



# CORONAVIRUS INFORMATION



## COVID-19 Policies and Procedures

Time For You Playcare is dedicated to ensuring the safety of all of our children, families and staff during the COVID-19 pandemic. We will be enforcing new health and sanitation policies and procedures.

*\*\*Please check in daily/weekly as some policies/procedures may change depending on guidelines from CDC and OCFS.*

### **Pick-up and Drop-off**

- All parents/guardians will remain in their car while dropping their child at the curb leading to the front door.
- When dropping the child, the adult must wait for the child's initial health screening to be completed.
- If there is more than 1 car at the facility, you must wait until the car ahead of you pulls away. We cannot have more than one family of children entering the building at the same time.
- ALL parents/guardians/caregivers are prohibited from entering the building.
- At pick up parents/guardians are to call number provided ahead of time to let staff know you are at the facility to pick your child up, and the child will be walked out by a staff member and signed out by that staff member.
- If you must approach the facility to speak with a TFYP staff member you must have a mask on.
- When the children are bussed to the facility, as soon as they get off the bus, their daily health screening begins.

### **Daily Health check/screening on children**

- Children will be screened before entering the building for any visible symptoms.
- Children's temperature will be taken before entering the building every day and throughout the day.
- All children must apply hand sanitizer at front door while entering the building/ or wash their hands as soon as they enter their classroom.
- When a child has been approved to enter the facility the parent/guardian will be made aware by staff member, and then the parent/guardian is free to go.
- If a child has any visible symptoms, they may not be permitted to enter the facility, and may not return without a doctor's note stating they are cleared to return to daycare.
- If a child is being dropped off by Shenendehowa Transportation and they do not pass a daily health screening. They will remain in the entrance of the building indoor breeze way, and a parent/guardian will be made to pick them up immediately.

### **Sick Child**

- If a child is to develop symptoms while in care, they will be isolated from all other children, in a safe area with a staff member. The child will have to be picked up from program. The area at which the child was isolated will be closed for 24 hours, and then cleaned/disinfected before re-opened for use by children or staff.
- If there is a child who develops symptoms outside of care, we will follow the school district policy of not returning without a negative covid test.

## **Sanitation/Cleaning Protocol**

- Belongings from home that are not necessary for the day are prohibited. Children's belongings that are necessary for the day, must be kept in their bag, unless being used. Example lunch box, change of clothes, water bottle/ books or school supplies.
- All surfaces and toys are disinfected daily, and between uses. Inside surfaces and toys will be cleaned as children move throughout the building to different rooms or outside.
- Outdoor surfaces and toys will be cleaned when children are moving inside the building or to other areas outside.
- All classrooms/bathrooms and outdoor areas are cleaned thoroughly throughout the day and at the end of each day. There is one staff member dedicated to cleaning rooms/areas after children leave them during hours of operation.
- All commonly touched surfaces are cleaned multiple times throughout the day, and all staff are tracking toys they are touched more often than others for a deeper clean.
- Building will be cleaned and disinfected throughout the day as well as deep cleaned at the end of every day.  
Example: One group playing in a room, cleans and moves to another room, all children must hand wash before entering a new room, after the children have left a staff member cleans and disinfects all commonly touched surfaces, tables chairs and toys. This ensures that every room is disinfected/cleaned in between group uses.

## **Social Distancing**

- Group sizes will not exceed 15 children in any given room or area. To be safe most of our classrooms and group sizes will not exceed 10.
- During seated activities, children will be socially distancing, Time For You will remove seating 50% at each table to give every child more space.
- Children will not participate in games/activities that promote close contact or large group sizes.
- When moving throughout the building children are kept at a safe distance apart.
- All staff are always staying at a 6 ft distance from the children, at times when children need assistance and staff have to approach, they are wearing the proper PPE to help the child, and they are also participating in proper sanitation ex: hand washing.
- All children will remain in the same group each day, with the same teachers/staff. This limits their exposure group to a smaller size.

## **Safety Protocol**

- All staff and children in the facility will wear face masks.
- All children and staff will hand wash regularly throughout the day, not just for meal periods after bathroom use and coming inside.
- All persons in the building will use hand sanitizer daily throughout the day.
- Only "essential" persons will enter the building, unless they are a planned visitor for program. These visitors will also follow all policies/protocols.
- All persons in the building will be screened at arrival, and then again for a second time 4 hours after being in the facility (usually lunch time).

## **Quarantining/positive case protocol**

- All children under mandatory quarantine or isolation, must not return until they have met their quarantine or isolation requirements and the parent or guardian has provided a release letter to Time For You Playcare.
- If a child or a family member has a pending covid test, that child cannot attend Time For You until the negative covid test is back.
- If your child or anyone in your family is exhibiting any signs or symptoms of covid, even prior to getting a test. You must communicate this with Time For You Playcare.