



iKids U Afterschool Program

Covid-19 Precautions & General Safety Plan

Covid-19 Precautions:

iKids is committed to following all applicable rules, regulations, and requirements as they pertain to Covid-19, including CHAPTER 745 of Child Care Licensing, Subchapter X – Emergency Rules, Division 1 - Rules For Certain Day Care Operations In Response To COVID-19 §745.10001 Emergency Rule for Certain Day Care Operations in Response to COVID-19.

- 1. iKids Staff** - iKids follows the health and safety protocols provided by the Health and Human Services as they pertain to our staff.
 - iKids ensures that all child care providers have taken required health and safety training related to COVID-19 through the Texas A&M AgrilLife extension (Providing High Quality Experiences during COVID-19 for Emergency Child Care Settings & Special Considerations for Infection Control during COVID-19).
 - iKids does temperature screens on all staff upon entry to work.
 - iKids staff wear face coverings as required.
 - iKids communicates to staff the importance of being vigilant for symptoms and staying in touch with management if or when they may start to feel sick.
 - iKids requires staff to stay home if they are sick.
 - iKids has established procedures to ensure staff who come to the child care center sick or become sick while at our facility are sent home as soon as possible.
 - iKids keeps sick staff separate from well children and staff until they can be sent home.
 - Sick staff members will not return to work until they have met the criteria to discontinue home isolation.
- 2. Pick Up Procedures** - In an effort to minimize persons in and out of the school, iKids will conduct pick up outside of the facility and will continue to require parent photo identification and match it to the student's Authorization to Pick Up form.
 - Should the parent have a legitimate need to enter the operation, the parent will be screened by the iKids Site Coordinator.

- At pickup, the child will be brought to the vehicle and our Site Coordinator will get appropriate signatures.
 - iKids also encourages older people such as grandparents to not pick up children, because they are more at risk for severe illness from COVID-19.
- 3. Facility/Shared Items Sanitation** - In effort to reduce the spread of germs, iKids will thoroughly clean classrooms before and after the children participate for the day.
- A.** Cleaning will be in accordance to recommendations given by the CDC and as follows:
 - ❖ While cleaning our staff will:
 - Wear disposable gloves to clean and disinfect.
 - Clean surfaces using soap and water, then use disinfectant (Cleaning with soap and water reduces number of germs, dirt and impurities on the surface. Disinfecting kills germs on surfaces).
 - Practice routine cleaning of frequently touched surfaces (High touch surfaces include: tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.
 - B.** iKids will minimize the number of items to be shared and sanitize each as needed.
- 4. Participation**
- A.** iKids does temperature screens on all children upon entry to the program.
 - B.** iKids will limit the total number of children based on capacities designated by Child Care Licensing.
 - C.** iKids will limit the number of children in each group based on current recommendations given by health officials. Current recommendations are as follows, but may be subject to change:
 - 4 Year Olds = 10 (Existing standard is 18)
 - 5 Year Olds = 10 (Existing standard is 22)
 - 6 – 8 Year Olds = 10 (Existing standard is 26)
 - 9 – 13 Year Olds = 10 (Existing standard is 26)
 - D.** iKids has altered curriculum to allow for maximum social distancing. Those social distancing strategies include:
 - iKids employees will maintain at least 6 feet of separation from other individuals while also utilizing other measures such as face coverings, hand hygiene, cough etiquette, cleanliness, and sanitation.
 - iKids enrichment classes will include the same group each day, and the same child care providers should remain with the same group each day.
 - iKids will keep each group of children in a separate room to the extent possible.

- iKids will limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
 - iKids will minimize time standing in lines, keeping children at safe distances apart from each other. Six feet of separation between children is preferred.
 - Increase the distance between children during table work.
 - Incorporate more outside activities, where feasible.
- E.** iKids will encourage healthy personal hygiene with our staff and with the children. Those healthy hygiene practices include:
- All children and staff will engage in hand hygiene at the following times:
 - Arrival to the facility and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food
 - After using the bathroom
 - After coming in contact with bodily fluid
 - After playing outdoors or in sand
 - After handling garbage
 - All children and staff will wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
 - iKids staff will supervise children when they use hand sanitizer to prevent ingestion.
 - iKids staff will assist children with hand washing
 - After assisting children with hand washing, staff will also wash their hands.

5. Exclusion

- A.** Should a child become ill, iKids will safely isolate the child and will request that parents pick them up immediately.
- iKids follows CDC guidance and Child Care Licensing procedures if someone is sick.
 - If a sick child has been isolated in your facility, clean and disinfect surfaces in your isolation room or area after the sick child has gone home.
- B.** Parent will be asked to follow return to school policies for sick children.

General Safety:

The general safety and wellness of the children in care with iKids is our top concern and we make every effort to remain in compliance with Child Care Licensing minimum standards as they relate to safety practices.

1. Building and Physical Premises

A. iKids, Inc. takes the children's safety seriously and it is our number one priority. This includes the physical spaces the children will occupy, inside and out, while in our care. Our staff are trained to identify safety concerns before they become harmful and report them to management. They follow opening and closing procedures that inspect all areas for safety concerns and remedy as necessary. Should we not be able to immediately address a safety concern, the space is closed to students and professionals are contracted to fix the issue as soon as possible. All furniture that the children use is purchased from manufacturers that produce products specifically for children and not used for any other purpose. iKids is committed to complying with Subchapter M, Physical Facilities and Subchapter N, Indoor and Outdoor Active Play Space and Equipment, Division 1, Minimum Safety Requirements of Minimum Standards for School Age and Before and After School Programs.

2. Emergency Preparedness

A. iKids, Inc. ensures the safety of the children and our staff through a planned and practiced emergency preparedness plan that addresses staff responsibility and facility readiness with respect to emergency evacuation, relocation, and sheltering/lock-down.

- In the event of an emergency requiring evacuation, the site director or other person designated to be in charge in the absence of the director will determine the best exit and communicate that to the staff. While preparing to exit, all staff will be working to account for each student by doing name to face roll calls and head counts as they move from one area to another. The program director or designated individual will stand at the appropriate exit holding the door open so the staff can efficiently lead their students out of the building and out of the building to the designated evacuation point. Once each group arrives at the evacuation point, they will then conduct another name to face roll call and head count. Once all groups have exited the center, the director will then quickly double check all areas of the center, including restrooms, for any other people still inside. After it is determined everyone has left the building, the director will exit as well, taking with him/her the daily sign in/out sheets and the student information form binder. Upon arrival at the evacuation point, the director will then verify with each staff member that each of their children are accounted for again with a name to face roll call and head count using the daily sign in/out sheets. Staff and students will remain at the evacuation point until the all clear

signal has been given to return to the center. If return is not possible, the director will call all parents to notify them of how and where to pick their children up. The director and at least one other staff member will remain until all students have been picked up.

- In the event of relocation, the process remains as described above, with the only difference being the expectation to return will not be present.
- In the event of a shelter in place or lockdown, each staff member will be required to quickly get their children seated on the floor, along a wall away from doors and windows, and out of view from persons outside of that room. Once seated, the staff member will the conduct a name to face roll call and head count and communicate with the children in an effort to keep them all calm and quiet. The shelter in place or lockdown will only be ended when the director or other responsible individual (police, firemen, etc.) give the all clear signal.

With each of these events, communication with parents will be had that outlines the facts about why the situation occurred, if and when the children can return, and what next steps are to be taken. iKids is committed to complying with Subchapter P, Fire Safety and Emergency Practices, Division 2, Emergency Preparedness of Minimum Standards for School Age and Before and After School Programs.

- B.** iKids, Inc. requires that all staff be certified in pediatric first aid and CPR upon hire. Should an individual not be certified, iKids allows a period of up to two weeks to obtain these certifications. Copies of these certifications are kept in the employee's file and tracked through a web-based employee scheduling and tracking program that alerts management of expiring certifications within a month of expiration. iKids is committed to complying with Subchapter D, Personnel, Division 4, Professional Development, Standard 744.1315 Who must have pediatric first aid and pediatric CPR training? of Minimum Standards for School Age and Before and After School Programs.

3. Hazardous Materials

- A.** iKids, Inc. only handles and stores those hazardous materials required for cleaning and disinfecting the facility. These items are kept out of the reach of children and only accessible by our staff. All hazardous materials and bio contaminants will be disposed of according to recommendations made by the manufacturer. iKids is committed to complying with Subchapter K, Health Practices, Division 1, Environmental Health, Standard 744.2507 (10) and (11). What steps must I take to ensure a healthy environment for children at my operation? of Minimum Standards for School Age and Before and After School Programs.

4. Child Abuse, Neglect, and Exploitation

- A.** iKids, Inc. only provides care to School Age children. Our staff have been trained on the different methods of discipline and guidance caregivers may use and what specific methods are strictly prohibited. Our policies encourage positive methods of discipline and guidance centered on redirection and alternatives to undesired behaviors. Staff members find ways to celebrate good deeds, adherence to rules, and the achievement of personal and group goals. iKids is committed to complying with Subchapter G, Discipline and Guidance of Minimum Standards for School Age and Before and After School Programs.
- B.** iKids, Inc. fully understands the responsibility caregivers have to recognize and report child abuse, neglect, and exploitation. Our staff are trained upon hire as required by Pre-Service Training and Orientation to our Program on the types of situations and conversations that may be cries for help from children. If an instructor recognizes what they feel is abuse, neglect, or exploitation, they are encouraged to speak with the director of the program or other individual designated as in charge in the director's absence for help documenting what the child said to them, any physical evidence witnessed, and to complete a report with the Texas Department of Family and Protective Services State Intake Division by calling the hotline or going online to do so. Our staff know permission is not needed to complete a report and to err on the side of caution in these situations. iKids is committed to complying with Subchapter D, Personnel, Division 3, General Responsibilities for Personnel, Standard 744.1201 (4) and (5) What general responsibilities do my employees have? of Minimum Standards for School Age and Before and After School Programs.

5. Allergies/Medications

- A.** iKids, Inc. does not administer medications, except for those necessary for emergency, lifesaving circumstances such as severe allergic reactions. For those requiring epinephrine injectors for allergies, and any other medications that fit this specific category, a current FARE Form (Food Allergy Research and Education) Food Allergy & Anaphylaxis Emergency Care Plan must be on file and signed by a parent or legal guardian. Emergency medications are kept in a lock box, out of the reach of children but accessible to instructors, and must be in their original packaging and labeled with the child's full name, dosages, and expiration dates. Within the lock box will also be documentation of the details of the administration of medication to be completed by staff member administering the medication. All medication, regardless of purpose, will be handled in this manner. iKids is committed to complying with Subchapter L, Safety Practices, Division 2, Medications and Medical Assistance of Minimum Standards for School Age and Before and After School Programs.
 - iKids is a nut free facility. All snacks provided by iKids to the children are screened for potentially harmful ingredients and are never from facilities that produce nut products. Occasionally, a student will bring a product that can be

harmful to another with an allergy and that child is encouraged to have one of our provided snacks instead and the harmful item is confiscated or put away and communication with their parents is planned. Should the child refuse our snack, depending on the severity of the allergy, the child may be allowed to eat the snack in a separate location away from anyone with an allergy and then monitored for proper hygiene after finishing (hand washing, table sanitizing, etc.). Other allergies that a child may have are mitigated through our purchasing process that requires items like latex free gloves, allergen free adhesive bandages, and the like.

- Should a child have a severe allergic reaction, our staff would follow trained emergency management protocol. One staff member would administer first aid (medication, etc.), one staff member would call 911 (if necessary) and the child's parents, and the rest of the staff members would attend to the care and supervision of the rest of the children in care, separating them from the situation if at all possible. Incident/Accident Reports would be completed by attending staff member and supervisor or manager for documentation. iKids is committed to complying with Subchapter K, Health Practices, Division 3, Illness and Injury, Standard 744.2577 How should caregivers respond to an illness or injury that requires the immediate attention of a health-care professional? of Minimum Standards for School Age and Before and After School Programs.