



POLICIES AND PROCEDURES FOR THE WEEKS DURING COVID 19 OUTBREAK

SCRIBBLES AND GIGGLES 2020

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- All the things addressed in this PowerPoint will start this strong and fade out as COVID-19 resolves! Any changes to these temporary procedures will be announced to everyone as they happen.

NEW RATIOS TO
DOUBLE UP IN
ALL CLASSROOMS

Infants 3:6 or 7 if license allows

Ones 3:7

Twos 2:8

Preschool (3 and up)- 2:8

WHAT WILL THE EXTRA PERSON IN THE CLASSROOM DO?



WASHING CHILDREN'S HANDS EVERY 30 MINUTES. THIS IS ON TOP OF REGULAR HAND WASHING!



HELP US DO OUR BEST TO KEEP THE CHILDREN 6 FEET APART.



WIPE DOWN SURFACES ALL THROUGHOUT THE DAY.



CLEAN AND SANITIZE TOYS IN THE CLASSROOM ALL THROUGHOUT THE DAY.

ENTERING THE BUILDING

01

Nobody other than employees on the schedule will enter the building on any given day. Everyone will be required to ring the doorbell, as codes will be taken out of the door to ensure our protocol is being followed.

02

There will be somebody at the door with a head thermometer taking temperatures. Nobody with a temperature of 99.8 degrees or higher can come into the center that day, or any day following until they have been fever, AND symptom free for 3 days WITHOUT the aid of medication.

03

Before entering a classroom, somebody will assist each child, including infants, in washing their hands with soap and water for at least 20 seconds.

IN THE CLASSROOM



With the help of the extra staff children will be required to sleep six feet apart instead of two. Their mats should line up to where one child's feet is where another child's head is and so on.



During mealtimes we will sit as few children per table as possible keeping tables six feet apart from one another.



During the day small centers should be implemented to be able to keep the children six feet apart. Utilize that extra person to help keep them in their areas. Switch centers every seven minutes with a timer, so they know they aren't stuck there giving them the urge to wander.



Yuck buckets will be picked up hourly and sanitized with bleach and water in the kitchen and brought back. Please make sure your bucket is labeled with your classroom name on it in some form. The buckets themselves will be sanitized as well, so make sure the name won't fall off. We know how kids are and expect things to be in the bucket each time we come around to pick them up. Whether they put it in their mouth, stepped on it with their shoe, sneezed on it, wiped their nose with their hand and touched it, anything, it should be going into the yuck bucket.

IN THE CENTER

Each weekend City Wide will come back and sanitize the building until things blow over.



Each weekend carpets will be professionally cleaned as well.



Every day, every hour of the day, a Clorox wipe down will happen. This will especially include door handles, sink handles, light switches, hot spots we touch consistently!

WHAT MAY BE DIFFERENT FOR ME?



Classrooms will open and close at the same time daily to not have to shift kiddos around. This limits exposure and cross contamination.



We will begin working in 10 hour shifts with two hour breaks to ensure we are doing our best to keep the same teachers with the same kids from day to day. This is a widespread suggestion made by KDHE and the CDC for childcare. This way your germs stay with your kids and vice versa.



Teachers are not allowed to hang out in rooms that are not theirs while on break or at anytime. If no empty room is available for breaking, you may break in your car or leave and come back, however temperature and hand washing protocol applies upon returning from break.



This is the perfect time to be 100% prepared for your curriculum not only for the next day, but weeks after this is over! Give yourself this time to do the things you have been wishing you had time to do. Have you wanted to make a new bulletin board? Laminate trace pages of the ABC's, shapes, numbers for you kids to use during transitions? Use this time wisely. 😊

CHILDREN LEAVING FOR THE DAY



The parent will call ahead to the center when 5 minutes out. Upon arrival they will wait outside.



Teacher will give whoever is taking the child to their parent all their things and relay how their day went, and if they need anything within the next few days.



A staff member will walk the child to the door where they will meet their parent outside.



We will clock the child out on the computer and our rosters.



Wash your hands after each interaction if you are taking children to the door.

WHAT ELSE?



For the time being we are going to do away with stuffed animals, baby dolls, dress up, anything that needs to be washed in the washing machine to get cleaned. Guidelines state only one child should use the item and then it should be washed before another child uses it. We do not want to put that increased stress on you so we will just put them in whatever storage we can for the time!



If a child starts showing any symptoms of being sick let your Director know! We will send the child home for the regular pink eye, hand, foot, and mouth, etc. We will also be extra cautious and send home for excessive diarrhea, any vomiting, fever, etc.



During circle time and story time give the children their own spot on the floor spread across the whole classroom and change up where you are located.



It is vital especially during this time, to do diapering procedures 100% correct! If you need a refresher, ask for one!

DO NOT LOSE SIGHT



WE FULLY UNDERSTAND THAT NOW IS A WEIRD TIME. WE APPRECIATE EVERYTHING ALL OF YOU ARE DOING TO PROVIDE A SAFE AND HEALTHY ENVIRONMENT FOR THE CHILDREN WE CARE FOR. YOUR LOVE FOR THEM SHOWS!



WE ALSO UNDERSTAND IN TIMES LIKE THESE THAT IT COULD BE EASY TO LET RULES AND REGULATIONS SLIP. NOW IS NOT THE TIME FOR THAT. NOW IS THE TIME TO PERFECT YOUR SKILLS! USE THE EXTRA HELP IN YOUR CLASSROOM AND LOW NUMBER OF KIDDOS TO GET YOUR TEACHING GAME AND ROUTINES DOWN SOLID. WHEN KIDS START RETURNING IN HIGH NUMBERS, THEY WILL SEE THE WELL-BEHAVED CLASS AND NEW SCHEDULES AND ROUTINES AND THEY WILL FOLLOW SUITE. I PROMISE. YOU JUST NEED TO USE THIS TIME TO GIVE IT YOUR ALL.



WE KNOW YOU'VE GOT US, AND THE KIDS!



WE GOT YOU!