



COVID-19 Health & Safety  
Policies & Procedures

COVID-19 is spread from person to person through contact that is close enough to share droplets generated by coughing, sneezing, speaking and even just breathing. It can also be spread by touching objects where contaminated droplets have landed. While working with our local health officials, along with state & local government, Noah's Ark Preschool & Parent's Day Out has developed a set of strategies that are appropriate to ensure the health and safety of everyone at our center.

The following policies & procedures are designed to keep social distancing, screening and proper cleaning, a priority.

Mask will be required by any adult (staff, parents, etc.) entering the building. Children will not be required.

### **Social Distancing**

Classrooms will include the same group of children with the same teacher each day.

At nap time, children will continue being placed on their nap mats head-to-toe. Nap mats will be sent home every week to be cleaned.

### **Screening**

Temperatures will be taken for everyone entering the center including, but not limited to, all employees, children, support service representatives, and emergency personnel. People who have a fever of 100° or above or other signs of illness will not be admitted to the center.

As always, children should be monitored at home for signs of illness and be kept home when they are sick.

### **Drop-Off & Pick-Up**

Parents will drop off children at the front doors of the center. Teachers and/or staff will escort children to their appropriate classroom, along with any personal belongings or supplies. All belongings, such as backpacks, diaper bags, nap mats, etc., will be disinfected and isolated for a minimum of 30 minutes before being brought to their classroom.

Sign-in sheets and other necessary forms/letters will be placed on a table outside of the doors.

Hand hygiene stations will be set up outside for parents and children.

Each parent/guardian will be asked a series of screening questions at drop off to ensure all safety precautions are taken while in our care, including but not limited to:

1. Have you or anyone in close contact (i.e. household) been diagnosed or treated for a respiratory infection with symptoms such as shortness of breath or recurring cough?
2. Have you or anyone in close contact (i.e. household) experienced a sore throat or other symptoms related to the throat?
3. Have you or anyone in close contact (i.e. household) been diagnosed or treated for the common cold?
4. Have you or anyone in close contact (i.e. household) been diagnosed with a sinus infection with symptoms such as runny nose or itchy eyes?
5. Have you or anyone in close contact (i.e. household) been in contact with a person diagnosed with COVID-19?

At pick up time, parents will sign out their child and a teacher or staff member will bring the child to the front doors. All personal belongings will go home each day.

If communication between parent and teacher is necessary, the Director will coordinate between both parties.

## **Cleaning**

We will continue to adhere to a strict cleanliness policy. All regular cleaning practices will be followed with additional measures taken to ensure all surfaces and areas are sanitized and disinfected.

The following checklist is intended to provide a selection of ways we are intensifying cleaning procedures. It is not intended to be an exhaustive list.

1. Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. Toys that cannot be cleaned and sanitized will not be used. Toys that children have placed in their mouths will be set aside until they are cleaned and disinfected properly.
2. All bedding provided by the center will be laundered each week. Children will not share or exchange cribs, cots, nap mats or napping area. Nap mats will be sent home every week to clean and return the following week.
3. Clean objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, potty training potties, desks, chairs, cubbies, and playground structures.
4. All bathrooms are to be cleaned and disinfected regularly, three times a day.

All teachers and employees have undergone training to adequately handle the precautions and safety measures we have in place due to COVID-19. Training includes infection control, proper handling of communicable diseases, enhanced cleaning procedures, and how to safely disinfect and sanitize classrooms.

One thing is for certain: education and childcare are essential, and we must find reasonably safe ways to restore these services so that our children can be cared for, educated and their parents and guardians can return to work. We must find ways to protect our children from COVID-19 and ensure that they do not bring the infection to others.

Together we can do our part to keep everyone healthy and safe!