

Four Seasons COVID Response & Preparedness Plan Dated 8-17-2022

Introduction

Our Commitment to Health and Safety

The City of Royal Oak and the Four Seasons Preschool is committed to protecting the health of our children, families, staff, and community. The following policies were designed in response to guidance from the Michigan Department of Licensing and Regulatory Affairs (LARA) and Health and Human Services, in accordance with best practices from the Centers for Disease Control and Prevention and with everyone's well-being in mind. To limit the potential spread of Covid-19, we will be making some temporary changes to our programming that include robust cleaning and disinfecting procedures and minimizing opportunities for person-to-person exposure. The following plan outlines the recommended practices and strategies used to protect the health of our children, staff, and families while at the same time ensuring that children are experiencing developmentally appropriate and responsive interactions and environments.

These policies are guidelines in which staff will utilize daily and are subject to change if new guidelines are provided by local and state authorities.

Changes to Our Physical Spaces

We will use the following strategies in our classrooms and facilities to minimize the spread of illness

- Where possible, dividing large group spaces to allow more children to safely use the space.
- Rearrange classroom areas to seat children as far apart as reasonably possible and limiting the number of children sitting together.
- Using touchless trash cans to provide a hands-free way to dispose of tissues and contaminants.
- Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible.
- Two Air Purifiers have been installed inside the classroom
- Ensure all water systems and drinking fountains are safe following CDC guidelines.

Availability of Toys and Classroom Materials

At this time, we will make the following changes to the toys and materials in our classrooms:

- We will remove toys and objects which cannot be easily cleaned or sanitized.
- We will temporarily suspend use of the water table and play dough table.

Snack Time

To limit opportunities to exposure during mealtimes, we will engage in the following recommended practices:

- We will space seating as far apart as possible by limiting the number of children sitting together and rearranging seating.
- Staff and children will wash hands before eating.
- Staff will have gloves on when serving or handling any food or beverage.

Screening Families & Staff for Covid-19 Symptoms and Exposure

Upon arrival to the program, staff and families are required to report if they or anyone in their household:

Have received positive Covid-19 results.

Been in close contact with someone who has Covid-19; and/or have experienced symptoms such as persistent cough, fever, difficulty breathing, chills, change of smell or taste, diarrhea, and/or vomiting.

Parents/guardians acknowledge when they drop off their child that they or anyone in their household has been clear of these symptoms.

Temperature Checks

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As fever is the key indicator of Covid-19 in children, staff will check children's temperatures throughout the day if they appear ill or "not themselves."

Staff will be asked to take their own temperatures prior to or upon arrival to work.

Responding to Symptoms and Confirmed Cases of Covid-19

Responding to Covid-19 Symptoms On-Site

If a child or staff member has a temperature above 100.4 degrees and/or symptoms such as persistent cough, difficulty breathing, chills, diarrhea, or vomiting, they will be sent home immediately with the recommendations to have a COVID test. If anyone shows emergency warning signs, we will seek medical care immediately.

If a child develops symptoms during care hours

- Parents will be contacted for prompt pick-up.
- The child will be isolated from other children and as many staff as possible (the child will not be left alone).

If a staff member develops symptoms during care hours

- They will be asked to go home immediately.
- If no other caregiver is immediately available to be with children, the staff member will limit close interactions with children until they can be relieved by another staff member.
- Children may need to be picked up if not other caregiver is available.

Reporting Exposure

If a child, staff member, or visitor to our program shows Covid-19 symptoms or tests positive for the virus, we will contact our local health department and licensing consultant to report the exposure. The Oakland County Health Department recommends that we follow the State of Michigan Licensing guidelines. The LARA guidelines are explained in the next section and were updated on March 11, 2022. When communicating with families and staff about any Covid-19 cases, we will respect the privacy of individuals and not share health information of a specific person.

Children can continue to attend school after a classroom exposure and will be monitored closely for symptoms. Parents may want to consider having their child wear a mask for 10 days after exposure.

Our local health department can be contacted at:

248-858-1286

Returning to the Program After Experiencing Symptoms and/or a Positive Covid Test

If a staff member or child has a fever OR a cough (but no other symptoms):

If a staff member or child has a fever or cough (but no other symptoms): we will follow our existing illness policies which states that children should be fever free for 24 hours (without medication) before returning.

If a staff member or child exhibits multiple symptoms of Covid – 19, possible exposure is expected, OR an individual tests positive for COVID-19, the individuals must stay home until:

They have been fever free for at least 24 hours without the use of medicine that reduces fevers AND other symptoms have improved AND at least 5 days have passed since their symptoms first appeared. The student should wear a well-fitted mask when returning until day 10.

As per Executive Order 2020-36, if staff or their close contacts have possible or confirmed cases of Covid-19, staff will be allowed to remain home, without penalty of discharge, discipline, or other retaliation.

To accommodate for the potential need to quarantine staff or allow for longer absences from work than normal, we will implement the following staffing plan to ensure we can meet staff to child ratios:

Exposure at home

If your child is exposed to a family member at home with COVID, please keep them home for 5 days after exposure. When they return to school, please have them wear a well-fitted mask until day 10

Hand Washing

We will reinforce regular health and safety practices with children and staff and continue to comply with licensing regulations and CDC hand washing guidelines as follows

- Staff and children will wash hands often with soap and water for at least 20 seconds.
- Soap and water are the best option, especially if hands are visibly dirty. 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. Staff and children should cover all surfaces of their hands with hand sanitizer, rubbing them together until they feel dry.
- Staff should assist children with hand washing (especially those who cannot wash hands alone) and use of hand sanitizer to ensure proper use and prevent ingestion.

- Staff and children (with frequent reminders and support) will cover coughs and sneezes with a tissue or sleeve and wash hands immediately after.
- Wearing gloves does not replace appropriate hand hygiene.
- Hand hygiene is especially important after blowing one's nose, going to the bathroom, before eating or preparing food (or helping children do any of these actions).

Cleaning and Disinfecting

We will engage in the following cleaning and disinfecting practices in accordance with CDC recommendations:

- Daily cleaning/disinfecting of **high-touch surfaces** (sinks, toilets, light switches, doorknobs, counter and tabletops, and chairs).
- Use of **CDC recommended disinfectants** such as EPA-registered household disinfectants, diluted bleach solution and/or alcohol solutions with at least 70% alcohol.
- Ensuring staff wear **disposable gloves** to perform cleaning, disinfecting, and trash pickup, followed by hand washing.
- Keeping cleaning products **secure and out of reach** of children, **avoiding use near children** and ensuring **proper ventilation** during use to prevent inhalation of toxic fumes.

Cleaning and disinfecting toys

- We will clean toys frequently, especially items that have been in a child's mouth.
- We will set aside toys that need to be cleaned out of the children's reach.
- We will clean toys with soapy water, rinse them, sanitize with a bleach water solution, and dry with paper towel/air dry.
- Toys can also be washed using the commercial dishwasher in the center's kitchen that has a sanitizing cycle.

Safety Equipment- Face Masks and Gloves

Face mask for staff: Our plan for staff around face masks/coverings is as follows:

Staff aren't required to wear face masks; it will be their choice.

Face masks/coverings for children: Our plan regarding children face coverings during care:

Face masks are optional.

Use of gloves

Staff will wear gloves in a manner consistent with existing licensing rules (for example, gloves should be worn when handling contaminants, cleaning or food service). Staff members should wash hands before putting gloves on and immediately after gloves are removed. Gloves are not recommended for broader use and do not replace hand washing.

Partnering and Communicating with Families and Staff

We will actively communicate with staff and families to determine when they will return to work/care if they have been out, discuss concerns or questions, share new policies and expectations, and confidentially discuss any extenuating circumstances that have emerged and/or any health concerns/conditions that may elevate risk for complications if exposed to Covid-19.