



# Heritage School of Discovery

## COVID-19 ACTION PLAN

The Center for Disease Control and Prevention, Department of Social Services/Community Care Licensing and in collaboration with The California Department of Education have provided COVID-19 practices and guidelines for Childcare Service Providers to implement.

The health and wellbeing of our staff, students and families is our number one priority. We have always been proactive in maintaining a clean facility, and we know this is more important than ever now. Provided below is an outline of the guidelines Heritage has been adhering to. These guidelines will be followed until June 30, 2020 or an earlier date upon written notice from the federal, state, or local authorities.

*\*Please note that COVID-19 updates change daily, and the guidelines described below are subject to change.*

### **COVID-19 in Children**

Based on available evidence from the CDC, children do not appear to be at higher risk for COVID-19 than adults. While some children and infants have been sick with COVID-19, adults make up most of the known cases to date. Children may have mild symptoms. The symptoms of COVID-19 are similar in children and adults. However, children with confirmed COVID-19 have generally shown mild symptoms. Reported symptoms in children include cold-like symptoms, such as fever, runny nose, and cough. Vomiting and diarrhea have also been reported.

### **Social and Physical Distancing**

Social and physical distancing is a practice recommended by public health officials to slow down the spread of disease. It requires the intentional creation of physical space between individuals who may spread contagious and infectious diseases. It additionally requires canceling or postponing the number of gatherings and group activities, reducing all group sizes, and maintaining six feet of distance between every individual, as much as possible.

It is important that Heritage adheres to the following distancing guidelines:

- Children will remain in groups as small as possible not to exceed ratio and capacity requirements of 1:10.
- Children will be kept with the same children and teacher or staff with each group and include children from the same family in the same group, to the greatest extent possible.
- Heritage will extend the indoor environment to outdoors, and bring the class outside, weather permitting.
- Windows and/or doors will be opened to ventilate facilities before and after children arrive.
- Learning activities will be arranged for smaller group activities and play spaces will be developed to maintain 6-foot separation, when/if possible.
- Heritage will postpone the presence of parent volunteers for all classroom activities.
- Heritage will postpone all events and other large gatherings until further notice.

## **The Use of Cloth Face Coverings**

Considering new evidence, the CDC recommends wearing a cloth face covering in public settings where other social distancing measures are difficult to maintain, especially in areas of significant community-based transmission. This means that the virus can spread between people interacting in proximity– for example, speaking, coughing, or sneezing– even if those people are not exhibiting symptoms.

Children 2 years and older should wear a cloth face covering. The cloth face covering their nose and mouth when in the community setting. Heritage will provide cloth face coverings for each enrolled student and staff member to wear during different portions of the day (when students and staff are in proximity of one another during:

- Diapering, toileting and when washing hands
- Small group gatherings/activities
- Anytime staff and students are in the classroom

Students will not be required to wear a mask but this is an additional public health measure Heritage is implementing to reduce the spread of COVID-19 in addition to (not instead of) social distancing, frequent hand cleaning and other everyday preventive actions. A cloth face covering is not intended to protect the child but may prevent the spread of virus from the child to others. This would be especially important if a child were to be infected but does not have symptoms.

## **COVID-19 Threats Within Heritage**

According to the CDC, information about COVID-19 in children is somewhat limited, but the information that is available suggests that children with confirmed COVID-19 generally had mild symptoms. However, a small percentage of children have been reported to have more severe illness. Despite the lower risk of serious illness among most children, children with COVID-19-like symptoms should avoid contact with others who might be at higher risk, such as older adults and adults with serious chronic medical conditions.

Any Heritage parent, child or staff member who has been in contact with anyone who has been diagnosed with COVID-19 or is tests positive for COVID-19 the following procedures will take place:

- Heritage will notify and be in coordination with local health officials.
- Heritage will be closed for approximately 7 to 10 days. This initial short-term dismissal allows time for the local health officials to gain a better understanding of the COVID-19 situation impacting the preschool. This allows the local health officials to help the school determine appropriate next steps, including whether an extended dismissal duration is needed to stop or slow further spread of COVID-19.
- Staff, students, and their families will be recommended to refrain from gathering or socializing anywhere. This includes group childcare arrangements, as well as gathering at places like a friend's house, a favorite restaurant, or the local shopping mall.
- Heritage will communicate with staff, parents, and students; coordinate with local health officials to communicate dismissal decisions and the possible COVID-19 exposure.
- Heritage will clean and disinfect thoroughly- We will close off areas used by the individuals with COVID-19 and wait (if practical) before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets.
- We may have to consider and make decisions about extending the preschool closure. If Heritage extends school dismissal, tuition will be paused and strategies to continue education (Seesaw Online Learning) will be implemented.

## **During Drop-Off and Pick Up**

Heritage staff will conduct daily health checks/self-screening for all staff and students. This will include the following:

- Temperatures will be taken upon staff's and children's entrance to/exit from the facility. Staff or children exhibiting a fever of 100.4 degrees must be excluded from the facility. Following the health check, Heritage families will be asked a variety of health questions related to COVID-19 symptoms or other health symptoms when concerned.
- Temperatures will be recorded by parents on a daily sign-in/sign-out sheet.
- Once the health screening is completed (temp check/questionnaire), students may enter the facility and will be directed to our hand hygiene station (restroom) to wash hands.
- We kindly ask that families notify Heritage if your child has taken any fever reducing medication or flu/cold reducing medications in the prior 72 hours.
- It is recommended by the CDC that ideally; the same parent or designated person should drop-off/pick up the child every day. If possible, older people such as grandparents should not pick up their children, because they are more at risk for serious illness.

## **Facility Exclusion (Illness Policy)**

Students and Staff will be asked to stay home if they exhibit any of the following symptoms:

- Fever (100 degrees or higher)
- Greenish discharge from nose (suspected sinus infection)
- Coughing (dry, chronic, deep, or hacking)
- Sore Throat (swollen tonsils or glands, white spot in throat, child complaining or pain or irritation in throat)
- Rash (if unable to determine what is it)
- Stomachache (vomiting, severe cramping)
- Diarrhea (after 3<sup>rd</sup> loose stool or hard cramping)
- Conjunctivitis (Pink Eye: suspected redness or discharge from one or both eyes)
- Ear Pain (suspected ear infection, complains of ear hurting)
- Head Lice (if nits or lice are detected)
- Allergies (runny nose and slight congestion)
- Vomiting
- Difficulty breathing or wheezing

If your child displays any symptoms while at school, we will be administering a phone call home and an "Illness Report" will be provided for you to sign off on. If your child has contracted an illness (virus) or is showing visible symptoms, please call in to your doctor (immediately) and ask how long they should stay at home for, to prevent spreading the virus. We please ask that your child stay home for a minimum of 24-48 hours before returning to school. Upon your child's return to school, a doctor's note may be requested; to confirm that your child symptoms are stable (non-contagious).

With the warmer weather, staff and students may be exhibiting coughing or sneezing symptoms. It is extremely vital that we do not pass off coughing, sneezing, or congestion as allergies. For the safety of everyone, staff and children may be asked to be excluded from the facility.

Staff will also check children periodically throughout the day for: Changes in behavior or mood, runny nose, eyes, change in appetite, vomiting, abnormal bowel movements, and fatigue.

## **Practicing Healthy Hygiene**

Heritage will continue to teach, model and reinforce healthy habits and social skills with children. We will discuss with children why it is not healthy to share drinks or food, particularly when sick. Heritage will also adhere by the following:

- Frequent handwashing will continue to be applied for all children and staff for 20 seconds or longer. Handwashing will take place: after toileting, before eating, after eating, after handling animals, after playing outside, after blowing nose, after coughing or sneezing.
- Faces should be covered when a child or staff member coughs or sneezes. Tissues, hand sanitizer and hand soap will be available for daily use.

## **Cleaning and Disinfecting Protocols**

Caring for Our Children (CFOC) sets a national policy for cleaning, sanitizing and disinfection of education facilities for children. Below are how Heritage will continue to intensify all cleaning and disinfecting efforts:

- Heritage will routinely clean and disinfect surfaces and objects that are frequently touched. This may include cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desk, chairs, cubbies, playground structures and all toys.
- All toys used will be set aside to be washed and disinfected daily.
- 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.

## **Additional Resources**

CDC's website contains a variety of resources for families, including detailed guidance on COVID-19 preventions, and frequently asked questions for parents. You can stay updated by referring to the following links:

- Stanislaus Public Health Office: <http://www.schsa.org/PublicHealth/pages/corona-virus/>
- Center for Disease Control and Prevention: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>
- World Health Organization: <https://www.who.int/emergencies/diseases/novel-coronavirus-2019>
- Governor's Office COVID-19 Updates: <https://covid19.ca.gov/>

The COVID-19 pandemic is a challenging and fluid situation. Federal, state and local orders and guidance may change frequently. Heritage will continue to adhere to the local public health department's orders and guidelines for providing a healthy and safe childcare environment. We will do our best to update you on any changes to our action plan and appreciate your cooperation with these health matters.

*I acknowledge and understand the "risks" the Coronavirus (COVID-19) contraction and transmission may bring amongst my child during their attendance at Heritage School of Discovery. I have been provided a copy of Heritage School of Discovery's "COVID-19 Action Plan" and hereby agree to abide the guidelines and policies outlined above.*

*Parent Name (Print):* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Parent Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_