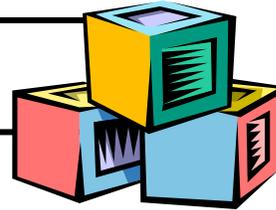


GREEN HILL

Child Development Center

120 Geneva Avenue • Silver Spring, MD 20910 • (301) 589-0613



COVID-19 General Policy

The health and well-being of our families and staff are our highest priorities. In the interest of limiting the opportunity for transmission to our vulnerable community, we are taking the following precautionary measures:

Your household must remain out of the center if any member of your household has (or has been in close contact with anyone who has):

- (a) A suspected or confirmed case of COVID-19 (for example – close contact at school, work, religious service, social gathering); **or**
- (b) Traveled:
 - internationally; or domestically,
 - from any area which is the subject of travel restrictions under applicable state and local guidance; a hot spot.

14 days after the last potential exposure, your household may return **provided these three things have happened:**

- (a) At least 10 days have passed since any household member first experienced symptoms; **and**
- (b) Symptoms have improved for any household member that experienced symptoms (for example, cough or shortness of breath has improved); **and**
- (c) The household has been fever-free for at least 72 hours without the use of fever-reducing medicines.

Please note, depending on the circumstances we may require you to obtain medical clearance before return to the center will be allowed.

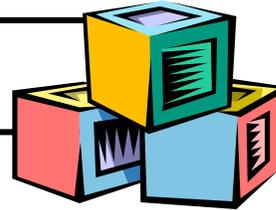
HOUSEHOLD MEMBERS: include individuals who may not live in the household but may be staying there or are otherwise present in the household on a regular basis (e.g. nannies, caregivers, home health workers, contractors, etc.) and includes anyone with pick up or drop off privileges at the center.

CLOSE CONTACT: is defined by the CDC as (1) being within approximately 6 feet (2 meters) of a COVID-19 case for a prolonged period of time and can occur while caring for, living with, visiting, or sharing a health care waiting area or room with a COVID-19 case, or (2) having direct contact with infectious secretions of a COVID-19 case (e.g., being coughed on). Considerations when

GREEN HILL

Child Development Center

120 Geneva Avenue • Silver Spring, MD 20910 • (301) 589-0613



assessing close contact include the duration of exposure and the clinical symptoms of the person with COVID-19.

FOR MEDICAL PROFESSIONALS: If contact occurs while wearing recommended personal protective equipment or PPE (e.g., gowns, gloves, NIOSH-certified disposable N95 respirator, eye protection), that contact will NOT be considered close contact for purposes of this policy.

COVID 19 Health Check and Illness Policy

Applies to staff, children and their household members, which states in part:

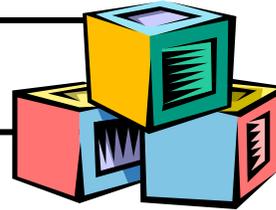
ALL STAFF, FAMILIES, CHILDREN AND THEIR HOUSEHOLD MEMBERS MUST CONDUCT A DAILY HEALTH CHECK BEFORE COMING TO THE CENTER.

- Should you or any household member have any of the following symptoms, we ask you to remain out that day and notify the center.
 - Fever of 100.4 F or higher, now or in the preceding 72 hours (or would have, but have used fever reducing medicine)
 - Cough
 - Sore Throat
 - Muscle Aches
 - Difficulty Breathing
 - New Loss of Taste or Smell
- Consistent with our COVID-19 Policy, the household will be required to remain out of the center for 14 days unless medical clearance is provided by a physician indicating that the presenting symptoms are associated with a known non-COVID-19 illness. The physician's note must not be from a family member.
- Exclusion from the center is sometimes necessary to reduce the transmission of illness. For your child's comfort, and to reduce the risk of contagion, we ask that children be picked up within 1 hour of notification. Until then, your child will be kept comfortable and will continue to be observed for symptoms.

GREEN HILL

Child Development Center

120 Geneva Avenue • Silver Spring, MD 20910 • (301) 589-0613



COVID-19 Enhanced Protocols

We are continually updating our processes and protocols in accordance with the most recent Centers for Disease Control and Prevention (CDC) guidance and the guidance of our medical expert. Our center will maintain small group sizes and practice social distancing to the best of our ability.

Green Hill CDC has always operated with stringent health and hygiene, cleaning and disinfecting, and illness exclusion policies because regular health and hygiene practices provide some of the best defenses against the spread of contagious illnesses. In response to the increased challenges of COVID-19, we have implemented the following enhanced protocols at our Center:

Enhanced Operating Protocols:

- Nonessential visitors are not permitted in the center
- Posted health notice restricting entry
- Drop-offs/pick-ups are restricted to outside the center
- Reduced class sizes
- Consistent groupings in separate classrooms
- Increased outdoor time limited to one group per area at a time

Enhanced Health and Hygiene Protocols:

- Daily temperature and health check conducted on arrival
- Social distancing is practiced as much as possible
- Staff wear face masks/coverings
- Frequent cleaning and disinfecting of high-touch surfaces, toys, and laundered items
- Enhanced COVID-19 exclusion policy restricting center access in the event of a suspected or known exposure.

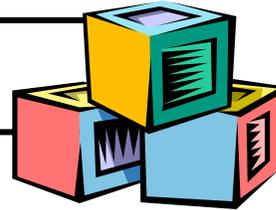
COVID 19 Illness Policy

Suspension of a care session is sometimes necessary to reduce the risk of COVID-19 transmission. To reduce the risk of contagion, if your child, caregiver or anyone else present in the household becomes ill during a care session, you must relieve the caregiver and make alternate arrangements for supervision of your child(ren) within 1 hour of notification.

GREEN HILL

Child Development Center

120 Geneva Avenue • Silver Spring, MD 20910 • (301) 589-0613



How to Protect Yourself/Your Household

Please see the CDC guidelines for current guidance on best practices for protecting yourself and your household during this pandemic: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Cloth Face Covering: We recommend that all caregivers and families be familiar with the CDC's recommendations around cloth face coverings available [<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>]. The CDC generally recommends individuals wearing cloth face coverings to protect people around the wearer of the cloth face mask, in the event the wearer is infected but not symptomatic, to reduce the spread of COVID-19. Cloth face coverings are NOT a substitute for social distancing, hand washing or other everyday preventative actions.

Health and Hygiene Practices

Our regular health and hygiene practices provide some of the best defenses against the spread of most contagious illnesses. In addition to regular and thorough cleaning of classrooms, surfaces and toys, we teach children good hand-washing practices and ensure that children and staff take important precautions against the spread of germs.

You can work with your children to practice some of these same steps at home:

- Wash hands often with soap and water – [use this step-by-step guide to help](#)
- Sneeze or cough into your elbow; or cover mouth and nose with a tissue before sneezing or coughing, then immediately discard the tissue. [Print out this handy visual to show children how.](#)
- Avoid touching eyes, nose, and mouth with unwashed hands
- Avoid kissing, hugging, and sharing cups or eating utensils with people who are ill
- Disinfect frequently touched surfaces, especially if someone is sick

We appreciate your attention to these important guidelines. Contact us at (301) 589-0613 with any questions.