

Harper Creek Community Schools Childcare COVID-19 Preparedness Plan

August 2020

Introduction

Harper Creek Childcare providers at Wattles Park, Sonoma and Beadle Lake elementary schools have established guidelines and protocols that prioritized the health and safety of the children in their care. With the spread of COVID-19, new health and safety protocols are necessary to ensure children, families, and staff members are as safe as possible. This document provides tools to help you make the best decisions possible to limit the spread of COVID-19 and to create safe spaces for children and staff members. We will continue to update the document based on new Executive Orders and our best collective knowledge about how we fight this virus while providing quality childcare.

Drop Off and Pick Up

To minimize the potential spread of COVID-19, a no touch drop-off and pick-up procedure will be used.

- Parents are required to wear a face mask and will come to the appropriate door and knock.
- Parents will meet staff outside and either drop-off or pick-up their child(ren).
- Parents will scan a QR code posted on the door of the center.
- Parents will complete the online form to pick up or drop off their child.
- If parents cannot complete the online form, a copy of the form will be available for parents to complete outside the front door.

Children Entering the Center

- Hand hygiene stations will be at the entrance of the center so children can clean their hands. Hand sanitizer with at least 60% alcohol will be used.

- Limit the number of people dropping off or picking up a child to one adult.
- Ask parents to avoid congregating in a single space or a large group.
- The CDC offers additional guidance for how to minimize potential spread of the virus during pick up and drop off.

Limit Visitors

- Limit non-essential visitors, volunteers, and activities including groups of children or adults.
- Licensing consultants are considered essential visitors.

Physical Space Protocols for Safe Child Care Operations During COVID-19

- Rearrange seating to seat children six feet apart (when possible) and limit the number of children sitting together. This is especially true for meal times.
- If a child develops symptoms during care, this child will be taken to the office area to a separate room away from other children where the sick individual can wait until they are picked up. Parents will be called to pick-up their child as soon as possible
- Signage is posted or visible markers to indicate proper social distancing, hand washing, and cloth face covering wearing.
- Toys and objects which cannot be easily cleaned or sanitized between use have been removed. Toys are limited to items made of materials that can be easily sanitized or disinfected.
- The childcare spaces will be divided in ways that promote physical distancing of children.
- Drinking fountains will be closed. All children should have a water bottle that they can refill at a sink.
- Ventilation systems have been optimized to increase circulation of outdoor air as much as possible. Windows will be kept open as much as possible.

Practice Social Distancing

Steps will be taken at each center to create spaces to keep children at a 6 foot distance from each other. In some cases, when social distancing is not possible, consistent grouping strategies will be used to limit to number of children coming in close contact. Social distancing is very challenging in a childcare setting. These best practices identify steps providers can take to help.

- In a center, consistent adults should remain with groups of similar aged children.

Group size guidelines vary based on which phase of the Mi Safe Start plan your community is in. Phase Group Size Guidelines for Phases 1-3 it is highly recommended that groups sizes be kept to 10 or fewer children. In phase 4, providers may operate at their licensed capacity and should continue to keep children and staff in consistent groups. In phase 5, providers may operate at their licensed capacity and should continue to keep children and staff in consistent groups.

Limit Use of Common Spaces

- If common spaces are used such as the gymnasium, our childcare staff will rotate groups to limit contact. Common spaces will be cleaned in between groups.
- Playground and outdoor equipment may be used.

Use Face Coverings and Appropriate Safety Equipment

Personal protective equipment (PPE) is necessary in many settings to keep individuals safe. Childcare providers are required to wear N95 or surgical masks, smocks, or face shields, however, other protective equipment is appropriate.

REQUIRED IN PHASES 1-4. HIGHLY RECOMMENDED IN PHASE 5

Masks or Cloth Face Coverings Wearing a cloth face covering indoors and outside when unable to physically distance from others is now mandated in Michigan. It is one of the most important ways to reduce transmission of COVID-19. Providers should provide frequent reminders

that wearing a cloth face covering is not for the protection of the wearer but rather for those around them. Given the possibility of asymptomatic transmission occurring, nobody knows if or when they may be actively infected and able to infect those around them.

Items from Home

Only items necessary for the school may be brought into the center each day.

Meals and Snacks

- Children and staff are required to wash hands before meals and snacks and should wash hands after meals and snacks.
- In centers, offer food in classrooms or an outdoor area, if possible.
- Rearrange seating to seat children six feet apart (when possible) and limit the number of children sitting together.

Gatherings and Special Events

- Continue to cancel or delay gatherings and special events that convene larger groups of children or families.
- Cancel or delay off-site field trips that require bus transportation to an indoor location.

Reinforce Best Practices to Promote Hygiene

Childcare providers are experts in limiting the spread of illness. Reinforce the best practices you already use with children and staff members to limit the spread of COVID-19 too.

Hand Washing Reinforce regular health and safety practices with children and staff. Wash hands often with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, sneezing; going to the bathroom; and before eating or preparing food.

- Continue to implement CDC handwashing guidelines. Wearing gloves does not replace appropriate hand hygiene.

- Soap and water are the best option, especially if hands are visibly dirty. If you use hand sanitizer, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- Continue to cover coughs with a tissue or sleeve.
- Systematically and frequently check and refill soap and hand sanitizers.

Monitor Symptoms of COVID-19

- Child care providers are required to check staff for COVID-19 symptoms when they arrive (per Executive Order 2020-161) and are highly recommended to check children for symptoms. Parents are required to check their child(ren) before coming to school each morning. Parents will be given the COVID-19 screening tool, which is the same tool that the district has released.
- Should an individual employee or student appear to be sick or displays symptoms for COVID-19, a health screening will be conducted by staff.

Health Screen for Children and Employees

- Check Temperature-Fever is the key indicator for young children. If a child's temperature is above 100.4 degrees, the child should be excluded from care.
- Check for shortness of breath or trouble breathing.
- Check for cough and/or ask child about having diarrhea recently.
- Check for running nose or congestion.
- Check for body aches.
- Check for loss of taste or smell.

When staff members arrive to work each day, they are required to complete the MI Symptoms screener that is provided by the State of Michigan. If a staff member has any COVID-19 symptoms, they are required to stay home and make contact with their health care provider.

Reporting Cases of Confirmed COVID-19

In the event that families have a confirmed cases of COVID-19 in their household, the Childcare Director should be contacted. Families should report to their provider possible illness if their child or a family member in their household has tested positive for COVID-19. We work closely with the Calhoun Health Department in situations where household members have tested positive for COVID-19.

In Michigan, COVID-19 testing is available to anyone who needs a test. Our centers recommend contacting your healthcare provider should you believe that anyone in your household should be tested for COVID-19. You may call the COVID-19 hotline at 888-535-6136 for help finding a site near you.

Respond to Possible or Confirmed Cases of COVID-19

All childcare providers must:

- Cooperate with the local public health department if a confirmed case of COVID-19 is identified.
- Collect the contact information for any close contacts of the affected individual while at the center or child care home from two days before he or she showed symptoms or tested positive to the time when he or she was last present in care. The local health department will ask for this information to support contact tracing.

If a Child or Staff Member Has Symptoms of COVID-19

- Send anyone who becomes ill home immediately.
- Isolate people who become ill while in care but cannot leave immediately.
 - o For children: Staff will monitor and isolate the child in a safe location until the child can be picked up. The child will be given a N-95 face covering to wear until they are picked by their family.
 - o For staff: If a staff member begins to feel ill during the day, they should go home. If an individual is the only caregiver, they should limit close

interactions with children until they can be relieved by another staff member.

o Staff members are encouraged to visit their primary care provider.

Our childcare centers are required to report positive cases of COVID-19 to your licensing consultant and your local health department but are not required to report only symptoms.

What counts as a close contact?

- You were within 6 feet of someone who has COVID-19 for at least 15 minutes
- You provided care at home to someone who is sick with COVID19
- You had direct physical contact with the person (touched, hugged, or kissed them)
- You shared eating or drinking utensils
- They sneezed, coughed, or somehow got respiratory droplets on you.

If a Child or Staff Member Has a Confirmed Case of COVID-19

1. Report the case to your local health department and respond to questions such as:

- When was the staff/child in attendance?
- Who is the staff/child near (less than 6 feet) throughout the day?
- Has there been adequate physical distancing throughout the day?
- Are there others at the childcare facility that live with the staff or child?
- When are face coverings worn in the facility?

Our local health department may ask childcare staff and parents to participate in contact tracing to limit the spread of the virus.

2. Determine the appropriate steps to take to reduce transmission.

• Calhoun County Health Department(CCHD) will assess your specific situation and identify the steps you should take to reduce transmission.

This may include closing a classroom or your facility.

• At a minimum, the Calhoun County Health Department will recommend the classroom/facility be cleaned, and they may recommend that everyone

in that classroom be quarantined for up to 14 days. CCHD may also recommend a 14-day quarantine for all other household members and close contacts.

If you cannot reach your local health department immediately:

- Monitor children and staff members for symptoms.
- Clean and disinfect the classroom or your facility. If possible, close off the area for at least 24 hours. If that is not feasible, wait as long as possible and then clean and disinfect your home or the facility following CDC guidance.
- Clean high touch surfaces more frequently.
- Clean hands more frequently.
- Wear a cloth face covering, whenever possible. Local health departments typically respond within 24 hours. If you don't receive a response within 24 hours, reach out to them again.

3. Report the case to your licensing consultant, Beth Goding.

4. Notify families and staff members. Our childcare staff is required to notify families of possible exposure to a communicable disease, like COVID-19. We will work closely with CCHD to communicate with families. Our centers are required to maintain confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws. Even if a family/student acknowledges and publicly discloses a positive test, childcare staff must not participate in discussions or acknowledge a positive test. A written communication will be sent to all families stating the potential exposure.

Guidelines for Returning to Care and Work

Providers must cooperate with the local public health department to determine when children and staff members may return to care and work after testing positive for COVID-19.

If a Child or Staff Member Has a Fever or Cough

- Follow your child and staff illness policy.
- The CDC recommends that children be fever free for 24 hours before returning to care (even if other symptoms are not present).

If a Child or Staff Member Has Symptoms of COVID-19

- If a child or staff member visits a healthcare provider and another cause is identified for the symptoms, the individual may return to care once symptoms improve and they have been fever-free for at least 24 hours without the use of medicine that reduces fevers.
- If another cause is not identified, the individual should be tested for COVID-19.
- If a test is not done, the individual should stay home until:
 - o Has been fever-free for at least 24 hours without the use of medicine that reduces fevers AND
 - o Other symptoms have improved AND
 - o At least 10 days have passed since symptoms first appeared.

If a Child or Staff Member Tests Positive for COVID-19 the CCHD will inform the parents and the center when the individual may return. In general, individuals must stay home until:

- Has been fever-free for at least 24 hours without the use of medicine that reduces fevers AND
- Other symptoms have improved AND
- At least 10 days have passed since symptoms first appeared or the individual tested positive.

Testing and Returning to Care and Work Most children and staff members can return to care/work based on improved symptoms and the passage of time. Local health departments may recommend that some individuals (for example, immunocompromised individuals) receive two negative tests in a row, 24 hours apart.

Protections for Employees

Providers should allow staff who are not feeling well to remain home without penalty. Under Executive Order 2020-166 employees may not be discharged, disciplined, or otherwise retaliated against for staying home when he or she is at particular risk for infecting others with COVID-19.

Cleaning and Disinfecting

If possible, cleaning staff should wear a surgical mask, gloves, and a face shield when performing cleaning of these areas.

- Frequently touched surfaces (including light switches, door handles, playground equipment, benches, bathrooms) should be cleaned and disinfected at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
- Common areas require at least a daily deep clean (for example, sinks, bathrooms, doorknobs, tabletops, and shared items). Use these guidelines from the CDC for cleaning and disinfecting.
- Toys should be cleaned frequently, especially items that have been in a child's mouth. Some have recommended that toys should be cleaned after each child uses them (especially if a child has mouthed the toy). Although this is ideal, it is not a recommendation most childcare settings can implement due to time and staff resource limitations.
- Outdoor areas, like playgrounds, require normal routine cleaning, but do not require disinfection.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children. Use products that meet EPA disinfection criteria.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.