

Safety Protocols for Covid-19

How we are protecting our GCLC families

Last updated to reflect State of Michigan LARA regulations for a Licensed Daycare: **November 16, 2020**

General Daycare Specific Policies:

- **Masks** -All person's over the age of 4 years old must wear an appropriate mask to enter our building.
 - **Children 5yrs old and over must wear a mask all day while in care.**
 1. The masks must be taken off during eating, drinking, and naptime.
 - **Children 4yrs old and over must wear a mask in all common areas, including gym/playground.**
 - **Children 2yrs and older who become ill** while here at GCLC will need to wear a mask and be isolated from the other children until they can be picked up.
 - **Masks are mandatory** and GCLC has masks onsite for any employee/parent who needs one.
- **Temperature Check/Screening** - Upon entering GCLC, each person must first have their temperature checked and disclose if anyone in their household has had any symptoms of Covid-19 in the last 24 hours or if anyone in the household has tested COVID-19 positive in the last 14 days. If a fever registers or the person has a member of their household with symptoms/covid-19, they will not be allowed entry.

If any Member of Household has the following symptoms that cannot be explained with a non-Covid-19 diagnosis, children may not return to daycare for 24 hours after the symptom(s) stops without medication:

- Fever 100 degrees or higher
 - Vomiting
 - Diarrhea (3x or more episodes in one day)
 - Loss of taste/smell
 - Sore Throat
 - *Persistent* cough
 - Shortness of breath
- **Positive Covid-19 alerts** will be sent to each families' billing email address, as well as being posted on each classroom door.
 - Every day at **11:00, 3:00, and 5:45**, we will be making an announcement for our teachers to do a disinfecting of their frequently touched surfaces. (Office will do this for lobby/foyer)
 - **All tours for potential customers as well as interviews for new staff will now be done virtually.**
 - **We are not permitting volunteers** until Social Distancing is no longer needed.

Reporting – GCLC will report to the Oakland County Health Department and our State Licensing Consultant with any confirmed cases of covid – 19.

Isolation – In the event that a child develops symptoms of possible Covid-19, they will be removed from their classroom and brought to an unused room in our center and a teacher/director will stay with them until their parents arrive. Anything in this room that the child came into contact with will be disinfected.

Staffing – Should a teacher call in due to possible covid-19 (or anything), we have 'floating' teachers that can be a substitute. If a Floater is not available, an office staff will step in. Teachers will not be penalized for staying home when ill or if exposed to Covid-19.

Child drop-off/pick-up Policies

- **Parents will knock on their classroom door and wait for a teacher.** Teachers will take or deliver the child to the parent, along with any needed belongings. Parents may not enter the classrooms or stand in the open doorway.
- **Families who have one child attending GCLC may only have one adult at a time come in the building** to drop off and pick.
 - Families with multiple children under 2 ½ attending GCLC can have both parents come in.
 - Whenever possible, please do not bring children who do not attend GCLC into the building, *however*, we completely understand if this is not possible (please do not leave children under 12 in the car without an adult).
- **At drop-off teachers will be doing a visual check of the children** prior to allowing them to enter the classrooms. (They will be looking for flushed cheeks, fatigue, rapid breathing or difficulty breathing).
- **Infant car seats may not be brought into or stored at GCLC.** Infants will have to be removed from their car seats prior to entering the center. Families with an infant and toddler will be assisted to car if needed. Please ask the front desk if you need assistance.
- **Bedding must be taken home daily at Pick-up to wash.** This includes soft special lovies.

Tuition for Missed Days due to Covid-19:

- **Families that are directly affected by covid-19** (either the child or a person living in the household is covid-19 positive) will not be charged for any required days missed.
- **Families that are *not* required to miss scheduled days** and are choosing to miss days due to a case of covid-19 at GCLC will continue to be charged the normal tuition rate. Vacation days may be used, or days may be swapped out for future dates.

Classroom Specific Policies:

- Temporarily: **Sensory Play** Tables will not be used in class.
- Temporarily: **Show ‘N’ Tell** will now be a game of “what can you find in the classroom to show?” and items from home will no longer be brought in.
- Unless completely necessary for staffing purposes, we will be making every attempt to **not merge classrooms, or move children from their own classrooms.**
- **Classrooms of the same age group** will no longer be combined during gym/playground play.
- **At naptime** we will be having the children spaced as far as possible and sleeping head to toe, and not face to face.
- Children are spaced out **at meal/snack times** or anytime they are sitting at a table as much as possible. (So you will see fewer children sitting at each table whenever possible)
- Teachers will be **continuously monitoring children for new symptoms.** If any new symptoms arise the parent will be contacted immediately and children will need to be picked up within the hour.
- **Hygiene** – Teachers will immediately assist in washing each child’s hands as they enter the classroom. (Preschool/Pre K students will independently wash their hands). Handwashing protocol will continue (upon entering the room for the day, before/after meals, after contact with bodily fluids, after diaper changes, when soiled) and will be encouraged even more frequently. Teachers will continue proper cleaning/disinfecting and will disinfect frequently touched objects more often.