

COVID PROCEDURES AND POLICIES:

With the increasing number of COVID-19 cases, TDC has made additional protocols to our daily routines to help keep staff and families safe. All procedures and protocols must be followed. Policies and Procedures are subject to change due to public health concerns. TDC takes all actions towards COVID-19 very seriously. It is our desire to keep members of the community safe during COVID-19.

NEW:

-) Shawnee County has emergency orders in place for childcare centers. There should only be 10 individuals in one room/area. This does include teachers. This emergency order does include drop off areas, pick up areas, restrooms and outdoor spaces. Suggestions from the county are:
 - o Child's parents working at home currently or available to keep the child at home during the duration of the emergency order.
 - o One big group of individuals split into small groups and safely distanced 6 ft apart in the space.
 - o Evaluate additional classrooms/bedrooms/areas that can safely be used to split into small groups of not more than 10 individuals.

-) Children three to five years old should wear masks as much as possible throughout the day starting November 30th.
 - o This is a great teaching opportunity for children to learn how to wear their masks and when to take breaks.

Any important updates and notices pertaining to your child(ren)'s center will be sent to you via email and Kid Reports. We will keep operating occurring to recommendations made by SNCO and KDHE protocol and procedure.

REVIEW:

-) Children, teachers, and parents will receive health checks at drop off and at pick up.
 - o If children show any signs or symptoms, they must be sent home and cannot return to the center without a doctor's note.
 - o Parents are not to enter the building if they are not feeling well. Parents should be prepared to find alternate transportation for their child. For best practice, parents should keep their child at home if they show any signs or symptoms of COVID-19. Parents should report of any self-quarantine their family might experience to Center Directors.
-) Masks will be worn by **ALL** Staff members at all times throughout the day.
-) Social Distancing is required. Staff are not to gather for more than 9 minutes at a time.
-) Handwashing should take place for all members of the center on arrival, before leaving the facility, and every hour in the facility.
-) TDC encourages staggered drop off and pick up to maintain social distancing and gathering protocols.
-) Covid policies will be followed at all times, failure to follow these procedures will result in:
 - o Verbal Reminder
 - o Written-Verbal Warning
 - o Written Warning
 - o Termination with Cause

EXCLUSION AND QUARANTINE:

-) Anyone with a fever or any other display of symptoms will be sent home immediately. Symptoms include any of the following:
 - o Fever (100 degrees or higher)
 - o Chills
 - o Cough
 - o Shortness of breath or difficulty breathing
 - o Fatigue
 - o Muscle or body aches
 - o Headache
 - o New loss of taste or smell
 - o Sore throat
 - o Congestion
 - o Runny nose
 - o Nausea or vomiting
 - o Diarrhea
-) Emergency Symptoms Include:
 - o Trouble breathing
 - o Persistent pain/pressure in the chest
 - o New confusion
 - o Inability to wake or stay awake
 - o Bluish lips or face
-) If someone is told to get tested due to direct contact, they will get the next available testing date scheduled, immediately.
-) Standard quarantine is 10 days from the first sign of symptoms
-) Returns must be planned for the end of those 10 days, unless a positive result and symptoms remain after the 10 days.
-) All people must be fever free for at least 24 hours in order to return
-) For persons who never develop symptoms, isolation and other precautions can be discontinued 10 days after the date of their first positive test.
-) For people with severe illness, duration of isolation for up to 20 days after symptom onset may be warranted. Consider consultation with infection control experts.
-) If you test positive, Provide TDC with the date of symptoms, when tested, copy of results to Director and Main Office. You will follow the quarantine procedure, if your quarantine lasts longer than the required 14 days, you must provide a doctor's note to return.
-) If you test negative, you will return to work, unless otherwise directed by a doctor