



Covid 19 Preparedness Plan 2020-2021

Clover Kids Child Care

Green Isle Community School 4144-07

July 27, 2020

According to Executive Order 20-48, critical business, including providers licensed and certified to provide child care services, are required to follow guidance from the [Minnesota Department of Health \(MDH\)](#) and the [Centers for Disease Control and Prevention \(CDC\)](#) to mitigate the spread of COVID-19. MDH encourages providers to follow the [CDC Guidance for Child Care Programs that Remain Open](#). Updated guidance and helpful tools can be found on mn.gov/childcare. Because there is currently no vaccine for this virus, the will be closely followed in line with current MDH/CDC guidance which is designed to prevent, and mitigate, or respond to the transmission of COVID-19 in our program setting.

This COVID-19 Preparedness Plan describes how our program will implement, at a minimum, the following components, in compliance with MDH and CDC guidelines for child care programs:

1. frequent handwashing;
2. cleaning and disinfecting;
3. arrival and departure;
4. social distancing throughout the day;
5. plans for identifying and excluding sick staff, volunteers and children;
6. source control and cloth face coverings;
7. workplace ventilation
8. playground use
9. meals and snacks;
10. field trips and events, and
11. communication and training about the Plan.

1. Frequent Handwashing

- Staff members are asked to increase all handwashing routines, especially upon arrival, after having been in a public place or after blowing your nose, coughing, or sneezing. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol. Ensure children are supervised when using hand sanitizer and that it is inaccessible to them when not in use.
- CDC guidance on handwashing can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#HandHygiene>



2. Cleaning and disinfecting

- Staff members are asked to do the following:
 - Follow all protocols related to cleaning and disinfection of program areas by following the MDH and CDC guidance for frequent cleaning and disinfecting:
 - <https://www.health.state.mn.us/diseases/coronavirus/schools/clean.pdf>
 - <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
 - Ensure high-touch surfaces such as doorknobs, light switches, stair rails, counters, tables and chairs, shared toys, program equipment and other items are regularly cleaned and disinfected.
 - Minimize the use of shared supplies (e.g. arts and crafts, office supplies) that cannot be sanitized and consider using designated bins for clean and used items.
 - After a person is suspected or confirmed to have COVID-19 have been in the program, the room must be closed for emergency sanitation.

3. Arrival and Departure

- Whenever possible, pick-up and drop-off should occur outside and/or limit the extent to which parents enter the program and interact with each other.
- Parents are asked to utilize one entrance to the building, and wear a mask when entering the building.
- Before children enter the space, parents are asked to ensure they screen their child and that those with symptoms are not attending.
 - Screening process for children: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>

4. Plans for sick children, staff, and volunteers

- **Any staff or family member of a child who is exhibiting symptoms is asked to immediately contact CKCC at 507-326-4144 or email ckcc@greenislecommunityschool.org to notify and receive guidance for next steps related to accessing the program.**
- All staff and families of children are asked to conduct daily health checks. This includes screening for children, staff, volunteers, and household members for family child care programs to ensure those who exhibit any symptoms of illness are not present.
- CKCC will follow the exclusion guidance below and ensure children, staff, and volunteers stay home when sick: <http://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>
- CKCC will utilize the CDC guidance to develop a plan for what you will do if someone becomes sick with COVID-like symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#General>
- If a child, staff member, or volunteer is diagnosed with COVID-19 or have questions about a child, staff member, or volunteer who is exhibiting symptoms, they may reach out to MDH at health.schools.covid19@state.mn.us and follow their direction.



- CKCC will follow the outlined guidelines above from the CDC to communication for notifying parents, staff, and volunteers if a child, staff member, volunteer or household member related to our programs has been exposed, is exhibiting symptoms, or has tested positive.

5. Social distancing throughout the day

- CKCC will limit our group sizes as much as possible to create consistent groups of children and providers, staff, or volunteers who stay together throughout the day.
- CKCC children will primarily spend time in the assigned classroom, and utilize the gym and outdoor space on rotation to limit interactions among groups.
- CKCC will make every attempt to limit the combining of program areas for drop off or pick up.
- CKCC will amend staff schedules to adjust for M-F scheduling, with the implementation timeline no later than September 1 to accommodate for staffing and training prior to increasing to maximum enrollment upon the start of the school year.
- All staff and children school age and above, as able, are asked to wear masks when entering and exiting the building and when accessing common and shared spaces.
- Group interactions between program areas will be limited unless mandatory due to staffing requirements.
- Office staff are asked to remain in a cohort in order to conduct business, and maintain a six foot radius. All parties entering the office that are under age five are asked to wear a mask when able and maintain six feet from office staff.

6. Source control and cloth face coverings

- Cloth face coverings are an important piece for mitigating the spread of the virus but are most effective if it can stay in place without being pulled on or touched by the person wearing it or others. Within this context, the provider, staff members, and volunteers are encouraged to wear cloth face coverings during the work day as much as possible, recognizing the development needs of the children in their care.
- Children should not wear cloth face coverings unless they can reliably wear, remove, and handle the cloth face covering throughout the day. Cloth face coverings will NOT be put on infants or children younger than 2 because of the danger of suffocation.
- Signs are posted at all entry ways for visitors to notify of the mask requirement.
- Face covering guidance is available here:
<https://www.health.state.mn.us/diseases/coronavirus/schools/masks.html#child>
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

7. Workplace ventilation

- Where possible, we will work to maximize the amount of fresh air being brought in, limit air recirculation and make sure ventilation systems are being properly used and maintained. Take steps to minimize air flow blowing across people.



- Staff are encouraged to open windows when possible.
- Program teachers are encouraged to increase outdoor time when possible.

8. Playground use

- Children and staff will wash hands before and after touching play structures. If possible, CKCC will clean high touch areas of the play structure between groups for outdoor or indoor activities.
- If CKCC accessing the nearby public playground, staff will be careful to ensure children wash hands after touching play structures and maintain six feet of space from other children as much as possible.

<https://www.health.state.mn.us/diseases/coronavirus/schools/playground.pdf>

9. Meals and snacks

- Meals in individual classrooms. If using a cafeteria, the meal should be served to one small group of children at a time, with cleaning and sanitizing occurring in between groupings.

10. Field trips and events

- CKCC will not be planning any large group activities, such as field trips and family events during the executive order period. All field trips that may be taken will only be with assigned program area, with no blending of children between program areas.

11. Communications and training

- The plan will be available to the Commissioner and offered to families as communicated in advance to all staff and family members.
- The plan will be posted in a prominent place and readily accessible to all employees, adult caregivers, substitutes, and volunteers who need to review it.
- CKCC will provide in depth training to ensure everyone is following the plan and keep all related individuals updated on any changes to the plan.
- Staff with concerns about their employer's COVID-19 Preparedness Plan or questions about their rights should contact MNOSHA Compliance at osha.compliance@state.mn.us, 651-284-5050 or 877-470-6742.