

Paddock's Early Childhood Center guidelines for safe child care operations during COVID-19

The following is a guide for parents and caregivers that attend any of our child care programs. It is based off of the guidance provided by the Michigan Department of Licensing and Regulatory Affairs.

Monitor Symptoms of COVID-19

Infant/Toddler: Child's temperature will be taken at drop off and taken three times per day. Parents are asked COVID19 screening questions.

Preschool: Child's temperature will be taken at drop off and taken three times per day. This will be done privately before child enters classroom space.

School Age Child Care: Child's temperature will be taken at drop off and monitored throughout their time. Parents are asked COVID19 screening questions.

If any child has a fever of 100.4 or above they will be excluded from care. Families will be immediately notified and directed to pick up their child from the designated sick room or isolation room.

All Paddock's Early Childhood Center (PECC) staff will be required to perform temperature checks before entering the classroom and will answer screening questions daily.

Respond to Possible or Confirmed Cases of COVID-19

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

If a child attending any PECC child care program or staff member becomes ill and present with symptoms of COVID-19 they will be sent home immediately. Children will be escorted to the isolation room in the main office of the building they attend and a staff member will stay with them at all times until parent arrives. Child will be required to wear face covering if 2 or older. Staff member will also wear a face covering.

If a staff member working becomes ill with COVID-19 symptoms they should go home as soon as possible.

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

- 1) PECC has designated a point person to report cases to our local health department and PECC will participate in contact tracing to limit the spread of the virus.
- 2) Milan Area Schools in conjunction with PECC will determine the appropriate steps to take to reduce transmission. This could include a 14-day quarantine for all other household members and close contacts.
- 3) PECC will report confirmed cases of COVID-19 to the assigned licensing consultant.
- 4) PECC will notify families and staff members of possible exposure to any communicable disease, like COVID-19 and will maintain confidentiality consistent with the Americans with Disabilities Act.

Guidelines for Returning to Care and Work

PECC will 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 child or staff members have a fever or cough we will follow PECC's posted sick policy. Both children and staff may not return to school until they are fever free for 24 hours without medication.

If child or staff members have **symptoms of COVID-19** they may return to school if they have visited their health care provider and another cause is identified for the symptoms and are fever free for 24 hours without medication (doctor's note required). 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 symptoms have improved and 10 days have passed since symptoms first appeared, in addition to being fever free for 24 hours without fever reducing medication.

If child or staff members **test positive** for COVID-19 PECC will work with the health department to determine when child or staff may return to school. In general, individuals must stay home until symptoms have improved and 10 days have passed since symptoms first appeared or the individual tested positive, in addition to being fever free for 24 hours without fever reducing medication.

Most children and staff members can return to care/work based on improved symptoms and the passage of time. PECC will work with the local health department if individuals will need two negative tests in a row, 24 hours apart.

Protections for Employees

PECC will 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.

Social Distancing

Infant/Toddler – Consistent adults will remain with groups of similar aged children. Adult child ratio or 1:4. Contact with external adults will be limited. Cribs and cots will be at least six feet apart, when possible and placed head-to-toe positioning.

Preschool- Limit Use of Common Spaces • When possible, divide large group spaces to allow more children to safely use the space. Child adult ratio will range between 1:6 and 1:10. • Common spaces will be disinfected in between groups. • Playground and outdoor equipment will be used and sanitized often • No sensory tables will be used for groups of children, individual trays only. • Physical distancing during drop off and pick up times, no adults will be allowed entry into the school. • PECC will limit the number of people dropping off or picking up a child to one adult. • Parents will be asked to avoid congregating in a single space or a large group while waiting outside.

School Aged Childcare- Limit use of common spaces such as gym. Care will be conducted outdoors as much as possible during the first few months of school. Individualized material bags will be used and a variety of games that does not use equipment of any kind will be encouraged.

Meals and Snacks • Children and staff are required to wash hands before meals and snacks and should wash hands after meals and snacks. • Children will sit six feet apart (when possible) and PECC will limit the number of children sitting together.

Currently, no group events will be held • No off-site field trips that require bus transportation to an indoor location will occur.

Visitors will be restricted from all MAS buildings except under extenuating circumstances.

Group size guidelines vary based on which phase of the Mi Safe Start plan your community is in.

Phase Group Size Guidelines

Phases 1-3	It is highly recommended that group sizes be kept to 10 or fewer children.
Phase 4	Providers may operate at their licensed capacity and should continue to keep children and staff in consistent groups.
Phase 5	Providers may operate at their licensed capacity and should continue to keep children and staff in consistent groups.

Hygiene

Washing hands frequently throughout the day will be key in helping to reduce the spread of germs. Hand washing will occur when children first arrive at school, before any meal or snack, before and after going outdoors. In general, hand washing will occur every 2 or 3 hours.

Gloves and a washable smock will be worn while changing diapers or assisting any child in the bathroom. Gloves are disposable and the smock is to be sanitized in between each use.

Face shields may be used during large group time or read-aloud when teachers are able to maintain a six-foot distance.

Cleaning and Disinfecting

Janitorial services will be cleaning and disinfecting all classrooms nightly. • PECC staff will disinfect frequently touched surfaces (including light switches, door handles, playground equipment, benches, bathrooms) will 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).

Toys should be cleaned frequently throughout the day • Outdoor areas, like playgrounds, require normal routine cleaning, and will also be treated with approved disinfecting solution.

Items from Home

PECC is currently limiting all items from home into the classroom including stuffed animals, blankets and pillows. Extra clothing can be kept in child’s locker and personal items will be stored individually either in classroom cubby or locker. PECC will provide a daily blanket if child needs one and will be washed daily by PECC staff members.

When and Where to Wear a Cloth Face Covering

Phase	Environment	Staff	Ages 2-3	Ages 4-11	Ages 12 and up	Parents and Visitors
Phases 1-4	Classrooms	Required	Encouraged	Encouraged	Required	Required
	Small Groups	Required	Encouraged	Encouraged	Required	Required
	Common Spaces	Required	Encouraged	Encouraged	Required	Required
	Outside with Distancing	Not Required	Not Required	Not Required	Not Required	Not Required
	Transportation	Required	Required	Required	Required	Required
Phase 5	All Environments	Providers are strongly encouraged to continue wearing cloth face coverings as described in Phases 1 through 4. • Although cloth face coverings are not required in these settings, they should be encouraged if tolerated.				

Exceptions • Age: Cloth face coverings should never be placed on young children under age 2. • Medical condition: Anyone who cannot medically tolerate a cloth face covering, has trouble breathing, or is unable to remove the face covering without assistance should not wear a face covering. • Eating and drinking: Cloth face coverings may be removed while eating and drinking. • Sleeping: Children should never wear face coverings while sleeping or resting. • Intense activity