

Coronavirus (COVID-19) Protocol & Policy for Childcare

How to Edit the Forms

The forms in this document are editable. If you choose to edit the forms, make sure you maintain the integrity of the recommended measures.

Only consider editing specific information as it pertains to your childcare business or program on the forms **General Procedures & Our Daily Procedures**.



Just click the button below to edit any of the forms.



Coronavirus (COVID-19) Protocol & Policy for Childcare

Protect Yourself!

CLEAN YOUR HANDS

- **Clean your hands often.** Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer** that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.



SOCIAL DISTANCING

- **Avoid close contact with people** who are sick. Put distance between yourself and other people if COVID-19 is spreading in your community.
- This is especially important for people who are at higher risk of getting very sick.

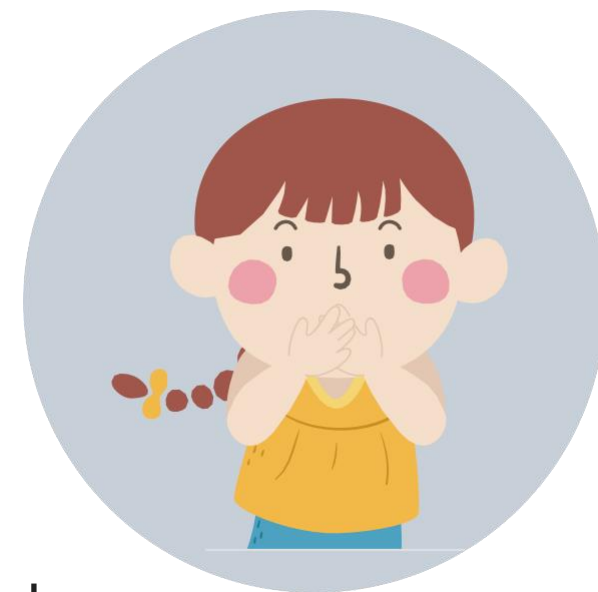
Protect Others!

STAY HOME

Stay home if you are sick, except to get medical care.

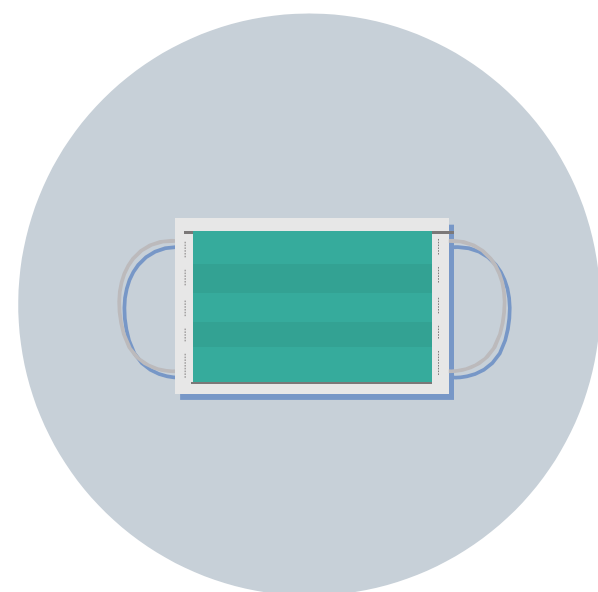
COVER COUGHS AND SNEEZES

- **Cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.



WEAR A FACEMASK

- **If you are sick:** You should wear a facemask when you are around other people (e.g., sharing a room or vehicle) and before you enter a healthcare provider's office. If you are not able to wear a facemask (for example, because it causes trouble breathing), then you should do your best to cover your coughs and sneezes, and people who are caring for you should wear a facemask if they enter your room. Learn what to do if you are sick.
- **If you are NOT sick:** You do not need to wear a facemask unless you are caring for someone who is sick (and they are not able to wear a facemask). Facemasks may be in short supply and they should be saved for caregivers.



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Everyday Preventive Actions

STAY HOME

- Remain at home until fever has been gone for at least 24 hours without the use of fever-reducing medicines.
- Seek immediate medical care if symptoms become more severe, e.g., high fever or difficulty breathing.



COVER COUGHS AND SNEEZES

- Cover cough with a tissue or sleeve.
- Provide adequate supplies within easy reach, including tissues and no-touch trash cans.



WASH HANDS FREQUENTLY

- Encourage hand washing by children and staff through education, scheduled time for handwashing, and the provision of adequate supplies.



ENHANCE CLEANING

- Enhance cleaning consistent with CDC guidance



Clean and Disinfect

TO DISINFECT:



Most common EPA-registered household disinfectants will work. Use disinfectants appropriate for the surface.

Options include:

- Diluting your household bleach.
 - To make a bleach solution, mix:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water OR
 - 4 teaspoons bleach per quart of water
 - Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. **Never mix household bleach with ammonia or any other cleanser.** Unexpired household bleach will be effective against coronaviruses when properly diluted.
 - Alcohol solutions. Ensure solution has at least 70% alcohol.

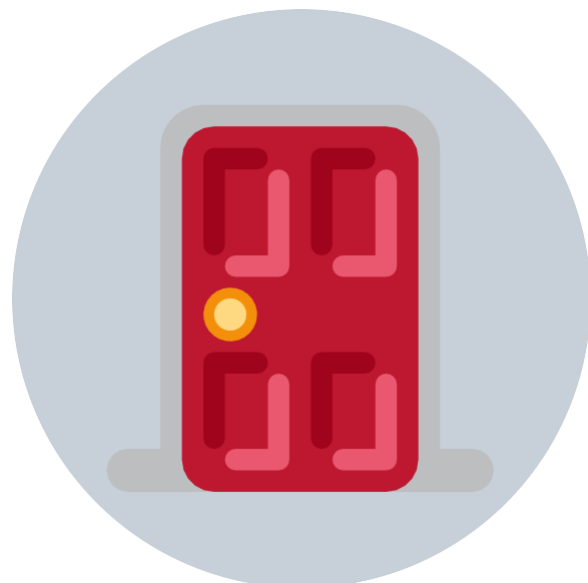
Coronavirus (COVID-19) Protocol & Policy for Childcare

General Procedures



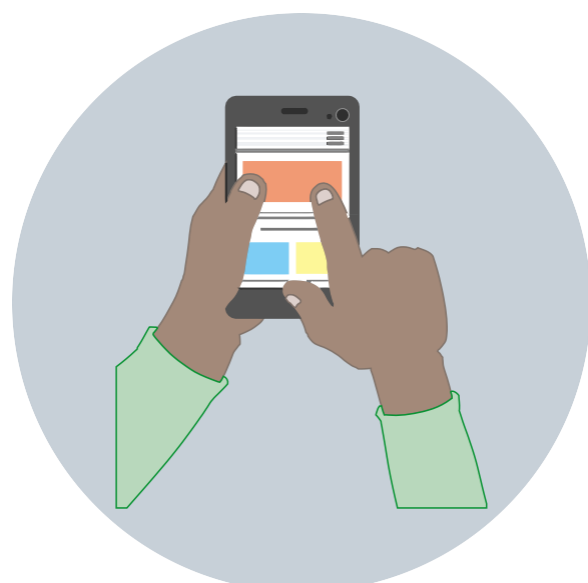
Use hand sanitizer

Please use hand sanitizer before signing in & out.



Drop-Offs & Pick-ups

Drop-Offs & Pick-ups will be done at the door. Please call or text when you are 5-10 minutes away so we can be ready.



Notify Us

Notify us if your child or anyone in your household has or were exposed to anyone who developed symptoms related to the virus.

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Our Daily Procedures

- ABSOLUTELY NO ILLNESSES WILL BE ALLOWED IN CARE.
- All drop off and pick-ups will be done at the door.
- No parents will be allowed to come inside.
(This is temporary while we are fighting the virus)
- Temps will be taken frequently. Any child with a temperature **over 99.9 will be sent home** immediately.
- If a child starts sneezing, coughing or gets a runny nose, you will be called to pick them up immediately.
- All hands will be washed/sanitized as soon as the children arrive and throughout the day! *It is also recommended that you clean hands when you get in your car.*
- Please inform your caregiver if anyone in your household becomes ill in any way or comes in contact with an ill person.

Coronavirus (COVID-19) Sick & Illness Policy for Childcare

FEVER

Fevers are common in young children and are often a signal that something is wrong. If your child has a fever of **99.9F** or higher, please keep him or her home and consider contacting your doctor. If your child develops a fever of 99.9F or higher while at the childcare, you will be called to pick him/her up.

Diarrhea and Vomiting

Diarrhea due to illness is highly contagious. If your child has diarrhea, please keep him/her home. If your child has 1 or more diarrhea episodes, or any uncontained diarrhea while at childcare or any instance of vomiting, you will be called to pick him/her up. We use gloves while changing diapers and use proper hand washing techniques between diaper changes. The changing table is also disinfected after every diaper change. Please understand that germs from diarrhea can be spread through carpets, toys, swings and direct contact. It is very difficult to keep from spreading these germs to other children.

Please keep your child home until 24 hours after the vomiting or diarrhea has stopped.

RASH

A rash may be a sign of many illnesses, such as measles or chicken pox. In infants, an external rash may be a sign that something is going on internally. Please do not send your child to the childcare with a rash until the doctor says it is O.K. to do so.

Coughs and Colds

Colds are a common occurrence. However, during this Coronavirus outbreak, a child that has symptoms of sneezing or coughing will be excused from the childcare program.

These symptoms may be present with or without a fever.

If your child has just a cold, please notify us.

Doctor's O.K.

In some instances you will be asked to keep your child home for a 24 hour period and/or until we have written permission from your doctor saying your child is well enough to return to childcare.

Bringing In Ill Children

If your child is **not infectious** and your doctor has said they may return to the childcare, but your child is still not feeling 100%, please see that we have everything to make him/her comfortable. Ask your provider about allowable items that might be helpful to your child.

When children return too soon, there is a much higher rate of recurrence and contagiousness.

