

# Cross View Early Childhood Center's COVID-19 Preparedness Plan

Created on June 28<sup>th</sup>

Cross View Early Childhood Center follows guidelines for COVID-19 according to our Health and Safety Manual, and with the guidance of MN Child Care Health Consultants, the CDC, and Minnesota Department of Health.

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## **1. Frequent Handwashing**

We have signs posted in all bathrooms that explain handwashing.

1. Wet hands with running water
2. Use liquid soap
3. Wash hands for 20 seconds making sure all the hands including palms, fingers, between fingers, underneath the fingernails and the wrists get touched
4. Rinse hands with running water
5. Dry hands with paper towel
6. (We try with the kids to teach this) Turn of water with the same paper towel you used to dry your hands.

Times when children and staff wash their hands:

- After arriving for the day
- Before and after eating
- After using the toilet and after diapering
- After coughing, sneezing, or blowing your nose
- Before and after water play, play dough, using sensory materials
- After using the playground or large muscle room

Staff additionally wash their hands at the following times

- After contact with bodily fluids
- Before and after applying medication or ointment
- Before and after dispensing oral medications
- After assisting with toileting and diapering
- Prior to assisting and serving children at mealtimes or feeding children
- After touching or taking off face mask
- Removal of gloves
- After break times
- Handling garbage

We use liquid hand soap in all bathrooms that children and staff use. We try our best not to use antibacterial soaps. If soap is not available, we would use hand sanitizer that contains at least 60% alcohol. If hand sanitizer would need to be substituted children would be supervised to prevent ingestion. Hand sanitizer is available for staff and parents at the entrances. Children are always supervised when going in and out of the building.

## **2. Cleaning and Disinfecting**

Cross View staff has a cleaning check list we follow every night to make sure our rooms are clean and have been disinfected. Also, we have a janitor that cleans every evening. We clean, sanitize, and disinfect surfaces and objects that are frequently touched especially toys and “high touch” surfaces/areas:

- Light switches
- Door handles
- Hand railings
- Tables, chairs
- Sink handles
- Countertops
- Cots and cribs
- Desks and Chairs
- Cubbies
- Playground structures
- Shared toys
- Shared telephones
- Shared desktops – using wipes
- IPADS – using wipes

We clean these high touch surfaces with either a diluted household bleach solution or an EPA-registered household disinfectant. This is done when there are no children in the room and these items (bleach and EPA disinfectant) are kept out of reach of the children when they are in the room. The bleach solution is made in the morning and dumped out at night.

Other information about Cleaning and Sanitizing toys –

1. Soft items that cannot be laundered should be put away and not used during this time
2. Toys that cannot be cleaned and sanitized should be put away and not used
3. Toys that children have placed in their mouths should be set aside until they are cleaned and sanitized.
4. Toys are not to be shared with other groups until they are washed, sanitized or disinfected before being moved from one group to the other
5. Hard surfaces including toys, tables, and shelves will be cleaned using soap and water, rinsed and then sanitized or disinfected depending on the item
6. Books do not need any additional cleaning

Bedding –

1. Bedding such as sheets, pillows, blankets, stuffed animals should be regularly laundered
2. Each child's bedding should be kept separate. Bedding will be stored in cubbies

If COVID comes into our center, we will work with professionals to get the center cleaned. Either they come into the center to clean or give us the tips for cleaning.

### **3. Arrival and Departure**

*Arrival –*

Children are dropped off at the main entrance doors (where disinfecting wipes and hand sanitizer is available), a staff member greets the children and takes their temperature with a contactless thermometer. There is another staff member who writes down the temperature and records the time/initials of the parent who dropped off. Parents wait by their car till they get a thumbs up from the person taking the temperature and then they leave. Only infant parents are allowed to enter the building and they get their temperature taken and must wear a mask when entering. Staff who take the infant parents temperatures mask up.

When staff arrive they have their temperature taken and answer a list of questions about symptoms before they can enter the building.

When possible we have all doors propped open so there is very little exposure to surfaces.

We have limited the amount of items that can be brought into school. We are allowing backpacks on Mondays that contain blankets, pillows and extra clothes for the week.

*Pick Up –*

Parents are encouraged to pick-up their children between 4:30 – 5:30 while the children are on the playground. The parents come to the playground gate and take their child home. If their child needs something from inside the building a teacher will escort them in or we ask them to wait till the next morning. Using Tadpoles we can sign the child out at the end of the night as we know what time they got picked up.

We try our best to have a staff person at the door from 3:30pm – 5:30pm. When an infant parent comes into the building to pick up we take their temperature and mask up. If we are not on the playground because it is raining or too hot, there will be a staff member at the entrance to get the children at the end of the day and walk them to their parents.

On Fridays we send home everything in the backpack (art, paperwork, blankets, pillows) from the week.

#### **4. Plans for sick children, staff, and volunteers**

1. We start the day by taking Health Screenings of all people who enter the building. We record all staff and children's temperatures. If a child or staff member were to have a fever or other symptoms they would be sent home immediately. (attached is the MDH exclusion plan) If the person gets a diagnose that it is another infectious disease we follow the guidelines for that illness.

Note about fever: Children who have a fever of 100.4 degrees or above as a stand-alone symptom will be excluded due to the Rule 3 licensing exclusion. For example: if a child has a fever of 101 degrees and they have no other symptoms they can return to child care after they have been fever free for 24 hours. However, if the child has two or more symptoms: fever of 101 degrees and a sore throat they must be out the 10 days minimum unless the child goes to the doctor with the fever and sore throat and it is determined it is strep throat. Then they can return based on the Hennepin County Infectious Disease Manual.

2. If a parent cannot pick up right away, we would remove the child from the classroom into a separate room. If we can put a mask on the child, we would do so until they get picked up. Once the child is gone we will clean the room and clean any area where the child might have been.
3. If the staff member/child goes in for a COVID test we follow the MDH exclusion guidelines.
4. As soon as a result is found, the center director, [stacey@crossview.net](mailto:stacey@crossview.net), needs to be informed immediately as there are a lot of steps to take if it is positive. (Identity must be kept private and cannot be shared with anyone)
  - a. First MDH is contacted and we follow all directions they give us. Each individual case will be addressed and recommendations must be followed.
  - b. Next people who were identified as close contacts will be informed that there was a case and what to do next.
  - c. Then the whole center and community of CV will be informed there was a positive case and the next steps that will be taken.
  - d. We close off all areas used by the sick person and open windows
  - e. Wait up to 24 hours before we clean and disinfect – common areas, bathrooms, etc
5. If more than 7 days have passed since the person who is sick was at the program additional cleaning and disinfection is not necessary per the CDC.

## **5. Social distancing throughout the day**

We try our best to keep rooms at 10 kids or less.

We try to limit the amount of moving children around from room to room and if a child needs to move we move siblings. Teachers stay in their room and do not move to other rooms. If a teacher must move to another room that is not an assigned room, in an emergency, they are to wear a mask.

Only the toddlers/cubs go into the PE room.

All classrooms play outside on the playground. We try our best to limit classrooms combining except for afternoon pick-up (preschool does combine)

We do not use any other rooms in the building.

Classrooms are big enough that kids are not near each other while napping. The children's cots are spaced out as much as possible.

Tour are given after hours, and prospective parents are required to wear a mask.

## **6. Source control and cloth face coverings**

Children are not required to wear face mask at Cross View Early Childhood Center.

Teachers are not required to wear a face mask in their classroom. When the teachers go into common areas where they cannot have 6 feet of distance from another staff person then the recommendation is for the teacher to wear a mask. Common areas include hallway, main entrance, break area, etc.

When a teacher needs to go into another room, that is not their scheduled room for the day, they are required to wear a mask.

In the morning and evening the staff that are involved with bringing the children to their classroom or to their parents will wear a mask.

## **7. Workplace ventilation**

Cross View Lutheran Church just finished a building project where we got new HVAC in the building. This will help with making sure ventilation is properly used and maintained. We open our windows and keep the doors open to let air flow circulate.

The children spend time in the morning and the afternoon outside to get fresh air.

## **8. Playground use**

Each class has a set time to use the playground in the morning. In the afternoon toddlers go out first then preschool goes out after toddlers return inside. All preschool classrooms combine in the afternoon. We do have four different areas for the children to play in so we work at dividing the children up so not everyone is playing in the same area.

The children wash their hands right after playing on the playground when they come back into the building.

Cleaning the playground – We focus cleaning efforts on plastic or metal high touch surfaces where hands frequently make direct contact - like grab bars and railings. It is not practical to disinfect entire large playground structures, and it is not proven to reduce the risk of COVID to the public. Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch and sand) is not recommended.

We play with one box of sand toys a week and clean and disinfect them each night. The other toys that come out and get played with go into a yellow container at the end of each day that is marked needs to be cleaned. Once the toys are cleaned they can be played with again. At the end of the week any leftover toys in the “needs to be cleaned container” will be disinfected to dry over the weekend.

Rubber balls, footballs, soccer balls, etc get cleaned every day.

## **9. Meals and snacks**

Meals and snacks are served in the classroom and plated on a tray for each child. We have a server on staff who prepares the food for each classroom and brings down the food wearing a mask and gloves.

Children wash their hands before eating and after eating. Tables are cleaned and disinfected before and after meals



## **10. Field trips and events**

We have no plans at this time to go on field trips or bring in special presenters.

If a special presenter came to Cross View we would take their temperature and screen them for symptoms. During the presentation groups would have to go based on their classroom as we are trying not to mix groups. Also best plans would be that the presenter would be outside.

## **11. Communications and training**

All staff will be trained in the month of July and any new updates will be posted for the staff, parents, and volunteers to see.

Parents will be notified that the COVID plan is on our website for them to read.