

Health and Safety Policy-COVID 19

Updated 3/1/2022

Ensure that the facility has a sufficient number of employees to perform all measures listed here effectively and in a manner that ensures the safety of the public and employees

- Any child that has a temperature of 100 degrees Fahrenheit or higher, or other symptoms of COVID-19, will be moved to a classroom where there are no other children until the parents arrive to pickup.
- Any child with a temperature of 100 degrees Fahrenheit or higher, or other symptoms of COVID-19, or a child sent home ill will be excluded from the center for 48 hours and can return when fever and symptom free or can return with a doctors note. If the child being sent home has a sibling that also attends the center, the sibling must also be sent home for the 48 hour period.
- If a child is kept home for illness, the sibling must also stay home.
- Staff are strongly encouraged to be vaccinated and receive booster shots.
- All staff and children will participate in regular hand washing with soap and water for at least 20 seconds and should be done:
 1. Before coming in contact with any child;
 2. Before and after eating;
 3. After sneezing, coughing or nose blowing;
 4. After using the rest room;
 5. Before handling food;
 6. After touching or cleaning surfaces that may be contaminated.
 7. After using any shared equipment like toys, computer keyboards, mouse.
 8. Upon entry into the building.
- All staff: cover coughs and sneezes with tissues or the corner of the elbow;
 - Encourage children, when appropriate to cover coughs and sneezes with tissues or the corner of the elbow; and
 - Dispose of soiled tissues immediately after use

Cleaning/Sanitizing

- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys.
- Cleaning objects/surfaces not ordinarily cleaned daily such as: doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the bleach/water solution.
- If a sick employee or child is suspected or confirmed to have COVID-19, follow the CDC cleaning and disinfection recommendations.

Masks or Cloth Face Coverings Required

- Each employee shall be required to wear a mask or other cloth material that covers his or her mouth and nose while in close contact with an unvaccinated child. This includes but is not limited to, holding, changing, feeding, or rocking children. Masks may be removed when staff are fully vaccinated and able to be a safe distance from the children. This includes, but is not limited to, nap time, meal times for children who self feed, and outside time. Masks or cloth face coverings are available at the center for all employees. Exceptions to those that need to wear a mask or face covering:
 1. anyone for whom doing so would be contrary to his or her health or safety because of a medical condition.
- Each child in the preschool classroom has the option to wear a mask or other cloth material that covers his or her mouth and nose while in the center. Masks are no longer required. If a family chooses to have their child wear a mask, the teachers and staff will encourage the child to do so.
 - When children remove their masks, they will be placed in a pocket chart that is labeled with the child's name
 - Upon removal and prior to putting on of the masks, children will wash their hands with soap and water or use hand sanitizer with adult supervision.

Guidelines if an Employee is Exposed to or Diagnosed with COVID-19

- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home.

- Sick employees should follow CDC-recommended steps. Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.
- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions.
- If an employee is confirmed to have COVID-19 infection, employers should:
 1. Inform fellow employees of their possible exposure to COVID-19 in the workplace but maintain confidentiality as required by the Americans with Disabilities Act (ADA). The fellow employees should then self-monitor for symptoms (i.e., fever, cough, or shortness of breath).
 2. Ventilate areas visited by that individual.
 3. Clean and disinfect all impacted spaces, especially commonly used rooms and shared equipment.
- Employees should not return to work until the criteria to end home isolation is met as instructed in consultation with healthcare providers and state and local health departments.

Guidelines for unvaccinated employees who had close contact with a person with symptoms of or have been diagnosed with COVID-19

- Do not go to work.
- Notify your supervisor.
- Isolate yourself from the rest of the people in your home.
- Consult your healthcare provider.
- Practice home isolation as recommended by your health care provider.

Guidelines for vaccinated employees who had close contact with a person with symptoms of or have been diagnosed with COVID-19

- If employee is asymptomatic, they may come to work.
- If employee develops symptoms, they must notify their supervisor and stay home.

Guidelines if a Child is Exposed to or Diagnosed with COVID-19

- Parents of children who have symptoms (i.e., fever, cough, or shortness of breath) should notify the director and stay home.
- Children who have been exposed to COVID-19 should follow CDC-recommended steps. Children under the age of 3 or any child who cannot reliably wear a mask, should not return to school until the criteria of quarantining 10 days from the time of last exposure.
- Any child over the age of 3 who is deemed a close contact, must quarantine for a minimum of 5 days and then reliably wear a mask for 5 more days. That child will be separated during indoor mask free times such as nap and meal times.
- Sick Children should follow CDC- recommended steps. Children should not return to school until isolation of 10 days from the onset of symptoms or a positive COVID-19 test, have been met.
- Children who are well but who have a sick family member at home with COVID-19 should notify the director, stay home and follow CDC recommended precautions.
- If a child is confirmed to have COVID-19 infection, directors should:

Inform members of the center of their possible exposure to COVID-19 but maintain confidentiality as required by the Americans with Disabilities Act (ADA).

Ventilate areas visited by that individual.

Clean and disinfect all impacted spaces, especially commonly used rooms and shared equipment.