

# NENE CHILD CARE CENTER

AN EARLY CHILDHOOD EDUCATION AND DEVELOPMENT CENTER

P. O. BOX 1742

AGANA, GUAM 96932-1742

PHONE: 671-734-8368

EMAIL: [nenechildcarecenter@yahoo.com](mailto:nenechildcarecenter@yahoo.com)

Our early childhood education program in teaching and developing children is critically important in the community. Parents will be demanding for child care services as they return to work. We are committed to teach, develop, care and safeguard the health of the children of parents or guardians. As we reopen our center in the wake of this pandemic, it is incumbent on us to help stop the spread of COVID-19 disease or any disease for the matter by taking measures to protect children, parents, teachers, assistants and staff. Accordingly, we are instituting guidelines to stop the spread of the virus in our center through proper screening, hygiene, education, as well as, engaging the involvement of parents and public health officials.

## MINIMUM REQUIREMENTS:

- HEALTH CHECK SCREENING
- HAND WASHING (HAND SANITIZERS IF NO WATER AND SOAP)
- SOCIAL DISTANCING OBSERVED
- WEARING CLOTH MASK (all except infants and toddlers)

## DAILY HEALTH CHECK FOR CHILDREN UPON ARRIVAL:

- Before entering daycare, staff will ask parents
  - if child has taken any medication in the last 24 hours, especially fever reducing medication,
  - if child has any flu-like illness,
  - if any member of their family has COVID 19 virus or have been in contact with anyone who has COVID 19 disease.

Staff will greet child and ask child if he/she is feeling well today and ready for school. Tell child that you want to read his/her temperature.

Staff will take the temperature of child and parent at check-in. It is recommended to use a no-touch thermometer to reduce contact. The no touch thermometer needs to be wiped with an alcohol wipe after each use. A fever for the purposes of this screening is  $\geq 100.0^{\circ}\text{F}$ . A health checklist is provided for each child and recorded daily. Any child absent raises red flag and signals contact with parents to determined reason.

NOTE: All pre-screening will be performed outside at the main entrance.

- NO CHILD WILL BE ALLOWED TO ATTEND THE CENTER IF SICK.
- NO CHILD WILL BE ALLOWED TO ATTEND DAYCARE IF PARENT OR FAMILY MEMBER IN HOUSEHOLD IS SICK WITH COVID-19 VIRUS.
- REFUSE ANY ENTRY OF CHILD OR ANYONE WITH ANY RESPIRATORY SYMPTOMS (I.E. COUGH, RUNNY NOSE, SORE THROAT, SHORTNESS OF BREATH, FAST BREATHING, ETC) OR ANY COMMUNICABLE DISEASE.

1. BASIC REQUIREMENTS OF CHILDREN IN OUR CARE:

- Child must immediately wash hands.
- We will not allow any toys or items coming into the child care from home other than essentials. BLANKETS, FOOD AND SNACKS AND DRINKS, WATER.
- Only basic necessities will be allowed.

2. CHILDREN TO STAFF RATIO:

- Our child to staff ratios or lower to minimize any exposure are:

<u>AGE GROUP</u>	<u>CHILDREN</u>	<u>TEACHER</u>
0 TO 12 MONTHS	4	1
13 MONTHS TO 24 MONTHS	6	1
25 MONTHS TO 36 MONTHS	10	1
37 MONTHS TO 48 MONTHS	10	1
48 MONTHS AND UP	10	1

3. PROCEDURES TO CONTROL THE SPREAD OF THE VIRUS:

- Observe gathering within groups aimed at maintaining similar groups from day to day.
- Teachers/Caregivers will serve meals to children directly.

- Children learning activities will be to minimize close physical contact between children and limiting item sharing. Such activities will include circle time, reading, music time, playtime, lunch time, snack time and nap time both indoor and outdoor activities.
- We will follow strict hand hygiene at all times. The best practice is to lather for 20 seconds with soap and water or use 60-95% alcohol-based hand-sanitizer (only if no means to wash hands) after any contact with children and/or after contact with high touch areas, i.e. doorknobs, countertops, and especially anything at the level that children touch.
- Follow strict respiratory etiquette. Cough or sneeze into a tissue and deposit into a waste receptacle, cough or sneeze into an elbow or shoulder, and avoid any touching eyes, nose, mouth, or face.
- Clean, sanitize, and disinfect surfaces after use throughout the day.
- Follow procedures for children who become sick at child care. Ensure isolation and send child home immediately. Keep anyone sick separate from students and staff until the sick child can be sent home.
- If a staff member is going to be in close contact with a child who is coughing and sneezing, staff member should follow necessary personal protection control. Continue to practice strict hand hygiene and other infection control practices as well.
- Report any sick child to the Office of Department of Public Health and Social Services or Center for Disease Control for further action.

#### 4. Absenteeism:

- Parents must call center if their child is ill and not able to attend.
- Parents must inform what type of illness or reason for child not attending daycare.
- Staff will contact parents if child is absent and determine reason for absence if parents do not call center.
- This will be documented in health checklist for each child.

#### 5. Napping:

- Space cots or mats for children 6 feet apart from each other. Have children lay head in opposite directions direction of each other to lessen the possible spread of illness between children from coughing or sneezing.

#### 6. Outdoor Play:

- Outdoor play will require that children are play in non-engaging activities to maintain social distancing.
- Children will wash hands before and after outdoor activities.

## 7. PROTECTING OF YOURSELF AND YOUR FAMILY:

- The best way to prevent illness is to avoid being exposed to this virus. The virus is thought to spread mainly from person to person through respiratory droplets produced when an infected person coughs or sneezes.
- Please see easy-to-read CDC guidance on protecting yourselves and protecting your families. See attached.
- If you have symptoms, the CDC's Coronavirus Self-Checker, available online, can help you make decisions about whether you need to go to a hospital, call your medical provider, or if you should stay home and take care of yourself.

## 8. PARENT INVOLVEMENT AND COMMUNICATION:

- Parents or Guardians will update contact information for emergency purposes. Also, Parents or Guardian will indicate best contact for the day on SIGN-IN LOG.
- Encourage Parents or Guardians to do a health check of themselves and their child before coming to Center. This will avoid any delays or entry refusal etc.
- Provide Parents or Guardians with COVID-19 information and our policies to help stop the spread of the virus.

## STAFF PROCEDURES:

### MINIMUM REQUIREMENTS PERSONAL:

- SOCIAL DISTANCING OBSERVED
- CLOTH MASK AND FACE SHIELD (IF FACE SHIELD IS NEEDED)
- HAND SANITIZERS (ONLY IF SOAP AND WATER ARE NOT AVAILABLE)
- DISPOSABLE GLOVES
- CHANGE CLOTHES AND FULL COVERALL APRON
- PROPER HYGIENE

### DAILY HEALTH CHECK STAFF:

- Before entering daycare, staff and management will check each other. Staff will take the temperature of another before entering workplace. No-touch methods are preferred to reduce contact. A fever for the purposes of this screening is  $\geq 100.0^{\circ}\text{F}$ . A health checklist is provided for each staff and recorded daily. Any staff absent raises red flag and signals contact to determined reason.
- NO STAFF WILL BE ALLOWED TO ATTEND THE CENTER IF SICK. NO STAFF WILL BE ALLOWED TO WORK IF ANY FAMILY MEMBER IN HOUSEHOLD IS SICK WITH COVID 19. Refuse any entry of staff with fever or any respiratory symptoms (cough, runny nose, sore throat, shortness of breath, fast breathing, etc.) or any communicable illness.

### STAFF ILLNESS:

- Stay home if you are ill with any fever, cough, sore throat, shortness of breath OR if you have been in close contact with anyone testing positive for COVID-19. Stay home if you have any communicable illness.
- Doctor's clearance is required for return to work.

## STAFF TRAINING:

Train staff on new policies and efforts to keep everyone safe and healthy.

### What is COVID-19?

- COVID-19 is the short name for “coronavirus disease 2019.” It is a new virus. Doctors and scientists are still learning about it.
- Recently, this virus has made a lot of people sick. Scientists and doctors think that most people will be ok, especially kids, but some people might get pretty sick.
- Doctors and health experts are working hard to help people stay healthy.

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms or combinations of symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing

*Or at least two of these symptoms:*

- Fever
- Chills
- Repeated shaking with chills
- Muscle pain
  
- Headache
- Sore throat
- New loss of taste or smell

Note that children have similar symptoms to adults and generally have mild illness.

### When to Seek Medical Attention

If you have any of these **emergency warning signs\*** for COVID-19 get **medical attention immediately**:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse

**Call 911 if you have a medical emergency:** Notify the operator that you have, or think you might have, COVID-19. If possible, put on a cloth face covering before medical help arrives.

## KNOW HOW COVID-19 SPREADS:

- There is currently no vaccine to prevent coronavirus disease 2019 (COVID-19).
- **The best way to prevent illness is to avoid being exposed to this virus.**
- The virus is thought to [spread mainly from person-to-person](#).
  - Between people who are in close contact with one another (within about 6 feet).
  - Through respiratory droplets produced when an infected person coughs, sneezes or talks.
  - These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
  - Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

## HAND HYGIENE:

- [Wash your hands](#) often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, **use a hand sanitizer that contains at least 60% alcohol**. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.

## KEEP YOUR DISTANCE:


- **Avoid close contact** with people who are sick
- Put **distance between yourself and other people**.
  - Remember that some people without symptoms may be able to spread virus.
  - Keeping distance from others
- Cover your mouth and nose with a cloth face cover when around others, work and public.
- You could spread COVID-19 to others even if you do not feel sick.
- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- The cloth face cover is meant to protect other people in case you are infected.

- Do NOT use a facemask meant for a healthcare worker.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

### **COVER MOUTH WHEN COUGHING OR SNEEZING:**

- **If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose** with a tissue when you cough or sneeze or use the inside of your elbow.
- **Throw used tissues** in the trash.
- Immediately **wash your hands** with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

### **CLEAN AND DISINFECT SURFACES:**

- **Clean AND disinfect [frequently touched surfaces](#) daily.** This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- **If surfaces are dirty, clean them.** Use detergent or soap and water prior to disinfecting.
- **Then, use a household disinfectant.** Most common [EPA-registered household disinfectant](#) will work

### **WHAT HAPPENS IF YOU GET SICK WITH COVID-19? :**

- COVID-19 can look different in different people. For many people, being sick with COVID-19 would be a little bit like having the flu. People can get a fever, cough, or have a hard time taking deep breaths. Most people who have gotten COVID-19 have not gotten very sick. Only a small group of people who get it have had more serious problems. From what doctors have seen so far, most children don't seem to get very sick. While a lot of adults get sick, most adults get better.
- If you do get sick, it doesn't mean you have COVID-19. People can get sick from all kinds of germs.
- If you suspect you have COVID-19, call your doctor. Inform your Director immediately to avoid any spread in the center and for tracing purposes.