

# Ossining Children's Center

*Child care the way it should be*

## Health & Safety Procedures of the Ossining Children's Center

Re: SARS-CoV-2 & Coronavirus Disease 2019 (COVID-19)

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Our efforts regarding COVID-19, are to protect our children, families, and staff from exposure and infection.

Therefore, in accordance with guidelines from the CDC and the NY State Office of Children and Family Services, we have adopted the following control strategies.

NOTE; The Ossining Children's Center's state-of-the-art ventilation system is equipped with MERV-13 filters, which have proven to eliminate 90% of bacterial and virus particles from the air.

The following protocols and procedures reflect the most up-to-date guidelines available. However, as circumstances are ever changing, addendums and revisions should be expected. The Center will regularly consult its off-site Health Director for updates on the outbreak as it continues to evolve and modify these procedures as directed .

### 1. Health Screening

- A. **Daily Screening:** Each child will have mandatory daily screening: one upon arrival at the center and a minimum of one more during the course of the day. This will include a temperature and symptom screening. Any child who exhibits any symptom(s) or has a temperature reading of 100 or higher will not be able to enter the building and cannot return until symptom or temperature free for 48 hours.

**\*All staff will undergo mandatory daily screening as well**

### 2. Droplet Precautions

COVID-19 is believed to spread mainly from person-to-person, between people who are in close contact with one another (within about 6 feet) or through respiratory droplets produced when an

infected person coughs or sneezes. Therefore, the Center has prepared the following “droplet precautions”:

a. **Personal Protective Equipment (PPE):** In a classroom setting where our area limitations and constant interaction make physical distancing difficult to maintain, it is important that we take the following precautions regarding the use of personal protective equipment:

i. **Facemasks** (e.g. surgical facemasks or cloth face coverings) are to be worn at all times by both staff and children. Only children in the infant and toddler classes are exempt from this requirement.

The Center has acquired sufficient cloth masks for both children and staff, which can be washed and reused. Children will receive a mask when they arrive at the center, which we will wash daily.

**Children will not be allowed to enter the program with masks from home.**

ii. **Disposable gloves** are required to be worn by staff at the following times:

- When handling any incoming belongings or equipment
- When administering topical medication, ointments, or sunscreens
- When preparing or handling food
- When helping a child use the bathroom
- When anticipating contact with bodily fluids

**\*Staff will follow proper glove removal procedures and perform proper hand hygiene (see below) afterwards to prevent contamination**

b. **Hand Hygiene:** Hand hygiene is the single-most important procedure for preventing the spread of infectious diseases. All children and staff members will be required to frequently wash their hands with soap and water for at least 20 seconds throughout the day – as per CDC guidelines – but especially at the following times:

### **For Children**

- i. Upon arrival
- ii. Before and after eating or handling food
- iii. After playing outdoors
- iv. After using the bathroom
- v. After coming in contact with bodily fluids

### **For Staff**

- i. After returning from break prior to entering any of the classrooms
- ii. After helping a child use the bathroom
- iii. Before and after diapering
- iv. Before and after administering medication, medical ointment, or sunscreen

### **3. Class Size for Social Distancing**

Class size will be guided by a combination of CDC guidelines and OCFS regulations for specific age groups. Whenever possible, the Center will endeavor to limit the number of potential contacts for each child by limiting classroom size, keeping regular, consistent staff in each room, and restricting any “mixing” of classes indoors where physical distancing cannot be accomplished. In addition, as social distancing is extremely difficult to enforce with young children, real-life interactions cannot fully adhere to the guidelines.

### **4. Drop-Off and Pick-Up**

While drop-off and pick-up procedures will be specific to individual sites the following rules apply to all locations:

- a. All parents/guardians and children other than infants and toddlers will be required to wear masks during drop off and pick up.
- b. Everyone waiting in line will be required to maintain a social distance of a minimum 10 feet.
- c. All parents/guardians are required to answer the COVID 19 questionnaire daily.

- d. All children will be required have a daily health screening: temperature check and symptom screening.
- e. With the exception of infants, parents/ guardians will not be allowed to enter any building.

## 5. Cleaning and Disinfection

Throughout the day, staff members will be required to routinely clean and disinfect frequently touched objects and surfaces including, but not limited to:

- a. Tabletops & chairs
- b. Doorknobs/door handles
- c. Stair railings
- d. Countertops
- e. Windowsills
- f. Light switches
- g. Faucet handles
- h. Toys/books/hands-on learning items

## 6. Confirmed Cases

In the event that there is a confirmed case of COVID-19 at the Center, we will consider the entire site to be at risk of contagion. All of the parents of the children who attend the site will be contacted and asked to keep their child home for 14 days to ensure that their child is COVID 19 free and able to return to OCC.

The entire site will be cleaned using a professional COVID 19 cleaning service.

**In accordance with HIPAA guidelines, at no time will the identity of an individual with or suspected of having COVID 19 be released.**

**The health and safety of everyone at the Center is our number one priority. We appreciate your continued understanding and cooperation during these uncertain times.**

Sincerely, OCC Staff