**Livermore Playschool**

**COVID-19 Plan of Operation**

**Livermore Playschool is operating under the following conditions:**

* Children must be cared for in stable groups of 14 or fewer (“stable” means that the same 14 or fewer children are in the same group each day)
* Children shall not change from one group to another.
* Each group will occupy a separate room. Groups shall not mix with each other
* Childcare providers will remain solely with one group of children.
* LPS will follow standard guidelines to prevent spread, such as social distancing when it is feasible in a childcare setting, more intensive infection control measures like health screening, frequent hand washing, and surface cleaning and disinfecting.

**Creating social distancing in an early childcare setting**

* Limit children to no more than 14 in a single classroom. This will minimize cross-contagion and promote distancing between children.
* Re-design classrooms to put six feet between children’s activity stations, assigned table spots, and labeled chairs.
* Eliminate circle time and other activities that bring children close together and prevent the sharing of toys and other materials. Children will store individual materials in their assigned personal cubby.
* Stagger activities such as outdoor times so no two groups are in the same place at the same time.
* Meals are served by same teacher each day.
* Have lunch or meals in classroom and avoid sharing tables whenever possible.
* Modify daily operations to minimize exposure (implement valet services to avoid parents coming into the childcare center).
* Restrict visitors, including volunteers and parents/caregivers.

**Some options for individualized activity**

* Early care and education is often based in group play, but during COVID-19 outbreak, providers are encouraging and emphasizing individualized activities.
* Individualized activities may include coloring, painting, puzzles, building blocks, or other activities children like to do alone.
* Music and movement and other activities can be conducted as long as children are sitting apart and have no physical contact.

**Health Screening Procedures**

Screen children and staff daily before entering program:

* Outside screening station is set up by open entry gate.
* Families practice social distancing while waiting for screenings.
* Screener wearing PPE (masks and gloves) will administer health check for each individual including temperature reading, using a touchless thermometer, asking families about general health including cough, breathing difficulties or other health presentations (rash, blisters on feet/hands acute behavioral changes, etc.)
* Once cleared the screener will inform the classroom teacher the child is cleared and to meet the child at the second entry gate to escort to the classroom.
* Staff communicate via cell phones
* Children enter the program one at a time until they are safely in their designated classroom.
* Families and other adults are not allowed to enter the facility.
* If a staff member or child shows signs of respiratory illness (a new cough, complaints of sore throat, or shortness of breath), a fever of 100F or above they shall enter a separate room and be sent home as soon as possible.
* Seek medical attention if symptoms of high fever or shortness of breath become more severe.
* If a child or staff member has a new cough, they should not come to school even if they have no fever. It is not uncommon for people, including children, with COVID-19 to have cough without fever, especially early in the course of the illness.
* Ill children or staff should not return to work or childcare until all 3 criteria below are met:
1. Their respiratory symptoms are improving
2. They have had no fever for 72 hours without the use of fever-reducing medicine and
3. At least 7 days has passed since illness onset.

**Personal Hygiene Practices**

* Children and staff should wash hands with soap and water or use alcohol-based hand sanitizer containing at least 60% alcohol (if hands are not visibly dirty) before and after eating, drinking, touching eyes/nose/mouth, toileting or diapering and physical contact with each other. Keep soap dispensers full.
* Children and staff should cover coughs with a sleeve or tissue. Keep tissues and “no touch” trash cans.
* Face Coverings

-Staff should wear cloth face covering that cover nose and mouth.

-Children may wear face coverings to reduce the risk of transmission if the parent and provider determine they can reliably wear, remove, and handle masks following the CDC guidance throughout the day, but children under 2 are not required to wear face coverings. A cloth face covering is not intended to protect the wearer but may prevent the spread of the virus from the wearer to others. This would be especially important in the event that someone is infected but does not have symptoms. Medical masks and N-95 respirators are still reserved for healthcare workers and other first responders, as recommended by current CDC guidance.

-Acceptable face coverings can be made of a variety of materials, be factory-made, handsewn, or improvised using bandanas, scarves, T-shirts, Sweatshirts, or towels. Face coverings should be washed frequently with detergent and hot water and dries on a hot cycle.

-Ideally wash your face after each use and have a dedicated laundry bag or bin.

-Make sure the covering is comfortable, you don’t want to have to keep adjusting the mask which means touching your face. Always wash your hands or use hand sanitizer before and after touching your face or face covering.

-LPS will provide face masks for those children and staff that arrive without them.

**Sick Policy**

* Staff and students may only enter Livermore Playschool if they are healthy and showing no signs or symptoms of COVID such as a runny nose, cough, fever, vomiting or diarrhea.
* If a student develops symptoms during the day they will be quarantined until a guardian can pick them up.
* Children that develop COVID symptoms may not return until they are symptom free for 72 hours or cleared by a doctor to return to childcare.
* If a child or staff have a positive COVID test than that cohort will shut down for a two week quarantine period. Any staff member that has had direct exposure with that cohort will quarantine as well. Direct exposure is defined as being within 6 feet for more than 15 minutes.

**Cleaning and disinfecting practices-CDC recommendations**

* Each classroom has a routine schedule for cleaning and disinfecting
* Surfaces and objects such as toys that are frequently touched are cleaned, sanitized and disinfected routinely. This also includes cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, chairs, cubbies, and playground structures.
* All cleaning products will be used according to the directions on the label.
* Enhanced custodial cleaning and sanitization of classrooms and play yards will be conducted each evening after closing.

**Cleaning and sanitizing toys**

* Toys that cannot be cleaned and sanitized shall not be used.
* Toys that children have placed in their mouths or that are otherwise contaminated by body secretion or excretion should be set aside until they are cleaned by hand by a person wearing gloves.
* Clean with water and detergent, rinse, sanitize with EPA-registered disinfectant, and air dry or clean in a mechanical dishwasher.
* Toys will not be shared between different groups of children or between individual children, unless they are washed and sanitized before being moved from one group to the other or being shared between children.
* Children’s books, like other paper-based materials such as mail or envelopes, are not considered as a high risk for transmission and do not need additional cleaning or disinfection procedures.

**Drop-off and pick up Procedures**

* Children arrive and health screen is conducted.
* Parents have signed a waive that allows a staff member to sign child in after child passes health screening.
* Staff of child’s class is called to escort the child to their assigned group.
* All children are to arrive and be signed in by 10am.
* Upon arrival for pick up parent can call teacher to escort their child out for pick up. If there is no phone parent can wait outside gate for staff to bring their child out.
* Children wash their hands and collect their belongings before leaving the classroom.
* Child is escorted to waiting parent and is signed out by an LPS staff member.

**Bathroom Procedures**

* Each group is assigned to a bathroom that is exclusively used by that group.
* Staff clean and sanitize bathroom after each use. Wiping down the toilet, handle and sink or spraying with an aerosol disinfectant.
* Staff wash their hands before entering classroom again.

**Classroom Protocol**

* Children are assigned a class and placed in a stable group of 14 children upon enrollment.
* Staff are assigned to the same consistent group.
* Upon entering the classroom children and staff wash their hands.
* Children are given the choice to play in designated stations. Stations are clearly defined by space, colored tape or furniture.
* When a child leaves their station the toys the child used are sanitized and air dried before the next child is allowed to use them.
* Children are encouraged to engage in independent play.
* Each child has a cubby equipped with art supplies and manipulatives they may choose to use throughout the day. These materials are to be used at the child’s designated table area and replaced in their cubby when done. Cubby materials are not shared with other children in the class.
* Once a stable cohort is established after two weeks of social distancing children may engage with one another more frequently.
* All Children above the age of 2 wear face coverings.

**Resources**

California Department of Social Services, Community Care Licensing:

 [www.cdss.ca.gov/inforesources/child-care-licensing](http://www.cdss.ca.gov/inforesources/child-care-licensing)

California Division of Occupational Safety and Health:

 [www.dir.ca.gov/dosh/Coronavirus/COVID-19-Infection-Prevention-in-Childcare-Programs-Guidance.pdf](http://www.dir.ca.gov/dosh/Coronavirus/COVID-19-Infection-Prevention-in-Childcare-Programs-Guidance.pdf)

California Coronavirus (COVID-19) Resources:

 [www.covid19.ca.gov](http://www.covid19.ca.gov)

Center for Disease Control and Prevention (CDC):

 [www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html](http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html)