



Temple BZBI Early Childhood Program Health and Safety Protocols for Reopening During COVID-19

Updated October 2020

The following Health and Safety Protocols and Procedures have all been sourced from CDC guidelines for Early Childhood Centers operating during the COVID-19 pandemic. They have been applied to meet the needs of our community and accommodate our physical space. They have been vetted by the Board of Directors and medical professionals and are subject to change per CDC recommendations.

1. Health and safety

a. Hand Washing/Sanitizing:

- i. We will provide sufficient soap/sanitizer and access to sinks throughout the building. All staff and children in the building will wash hands using proper handwashing procedures or use hand sanitizer with at least 60% alcohol or other EPA approved sanitizer at the following times:
 1. Upon arrival.
 2. Upon returning to classroom from shared-spaces or outside.
 3. After diapering/toileting.
 4. Before eating/serving meals.
 5. After eating/serving meals.
 6. After sensory/messy play.
- ii. The following outlines proper handwashing procedures:
 1. Turn on warm water, and wet your hands.
 2. Squirt soap on hands.
 3. Lather soap in hands for a minimum of 30 seconds making sure to rub the back of hands, in between fingers, up to the wrist.
 4. Wash ALL surfaces, including back of hands, wrists, between fingers and under fingernails.
 5. Rinse well, keeping hands pointed down towards the drain, until the skin surface is clear of soap.
 6. Dry hands with a paper towel.

7. Turn off the water using a paper towel instead of bare hands.
8. Dispose of used paper towels in trash receptacles.

b. Masks: Masks are required for all staff in the building as well as parents at drop off.

- i. Parents must bring their own masks.
- ii. Children over the age of 2 will not be required to wear masks in school, however, we will be strongly encouraging mask wearing for children who are able to do so independently. We will use Developmentally Appropriate Practice to help children adapt to mask wearing who otherwise do not tolerate this practice. We will never use punitive measures or force children to wear masks.
- iii. Children under the age of 2 may not wear masks.
- iv. All reusable masks worn by staff will be laundered daily following CDC recommended guidelines.
- v. Teaching staff will use clear masks whenever possible to promote language and social-emotional growth.

c. Gloves: We will provide disposable gloves for staff. Staff will wear gloves at the following times:

- i. To serve all meals.
- ii. For potty/diapering.
- iii. At drop off/pick up.
- iv. In shared spaces as needed.
- v. When laundering.

d. Health Screenings: All staff and children will be screened upon arrival via touchless temperature check, visual inspection for symptoms, and CDC recommended health questions. Parents will answer questions via the Remini app. Staff or children may not attend if they display a COVID-like illness.

A COVID-like illness is defined as:		
At least ONE of these symptoms	OR	At least TWO of these symptoms
<input type="checkbox"/> new or persistent cough <input type="checkbox"/> shortness of breath <input type="checkbox"/> new loss of sense of smell <input type="checkbox"/> new loss of sense of taste		<input type="checkbox"/> fever $\geq 100.4^{\circ}\text{F}$ <input type="checkbox"/> chills <input type="checkbox"/> muscle pain <input type="checkbox"/> headache <input type="checkbox"/> sore throat <input type="checkbox"/> nausea/vomiting <input type="checkbox"/> diarrhea <input type="checkbox"/> fatigue <input type="checkbox"/> congestion/runny nose

- i. Screening procedure is as follows:

1. Children will arrive at staggered arrival times between 8:15 and 8:55 AM at the building entrance on Spruce St. closer to the corner of 18th and Spruce. Parents waiting to screen their child will wait along the building on Spruce St in a line in either direction standing 6 ft apart. We will mark lines 6 ft apart on the sidewalk. Drop off will occur in the vestibule.
2. A staff member will guide parents into the vestibule to minimize overcrowding. Another staff member will help children clean hands, take their temperatures, and do a visual check for symptoms. Temperature must read below 100.4 degrees. Parents will check their children in using the Remini app by scanning the QR code on the wall.
3. One parent/caregiver will be permitted to bring their child in and must wear a mask.
4. Parent will complete the health questionnaire on the Remini App daily anytime before arriving at school.
5. All child's essential belongings (food, change of clothes, nap sheet) will be brought in a bag or backpack and wiped with a disinfecting wipe upon arrival.
6. Upon completing the health screening, a designated teacher will take the child from the vestibule into the sanctuary. Groups will wait with teachers on separate pews spaced 6 ft apart, OR floaters/runners will take small groups of children right to their classrooms.
7. Parent may leave strollers or scooters in the vestibule as long as they fold.
8. Parents will be responsible to ensure all adults participating in drop off, such as nannies and grandparents, are aware of our procedures and that they agree to follow them.
9. We will not be able to admit any child or staff member to school who has not passed the health screening, or followed all drop off procedures as outlined above.

e. Disinfecting:

- i. We will increase the frequency and intensity of our cleaning and disinfecting practices using CDC recommended cleaning products using the following procedure:
 1. First, clean debris using soap water and a paper towel or in a sink or tub of soapy water.
 2. Then sanitize using bleach water made from 4 tsps of bleach per 4 qts of water, or approved disinfecting solution or disinfecting wipes.
 3. Allow bleach to air dry or wipe dry after 10 minute dwell time.

4. If using Lysol Brand disinfectant, dwell time is 3 minutes. Please refer to the label or ask the Director for dwell time on other disinfecting products.
 - ii. The following spaces objects will be cleaned as indicated:
 1. Classroom tables before and after use using recommended procedures.
 2. Toys/classroom materials after use. If toys are not able to be cleaned immediately, they will be set aside in a designated receptacle or area for cleaning at the end of the day using recommended procedures. Porous objects that cannot be effectively disinfected will be stored for the recommended amount of time before being reintroduced in the classroom. I.E. Paper for 3 days, wood for 4 days.
 3. Shared bathrooms between use.
 4. Floors daily.
 5. Gross-motor room (Kahaner) equipment between use.
 6. High traffic surfaces such as door handles and railings, regularly throughout the day.
 7. Cots after use.
 8. Teacher masks and clothing overlays will be changed when soiled during the day and laundered following recommended procedures before use.
 9. We will provide individual classroom/learning/play materials that cannot be easily sanitized, such as sensory materials (i.e. playdough, craft materials etc).
 - iii. Wherever feasible, teachers will manage the children and classroom space in a way that limits the number of children in a given space, or using shared materials, in order to minimize the uncontrolled spread of germs. This can be done by clearly defining spaces in the classroom with furniture, involving the children in planning what materials they will be choosing to use, and supervising children closely during play times. Staff will train in Developmentally Appropriate Practice (DAP) related to practical social distancing within the classroom.
- f. **Class Groups/Social Distancing:** Social distancing in a childcare setting refers to distancing between class groups, sometimes referred to as “pods” or “cohorts”. This means that classes will not physically interact with each other in order to prevent the spread of disease and create more focused contact tracing. Social distancing between classes means:
 - i. The same teachers will be with each group in the mornings. Floaters, administrators, and extended day staff may share interaction with each class and proper procedures will be practiced to minimize risk.
 - ii. Classes will not use any shared spaces at the same time unless social distancing between classes can be maintained and shared spaces (such

as the Kahaner and the bathrooms) will be disinfected between use.
Classes will follow a strict schedule for using shared spaces.

- iii. Classes will follow only certain paths in hallways as well as designated exits to the outside to avoid passing other classes. Paths will be marked on the floors with colored tape.
- iv. Classes will use only their own designated bathrooms and groups will use bathrooms at scheduled times. Teachers can take individual or small groups of children to the bathroom at any time and must disinfect any touched surfaces after use.
- v. Classes will not come together for school-wide events unless they can be held in a space that allows for appropriate distancing. These events may occur in the sanctuary or the Kahaner.
- vi. Social distancing does not need to be strictly followed WITHIN a class or “pod” except wear practical, such as at tables for meals and at circle time. However, it is important for teachers to use best practices to keep children healthy and safe. For example:
 - 1. Teach children, using DAP and kindness, about how to avoid germ sharing, such as blowing a kiss to show that you care and avoiding touching their face. Do not use punitive measures if children have difficulty following these practices. Be encouraging and model the behavior you are teaching.
 - 2. Teach children how to properly wash hands.
 - 3. Use furniture to create defined spaces in the classroom that allow for smaller groups of children at one time in a center and train children in using the classroom and materials in this way.

g. Food Service:

- i. Will will provide a morning and afternoon snack and will be prepared by teachers in each individual class.
- ii. All food for lunch will be brought from home.
- iii. All food and drink must be packed in a labeled lunch box that can be wiped with a disinfecting wipe.
- iv. We will provide disposable plates, utensils and drinking cups unless children’s individual water bottles can be kept separate.

h. Personal Belongings:

- i. Children will not be permitted to bring any non-essential personal belongings from home unless otherwise noted. Comfort items may be brought if they can be properly disinfected upon arrival.
- ii. All essential personal belongings will be brought in a clear, disposable, labeled bag which will be sanitized upon arrival.
- iii. Essential belongings include: Several changes of clothes, cot sheets, food and drink, and essential medical supplies, such as Epi-Pens. Any additional personal belongings must be approved as essential by the Director of Early Childhood Education.

i. Napping

- i. Children who nap at school must bring enough cot sheets for the week in labeled, disposable bags. The used sheet will be sent home each day. A fresh set will be sent the following week.
- ii. Children will nap head to toe on cots 6 feet apart.
- iii. Cots will be properly sanitized after use.
- iv. We will not combine class groups as in the past for nap time. Classes will have an extended day option if there is enough interest to staff them individually.

j. Updated Sickness Policy: BZBI Sick Policy Per COVID-19 and additional illnesses (from the Parent Handbook-applies to all children and building staff):

- i. If a child or staff member was diagnosed with or exposed to a confirmed case of COVID-19, they will be required to quarantine for 10 days, from time of exposure or end of symptoms, before returning to school, and must be symptom free.
- ii. If a child or staff member or any household member has a fever over 100.4 degrees, diarrhea, vomiting, undiagnosed rash, discharge from the nose, coughing, sore throat, body aches, or loss of taste or smell, they will not be permitted to attend school until the symptom has subsided for 24 hours.
- iii. If a child or staff member is displaying symptoms consistent with COVID-19 while at home or at the morning screening, they must obtain a doctor's note to attend school.
- iv. If a child or staff member displays symptoms consistent with COVID-19 while at school:
 - 1. Person will be isolated. A child will remain supervised by a staff member who will distance where feasible or don PPE to be able to interact with sick child appropriately.
 - 2. The symptomatic staff member will leave the premises as soon as possible. A symptomatic child will need to be picked up by a parent or caregiver within 30 minutes of notice.
 - 3. All children and staff members who came in contact with the sick person will be notified of the incident.
 - 4. All areas that the sick person came in contact with in the building will be left for up to 24 hours and then thoroughly sanitized.
 - 5. The staff member or child will be permitted to return to school after they are fever free for 72 hours.
 - 6. If they test positive for COVID-19 they must isolate for 14 days from end of symptoms before returning or must have a return to school note.

k. Physical and Mental Health Guidance and Considerations

- i. We will consult with a medical professional on all health related questions.
- ii. We will consult with a mental health professional as needed to support the needs of children and staff.
- iii. Staff will be trained in supporting the emotional needs of children transitioning into the school year and with these protocols and procedures.
- iv. One-on-one “meet and greets” will be offered on a staggered schedule in the weeks before the first day of school for each family to meet with their child’s teacher in the classroom following all safety protocols.
- v. We will provide additional virtual options for parents and children to meet with teachers before the first day of school.

I. Outside Visitors

- i. We will be limiting outside visitors to the building at this time, including parents, volunteers, or specialists.
- ii. We will address the needs of children who receive Early Intervention Services on a case by case basis to ensure health and safety while accommodating special needs.

m. Communication:

- i. All extended communication between parents and staff must be conducted via phone, email, Zoom or the Remini App.
- ii. Remini is an app used for daily communication so that teachers can post daily pictures and messages to the whole class or individual parents. Parents and teachers can also send direct messages via Remini. Teachers will have designated office hours to conduct parent communication.

n. Training

- i. All teaching, administrative and custodial staff will be trained in updated health and safety policies and procedures.
- ii. All parents must agree to follow updated health and safety policies and procedures.