

St. Mary Child Care Services COVID-19 Handbook Update

Drop Off/Pick Up

Parents are asked to not enter the School & ELC hallway. Park in the back of the school, child care parking lot and enter through the regular child care entrance. If child care members are physically in the preschool rooms, ring the doorbell and step back. If child care members are physically in the gym, proceed to enter the gym and stop at the table blocking off the recreation area. If child care members are physically outside, proceed to the playground walking around the building, staying on the walkway. A child care staff member will be with you shortly.

Upon arrival, all staff and parents (for their child) will be asked to answer the Barry-Eaton County Health Department COVID-19 screening questionnaire before the child enters into the ELC hallway. A staff member will sign in and out children daily. Parents will be emailed by the Director at the end of the week, to approve the times their child was in attendance for billing.

Staff

If a staff member shows signs of cough, shortness of breath, difficulty breathing, change in smell or taste, diarrhea, and/or a fever above 100.4 or other symptoms, they must stay home. Staff must report to the Director contact with anyone outside of work who has had a documented case of COVID-19. Because child care staff members are part of Michigan's essential workforce, they are eligible to be tested for COVID-19. All child care families will be notified if a staff member is in quarantine or has tested positive for COVID-19.

All staff have been trained on:

No-Touch Forehead Thermometers

[Health Screening questionnaire](#)

[Caring for children in care during COVID-19](#)

[Preventing and managing infectious diseases in Early Education and Child Care](#)

Possible Exposure/Symptoms

If a family has possible or confirmed cases of COVID-19, they are required to notify the Director as soon as possible. Cleaning procedures will take place and if their child is in care, they will be isolated until parents can pick up. Families must report possible illness

if anyone in their household shows symptoms or has tested positive for COVID-19, including the child or family members.

If a child shows symptoms while in care, they will be isolated to the Director's office with a staff member. Parents will be notified and are required to pick up within an hour. Other staff members and children in care will be moved to another room for cleaning procedures to take place. All families will be notified of their possible exposure. If a staff member shows symptoms while working, they will be sent home immediately and the Director will ensure teacher child ratios are maintained.

If a staff member or child has a fever or a cough, but no other symptoms, follow the handbook illness policy. At this time, it is recommended that children be fever free for 72 hours before returning to care (even if other symptoms are not present).

If a staff member or child exhibits multiple symptoms of COVID-19, you suspect possible exposure, or tests positive for COVID-19, the individual must stay home until:

Has been fever-free for at least 72 hours without the use of medicine that reduces fever
AND

Other symptoms have improved AND

At least 10 days have passed since your symptoms first appeared.

If an individual in the child care center is identified with a positive test for COVID-19, the classroom used will be closed, cleaned and everyone in contact with them should be quarantined for 14 days initially. The local health department and licensing consultant will help determine if the center should be closed.

Spaces

When possible we will limit group sizes to 10 children, using primarily the Preschool room and then the Enhanced Preschool room. The gym will be used for lunch and exercise, cleaned daily appropriately. The playground will be used several times, cleaned daily appropriately.

Nap

Only send in a fitted sheet, beach towel or small blanket and a small cuddly. They must fit in the provided bin and will be sent home to wash on your last day of attendance each week.

PPE

Masks will be worn by staff members during: drop off/pick up times during interaction with parents, serving snacks and lunch, any other times staff feels necessary. Children are not required to wear masks in the center, this will be up to parent discretion.

CLEANING

Staff will keep the center clean! During break times, common toys, tables, chairs, handles and bathrooms will be disinfected. Staff will ensure children maintain clean hygiene and practice washing hands regularly. The closing staff member will ensure the rooms are disinfected and ready for use the next day.

TOGETHER

We are in this together! Please do not hesitate to contact the Director. Continue to have open communication about any concerns or improvements that can be made during this time.

God bless,
St. Mary Child Care Services