

## **NEW HEALTH and SAFETY POLICIES and PROCEDURES DURING COVID-19 EMERGENCY**

Nothing is more paramount than the health and safety of our children, families and faculty. Additional policies and procedures have been implemented that are necessary to reduce and diminish the spread of COVID-19 and help keep the Children's Center as safe as possible.

All children and childcare staff must be checked prior to entering the program.

### **DROP-OFF and PICK-UP PROCEDURES**

Our new routines for drop-off and pick-up are designed to ensure that our Long Hill Family stays healthy and safe. Only one family at a time will be permitted inside the hallway, where our administration will conduct a health screening to ensure your child does not have a fever above 99.9 degrees Fahrenheit or other flu-like symptoms such as a cough or respiratory distress. A designated teacher will take your child to and from the classroom. For pick-up, a teacher will bring your child to the hallway. Please be mindful of keeping a six-foot distance from others during drop-off and pick-up.

### **PRACTICING SOCIAL DISTANCING**

We will practice social distancing in the classroom throughout the day. Your children will remain in the classroom or on the playground with their teachers and classmates. For added safety, different classes will not interact with one another, and all special events and visitors will be cancelled until further notice.

### **REGULAR HAND WASHING**

All staff and children must adhere to regular hand washing with soap and water for at least 20 seconds: before coming in contact with any child; before and after eating; after sneezing, coughing or nose blowing; after using the restroom; before handling food; after touching or cleaning surfaces that may be contaminated; after using any shared equipment like toys, keyboards, mouse.

If soap and water are not available, an alcohol-based sanitizer shall be used. Adults are to always supervise use of alcohol-based sanitizers and all hand washing activities must be supervised by adults to verify that children are properly washing their hands for 20 seconds.

## ENHANCED CLEANING and DISINFECTION PRACTICES

Our Teachers will implement an even more rigorous cleaning routine, and all high-touch surfaces and objects will be sanitized regularly throughout the day. These include all learning materials, playground structures, light switches, door handles, sinks and bathrooms. Our cleaning company will be coming in daily to do a deep clean at the end of each school day.

## FOOD PREP PROCEDURES

Teachers will continue to wear gloves while helping children with snack and lunch. The teachers will serve children individually and everyone will need to bring their own snack.

## FACE COVERINGS

As an additional means of protection, all staff must use face coverings at all times. Seeing their Teachers wearing face coverings will be a new experience for children. Prior to returning to school, our Teachers will schedule video chats with families while wearing their face coverings so the children can see them and ask questions.

## ADDITIONAL HEALTHY PRACTICES

- Staggered arrival and departure times will be assigned for each class/group
- Limiting Preschool group sizes to 10 children
- Providing socially distant activities wherever possible
- Providing lessons on health and safety
- Providing alcohol-based hand sanitizer or wipes for parents to use during drop-off and pick-up

Our main endeavor here at the Children's Center has always been to provide and maintain a safe and caring learning environment for your child.

We will be working with the Department of Public Health, local health officials, school districts, child care licensing boards and bodies, and health consultants to determine the most appropriate plan and actions to ensure everyone's safety,