

Time of Wonder Early Learning Center is following the CDC guidelines and the Maine Guidelines as we open to families. Our goal is to keep all children and staff safe and healthy as we provide high quality childcare to our families. We will be implementing a shortened day from 8:00-5:00 to assist with the cleaning before the Center opens, and after it closes.

For further details on TOW's plans and protocols, please consult:

York School Department *Health and Safety Procedures for School Re-opening 2020-21*
<https://docs.google.com/document/d/1rRJE7gPauOSLyZ6rx2tsRm3gSetCzuezmlMaQJN1FPc/edit>

Restarting Maine's Economy, Stage 3: Updated Guidance for Child Care Providers, July 1, 2020
https://www.maine.gov/dhhs/ocfs/documents/covid-19/Updated%20%20Guidance%20for%20ME%20Childcare%20Programs%207.31.2020_FINAL.pdf

Interim Guidance for Administrators of US K-12 Schools and Child Care Programs Guidance for Schools and Child Care, April 10, 2020 (CDC)
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>

Guidance for Child Care Programs that Remain Open Supplemental Guidance for Child Care, July 23, 2020 (CDC)
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>

WHAT WE WILL DO

Promote Healthy Hygiene Practices

- Ensure that children and staff wash hands with soap and water frequently. If soap and water are not available, we will use a hand sanitizer with at least 60 percent alcohol. We will teach and encourage hand washing and covering coughs and sneezes by children and staff.
- Healthy Hand Hygiene Behavior
 - All children, staff, and volunteers will engage in hand hygiene at the following times:
 - Arrival to the Center and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food, or feeding children
 - Before and after administering medication or medical ointment
 - Before and after diapering
 - After using the toilet or helping a child use the bathroom
 - After coming in contact with bodily fluid

- After handling animals or cleaning up animal waste
- After playing outdoors or in sand
- After handling garbage

- 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 percent alcohol can be used if soap and water are not readily available.

- Supervise children when they use hand sanitizer to prevent ingestion.

- Assist children with handwashing, including infants and toddlers who may not be able to wash hands alone.

- After assisting children with handwashing, staff will also wash their hands.

- Provide for staff to wear face coverings at all times. We will ask children aged two and over to wear face coverings during drop off and pick up, and whenever the Executive Director determines masks are necessary for safety. Face coverings will never be used on babies or children under two because of the danger of suffocation.¹

Require Sick Children and Staff to Stay Home

Persons who have a fever of 100.4° F (38.00C) or above or other signs of illness will not be admitted to the Center. A child who has taken fever reducing medications (such as Tylenol, aspirin or Ibuprofen) within six hours of the screening will not be admitted to the Center. Persons directly exposed to COVID-19 will not be admitted to the Center until 14 days after the last exposure. Parents must be on the alert for signs of illness in their children and keep them home when they are sick. We will screen children and staff upon arrival. We will maintain social distancing (maintaining a distance of 6 feet from others) or physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during screening.

If a child or staff member has a fever of 100.4°F or above or shows symptoms of COVID-19, he or she will not be admitted to the Center. Symptoms include:

- Cough,

¹ The US CDC has the following to say about feasibility of face coverings in young children:

Younger children (e.g., preschool or early elementary aged) may be unable to wear a cloth face covering properly, particularly for an extended period of time. Wearing of cloth face coverings may be prioritized at times when it is difficult to maintain a distance of 6 feet from others (e.g., during carpool drop off or pick up, or when standing in line at school). Ensuring proper cloth face covering size and fit and providing children with frequent reminders and education on the importance and proper wear of cloth face coverings may help address these issues.

- Shortness of breath or difficulty breathing
- Fever (body temperature above 100.4° F),
- Chills,
- Repeated shaking with chills,
- Muscle or body aches,
- Headache,
- Sore throat,
- New loss of taste or smell,
- Fatigue,
- Congestion,
- Runny nose (in conjunction with other symptoms),
- Nausea or vomiting,
- Diarrhea.

Screen Staff Members and Children

In order to minimize the risk of disease, we will screen every person who enters the Center for signs or symptoms of viral infection, for exposure to anyone with these symptoms, for COVID-19 (see symptoms above), and for exposure to COVID-19 due to travel. We will use a no-touch thermometer to test for fever, and ask the staff, parent or guardian about symptoms and exposure to anyone diagnosed with COVID-19 or showing the symptoms listed above. The thermometer will be cleaned with an alcohol wipe between checks. We will make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

We will ensure confidentiality for screening results.

The staff member conducting the screening will use personal protection equipment – a facemask, goggles or a face shield, and disposable gloves.

We will be checking health and taking temperatures of everyone in the Center multiple times a day.

Procedures for Staff and Children who Become Ill

Anyone who has been exposed to COVID-19 or who shows symptoms at entry will be sent home immediately. If a staff member or child starts to show symptoms during the day, he or she will be provided a face mask, isolated from other staff and children, and then sent home immediately. Parents must have a backup plan for pick up if they are not available to pick up their child within an hour of notification by the Center.

A person without symptoms who report close contact with someone suspected of or confirmed with COVID-19, or who reports a travel-related risk factor² will be asked to self-quarantine for 14 days from their last exposure or return from travel.

A child or staff member showing COVID-19 symptoms must consult a medical provider. If the provider does not recommend testing, the child or staff member may return to the Center after they are free of symptoms with no fever-reducing medication.

If COVID-19 testing is negative, the child or staff member may return after being symptom-free for 24 hours with no fever-reducing medications such as Tylenol, aspirin, or Ibuprofen.

If COVID-19 testing is positive, the child or staff member should be isolated and quarantined as advised by his or her medical provider and as specified by CDC guidelines³ and Maine guidelines.⁴

We will air, clean and disinfect areas used by the sick staff member or child before they are used again.

When a confirmed case has entered the Center, we will close the Center and dismiss students and most staff for two to five days, depending on consultation with the Maine CDC and town of York health officials. This consultation will also determine whether a more extended dismissal is necessary to stop or slow further spread of COVID-19.

Promote Physical Distancing⁵

Social distancing involves keeping people apart to reduce the spread of COVID-19. With small children, a strategy of physical distance is unlikely to reduce the risk of infection.⁶ We will use other strategies to promote physical distancing:

² <https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

³ (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
<https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>.)

⁴ (<https://www.maine.gov/dhhs/mecdc/infectious-disease/epi/airborne/coronavirus/general-information.shtml#sick>)

⁵ According to the American Academy of Pediatrics:

- Face coverings(cloth) for children in the Pre-K setting may be difficult to implement and therefore are a low-priority strategy.
- Reducing classmate interactions/play in Pre-K aged children may not provide substantial COVID-19 risk reduction.

<https://services.aap.org/en/pages/2019-A-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

Each class at the Center will include the same group each day, and the same teacher will remain with the same class each day, if possible.

If possible, each group of children will stay in its separate room.

We will increase time outside, but only one class group will be in the playground at a time.

We will space out seating and naptime mats as much as possible.

The only adults in the Center will be teachers, the executive director, and the cook.

Staff will avoid immediate contact with children, such as shaking or holding hands, or hugging, except when encountering immediate danger.

Staff and families are discouraged from gathering or socializing anywhere outside their own homes, including gathering at places like a friend's house, a favorite restaurant, or the local shopping mall.

Limit Sharing

We will keep each child's belongings separated and in individually labeled cubbies.

We will prevent the sharing of food and utensils.

We will avoid the sharing of toys, books, games, and learning aids between separate groups of children. All toys, books, games and learning aids will be cleaned after each use.

Drop Off Procedure

Call the office from your car when you arrive at the center. The staff member who answers will tell you whether to come to the door immediately or to wait for a call back. When you are told to bring your child in, escort children to the door by the playground. Please do not use the door that enters the Center through the church office area. Parents must wear a mask and may not enter the Center. Please do not enter the building beyond the hallway outside the door into the Center.

A staff member will meet each child in the hallway and carry out the screening procedure. The staff member will escort each child to his or her classroom.

Every person who enters the building will use hand sanitizer upon entering the building.

Infants may be transported to their classroom in their car seats. Car seats must be stored out of children's reach.

Pick Up Procedure

When you arrive at the Center, please call the office from your car. The staff member who answers will tell you whether to come to the door immediately or to wait for a call back. When you are invited to come to the door, a staff member will walk your child from his or her classroom to his or her parent or guardian. Please do not enter the building beyond the hallway outside the door into the Center.

Ideally, the same parent or designated person should drop off and pick up their children every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.

Food Preparation and Meal Service

We will serve a plated meal to each child.

Sinks used for food preparation will not be used for any other purposes.

Food preparation will not be done by the same staff who diaper children.

Children will wash hands prior to and immediately after eating.

Staff will wash their hands before preparing food, and before and after helping children to eat.

Intensify Cleaning, Disinfections, and Ventilation

We will establish and abide by a schedule for cleaning and disinfecting.

Children and staff will have easy access to hand washing areas. They will wash their hands frequently throughout the day, aiming for every 45 minutes if possible.

We will provide hand sanitizer (at least 60 percent alcohol) at multiple locations in the Center for adults and for children who can use it safely.

We will ventilate classrooms with open windows and doors to the extent safely possible.

We will routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games.

This will also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sinks, handles, countertops, nap pads, toilet training potties, tables chairs, cubbies, and playground structures.

We will clean and disinfect all restroom surfaces including floors, sinks and toilet bowls daily.

We will clean all sleeping mats after each use.

We will clean the playground after each change of children using a bleach or sanitizing solution for all playground equipment.

We will clean and disinfect all restroom surfaces including floors, sinks and toilet bowls daily.

We will launder all linens, towels, blankets and smocks in hot soapy water and dry them completely. Dirty and used linens will be stored in sealed containers.

We will avoid use of items that are not easily cleaned, sanitized or disinfected, such as soft or plush toys.

Parents and guardians need to provide multiple changes of clothing for their children, to be left at the Center.

We will ensure that ventilation systems work properly and increase circulation of outside air as much as possible.

Clean and Sanitize Toys

- Toys that cannot be cleaned and sanitized will not be used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions will be set aside until they are cleaned by hand by a person wearing gloves.
- Machine washable cloth toys will not be used at all.
- Toys will not be shared among separate groups of children.
- We will set aside toys that need to be cleaned.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
- We will use bedding (sheets, pillows, blankets, sleeping bags) that can be washed. We will keep each child's bedding separate. Bedding will be cleaned weekly

WHAT PARENTS NEED TO DO

Take your child's temperature before coming to the Center. Take your child's temperature at least six hours after he or she has taken fever reducing medications such as Tylenol, aspirin or Ibuprofen. Do not bring your child to the Center if he or she has a fever of 100.4° F or above

Be prepared to confirm that your child does not have cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle or body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea or vomiting, or diarrhea.

Adhere to drop off and pick up procedures outlined above.

Equip your child aged two or over with a face mask or covering.

Take used belongings home each day and clean or launder them before bringing them back to the Center.

Assemble multiple changes of clothing for each child, and leave them at the Center. When clothing has been used, take it home and launder it.

Do not bring your child to the Center with a soft toy, blanket, or any other toy that cannot be easily cleaned.

Limit your family's exposure to COVID-19 outside the Center.