

COVID-19 Quick Reference Guide

- + All staff and children will participate in a morning wellness and temperature check. Anyone with a temp of 100 degrees or higher will not be permitted to attend. Anyone sent home with a temp will need to be temperature free for a full 24 hours or 1 school day before they may return. All staff and adult family members of children will be asked if they have traveled to any of the states listed on the Ct Travel Advisory website in the past 14 days. This list is updated weekly and we will maintain current info.
- + ALL STAFF AND CHILDREN must STAY HOME if they are showing signs of sickness.
- + Families will escort their child their designated drop-off/pickup location:
 - o Infants and 3-4 Year olds will use the north Lobby
 - o Toddlers will park in the north end of the lot and walk around to the back of the building to the white door for the morning health assessment.
 - o Elementary students will use the north lobby.
 - o Once the health assessment is completed, the students will be escorted to their program. Parents will not be permitted past this point.
- + If a direct caregiver is awaiting COVID test results, the child must remain home until the results are complete.
- + Parents *must* adhere to their assigned drop off and pick up time. When possible families should designate one person to do the drop-off and pick-up.
- + **EVERY CHILD IS REQUIRED** To have at least 2 changes of clothing in their locker at all times. These changes will be available in case they must change after getting their own secretions or excretions on their clothes.
- + Children will be instructed to wash their hands every time they enter a new area of the building. Hand washing will be a full 20 seconds. Hand sanitizer will be used when soap and water isn't available. *NO Students will not be permitted to carry and dispense their own sanitizer. We will supply it.*
- + Nap Time Supplies- 2 crib size sheets and a small blanket should be provided in a Labeled Pillow Case- Stuffed animals will not be permitted at this time. (Ideally cots will be placed 6 feet apart) Children's bedding will be sent home weekly unless additional cleaning is necessary.
- + All Students should bring a labeled water bottle each day-the water fountains are not in use at this time. Teaching staff are the only ones who will be filling students' water bottles.
- + There will be no group size larger than 14 students. (For infants and toddlers group size is still 8 students).
- + We will implement social distancing to the best of our ability and developmentally appropriate for students.
- + Playground/gym time will be staggered to avoid co-mingling. All sites will be sanitized between each group.
- + We will spend as much time as possible outdoors-this may include eating outdoors.
- + All children's belongings will be kept separate and labeled.
- + All classroom materials will be disinfected daily.
- + We will not participate in field trips off campus until further notice. Students will be permitted to take a socially distant walk as long as they do not intermingle with other groups.
- + Students will not be permitted to bring anything from home to share with other students.
- + If the program has confirmed case of COVID-19 we may have to close a portion of or the entire program.
- + PARENTS PLEASE LABEL EVERYTHING!!!! PARENTS PLEASE LABEL EVERYTHING!!!!