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# COVID-19 Business Reopening Safety Plan

## General Health and Safety Guidelines

- Students will be in small groups (pods) and remain with each other throughout the day in an effort to prevent inter-group contact when feasible.
- There are no required maximums on cohort or group sizes beyond our normal class size.
- Sinks are available in each classroom for hand washing as well as additional sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol). Locations without sinks throughout our school areas i.e. playground will utilize hand sanitizer as well.
- When weather permits, windows and doors will be opened to allow for greater air circulation.
- Air filtration systems are upgraded with in class air filters, uvc air filters and MERV 13 filters in our HVAC systems are being utilized.
- Floor markings will be installed to illustrate social/physical distancing.
- Outdoor instruction will be provided where health and safety conditions and physical space allow.
- Hands will be washed at the start of the day when children enter the building and classroom, before and after snacks, after using the toilet, before and after diapering, after sneezing, wiping, and blowing noses, and when students come in from outdoor play.

## Student Flow, Entry, Dismissal

- Student arrival and dismissal times will be staggered with specific windows of time for outdoor drop off and pick-ups.
- A teacher assistant/staff will greet children in cars as they arrive at the designated drop off door.
- Touchless scanning thermometers will be utilized for temperature checks while the child remains in the car. A child with a fever of 100.0 (38 degrees Celsius) or above, or other signs of illness will not be admitted. Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick. This is imperative.
- Staff will make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing, fatigue, or extreme fussiness.
- Staff reserves the right to not admit any child they believe to be ill.
- Hand hygiene stations will be set up out of reach of children at each entrance of the center. Adults will dispense sanitizer for children to clean hands before entering the building. Soap and water will be available for washing hands when the child enters the classroom.

- A disinfecting shoe mat will be used at each entrance or outdoor shoes will be removed and indoor shoes/hard sole slippers will be worn.
- Teacher Assistants/ Staff will walk all children to their classrooms.
- At dismissal, staff will bring children to the applicable area (ie. lobby, back entrance) to be picked up by a family member or bus.

**Classrooms**

- Children will have their own supplies; crayons, scissors, glue sticks, watercolor paints, playdough, smock, etc.
- Hula hoops or work rugs may be utilized for distancing so that children can be assigned their own space when applicable.
- Each class will utilize the playground individually, hand washing before and after use of the outdoor facility. Hand sanitizer will be available on the playground and high touch equipment will be cleaned after each group of students’ use.
- Children will be distanced or clear acrylic table divider shields will be utilized during snack time.

**Screening and PPE**

- Adults, including educators and staff, are required to wear masks/face coverings. Bandanas/cloth face masks recommended and encouraged for children over 2 and mask breaks will be provided throughout the day during times of distancing.
- Transparent face coverings provide the opportunity for more visual cues for younger children.
- Student and employees will be temperature checked and screened upon arrival for symptoms and history of exposure.
- Promoting behaviors that reduce spread will be encouraged/mandatory: Stay home when appropriate, hand hygiene and respiratory etiquette, face coverings, signs and messages.
- Communication will be primarily through phone, email, etc to limit in person contact as much as possible.

**Facilities Cleaning Practices**

In addition to full cleaning and disinfection, Abilities will disinfect high-touch surfaces multiple times daily to include:

Wipe door knobs (bathroom/classroom door/front door)
Wipe water dispenser
Wipe light switches
Wipe bathroom surfaces

Wipe sink faucet handles (bathroom and classroom)
Wipe tables
Wipe chairs
Wipe countertop
Clean classroom materials
Clean bathrooms
Vacuum classrooms
Refill soap dispensers
Wipe shared computer keyboards and mice

### **Diapering**

When diapering a child, staff will wash their hands and the child's hands before beginning, and wear gloves. Abilities staff will follow safe diaper changing procedures. Procedures are posted in all diaper changing areas. Steps include:

- Prepare(glove)
- Clean the child
- Remove trash
- Replace diaper
- Wash child's hands
- Clean up diapering station
- Wash hands

After diapering and hand washing, the area will be disinfected with a fragrance-free bleach that is EPA registered as a sanitizing or disinfecting solution. If other products are used for sanitizing or disinfecting, they will also be fragrance-free and EPA registered. If the surface is dirty, it will be cleaned with detergent or soap and water prior to disinfection.

### **Cleaning (See Appendix J)**

- Cleaning, sanitizing and disinfecting products will not be used in close proximity to children, and adequate ventilation will be maintained during any cleaning, sanitizing or disinfecting procedure to prevent children and caregivers/teachers from inhaling potentially toxic fumes.
- Staff will wear disposable gloves to clean and disinfect.
- Staff will clean surfaces using soap and water, then use disinfectant.
- Staff will clean with soap and water to reduce the number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces.

- Staff will routinely clean frequently touched surfaces.

### **Disinfect (See Appendix J)**

- Abilities will utilize EPA registered household disinfectant.
- Staff will follow instructions on the label to ensure safe and effective use of the product. Many products recommend keeping surface wet for a period of time.
- Staff will adhere to precautions such as wearing gloves and making sure there's sufficient ventilation during use of the product.
- Staff will utilize diluted household bleach solutions if appropriate for the surface.
- Staff will check the label to ensure bleach is intended for disinfection, and ensure the product is not past its expiration date.
- Staff will utilize unexpired household bleach which is effective against coronaviruses when properly diluted as follows: 5 TBSP (1/3 cup) bleach per gallon of water, or 4 tsp bleach per quart of water.
- Bleach solutions will be effective for disinfection up to 24 hours.
- Alcohol solutions with at least 60% alcohol may also be used

### **Soft surfaces**

Abilities has limited the number of soft surfaces and has installed hard surface flooring throughout the building. For soft surfaces such as area rugs, these procedures will be followed:

- Surface will be cleaned utilizing soap and water or with cleaners appropriate for use on these surfaces.
- Launder items according to the manufacturer's instructions, use the warmest appropriate water setting and dry items completely, or
- Disinfect with an EPA registered household disinfectant. These disinfectants meet EPA's criteria for use against COVID-19.
- Vacuum as usual and Lysol

### **Electronics**

- For electronics such as tablets, touch screens and keyboards, alcohol based wipes or sprays containing at least 60% alcohol will be utilized and surfaces will be thoroughly dried.

### **Laundry**

- For sheets, blankets, or other items, items will be laundered according to the manufacturer's instructions using the warmest appropriate water setting and dry items completely.

- Staff will wear disposable gloves when handling dirty laundry from a person who is sick, remove gloves and wash hands right away.

Abilities utilizes bedding (sheets, pillow, blanket) that can be washed. If a child becomes ill and is placed on a cot to rest awaiting pick up, any bedding that touches a child's skin will be cleaned before use by another child.

### **Clean and Sanitize Toys**

- Toys that cannot be cleaned and sanitized will not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned by hand by a person wearing gloves.
- Toys will be cleaned with water and detergent, rinsed, sanitized with an EPA registered disinfectant, rinsed again and left to air dry.
- Toys in need of cleaning will be set aside and placed in a dish pan marked "yuck bucket"

### **Cleaning and disinfecting if someone is sick**

- If a child or staff member becomes ill, the area used by the person who is sick will be closed off.
- Abilities will only close if unable to close off affected area.
- Windows will be opened to increase air circulation.
- All areas used by the person who is sick will undergo additional cleaning and disinfection when the area is empty.
- Temporarily turn off room fans and the central HVAC system that services the room or space while the area is being cleaned and disinfected.
- Once the area has been appropriately disinfected, it can be opened for use.
- Workers without close contact with the person who is sick can return to work.

### **Cleaning and disinfecting outdoor areas**

- Outdoor areas will require normal routine cleaning, but do not require disinfection sprays as it is not proven to reduce risk of COVID-19 to the public.
- High touch surfaces made of plastic or metal, such as grab bars and railings will be cleaned routinely.
- Cleaning and disinfection of wooden surfaces is not recommended.

### **Ventilation to control odors**

Odors in toilets, bathrooms, diaper changing areas, and other inhabited areas of the center should be controlled by ventilation and appropriately cleaned and disinfected. Toilets and bathrooms, janitorial closets, and rooms with utility sinks or where wet mops and chemicals are stored, should be

mechanically ventilated to the outdoors with local exhaust mechanical ventilation to control and remove odors in accordance with local building codes. Adequate ventilation should be maintained during any cleaning, sanitizing, or disinfecting procedure to prevent children and caregivers/teachers from inhaling potentially toxic fumes.

### **Dishwashing in Preschool**

Abilities utilizes a three-compartment dishwashing arrangement. We use one large sink with a combination of dish pans. If a three-compartment dishwashing arrangement is not available, paper cups, paper plates and plastic utensils will be used and should be disposed of after every use.

*Please see appendix K for cleaning, sanitizing and disinfecting schedule.*

### **Response to Students and Staff Presenting Symptoms**

Students and employees will be asked to leave or not come into school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19, based on CDC guidance, that is not otherwise explained:

- A fever of 100.0° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Fatigue
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Cold and flu season will pose another challenge for us as flu symptoms closely mirror Covid-19 symptoms. **We are encouraging families and all students to receive the flu shot this year.**

- An employee, parent/guardian, or child who screens positive for or exhibits symptoms of COVID-19 must not be allowed to enter the facility or area and must be sent home with instructions to contact their healthcare provider for assessment and testing.
- Children who are being sent home because of a positive screen (e.g. onset of COVID19 symptoms) will be immediately separated from other children and supervised until their parent/guardian or emergency contact can retrieve them from the center.

- If the parent/guardian – who is a member of the same household as the child– is exhibiting signs of COVID-19 or has been tested and is positive for the virus, an alternate parent/guardian or emergency contact authorized by the parent must come pick up the child.
- In the event that a parent/guardian of a child must be isolated because they have tested positive for, or exhibited symptoms of, COVID-19, the parent/guardian cannot enter the site for any reason, including picking up their child.
- If a child or their household member becomes symptomatic for COVID-19 and/or tests positive for COVID-19, the child must quarantine and may not return or attend the program until after quarantine is complete.
- If the parent/guardian – who is a member of the same household as the child – is being quarantined as a precautionary measure, without symptoms or a positive test, staff should walk out or deliver the child to the parent/guardian at the boundary of, or outside, the premises. As a “contact of a contact,” the child may return to the school during the duration of the quarantine.

### **Class Cancellations Plan**

It is our hope that everyone continues to abide by state guidance of social distancing and masking in public to keep our numbers low and ensure that the children remain in school safely. In the event that the current situation changes and Abilities is once again subjected to a state mandated stay at home order, we will transition to distance learning after one week’s time.

Preschool is where children often make their first friends and learn how to interact with others while navigating and advocating for themselves. It encourages exploration and a love of learning. Preschool provides the building blocks of your child’s formal education. So how do we accomplish all of these important milestones and provide consistent structure and routine while we are socially distancing?

Cloud 9! Nothing can replace the experience of your child’s classroom, but our staff at Abilities has collaborated to create a program that provides the routine, lessons and sense of community that your child would have in the classroom, right in your own home. We designed Cloud 9, a virtual classroom, in order to bring the classroom to the C.L.O.U.D for Connected Learning Online Uniquely Delivered!

During Cloud 9 time you will have access to familiar songs, circle time, story time, and more during this integral time in your child’s life. Our approach will address your child’s rapidly developing cognitive, social, emotional, and language skills- all the skills they are building on to prepare for Kindergarten and beyond. In the event of closure, Abilities will provide:

- daily circle time routine videos and stories
- theme based projects that align with the Preschool Learning Standards
- continued Handwriting Without Tears lessons and activities

- a community of friends and learners that can post pictures of their projects and share stories from home
- opportunities for Zoom calls to stay in touch and interact with one another.
- extension activities that will allow families to create a classroom environment at home so that your child can flourish just as they would if they were at school.

You and your child will have access to a modified version of our Cloud 9 Program at anytime throughout the school year! We encourage you to check it out!