

ECO KIDS: A NATURAL CHILDCARE CENTER, LLC

COVID-19 SAFETY PROCEDURES

Updated November 23, 2020

The following plan is based on temporary guidelines from OCFS and the advice of our health care consultant. This plan is based is updated periodically based on changes in policies and best practice. It could change again, based on any further updates from our governor and OCFS.

DROP OFF

- A designated staff member will greet the family at the door upon drop off. This staff member will check in with the family to get any updates as to how the child slept, last time they ate, etc.
- The staff member at the door will wear a mask upon drop off. We ask that the adult dropping off wear a mask too.
- Social distancing at the door needs to be maintained in between families (6 feet apart). If we need to mark this with chalk we will.
- The code on the pin pad at the 2nd door will be for staff only. We will install a doorbell that can be rung at the 2nd door when you arrive. Drop off will be from 7 am – 9:30 am. If you are dropping off later than 9:30 am, please call us to arrange a time. We will make sure that someone is always available to answer the phone.
- The child's temperature will be taken at the door. We have infrared thermometers that do not need to touch the skin. Any child with a temperature over 100.0 degrees Fahrenheit will not be permitted to enter the center and will need to follow our updated fever policies (listed below).
 - With winter approaching, the child's temperature upon arrival could be impacted by colder air temperatures. We will re-take temperatures again after children have adjusted to the classroom.
- Once the child is brought into the center, the child's hands will be washed, and any belongings dropped off will be stored. We ask that only necessities are brought into the center (breastmilk, formula, food, diapers, extra clothing, etc.)

PICK UP

- Hours for pick-up will be from 3:30 pm – 5:30 pm and will follow the system above. Families will ring the doorbell at the 2nd door, being mindful to maintain social distancing with other families picking up (6 feet apart). The designated staff member at the door and the family member will wear a mask.
- If you are picking up prior to 3:30, please call us to arrange the time.
- Upon pick-up, you will receive notes on how your child's day went. Should you have further questions, please call or email us.

UPDATED FEVER/ILLNESS POLICY/HEALTH CHECKS

- As always, daily health checks will be completed and documented.
- If a child presents with a fever higher than 100.0 degrees Fahrenheit during care, the family will be contacted and will need to pick the child up within an hour from the call. The child will be kept away from other children during this time.
- If a child has a fever higher than 100.0 degrees Fahrenheit, he/she must be fever free/medicine free for **72 hours** prior to returning to care.
- If your child is sent home with a fever, or develops a fever while at home, we ask that you follow up with your pediatrician's office for additional guidance.
- Staff will also be required to have their temperature taken upon arrival for a shift. Should a staff member have a fever higher than 100.0 degrees, they will follow the same protocols above.
- Added 7/20/20, following the advice of our health care consultant: If a child presents during the day with a runny nose that is profuse to the point that excessive secretions are prominent and difficult to maintain, he/she will be sent home, allowed to return when the symptoms subside. This would also be true if the symptoms are accompanied by excessive sneezing that is continuously spreading droplets in the air.
- If a child or staff member is out with COVID symptoms, at our request, he or she will be required to either get a COVID-19 test, or a doctor's note stating another reason for illness. If a person does not get a COVID test or a note from a doctor at our request, he or she would need to follow a 14 day quarantine before returning.
- If a child or staff member receives a COVID-19 test due to potential symptoms, he/she will not be able to return until they have a negative test result.
- Should a staff member, child, or immediate family member of a staff member/child be confirmed with a diagnosis for COVID-19, we will immediately inform our licenser and the Department of Health and follow their guidance. The Department of Health will make the decision as to how we move forward. The health department would decide who would have potentially been exposed and who would need to quarantine. We would make all attempts to keep classrooms open if they did not have exposure.
 - In this case, those children and staff that were determined to be exposed to the individual that tested positive will be required to have a negative COVID test prior to returning to care or employment.
- If a child or staff member was mandated to quarantine due to exposure to COVID-19, he or she would not be able to return until the end of the quarantine (date would be designated by the department of health), regardless of a negative COVID test result.

MEALS

- Meals will be supplied by Eco Kids (breakfast, lunch, and snack)
- Family style meals, which have been best practice, will cease during this time. Individual meals will be served to children. Seconds will still be available upon child request.
- Children will be spaced during meals so that they are out of reach of one another, as close to 6 feet as possible.

SLEEPING

- When napping, cribs and cots will be spaced out so that children are as close to 6 feet apart as possible. Children will alternate “head to toe”.
- Bedding will be sent home each Friday to be washed. Please return clean bedding on Monday.

BREASTFEEDING

- Parents that currently breastfeed still will have the opportunity to come and feed their child during the day if they would like to. We have arranged a separate space for your use. Breastfeeding parents will be expected to have their temperature taken upon arrival, wear a mask upon arrival, and wash their hands upon entering.

CLASSROOM ENVIRONMENT

- You may notice that rooms are more minimal than usual. It was recommended that we only keep necessary items out and only keep things out that can easily be disinfected.
- Toys and books will be rotated within the classroom so that children have new selections of toys/books.
- Classrooms will enforce frequent handwashing. Hand sanitizer will also be available for staff and kept out of the reach of children.
- Staff will wear masks when in the classroom. Masks must cover the nose and mouth. Staff can take short mask breaks when needed and when they are not within 6 feet of another individual.
- No more than 15 children will be allowed in one classroom. This only applies to our preschool classroom. We will never go over maximum group size in any classroom.
- Classrooms will be cleaned and disinfected each evening.
- Items typically shared in the past that are hard to sanitize (playdough, crayons, etc.) will be individualized in “kits” for each child.
- We will be using every other cubby, to the best of our ability.

MASKS FOR CHILDREN

- For every child age two of years and older, please provide a mask. We will be encouraging children two and over will wear masks as developmentally appropriate in the classroom. However, if we do go for walks, children over two are required to wear them. We have ordered new floor surfacing for our outdoor yard and hope to use that more in the meantime with smaller groups of children going out at a time.

OTHER

- Tuition: Tuition is required at the weekly rate regardless if the child is in care or not.
- Unlike the spring, we plan to remain open through these difficult winter COVID months. We know that we have working families relying on care, and we want to be here for you!

Travel Policy: (as of 11/3/20)

Travelers from states that are contiguous with New York will continue to be exempt from the travel advisory; however covered travelers must continue to fill out the [Traveler Health Form](#). Essential workers will continue to be exempt as well. The new protocol is effective Wednesday, November 4.

For any traveler to New York State from out of state, exempting the contiguous states, the new guidelines for travelers to test-out of the mandatory 14-day quarantine are below:

- For travelers who were in another state for more than 24 hours:
 - Travelers must obtain a test within three days of departure from that state.
 - The traveler must, upon arrival in New York, quarantine for three days.
 - On day 4 of their quarantine, the traveler must obtain another COVID test. If both tests comes back negative, the traveler may exit quarantine early upon receipt of the second negative diagnostic test.
- For travelers who were in another state for less than 24 hours:
 - The traveler does not need a test prior to their departure from the other state, and does not need to quarantine upon arrival in New York State.
 - However, the traveler must fill out our traveler form upon entry into New York State, and take a COVID diagnostic test 4 days after their arrival in New York.

Local health departments will validate tests, if necessary, and if a test comes back positive, will issue isolation orders and initiate contact tracing. The local health department must make contact with the state the traveler came from, to ensure contact tracing proceeds there as well. All travelers must continue to fill out our traveler form upon arrival into New York State to contribute to New York State's robust contact tracing program.

The travel guidelines require all New Yorkers, as well as those visiting from out of state, to take personal responsibility for compliance in the best interest of public health and safety.

For general inquires contact the call the Hotline: [1-888-364-3065](tel:1-888-364-3065).

Thank you again for all of your support during this time!!!