be modified so that parents and children have limited interaction with other families. We will encourage only one parent/caregiver to do drop off/pick up to reduce potential exposure.
- Parents and children at drop off will wait at the entrance of the ramps and only one family will be allowed at the door at one time. Parents **MUST** wear a mask when dropping off and picking up children.
- Parents will only be allowed into the lobby of the center. A curtain has been added in the lobby area to ensure they do not venture beyond the designated area. Parents and children will wash/sanitize hands as they enter. A designated teacher will deliver the child to and from their prospective classroom at drop off and pick up times.

- Staff will be provided with Personal Protective Equipment (PPE) including, but not limited to, gloves, masks, face shields, and smocks. Masks and smocks will be worn throughout the day whenever they are in the presence of children and other adults. Gloves and face shields will be worn when necessary.

Screening Staff Upon Arrival

- All staff will be required to follow health screenings as outlined by the College.
- Persons that have a fever of 100.4 degrees (38.0degrees C) or above or other signs of illness will not be admitted to the facility.

Screen Children Upon Arrival-

Parents will drive into the fire lane of the center and park in the designated area in front of the ramp. They will wait there until directed to come up to the front door. They MUST be wearing a mask and will not be let in if they are not wearing a facial covering. The parent/Guardian and child/children will be directed to the designated area in the lobby to take their temperature with the wall mounted thermometer or touchless infrared forehead thermometer. We have added a curtain in the lobby area to ensure any possible contamination does not enter the rest of the center from the lobby. Parents will be asked the screening questions and temperature will be documented. If they pass the health check the child will be brought to their classroom by a teacher and parents will not go beyond the lobby.

- Persons that have a fever of 100.4 degrees (38.0degrees C) or above or other signs of illness will not be admitted to the facility. Parents and staff are encouraged to be on alert for signs of illness in children and to keep children home when they show signs of sickness. Staff are also asked to stay home if they have signs of sickness.
- There will only be three staff members that will be assigned to screen children upon arrival and at midday so as to keep possible exposure to

the virus to a minimum.

- Upon arrival and after lunch time, the staff member will wash their hands and be sure to have on their face mask, safety goggles or disposable face shields that fully cover the front and sides of the face and a pair of disposable gloves. They may also wear a gown or smock to cover clothing.
- Make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing, or difficulty breathing, fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
- Take the child's temperature
 - Wear a clean pair of gloves on each child and clean the thermometer between each check.
 - If disposable or non contact (temporal thermometers are used and no physical contact with the child occurred, you do not need to change gloves before the next check.
- After each screening PPE will be removed and discarded and staff members will wash hands.
- They will use an alcohol based hand sanitizer that contains at least 60% alcohol or wash hands with soap and water for at least 20 seconds.
- For those that do not have experience using PPE a training will be provided for all so the procedures are done correctly.

Cleaning and Disinfecting-

During this time we will be intensifying our cleaning and disinfecting efforts.

- We will ramp up our schedule of cleaning and disinfecting the facility several times a day.
- We will routinely clean, sanitize and disinfect surfaces and objects that are frequently touched especially toys and games. This includes objects and surfaces not ordinarily cleaned daily like doorknobs, light switches, sink handles, countertops, desks, chairs, cubbies and playground structures. Any toys that cannot be easily cleaned and sanitized will be

removed from the center.

- Playground equipment will be sanitized at the end of the day by staff.
- We will use EPA approved cleaning products including bleach solutions approved by OCFS, and all cleaning products will be kept secure and out of reach of children.

Cleaning and Sanitizing toys-

- Toys that children have put in their mouths or are otherwise contaminated will be removed from circulation and will be washed immediately by hand by a person wearing gloves. Or cleaned in a mechanical dishwasher.
 - Dress up and fabric toys will be removed from classrooms at this time.
 - Classrooms will not share toys between rooms unless toys are cleaned and sanitized between groups

Cleaning and disinfecting bedding-

All bedding will be kept in separate bags in cubbies and will be sent home in the bag to be cleaned weekly

Washing feeding and holding a child-

We as caregivers understand that toddlers and infants often need to be held and it is important to give them the comfort they need, We will try to protect ourselves by wearing overlarge button-down, long sleeve shirts or gowns and by wearing hair up.

- Staff will wash hands, neck, and anywhere touched by a child's secretions
- Staff will change a child's clothes if the secretions are on the child's clothes and change their overgarment if there is a secretion on it as well and wash hands.
- Contaminated clothes will be placed in a plastic bag and sent home to be

washed.

- All children and staff will have multiple changes of clothes on hand in the center.
- Infant staff will wash their hands before and after handling infant bottles prepared at home and in the center.

Healthy Hand Hygiene Behavior-

- All children and staff will engage in hand hygiene at the following times:
 - Arrival to the facility
 - Before and after preparing food and drinks
 - Before and after eating or handling food
 - Before and after administering medical ointment
 - Before and after diapering
 - After using the toilet and helping children use the toilet
 - After playing outside
 - After handling garbage
- Staff and children will wash hands for 20 seconds with soap and water. If hands are not visibly dirty alcohol based hand sanitizer with 60% alcohol can be used if soap and water are not available.
- Older children can use sanitizer if properly supervised
- Staff will assist small children with hand washing to ensure proper cleansing.

Snack and Lunch times

At this time we will ask parents to send in AM and PM snacks (labelled) and lunch so that there is no cross contamination during meal times.

- Staff members will wash hands and wear gloves when preparing lunches and helping children to eat.
- Children will be staggered at tables where possible to promote optimal social distancing and to ensure toddlers do not touch each other's food.

Children And Staff That Are Sick Will Be Required To Stay Home

- A letter will be sent home communicating the importance of keeping children home if they are sick.
- Staff will be told the importance of being vigilant for symptoms and staying in touch with management if or when they start to feel sick.
- Children and staff members who become sick while at the center will be sent home as soon as possible
- Children and staff that become sick will be kept separate from well children and staff until they are sent home..
- Sick staff members should not return to work until they have met the proper criteria to discontinue home isolation.

If children or staff become sick-

- There will be a place set aside either in a classroom or in the director's office where sick children can be isolated.
- The isolation room will be disinfected after the sick child has gone home.
- If a child or staff member becomes sick the center will be disinfected according to CDC standards.
- If COVID-19 is confirmed in a child or staff member:
 - The Children's Center will be closed for mandatory cleaning and disinfecting
 - The immediate area used by the person will be closed off immediately
 - Outside doors and windows will be opened to increase air circulation
 - The areas used by the person who is sick will be disinfected such as office areas, bathrooms and common areas.