



Covid-19 Preparedness Plan

At Crossroads Learning Center we strive to prioritize the health & safety of the children in our care. We have developed this Preparedness & Response Plan to create safe spaces for children, families & staff while at Crossroads. In order to ensure children, families, and staff members are as safe as possible with the spread of COVID-19. Health & safety protocols are necessary to implement.

Protocol for Monitoring Symptoms of COVID-19

Children & Staff

We will monitor symptoms of COVID-19 each day by performing daily health checks upon arrival. Individuals will be getting their temperature taken upon arrival. If an individual's temperature is above 100.2 degrees, the individual will be excluded from care. We will have multiple thermometers available for screening, we will be using no-touch digital thermometers as well as oral thermometers, that will be used under the individuals armpit. Thermometers that require contact will be cleaned and disinfected between each use. All children 2 and older must wear a mask when coming in and out of the facility, upon daily health check & when in the bathroom. Staff are required to wear face masks while working at the center.

We will be asking the following questions upon arrival:

- Has the individual been in close contact with a person who has COVID-19? (If yes, they may not return until completing their quarantine and also be symptom free.)
- Has the individual felt unwell in the last 3 days? (persistent cough, runny nose, temperature, difficulty breathing, cold, diarrhea and/or vomiting)

The staff will visually check themselves and each child for signs of illness at drop off and throughout the day including:

- Fever of 100.2 degree or higher
- Rapid or difficulty breathing (without recent physical activity)

- Fatigue
- Coughing
- Vomiting and Diarrhea
- Severe Headaches
- Uncontrolled Cough
- Loss of Taste and Smell
- Sore Throat

Staff will continue to monitor children's symptoms throughout the day and monitor temperatures and perform additional temperature checks when children appear ill or "not themselves." If have a fever alone, or a fever with a cough and/or diarrhea will be isolated from the group and parents will be contacted for prompt pick up.

Normal daily call off charges still apply regardless of the new sickness policy.

If a staff member begins to feel ill or develops a fever during the day, they will go home. If an individual is the only caregiver, they will limit close interactions with children until they can be relieved by another staff member.

When Can A Sick Child or Staff member Return to center?

If an individual was tested for Covid-19 and it was negative, and they were not exposed to Covid-19 and symptoms are improving and have been fever free for 24 hours without the use of medication then they may return to the center.

OR

If Covid-19 testing was not done then the individual must stay home for 10 days from when symptoms first appeared.

OR

If an individual is showing symptoms, the individual must visit a healthcare provider and if another cause is identified for the symptoms with a written note from the healthcare provider, the individual may return to care once symptoms improve and they have been fever free for at least 24 hours without the use of medication.

If a Child or Staff member Tests Positive for COVID-19

The director will communicate with the local public health department or childcare licensing regarding the case and is required to report that the individual has tested positive for COVID-19. The individuals

must seek guidance from a physician or their local health department on when they can return. In general, individuals must stay home until they

- Have 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 appeared or the individual tested positive.

Communication Protocol for families to report symptoms of a positive COVID-19 Test

Staff and families of children in care are required to report to the Center if they become symptomatic, or receive positive COVID-19 test results. In the event that a child or staff member becomes ill with Covid-19 symptoms, the childcare center must be notified. Parents and staff also must notify the center if anyone in the household tests positive for Covid-19.

If there is an exposure to Covid-19 in the center and causes exposure, families will be notified via email based on childcare licensing or the health departments guidance and recommendations. It is **highly recommended that families do have back up childcare plans in the event that your child becomes ill or the center has to temporarily close down due to potential exposure of Covid-19.**

Families must ONLY send their child to the Center if they are healthy and showing no signs of sickness. Staff must ONLY report to work if they are healthy. **Failure to abide by any of these health & safety protocols not only risks contamination of others but could potentially cause the entire Center to be temporarily shut down.**

Protocol for Social Distancing at pick up and drop off times

During this time, parents will not be entering into the facility. We will have curbside pick up and drop off for all children entering the facility. When families arrive to the center please call **517-258-9290** and a staff member will come up with a mask on. Please help your child(ren) out of the car with their belongings. At this time we are requiring that both the child(ren) and the parent wear a mask at this pick up and drop off time.

When the staff member meets you upstairs at the front door, they will perform a daily health check on your child(ren). Each child will have their temperature checked and staff are required to ask families a list of questions regarding their child's health.

Once it is determined that your child is ready to begin care for the day, the caregiver will then take your child and their belongings downstairs to the learning center and to their classroom and get them checked in and situated for the day.

Please be mindful that it will take time to drop your child off as you may have to wait. It is recommended to arrive 10-15 minutes earlier just in case there is a wait during the drop off and pick up procedures.

Parents who have infants in car seats will be able to step inside the front door in the foyer when picking up or dropping off and are required to be the ones to get their child(ren) in and out of the car seat.

At this time Curbside pickup & drop off procedures are extremely important and will limit person to person contact and reduce the amount of traffic going in and out of the facility.

Parents are welcome to call the center to talk to the child's teachers regarding their day.

Protocol for Implementing Social Distancing Measures

At this time, if possible, our goal is to keep each of the classrooms to 10 children & under. Children who are a 1:12 ratio or higher could possibly be in a group of more children depending on staffing and enrollment for the day. However, we will be separating groups of children as much as possible throughout the day to create smaller group sizes.

We will limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.

Typically at meal times, we let the children serve themselves. However, during this time children will not be serving themselves at meals or passing out any utensil, cups etc. The staff will be the only ones handling the food and utensils at mealtimes.

When possible, at mealtimes children will be seated 6 feet apart & there will be a limit on the number of children sitting together at one table.

During large group & small group time, children will be spread out from one another.

When lining children up for transitions (example: handwashing, going outside, coming inside) we will be making sure the children are spread apart from one another.

We will be extremely mindful about setting up our environment in ways that will provide large spaces that naturally encourage social distancing.

We will be continuously encouraging the children and talking with them about social distancing and why it is important while being in our care.

We will be canceling or postponing special events on the calendar such as family breakfast, preschool graduations etc.

Cots & cribs will be placed 6 feet apart and the materials and equipment in the room will also be spaced out to promote social distancing.

Each day children and staff will be spending a lot of time outdoors and engaging in outdoor activities, we also plan doing mealtimes outside throughout the week when applicable.

In the event that we are unable to provide 6 feet distance between children, we will be doing our very best to try and provide some type of distance or barrier between the children to avoid close or direct contact. We will be limiting the number of visitors that enter into the learning center and it will be by appointment only and when absolutely necessary.

Protocol to Ensure Hygiene

When sanitizing all materials, surfaces and equipment at CLC we follow the health department guidelines and use a diluted household bleach solution. We follow a 3-step process and that is:

- Wash (with soap and water)
- Rinse (with just water)
- Sanitize (diluted household bleach solution)

We also use other cleaning products throughout the center such as Lysol, Clorox, pine sol etc. Materials & objects which cannot be easily cleaned & sanitized have been removed from each classroom.

Each classroom will have a designated bucket where toys that have been mouthed or used frequently will be cleaned/disinfected at the end of the day or between uses. Soft materials such as pillow covers, dramatic play clothing/props or other cloth toys will be washed DAILY if they are put out in the classrooms.

All children & staff are required to wash hands upon their arrival, before eating and after or preparing food, after using the bathroom or a diaper change, after blowing noses, sneezing, coughing, etc. Staff will wear gloves in a manner consistent with existing rules.

Staff and parents will have access to hand sanitizer throughout different areas of the building. There will be sanitizer located upstairs when you enter the building, hand sanitizer will be stationed at the check in computer and can also be found in each of the classrooms. Hand sanitizer will not replace our daily handwashing procedures, but it will be readily accessible when needed.

Although our center is already very mindful on the cleaning and sanitizing procedures put in place by the health department, we are also going to be cleaning and disinfecting other high traffic areas throughout the day as well such as:

- Doorknobs
- Tabletops
- Light switches
- Faucet handles
- Toilets
- Keyboards
- Materials in the classrooms

We are trying to eliminate the amount of items being brought in from home so until further notice Crossroads will be providing a blanket for each child at rest time and the blankets will be getting washed DAILY after rest time. **Nap time items and toys from home are not to be brought into the center until further notice.**

The only items we are allowing families to bring in from home are the following items:

- Spare change of clothes
- Spray on Sunscreen
- Bug Spray
- Outdoor winter clothing
- Water bottle

We are asking that bags from home are not left at the center. All items listed above can stay in the child's cubby or be left in a plastic grocery bag OR a large reusable plastic bag.

Although some of our procedures have changed, our mission to provide affordable, quality care to the families we serve still remains the same. We will continue to update the protocols and guidelines outlined in this plan based on best practice and guidance from childcare licensing regarding how we help limit the spread of the virus and best practice in early care & education.