KEEPING EACH OTHER SAFE — COVID-19

CHANGES IN BLUE EDITION

Cleaning, Disinfecting, Gloves, Masks, Social Distancing, & Changing Guidance
ARRIVAL: ADULTS AND CHILDREN

Adults
- Enter through assigned entrances (gates & hallways or offices)
  - Avoid entering the classroom space until scrubs are put on
- Change into scrubs
- Admin will take temperature & record it
- Wash and Disinfect all surfaces
- Prepare for the Day

Children
- Families will enter through assigned entrances
- An administrator will meet Families at the entrance
  - Ask daily questions
  - Take the child's temperature with a touch-free thermometer and record it
  - Sanitize their hands and child's hands
  - Walk the child to the classroom
- Everyone will wash hands with soap and water when entering a classroom
All staff will wear a face mask at all times while on the CDL premises even during meal times. The mask must cover your mouth and nose to be effective.

We have provided two options for masks. You may wear a mask of your choice. Express yourself, but keep it work appropriate.

Children over the age of two will be strongly encouraged to wear masks. No children will wear masks during mealtimes or naptimes.
TO GLOVE OR NOT TO GLOVE — AND WHY

Before cleaning & disinfecting? GLOVE UP — protecting yourself
Before setting out food? NOT NEEDED— you just washed your hands
Before helping with toileting? GLOVE UP
Before dealing with bodily fluids? GLOVE UP
Before every diaper change? GLOVE UP

Before interacting with children?
Gloving too often can be a bad thing
See what the WHO says →
CLEANING WITH SOAP & WATER

Surfaces must be visibly clean before disinfecting.

• Dish soap and water mixture is good as long as it still foams up when you shake it.

• Wipe with clean paper towel.

• Once visibly clean, move on to disinfecting.
CLEANING AND DISINFECTING

Glove Up

Soap & Water

Disinfect with Bioesque (leave on surface for 1 minute)

Dry with Clean Paper Towel (or air dry)

Remove Gloves Safely

Wash Hands for 20 seconds
**REMOVING GLOVES**

1. Pinch and hold the outside of the glove near the wrist area.
2. Peel downwards, away from the wrist, turning the glove inside-out.
3. Pull the glove away until it is removed from the hand, holding the inside-out glove with the gloved hand.
4. With your un-gloved hand, slide your finger(s) under the wrist of the remaining glove. Do not touch the outer surface of the glove.
5. Peel downwards, away from the wrist, turning the glove inside-out.
6. Continue to pull the glove down and over the inside-out glove being held in your gloved hand.

Wrong glove removal exposes you to hazards!
**DISINFECTING WITH BIOESQUE**

Disinfecting requires DWELL TIME – time when the surface is visibly wet, but not oversaturated.

- Bioesque needs a dwell time of **1 minute to disinfect**.
- Spray Bioesque on visibly clean surface, let it sit for 1 minute, wipe and allow to air dry. Modest amount of Bioesque is effective and most should air dry within the 1 minute dwell time. Using too much will result in stickiness and is not any more effective.
- Use on Tables, Chairs, Shelves, Toys, Sinks, Cots, Water Fountains, Easels, and other hard non-porous surfaces.
**DISINFECTING WITH BIOESQUE WIPES**
*(LOCATED IN BUCKETS IN SANITATION STAND)*

Disinfecting requires **Dwell Time** – time when the surface is visibly wet.

- Wipes need a dwell time of **1 minute to disinfect**.
- If using wipes other than the Bioesque from the buckets, make sure the container is sealed tightly to keep the wipes wet!
- Also use on door handles, light switches, paper towel dispensers, phones, and other high touch surfaces.
Disinfecting requires **Dwell Time** – time when the surface is visibly wet.

- GS-103 needs a dwell time of **15 minutes to disinfect**
- A backpack sprayer filled with GS-103 will be brought to you after children are out of the classroom
- Mist your classroom in its entirety and let air dry completely
- Also use on door handles, light switches, paper towel dispensers, and other high touch surfaces.
OUTSIDE TIME

Playground Materials

• UV is our friend and properly sanitizes all items left outside. Sand toys, push trucks, anything else that children might play with on the playground are approved for getting out and leaving out (Yes--we are telling you do not pick up the outside toys at the end of the day!)

• Bikes are not approved, due to the requirement that children wear helmets, which of course means children sweat in the helmets, which creates a higher risk of contamination.

• No water play going forward until further notice
SOCIAL DISTANCING

No more than 25 people in a classroom at once.

No visiting other areas – classrooms, kitchen, front desk.

- Enter and exit through your assigned gate
- Use your assigned bathroom
- Spray/wipe down all items coming into the classroom with you
  - Such as backpacks, laptops, phones, etc

- We strongly encourage you to stay in the CDL throughout the day. However, if you do need to leave, change out of your scrubs into your street clothes and exit the building without going through your classroom. When you return enter the building (do not go through your classroom) change out of your street clothes into your scrubs, reenter the classroom and wash your hands.

(Less movement, less potential for cross-spread.)
SOCIAL DISTANCING  POINTS TO PONDER

Space children out during group times as much as possible

Space children out during meal service as much as possible

Space cots out 6 feet apart
- have children lay “head/feet” “feet/head”
CHANGING GUIDANCE: MEALTIMES

Everyone washes hands before helping/joining
Teachers set up table
Teachers serve the food
Serving bowls remain – 6 feet away
Before serving seconds of any food or milk, teachers must rewash hands.
Children and teachers clear table
Children and teachers wash hands
Teacher cleans (soap & water) and disinfects (Bioesque) table, chairs
CHANGING GUIDANCE: FEVER

Fever: Temp higher than 100.4 F for adults and children

Temperatures of children and staff will be monitored and recorded every two hours with a no touch thermometer.
CHANGING GUIDANCE: ILLNESS

If a child has a temperature of 100.4 upon arrival or during the programming day, the family will be notified and the child must be removed from the center.

If a child has any of the following symptoms, families will be notified and the child must be removed from the center:

- Cough
- Shortness of breath
- Difficulty breathing
- Respiratory symptoms

If a child has any 2 of the following symptoms, families will be notified and the child must be removed from the center:

- Chills
- Repeated Shaking with Chills
- Muscle Pain
- Headache
- Sore Throat
CHANGING GUIDANCE: ILLNESS CONT.

If a child becomes ill while in programming:

• Immediately notify an administrator

• Gather child’s belongings (with gloved hands) and place in plastic bag

• Contact the families and complete the Illness Reporting sheet
  • Take a picture of the Illness Reporting sheet and email to Gayle

• Assigned Administrator will come to remove child and their belongings from your classroom and wait outside for child to be picked up
  • Notify administrator of who was contacted and reached
  • If no contact made, administrator will call authorized pick ups
CHANGING GUIDANCE: WASHING HANDS

Washing hands WITH young children to make certain soap and water is being used well is encouraged.

Dispense paper towel before starting
(This reduces touching a dirty surface with clean hands.)

Wash your hands after helping someone wash their hands.
CHANGING GUIDANCE: LAUNDRY

Sheets & Masks

- Put sheets on cots as they are taken out of individual cubbies
- Store sheets and other personal, sleep items in a bag in child’s cubby
- Strip cots and spray with disinfectant when putting away – GLOVE UP
- Place all sheets and items used by children at naptime in a leak proof container, outside of your classroom door on the designated day for laundering by admin
  - YT: Tuesday, OT: Wednesday, Preschool: Thursday
- Children’s masks need to be placed in the bag provided and will be collected by admin and laundered daily

Dirty laundry is handled with gloves. Disinfect laundry containers with each load.
LESS IS MORE

• Be picky about jewelry. Wearing less on your hands improves chances for good hand hygiene.

• Keep your hair out of your face – less chance you will touch your face.
DEPARTURE: CHILDREN AND ADULTS

Children

• Your classroom assigned Administrator will take children to their family at the end of the programming day.

• Families will pick up children from the assigned gate.

• If a family member needs to talk to a teacher at the end of the day, then the teacher will go to the designated outside area for each classroom. The teacher and family will remain socially distanced and masked.

Adults

• disinfect all surfaces (including tables, chairs, counters, etc) with GS-103

• disinfect all toys/materials on shelves with GS-103

• wash all toys in the yuck bucket then spray with GS-103

• Spray all high touch areas with GS-103 (doorknobs, cabinet handles, etc)
SCRUBS: ARRIVING & GOING HOME

• When you arrive change into your clean scrubs
  • Store street clothes in an area outside of the classroom

• There are three approved colors of scrubs (wine, Caribbean blue, and pewter—substitutes will wear olive)
  • Tops and bottoms must be the same color

• Take scrubs home daily

• Wash in hot water

• Bring scrubs back into building in plastic bag, which ensures limited cross contamination
QUESTIONS

Are there situations we need to think through?
Are there questions about these changes or anything else?