

Updates ECDP Guidelines to follow due to COVID-19

Revised: 5/18

Many of these guidelines were already in place as per the New York State Regulations. We will be even more strict on enforcing these protocols in order to keep the children, staff, families, and community of the JCC safe during this time.

Prior to Re-Opening:

- Staff will be trained on the new protocols in place.
- Classrooms will be prepared and less toys will be available at a time. Classes will have more defined play spaces to limit the number of children within 6 feet of each other.
- For napping rooms new cot layouts will be compiled with the cots as separated as possible and children laying opposite directions (foot to head.)
- Staff will always wear a mask.
- Staff may be assigned different roles as we know the number of children returning and the needs of the classrooms.
- Classrooms will remove all stuffed animals or toys that are difficult to clean often.
- There will be more “yuck” buckets for dirty toys that are used and or mouthed by children.

Staff Wellness Checks

- One of the administrators will conduct wellness checks before each staff person's day. Temperatures will be taken as well as being verbally questioned with the attached questionnaire provided by the Office of Children and Family Services. Data will be collected and kept daily. If a staff member has a temperature of 100.4 or higher or any other the questions answered could be a sign of illness they will immediately leave work and not return until they are cleared by a doctor and fever free without fever reducers for 72 hours.
- Staff will be required to tell the administration immediately if they begin to feel ill throughout their workday.
- Staff will be required to clock-in each day and immediately use hand sanitizer. Staff are also required to wash hands whenever they enter a classroom, after assisting a child with diapering or other needs, after using the restroom or whenever they are soiled.

Child Drop Offs and Wellness Checks

- Extra staff will be available to receive the children from the parking lot.
- Before parents leave, the child's temperature will be taken and a verbal questioning will be asked to the parents (attachment provided by OCFS.) . Data will be collected and kept daily. If a child has a temperature of 100.4 or higher any other the questions answered could be a sign of illness they will immediately leave and not return until they are cleared by a doctor and fever free without fever reducers for 72 hours.

- Staff will bring children to their classrooms and relay any verbal messages by the parents to the teacher. We will encourage families to communicate via HiMama to the specific classrooms.
- Children may only bring in their lunch box in a disposable brown paper bag and loivies (nap materials may be brought in on Mondays in closed bag.) Extra clothes should be updated and kept in a Tupperware shoe bin sized bin in the classroom. Staff will be in contact if extra clothes are needed.
- Teachers will be in charge of checking the children in and out on HiMama.
- Drop off protocols may change as more children and less cases of COVID-19 are present in the community.
- Children are not required to wear masks while in the program or on the grounds as per Executive Order.

Classrooms

- Classrooms will have less materials out at a time for children. These will be cleaned throughout the day as children move from activity to activity.
- Classrooms will have more defined playing areas to promote the children to spread out at much as possible.
- Large sensory tables will be closed, and smaller individual sensory activities will be provided.
- Children's temperatures will be taken again before nap time or after lunch in non-napping rooms.

Special Activities

- There will be no special guests invited in the classrooms (Music, PJ library etc.)
- Gym classes will continue with Ms. Sherri and will be held outside on our fields. If there is inclement weather gym will be cancelled.

Food and Lunch Time

- There will be no hot lunches served by the JCC.
- Children are required to bring their own lunch daily in a disposable brown paper bag.
- Staff will disinfect refrigerators daily.
- No water bottles will be allowed in the refrigerator. Cups will be available at all times throughout the day.
- Children will be spread out while eating. Utensils will be given out as needed and not available on each table as in the past.

Diapering and Toileting

- Regulations will be followed in all diaper and toileting help provided by staff.
- The changing table and bathroom will be cleaned between each use.

- As always, gloves will be worn and hands washed after each child.

Outside Time

- Classrooms will spend as much time as possible outside on the fields.
- Books, art, and other activities will be able to be done outside.
- Playground time will be scheduled daily. After each classroom uses the playgrounds they will be sprayed with a bleach solution and dried before the next group uses them.
- Playgrounds will remain closed to the public even when the program is not in session.
- Big water coolers will be available for children to drink from. Staff will wear gloves and be in charge of getting the water for the children.

Pick-Up

- During specific pick up times staff will be available to retrieve the children from their classrooms and drop off to the parents.
- Parents will be instructed to call the ECDP office at 315-445-2040 x 120 once in the parking lot to request their children be brought out to them. Drop off and pick up spots will be numbered, and that number can be given on the phone.
- Staff will pick up children from the classrooms and bring them to the parents at their vehicle by the number given.

End of the Day Cleaning

- Staff will follow all typical closing cleaning procedures.
- Everything will be disinfected with the bleach and water solution.

Misc. Protocols

- Classrooms will not be combined with other rooms. Staff will limit the time going in and out of different classrooms.
- Extra staff t-shirts will be available if a staff member gets bodily fluids on them from a child, especially for infants and toddler teachers.

Child becomes sick while in the program

- If a child becomes ill while in program, they will immediately leave the classroom and wait in the office for their parent. Children will be moved from that classroom (outside or walk) while it is disinfected. The office will also be disinfected after the child leaves.
- Children will not be allowed back in the program without a doctor's approval and being fever free without fever reducers for 72 hours. A doctor's note does not allow for the child to return before the 72 hours.
- Staff will follow the same procedure if they become ill before returning to work.

Positive COVID-19 case within the Center

- If there is a child or staff member that tests positive for COVID-19 within a set classroom that classroom will be closed for 2 – 5 days. Depending on if there was contact with other the entire center may be closed for 2 – 5 days for cleaning.

- The COVID-19 positive person must be isolated for a minimum of 7 days after symptoms onset and 72 hours after their fever resolved without fever-reducing medication.

All staff and parents will receive these new guidelines and must sign off they understand and agree with them before returning to the program. They must also sign off that this a fluid situation and protocol will be updated and changed as needed.