**ANIGUA LEARNING LADDER**

**CHILD CARE CENTER**

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**PANDEMIC REOPENING PLAN**

**TABLE OF CONTENTS**

REOPENING PLANS 3

GENERAL GUIDANCE

1. Employee Training 4
2. General Prevention and Control Measures 4
3. Drop-Off and Pick-Up 5
4. Health Screening 5
5. Exclusion Policy 6
6. Classroom Practices & Social Distancing 6
7. Cleaning and Sanitizing 6
8. Daily Supplies for Children 7
9. Preparation 7

**ANIGUA LEARNING LADDER**

**REOPENING PLANS**

**Start Date: Wednesday, July 1, 2020**

* Proposed opening date undetermined
* Will be determined on the number of currently enrolled families in need of child care services

**Hours of Operation: 7am-6pm**

**Staff Coverage: 1 Director and 3-4 Providers**

* Number of providers may increase or decrease based on the number of children in attendance for the day.
* Appropriate Staff:Child ratios will be maintained.
* Staff will have adjusted work schedules due to anticipated reduced hours and reduced enrollment.
* Staff will only be permitted in facility when on duty.
* Child care providers shall remain solely with assigned group of children, in separate rooms, and groups will not be permitted to mix.
* If no children or a low ratio of children are in attendance, some staff may be dismissed early from facility after cleaning and sanitizing tasks are completed.

**Safe Operational Policies and Procedures**

* Center will observe all requirements set forth by DPHSS Guidance Memorandum 2020-20.
* Center will include additional measures for the health and safety of children, staff , and families.

**GENERAL GUIDANCE:**

1. **Employee Training**

Child care program administrators/director shall train and continuously update employees on the following:

* Information on COVID-19 from the Centers for Disease Control and Prevention (CDC), including how the virus is spread, prevention, symptoms, and when to seek medical assistance for sick children or employees.
* Health screening for children, staff, and patrons.
* Proper cleaning and disinfecting procedures with the use of approved cleaning supplies according to CDC guidelines.
* Proper use of Personal Protective Equipment (PPE)
* Strategies for practicing social distancing throughout the center.

1. **General Prevention and Control Measures**

* Provide adequate supplies for good hygiene, including easy access to clean and functional handwashing facilities, soap, paper towels, and alcohol-based hand sanitizer, especially at entrance of facility.
* Hand washing will be incorporated into daily routines and children will be continuously taught how to hand wash thoroughly.
* Wash hands frequently (before and after meals, after outside play, after toileting, after sneezing, blowing your nose, or coughing, and before/after classroom activities that involve sharing supplies and materials) with soap and water for at least 20 seconds.
* All occupants (Staff and children over 2 years of age) will be required to wear a cloth mask while in the facility. Face coverings are not for anyone who cannot take them off by themselves.
* Except for diapering or when eating, preparing, or serving food, hand sanitizing products with 60% alcohol may be used as an alternative method to hand washing. Hand sanitizers will be kept/stored out of reach of children.

1. **Drop-off and Pick Up**

* To encourage and assist with physical distancing outside or in front of facility, small groups will take turns with drop-off and pick-up times.
* Only one family at any given time will be permitted in the greeting area.
* Hand sanitizers will be placed near sign in/out log.
* Parents will be encouraged to use personal pens.
* Families will be highly encouraged to have the same adult drop off and pick up child/children each day.
* All children will receive a temperature check at the designated area outside the facility or greeting area prior to entering.
* Individuals with temperatures of 100.4 F or above will not be admitted.

1. **Health Screening**

* Staff, children and parents will be asked a short series of questions such as if they may be experiencing any symptoms, have had close contact with anyone diagnosed with COVID-19, or if any other household member may experiencing symptoms.
* Parents will be highly encouraged to maintain a private log of all places and people they have visited or been in contact with.
* Touchless thermometer will be used to take temperatures.
* If a staff member or child shows signs of respiratory illness, a fever of 104F or above, cough, or shortness of breath, they must leave the premises immediately and remain at home until they are symptom free (no cough, fever , and no fever reducing meds for at least 72 hours).
* While waiting for a sick child to be picked up, a designated care giver will stay with the child in a designated isolation area/room.
* If anyone who has entered the facility is diagnosed with COVID-19, administrator/director will consult with DPHSS regarding disinfecting and closure.

1. **Exclusion Policy**

* Anyone who has had close contact ( defined by the CDC as being within six feet of someone for 10 minutes or more) with an individual diagnosed with COVID-19 should remain home for 14 days after their last contact with the COVID-19 patient.
* If someone in their household has symptoms of respiratory illness, consider asking them to remain home for at least 72 hours after symptom resolution (absence of fever without fever-reducing medication and improvement in respiratory symptoms).
* Recommend exclusion for children who are considered high-risk, including older adults or individuals who have serious, chronic medical conditions.

1. **Classroom Practices & Social Distancing**

* Only staff necessary to maintain ratio compliance should be inside of classrooms.
* Classroom layout re-designed to allow six feet between activity stations, tables and chairs.
* To avoid cross-contamination, children will be assigned individual bins for the storage of personal belongings such as backpacks, lunch pails and shoes. “Center Shoes” policy will be enforced (pair of shoes kept at the center and only worn throughout the facility)
* Eliminate activities that bring children within very close proximity of each other and prevent the sharing of toys and materials.
* Stagger activities such as outdoor play time so no two groups are in the same place at the same time.
* Meals will be served in the individual classrooms with appropriate distancing/seating at tables.
* Field trips or outings to areas with large crowds are prohibited.

1. **Cleaning & Sanitizing**

* All classroom materials and toys that are hard to clean (soft and porous) will be removed.
* The use of approved EPA-registered products will be used to disinfect frequently touched surfaces, toys and materials throughout the day, especially after closing.
* Staff will be trained on following proper cleaning protocols as suggested by CDC and EPA.
* A designated bin for separating toys that have been in children’s mouths will be maintained and inaccessible for other children until cleaned and sanitized prior to returning to children’s area.
* Cots will be assigned and labeled for each child. Individual bedding will be stored separately in plastic bags and will be sent home for laundering weekly or earlier if necessary.

1. **Daily Supplies for Children**

* Only prepared/ready to eat foods will be permitted, to include food that requires reheating.
* Children are limited to bring the amount of food that will be consumed for the day. Storing of food in the facility will be prohibited.
* Disposable utensils will be provided.
* Water will be provided in disposable cups or children may bring in labeled bottles or thermos.
* An extra, labeled set of clothing must be kept in backpacks or bagged and left in cubbies.
* Diapers, wipes and/or training pants will be stored individually at the center.
* Infant carriers or car seats may not be left at the facility.

1. **Preparation**

* Stay informed about COVID-19 via reliable sources such as the Joint Information Center Releases.
* Display informative poster/flyers throughout facility.
* Follow guidance from DPHSS, CDC, and EPA.
* Establish a reliable method of communication with parents and staff such as emails, text messages, social media group messages, etc.
* Be prepare should the need to close facility arise such as possible exposure or child care cannot safely be provided due to a high number of staff unable to report to work.