



Covid-19 Staff and Student Preparedness and Response Plan

Screening Staff and Students

Students and staff will be monitored and screened on a daily basis for any symptoms of Covid-19. Kids are not a reliable source of information on symptoms so parents will be answering the screening questions before the morning drop off. In addition to having your child's temperature taken with a touchless thermometer, parents and staff will be asked the following questions through an electronic survey:

- Has your child had a fever in the last 48 hours?
- In the past 14 days, has your child had close contact with an individual diagnosed with COVID-19?
- In the past 14 days, has your child traveled via airplane domestically or internationally?
- Has your child displayed a combination of 2 or more of the following symptoms: fever, new or worsening cough, shortness of breath, sore throat, chills, loss of smell or taste, runny nose or congestion, muscle aches, abdominal pain, fatigue, nausea, vomiting or diarrhea?

An answer of yes to any of the following questions will result in your child not being allowed to attend the program along with a recommendation of quarantining for 10 days and/or consulting with your doctor or pediatrician. Staff and children can return after 48 hours if there has been NO fever without the use of medication, AND symptoms have significantly improved OR earlier if a note from your doctor is presented.

If a staff member or a child is absent from ECEC because they are ill, have a fever, or a combination of 2 or more of the symptoms described above, please call ECEC at 269-694-7960 or email Heather Badders at hbadders@otsegops.org. We will be documenting these absences should they need to be reported to the Allegan Health Department.

Monitoring Staff and Students

Staff and students will be monitored on a daily basis for symptoms of Covid-19. Should a staff member display any symptoms or feel unwell they will immediately be asked to go home and self quarantine for 10 days or for at least 72 hours symptom free. A member of the staff will step in and sub for that class until a substitute can arrive. Should a student display symptoms they will be isolated to the Director's office and kept comfortable. Parents will be called and the student must be picked up immediately. Parents will be asked to keep their child home for at least 72 hours symptom free or quarantine for 10 days. It is advised for both staff and parents that you consult with your doctor or pediatrician if you or a student is sent home. We are recommending to all parents that you find a back up daycare in case you are asked to pick up your child, denied care due to symptoms, or need to have your child stay home for 72 hours.

Communication Protocol for Families and Staff to Report Suspected or Positive COVID-19 Case

Should a child (or a member of their household) or a staff member suspect or receive positive test results for COVID-19 it should be reported to the Early Childhood Education Center. Any and all information regarding illness, symptoms or a positive case of COVID-19 will be kept confidential. Should a positive COVID-19 case enter our building we will follow the Allegan County Health Department's protocol, and staff can sanitize and clean the used areas of the building. Parents will be notified immediately via a phone call and asked to pick up their children. Children will be isolated to their individual classrooms with activities while waiting for their parents. Should a suspected case of COVID-19 be reported, parents will be notified via email and verbally when they are picked up. We are recommending to all families that they find alternative back up care just in case we need to close down for the 3-5 days.

Positive cases of COVID-19 will be reported to the Superintendent of Otsego Public Schools Jeffery Haase, and the Allegan Health Department so that they can further guide us on protocols. Should you want more information on COVID-19 and recommended guidelines please go to www.allegancounty.org and click on the COVID-19 link. You can also visit www.michigan.gov/coronavirus for more information.

Hygiene and Cleaning

Families and staff are asked to limit the items that they bring into the building. Toys and equipment will be cleaned on a daily basis. Any toys that are unable to be cleaned due to staff involvement with the students will be removed from the play area until it can be sanitized. The rooms and areas of use will be deep cleaned on a daily basis after the program closes. Mats used for rest time will be sanitized after each use. Preschool students who bring a mat sheet or comfort items are asked to keep them at the program for the week. Please make sure these items are easy to wash. ECEC staff will be following the CDC guidelines for washing hands which is: Hands should be washed with soap and water for at least 20 seconds when visibly soiled, before eating and after eating, after using the restroom, touching garbage, and coughing and sneezing.

Students will not be required to wear a mask. However, during our center times when students are in closer proximity, it is recommended students wear a mask. Students may bring their own mask or one will be provided for them by the school. If parents would like their child to wear a mask during school hours, they must be able to take it on and off independently. ECEC staff will follow the Executive Order by Governor Whitmer and wear masks while working within the building. If staff are not wearing masks, please know it is due to a medical condition. Gloves will be worn in accordance with our licensing rules. All ECEC staff will have masks and gloves available to them if and when needed.

Social Distancing

ECEC will have 7 classrooms with a total number of 12-16 students per room. We will be spreading out to the best of our ability during instruction and play time. Highly touched areas will be cleaned daily.

ECEC will limit the number of students outside at one time to two classrooms.

Students will eat in their individual classrooms sitting 3 feet apart to the best of their ability.

Non-essential visitors will not be allowed to enter the building. We are asking parents to drop-off and pick up their child at the classroom door (playground side). There will be a staff member available to help sign your child out and retrieve your child. Students who attend wrap around will be checked-in/out at the wrap around door by screening staff.

There will be no field trips until Michigan is out of a state of emergency. We will continue to enjoy Tots 'n Tunes and Sprouting Naturalist classes through the year.

Our wrap around program will be limited to 16 students per classroom space. Students will be spaced out in our multi-purpose room also with a limit of 4 students per activity area.

Additional Information

All child care providers are required to follow the Governor's most recent Executive Orders. You can visit <https://www.michigan.gov/coronavirus> for up-to-date information about child care services.