



Bethel
Preschool
& Daycare

Bethel Preschool and Daycare Response to COVID-19

General Preparedness and Planning

1. Everyday preventative actions taken by staff to prevent the spread of respiratory illness.
 - Wash hands often with soap and water.
 - Always wash hands with soap and water if hands are visibly dirty.
 - Remember to supervise young children when they wash their hands.
 - Clean and disinfect frequently touched surfaces.
 - Cover cough and sneezes.
 - Cover your mouth and nose with a cloth face covering when you must go out in public.
 - Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.
2. Require sick children and staff to stay home.
 - Communicate to parents the importance of keeping their children home when they are sick.
 - Communicate to staff the importance of being vigilant for symptoms and staying in touch with the office if or when they start to feel sick.
 - Follow the procedures in place to ensure children and staff who come to the childcare center sick or become sick while at our facility are sent home as soon as possible.
 - Keep sick children and staff separate from well children and staff until they can be sent home.
 - Sick staff members should not return to work until they have met criteria to discontinue home isolation.
3. Have a plan if someone is or becomes sick.
 - Plan to have an isolation room or area that can be used to isolate a sick child.
 - Follow CDC guidance on how to disinfect our building and center if someone is sick.
 - If a sick child has been isolated in the center, clean and disinfect surfaces in our isolation room or area after the sick child has gone home.

Procedures in Place during COVID-19

1. Social Distancing Strategies
 - When possible, childcare classes should include the same group each day, and the same childcare providers should remain with the same group each day.
 - Cancel or postpone special events such as graduation, holiday events, and special performances.
 - Limit the presence of volunteers for classroom activities
 - Rearrange student seating at circle time or at a table to maximize the space between students. Keeping at least a one seat space between each child when they are in proximity.

- Altering or halting daily group activities that may promote transmission.
 - Keep each group of children in a separate room.
 - Limit the mixing of children, such as staggering playground times and keeping group separate for special activities such as chapel.
2. Parent Drop-Off and Pick-Up
 - Hand hygiene stations set up at the entrance of the center, so that children and adults can clean their hands before they enter.
 - Standing in designated spots that are 6 feet apart and staggering the arrival and drop times between families.
 - Ideally, the same parent or designated person should drop-off and pick up the child every day.
 - There will be one door for entry and one door for exiting. You are requested to maintain a 6-foot distance between families and staff when possible.
 - Upon checking your child in at the check-in desk your signature confirms that you are disclosing all information with the center about possible exposure or actively attempting to limit exposure for your child.
 3. Screen Children Upon Arrival
 - Persons who have a fever of 100.4°F or above or other signs of illness will not be admitted to the facility.
 - A staff member will check the temperature of the child and any other person entering the building.
 - A staff member will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without physical activity), fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
 4. Clean and Disinfect
 - Following a daily cleaning schedule
 - Each classroom follows the cleaning and disinfecting practices expected by DHS and best practice standards to uphold the STARS expectations.
 - Specific staff members are assigned a portion of their day to disinfect high contact surfaces.
 - Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This also includes cleaning high touch objects/surfaces such as doorknobs, light switches, classroom sink handles, countertops, nap cots, toilet training potties, tables, chairs, cubbies, and playground structures.
 - Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned by hand by a staff member. Objects will be cleaned with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry.
 - Set aside toys that need to be cleaned. Place in a dish pan with soapy water or put in a separate container marked for “soiled toys”.
 - Use bedding that can be washed. Keep each child’s bedding separate by storing in individually labeled bins, cubbies, or bags. Cots and mats are labeled for each child. Bedding that touches a child’s skin should be cleaned daily or before use by another child.
 - A professional cleaning company cleans the center each day after the closure of the center.
 - Classrooms are disinfected upon opening and closing of each classroom every day.

Phased Program Response to COVID-19

- **Phase 1- possible exposure**

- If possible exposure to COVID-19 is confirmed in a child or staff member:
 - Child or staff member would be placed in an isolated spot away from others in the center.
 - Child or staff member will be required to leave the center and not return until a confirmation of a negative test is received.
 - Close off areas used by the person who is sick.
 - Open outside doors and windows to increase air circulation in the areas.
 - Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
 - Contact DHS and appropriate health personnel to report the possible exposure and stay in contact with them based upon the results of the test.
 - If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection.

- **Phase 2- confirmed case of COVID-19**

- If a confirmed case of COVID-19 is discovered in a child or a staff member:
 - The center would implement a short-term closure procedure regardless of community spread **if an infected person has been in a school building.**
 - Upon learning of a COVID-19 case in someone who has been in the center, immediately notifying local health officials. These officials will help administrators determine a course of action for the center.
 - Dismiss students and most staff for 2-5 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the center. This will allow the center, with the help of local officials, determine the appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
 - Close off areas used by the individuals with COVID-19 and wait if practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets. Open outside doors and windows to increase air circulation in the area
 - Clean staff will clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
 - Administrators will seek guidance from local health officials to determine when students and staff should return to the center and what additional steps are needed. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to the center.

Bethel Preschool and Daycare strives to have an open line of communication between the center and its families. If at anytime you have a question or concern, please reach out to the office for assistance.

Child's Name _____

Family Policy Agreement- Please sign and return to your child's teacher.

I have read the Bethel Preschool and Daycare response to COVID-19 handout and agree to abide by them and the below stated policies. I understand that all policies are subject to change. I understand that if information on a policy is unclear to me or not listed on this handout, it is my responsibility to contact the daycare regarding such policy.

Policies and Expectations

We are continuing to ask every person that enters our building to immediately wash their hands and have their temperature checked. We will also be monitoring and addressing any issues of health that might arise during the day. Please read and review the new requirements that we are requesting you, as well as our staff, to follow in order to help us continue to keep the health and safety of our students and staff top priority.

- Use proper handwashing hygiene practices
- Stay home if you have any symptoms of illness
- Stay home if you have visited a medical facility within the past 48 hours
- Restrict travel from anywhere other than home or daycare for your child
- Restrict playdates and/or gatherings outside of your immediate family
- Report any known possible exposure (whether tested or pending testing results) of COVID-19 directly or indirectly by your child or any close family member of that child.

If it is discovered that you have not complied with these new requirements or are found withholding important information pertaining to the health and safety of our center, then you will be asked to stay out of the facility for 14 days or longer to make sure you were not exposed to COVID-19. For us to continue to comply with the waiver, as well as the DHS health and safety regulations there are critical for us to enforce.

Parent/Guardian #1

date

Parent/Guardian #2

date

Thank you so much for taking the time to read the response and policies to COVID-19 handout; it will help your experience at Bethel Preschool and Daycare run smoothly.

Please return to your child's teacher upon starting or returning to the center.