

## **Pandemic Policy**

Encourage staff to take everyday preventive actions to prevent the spread of respiratory illness.

- Wash hands often with soap and water. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Always wash hands with soap and water if your hands are visibly dirty.
- Remember to supervise young children when they use hand sanitizer to prevent swallowing alcohol.
- Clean and disinfect frequently touched surfaces.
- Cover cough and sneezes.
- Cover your mouth and nose with a cloth face covering when you have to go out in public.
- Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

Require sick children and staff to stay home.

- Communicate to parents the importance of keeping children home when they are sick.
- Communicate to staff the importance of being vigilant for symptoms and staying in touch with facility management if or when they start to feel sick.
- Ensure children and staff who come to the child care center sick or become sick while at your facility are sent home as soon as possible.
- Keep sick children and staff separate from well children and staff until they can be sent home.
- Sick staff members should not return to work until they have met the criteria to discontinue home isolation.

Have a plan if someone is or becomes sick.

- Plan to have an isolation room or area that can be used to isolate a sick child.
- Be ready to follow CDC guidance on how to disinfect your building or facility if someone is sick.

- If a sick child has been isolated in your facility, clean and disinfect surfaces in your isolation room or area after the sick child has gone home.
- If COVID-19 is confirmed in a child or staff member:
  - Close off areas used by the person who is sick.
  - Open outside doors and windows to increase air circulation in the areas.
  - Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
  - Daycare will close for two days to disinfect.
  - Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
  - Daycare fees will remain the same.
  - Infected child may return after being cleared by their doctor.
  - If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
    - Continue routine cleaning and disinfection.

### Parent Drop-Off

- Parents will ring the doorbell where a staff member will come and administer a wellness check on the porch.
  - Temperature will be taken using a touchless thermometer.
    - Any child with 100.4 degree fever or above, or any other signs of illness will not be admitted to the daycare.
    - If admitted, the staff member will first use hand sanitizer on the child upon entrance followed by the washing of hands in the daycare.
- Until Pennsylvania moves to the Green Phase, parents will not be permitted into the daycare.
  - Parents are encouraged to wear masks when dropping off or picking up their children.
  - Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions

should not pick up children, because they are more at risk for severe illness from COVID-19.

- Infants could be transported in their car seats. Store car seats out of children's reach.

### Parent Pick-Up

- Parents will ring the doorbell, or text a staff member, and a staff member will bring your child to you on the porch.
  - Parents should not enter the house during pick-up.
- Pickup during outside time will be at the playground
  - Parents are not permitted inside the fenced area.
  - Please use social distancing procedures when picking up your child.

### Clean and Disinfect

Intensify cleaning and disinfection efforts:

- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the cleaners typically used at your facility.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.

### Healthy Hand Hygiene Behavior

- All children, staff, and volunteers should engage in hand hygiene at the following times:
  - Arrival to the facility and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food, or feeding children
  - Before and after administering medication or medical ointment
  - Before and after diapering
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - After handling animals or cleaning up animal waste

- After playing outdoors or in sand
  - After handling garbage
- Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
- Supervise children when they use hand sanitizer to prevent ingestion.
- Assist children with handwashing, including infants who cannot wash hands alone.
  - After assisting children with handwashing, staff should also wash their hands.
- Posters describing hand washing steps are located at the sink.