



Health and Safety Policy-COVID 19

- Ensure that the facility has a sufficient number of employees to perform all measures listed here effectively and in a manner that ensures the safety of the public and employees.
- For employees or families who have traveled anywhere in a region where COVID-19 is increasing, it is recommended to stay home and self-monitor for fourteen days, subsequent to returning.

Quarantine guidelines include:

- a state that has a new daily positive test rate higher than 10 per 100,000 residents or a state with a 10%
- Or higher positivity rate over a 7-day rolling average are directed to self-quarantine for a 14-day period from the time of last contact within the identified state.
- Please follow this link to find which states meet the criteria for quarantine.
<https://portal.ct.gov/Coronavirus/Covid-19-Knowledge-Base/Travel-In-or-Out-of-CT>
- Parents will pick up and drop off at the front door. Drop offs will be staggered. Families will be asked to wait in their cars until the area is clear if another parent is dropping off.
- Families will be asked to designate one person for pick up and drop off.
- All staff and children are required to be screened for any observable illness, including cough or respiratory distress.
 - Any child that has a temperature of 100 degrees Fahrenheit or higher, or other symptoms of COVID-19, will be moved to a classroom where there are no other children until the parents arrive to pickup.
 - Parents will be asked to confirm that the child does not have a fever or shortness of breath
 - Staff shall stay a minimum of 6 ft from the child and parents while doing screenings.
- All staff and children will participate in regular hand washing with soap and water for at least 20 seconds and should be done:
 - 1. Before coming in contact with any child;
 - 2. Before and after eating;



- 3. After sneezing, coughing or nose blowing;
 - 4. After using the rest room;
 - 5. Before handling food;
 - 6. After touching or cleaning surfaces that may be contaminated
 - 7. After using any shared equipment like toys, computer keyboards, mouse.
 - 8. Upon entry into the building
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- All staff: cover coughs and sneezes with tissues or the corner of the elbow;
 - Encourage children, when appropriate to cover coughs and sneezes with tissues or the corner of the elbow; and
 - Dispose of soiled tissues immediately after use

Group Size and Social Distancing

- Limit group size to no more than 14 children, and obtain required permission from OEC to serve more than 50 children
- When possible, classrooms shall include the same group of children each day and the same teachers will remain with the same group each day.
- Groups should not use the playground at the same time. Equipment should be disinfected before the next group used the area.
- Groups should wash their hands before and after playground use.
- Hand sanitizer and trash cans will be available outdoors and indoors for when a child coughs, sneezes, etc.
- During nap, when possible, cots should be 6 ft apart and children should be placed head to toe.

Cleaning/sanitizing:

- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys
- Cleaning objects/surfaces not ordinarily cleaned daily such as: doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the bleach/water solution.
- If a sick employee or child is suspected or confirmed to have COVID-19, follow the CDC cleaning and disinfection recommendations.
- Mouth Toys will be set aside and cleaned and disinfected before being used again



- Toys will not be shared between groups unless they have first been cleaned and disinfected
- Cloth toys should only be used by one child at a time and then laundered before use by another child.
- Infant toys will be disinfected daily
- Any toy that cannot easily be disinfected shall not be used
- Toys that need to be cleaned will be set aside in a “soiled toys” bucket until they can be cleaned and disinfected.
- Bedding will be kept separate and sent home weekly for cleaning and disinfecting.
- Infant teachers will be advised to keep long hair tied back and to bring a change of clothes in case child gets secretions or excretions on their clothing.

Masks or Cloth Face Coverings Required

- Each employee shall be required to wear a mask or other cloth material that covers his or her mouth and nose while in the workplace, except to the extent an employee is using break time to eat or drink. Masks or cloth face coverings are available at the center for all employees. Exceptions to those that need to wear a mask or face covering:
 1. anyone for whom doing so would be contrary to his or her health or safety because of a medical condition;
 2. Outdoors while keeping a minimum of 6 ft between others
 3. a child in a child care setting;

Sick Procedures:

- Sick Children and Staff Shall Stay Home
- Parents will be reminded of the importance of keeping sick children home.
- Employees who have symptoms (i.e., fever, cough, or shortness of breath) should notify their supervisor and stay home.
- Sick employees should follow CDC-recommended steps. Employees should not return to work until the criteria to discontinue home isolation are met, in consultation with healthcare providers and state and local health departments.



- Employees who are well but who have a sick family member at home with COVID-19 should notify their supervisor and follow CDC recommended precautions.

Guidelines if a child or staff member is diagnosed with COVID-19:

- If a child or staff member who has been present in the program is diagnosed with COVID-19, families will be notified about the exposure.
- The local DPH will be notified of the positive case in the program.

The following steps will be taken if a child or staff member is diagnosed with Covid-19:

- Determine the date of symptom onset for the child/staff member.
- Determine if the child/staff member attended/worked at the program while symptomatic or during the two days before symptoms began.
- Identify what days the child/staff member attended/worked during that time.
- Determine who had close contact with the child/staff member at the program during those days (staff and other children) and implement steps below for child or staff member exposed to COVID-19.
- Exclude the children and staff members who are determined to have had close contact with the infected child/staff member for 14 days after the last day they had contact.
- Conduct appropriate cleaning and disinfection

If a child or staff member has been exposed to someone diagnosed with Covid-19, that person should follow CDC guidelines.

If the program must close, when reopening:

Water Systems

- Take steps to ensure that all water systems and features are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water. This also includes completing remediation and/or testing for lead in taps being used for drinking, cooking purposes, and brushing teeth. For more information, please refer to CDC guidance.

Cleaning and Disinfecting



- Routine cleaning is sufficient for facilities that have been unoccupied for 7 days or more.