



## COVID-19 Enhanced Protocols – 8/6/20

### Staff Arrival

- Staff are encouraged not to come to work if they are ill or have any indication of exposure to COVID.
- Director, wearing appropriate PPE, conducts health screening of all staff as they arrive at a location outside of the School (Gate or Parking Garage) and logs the information daily.
- Staff must wear their masks before approaching the Director for their screening & do not enter the School until they have been cleared by the Director.
- Any staff member with a temperature of 100.4 or higher, or other indication of illness, will be sent home.
- Staff members enter School, wash hands, put on appropriate PPE, prepare classrooms & gate for children's arrival & health screenings.

### Check-In & Pick Up

- Parents must wear masks & should put them on before exiting their cars. They should also sanitize their hands.
- Parents are not allowed to enter the school.
- During morning check-in, families are greeted at the walkway leading to the playground gate where they are to maintain 6ft social distancing from other families.
  - Parent or staff member takes the temperature of each child.
  - Staff member conducts a screening asking parent about any recent

exposure to COVID, health of other members of the household, and any signs of illness in the child.

- Any child with any recent exposure to COVID, signs of illness in them or a member of the household, or a temperature of 100.4 or higher will not be allowed to enter the School and may not return until fever & symptom free for at least 72 hours. We encourage families to talk to get guidance from their pediatrician to facilitate the most efficient return to care when the pediatrician can verify it is safe to do so.
- Results of temp check & screening are logged daily.
- Staff member escorts child inside to wash hands and join their assigned group.
- During inclement weather, the same procedures are followed, but parents bring their child(ren) into the main lobby (the Atrium) of the building (not into the School).
- Items going back and forth between school and home should be limited as much as possible. Everything should be clearly labeled with the child's name and be in a sealed plastic bag.
  - Children may bring lunch and/or other food as necessary.
  - Bottles for children on formula can stay at school and will be cleaned by the teachers.
  - Diapers & wipes can come in their original packaging or in sealed plastic bags.

- Bedding should come in at the start of the week and will go home at the end of the week for cleaning.
- Children should not bring toys or other items from home unless they are absolutely necessary for the child's well-being (security blanket, stuffed animal, etc).
- At pick-up time, staff will be present at the drop off lanes to greet parents and call into the School for the child(ren).
- Staff members escort children out to the parent's car.
- During inclement weather, the same procedures are followed, but parents pick-up or drop-off their child(ren) in the main lobby (the Atrium) of the building.
- Parents needing to drop-off or pick-up a child outside of regular times may ring the buzzer at the playground gate and a staff member will assist you.

### Healthy Environment

- Children are assigned to classroom groups where the same group of children and the same teachers remain separate from the others as much as possible (cohort separation).
- Cribs, playpens, cots and napping mats are spaced out as much as possible and children are placed head to toe for naps.
- Staff disinfect high-touch surfaces, such as door handles, light switches, faucets, toilets seats and handles routinely.
- Ceiling fans and HVAC enhancements are used to increase airflow.
- Toys that cannot be washed are not used.
- Outdoor play areas are sectioned off so that only one group may use each section at a time. Play equipment is cleaned between each group's use.
- Program staff performs thorough cleaning at the end of each day on all touched surfaces.

- Staff have access to hand sanitizers and disposable gloves and use them as needed.
- Staff wash their hands and children's hands with soap and water for at least 20 seconds often, particularly upon arrival, before and after eating, after diapering or using the toilet, after playing outdoors and following any contact with bodily fluid.
- Teachers will wear masks, face shields and/or other PPE whenever social distancing may not be maintained. Clear face shields are a temporary option for situations where it is preferable for the children to see the teacher's face.
- Teachers will wear masks & protective eyewear when holding, feeding and/or diapering young children. Smocks or other coverings should be worn that can be changed and laundered during the day as necessary.
- While we recommend children age two or older may wear face coverings provided by parents, when feasible, **they are not required**. If the face covering is a problem for the child to wear during the day, the teacher may require the child to store the face covering. WE CAN NOT FORCE CHILDREN TO WEAR FACE COVERINGS.
- No "in person" program tours are given until further notice to reduce the number of visitors in the building. Outside activities and visits by specialists are also suspended to reduce the possibility of cross-contamination among child care programs.

### Meal Preparation and Service

- All surfaces are disinfected before meal preparation and feedings using EPA-approved disinfectant products.
- All staff wash hands before and after meal preparation and feeding.

- Each child's meal is plated and served by staff.
- Children do not share eating utensils.

### Child Health

- Staff receive education on COVID-19 symptoms as well as preventive measures to ward off the spread of COVID-19 and other related illnesses such as Multisystem Inflammatory Syndrome in Children, or MIS-C.
- Children who start to experience symptoms of respiratory illness, including a fever of 100.4 or above and symptoms of other infectious illnesses while at child care are isolated from other children until they can be picked up.
- All program field trips are suspended.
- Each child's belongings are separated and in individually labeled storage containers or are taken home each day and cleaned.
- Adequate supplies are available to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc.) or are limited to use by one group of children at a time and cleaned and disinfected between uses.
- Sharing of toys, books, other items is discouraged if unable to clean and sanitize/disinfect.

### Staff Health

- Staff receive additional training and updates as necessary.
- Staff do not share their phone, devices with one another or children.
- Staff notify the Director if any signs of illness develop during the day (cough, shortness of breath or difficulty breathing and other respiratory symptoms like fever, chills, shaking with chills, muscle pain, headache, sore throat or new loss of taste or smell).

- Staff wash their hands immediately upon entering the program and immediately prior to leaving.
- Staff are not allowed to work if they are feeling ill, or experiencing respiratory symptoms or if someone in their household has COVID-19 symptoms or screens positive for COVID-19.
- Staff are encouraged to bring in their lunch each day, have food delivered, or eat food provided by RSCC to avoid unnecessary community exposure.

### Emergency Communication & Closure

- Families supply the child care program with up-to-date emergency contact information for their child(ren) and ensure at least 1 parent is reasonably accessible at all times and able to pick up the child(ren) in the event of illness.
- In the event that someone in the School community shows signs of COVID-19 or gets a positive test result, the School will call the County Health Department & if indicated, the MSDE Office of Child Care. The Health Department will review the situation and advise the School about procedures to follow, and if necessary, the length of closure of the facility and any quarantine requirements for staff, children & families. Parents will be notified of any such directives.

#### Sources:

- <https://info.childcareaware.org/hubfs/Health%20And%20Safety%20Measures%20For%20Families.pdf>
- <http://marylandpublicschools.org/newsroom/Documents/MSDEChildCareRecoveryPlan.pdf>
- [https://earlychildhood.marylandpublicschools.org/system/files/filedepot/3/final\\_child\\_care\\_face\\_covering\\_guidance\\_4.23.20.pdf](https://earlychildhood.marylandpublicschools.org/system/files/filedepot/3/final_child_care_face_covering_guidance_4.23.20.pdf)
- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>
- <https://earlychildhood.marylandpublicschools.org/system/files/filedepot/3/generalsanitationguidelines.pdf>