

# Health & Safety Policy Changes

## Today's Kids

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**Please take note of the following changes to our policies and procedures:**

**Effective Date: June 15<sup>th</sup>2020**

### Drop-Off and Pick-Up

- Families will be asked to designate one individual to conduct drop-off and pick-up each day to limit exposure.
- Upon drop-off, a staff member will meet you at the entrance to the building maintaining a distance of 6 feet. Parents, family members, and outside visitors will not be allowed inside the child care program. If it is necessary for a parent to enter they are required to have a mask on at all times,
  - We will only allow one family at a time during drop-off. This will allow us to practice staggered drop-off procedures recommended by the CDC.
- Prior to parents leaving the site, a staff member will take the temperature of the child(ren) using a touch free thermometer and document the following using the Child Health Screening Form:
  - Are there concerns about possible exposure to communicable disease
  - Child Symptoms
  - Household Symptoms
- The child(ren) and staff member will be required to wash their hands immediately upon entering the building.
- Upon pick-up, please call us at 502-543-2503 to let us know you have arrived to pick up your child(ren). A staff member will meet you at entrance to the building. Doing so will limit direct contact and help us to maintain staggered pick-up procedures as suggested by the CDC.

### Healthy Environment

- Until further notice, all visitors (including program tours) will be prohibited in the building.
- We will practice social distancing by not allowing more than 10 children within one classroom or area.
- We will pre plate each child's meal or snack in order prevent multiple children from using the same serving utensils.
- Staff will clean and sanitize high-touch surfaces, such as door handles, light switches, faucets, toys and games that children play with multiple times daily.
- One year old room and above no pacifiers will be aloud, not even at nap.
- No cups, toys, pillows and or food can be brought into the Center.

## Child Health & Wellness

- If the child presents a temperature of over 100.4 at drop-off, the child cannot remain at the site and must return home with the individual dropping off.
- Children who have had symptoms of communicable disease must remain home for at least 24 hours after the last episode and should be fever-free for at least 24 hours without being given fever-reducing medications.
- Families will be required to provide extra changes of clothing in case child secretions soil their clothing.
- When a child shows a fever or other contagious symptoms, the child must be removed from the classroom immediately and placed in a safe, secluded area. The parent or guardian must remove the child from the childcare program within one hour, failure to do so will result in termination.

## Staff Health & Wellness

- Staff will receive additional training on infection control and prevention.
- Staff will check their temperature at the beginning of each shift and document on the Staff Health Screening Form. Staff will notify their supervisor if they have a fever greater than 100.4 and if he/she develops any signs and symptoms of communicable disease.
  - Staff will not be allowed to work if they are experiencing symptoms of communicable disease. They will be allowed to return upon approval from their healthcare provider or meeting guidelines set by the public health department.
- Staff will wash their hands immediately upon entering the program and immediately prior to leaving.
- Staff will be expected to wash their hands, neck, or anywhere touched by a child's secretions to prevent spread of disease. Staff will also ensure they have extra clothes in case child secretions soil their clothing.
- All staff has been Covid tested and cleared prior the Center reopening.

This policy change was necessary to adhere to the CDC guidelines refusing to follow will result in termination from our program.

Parent / Guardian    Signature \_\_\_\_\_

*These sample policies are suggestions taken from the Centers for Disease Control and Prevention as well as The Office of Early Childhood and Out-of-School Learning as of April 24, 2020. This guidance **does not** supersede federal, state and local laws and policies for child care programs.*