Windsor Early Childhood Education Center

Health and Safety Measures During Covid-19

We are so pleased to be offering care once again. In an effort to keep our staff, children, and families safe we are implementing new policies, procedures, and hours of operation. These changes are temporary but will remain in effect until further notice.

**WECEC’s New Preschool Start Time: 7:30**

**WECEC’s New Toddler Start Time: 8:00**

**WECEC’s New Infant Start Time: 8:00**

The change in hours allows us to have extra staff in the afternoon to allow for deep cleaning and to keep the same group of teachers with their respective classrooms. **Individual contracted pick-up times will not change.**

 We look forward to when we can welcome parents, visitors, and volunteers back into our center, however, in this extraordinary time we are asking that all parents, visitors, and volunteers refrain from entering the center. We will continue to communicate with parents through phone calls, notes, text messages, and newsletters.

**New Drop-off Procedure**

Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents should not pick up their grandchildren, because they are more at risk for serious illness. Parents and designated persons who are self-quarantining due to close contact with a COVID-19 positive individual should NOT do drop-off or pick-up. Adults doing drop off and pickup are encouraged to wear cloth facial coverings. Instructions for wearing and making cloth facial coverings can be found at [www.cdc.gov](http://www.cdc.gov)

Families will be required to call the center upon entering the parking lot (802-674-9654). **Please remain** **in your vehicles** at this time. You will be asked a series of questions by a staff member.

* Have you been in close contact with a person who has COVID-19?
* Do you feel unwell with any symptoms consistent with COVID-19? *For example, have you had a cough, high temperature, shortness of breath, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell?*
* If you answer “YES” to either question, you will not be able to drop your child off.

Once you have spoken to a staff member, they will direct you to help your child out of the car, gather their belongings, and wait for them beside your car.

A staff member will take your child’s temperature with a touchless thermometer and transition them into the building. You may take your child’s temperature at home; however, we are required to temp children before they enter the building. If your child’s temperature reads 100.4 degrees or above, they will not be able to attend (see Child Health below for more information).

**Pick-up**

Families will be required to call the center upon entry into the parking lot (802-674-9654). A staff member will be able to direct you to pick your child up on the playground or bring your child out to you. Teachers will be happy to answer questions about their day as you are helping your child into the car. If you need to have a more in-depth conversation with your child’s teacher, they will suggest a scheduled phone call.

**Children Attending Care**

Anyone diagnosed with COVID-19 or awaiting test-results should self-isolate until:

1. It’s been 3 full days of no fever without the use of fever-reducing medication, **and**
2. Other symptoms have improved, **and**
3. At least 10 days have passed since symptoms first appeared.

Children with any of the following symptoms will be excluded:

* + Fever of 100.4 \*\*The VT Department of Health is requiring a 72-hour fever free period before the child can come back to care.
	+ Respiratory illness= cough, sore throat, runny nose, shortness of breath
	+ Mild flu like symptoms= fatigue, chills, muscle aches.
	+ Children at a higher risk because of an underlying medical condition are asked to stay home if there is an outbreak in the community.

\*Children who arrive from out-of-state need to quarantine for 14 days or be tested at day 7 before entering childcare, summer programs, or afterschool programs. \*

**Staff Health**

* Staff receive additional training on infection control and cleaning and disinfection.
* Staff check their temperature at the beginning of each shift and notify me if 100.4 or above, as well as, self-monitor for signs and symptoms of COVID-19 (persistent cough, shortness of breath, fever, chills, shaking with chills, muscle pain, headache, sore throat or new loss of taste or smell).
* Staff do not share their phone or devices with one another or children.
* Staff wash their hands immediately upon entering program and prior to leaving along with following current handwashing procedures.
* 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.

**Meal Preparation and Serving**

* All surfaces are disinfected before meal preparation and feedings using EPA-approved disinfectant products.
* All staff wash hands before and after meal preparation and feedings.
* Children will **not** be provided school utensils (please pack accordingly)

**Healthy Environment**

* It is required that all staff wear cloth facial coverings while providing care.
* Cloth masks are not required for ages 2 and under, however, are encouraged for 3 and up (encouraged, not required). Children who wear a mask must be able to put them on, take them off, and refrain from chewing or sucking on them.
* Program staff separate children into smaller groups that fall within state or local guidelines. These groups are stable in that the same group of children each day are with the same provider each day.
* All classrooms remain separated to reduce the number of children in one area and to reduce the possibility of viral transmission.
* Cribs and napping mats are spaced out as much as possible (ideally 6 feet apart) and children are placed head to toe for naps.
* Equipment used in the program will not be shared and is cleaned between uses.
* Staff disinfect high-touch surfaces, such as door handles, light switches, faucets, toilet seats and handles routinely.
* Toys that cannot be washed are not used
* Children are not allowed to bring in toys from home
* Program staff may perform an enhanced deep cleaning every night in all areas on all high touch surfaces.
* Please pack multiple changes of clothing

**Communication**

* Families supply the childcare program with up-to-date emergency contact information for their child(ren).
* Childcare program staff may use multiple methods to communicate updates with parents.
* In the event that someone at WECEC does test positive for COVID-19 the director will contact the VT DOH for further instructions and follow the necessary protocol.

**Family Resources**

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