THE LEARNING EXPERIENCE HEALTH AND SAFETY STANDARDS

The following protocol exceeds the guidelines set forth by the CDC.

The COVID-19 virus, and the need to mitigate its spread, has necessitated some new and expanded procedures for ensuring the health and safety of our children, team and families. Below are the updated procedures:

Hygiene Standards

- All staff and children must wash their hands for a minimum of 20 seconds (sing Happy Birthday or Twinkle Twinkle Little Star) at the following times:
  - When arriving at the school
  - Prior to eating
  - After eating and prior to nap
  - After toileting
  - Coming inside from the playground
  - When handling bodily fluids
  - When their hands become soiled
  - Before they leave for the day
  - NOTE: Children will not have access to hand sanitizer gel

- All children’s belongings, including sheets, nap blankets (Toddlers and above), and extra clothing must fit into one backpack or bag that can be securely closed.

- Children under 12 months must have individually stored and labeled eating utensils. Children between 12-18 mo. should bring in 1 labeled sippy cup per day. Cups will be rinsed and sent home each day. Children over 18 months of age are not permitted to bring in sippy cups or eating utensils.

Distancing Standards

- The center will maintain social distancing guidelines of a 6’ distance between people when speaking.

- The center will follow the “Rule of 10” at a minimum for the classrooms (unless directed otherwise by the state or county mandated ratios for the coronavirus).

- Children will nap, alternating head to toe with a 2’ minimum distance between mats and cribs (unless directed otherwise by your county or state licensing agency).

- Only employed staff, state or county government officials, first responders or TLE field support personnel will be allowed beyond the vestibule when they are acting in their official capacity. All adults will wear masks or cloth face coverings.
• Tours must be conducted after normal operating hours. All adults must wear masks at all times and may not enter classrooms, as they have been cleaned and sanitized.

Drop Off/Pick Up Standards

• During the re-opening phase of the COVID-19 crisis, drop off and pick up procedures will occur exclusively in the vestibule area, with only employed staff and children proceeding into the lobby and through to the classrooms.
  o A staff person will take the temperature of the child with a touch free thermometer and record it.
  o The parent will answer four screening questions.
  o The parent will sign their child into the facility using a sign in sheet.
  o A team member will accept the child and his/her belongings, asking if there is any information to pass along to the teacher, and proceed into the facility.
  o An administrator will clock the child into the CCM/CORE system as they enter the lobby.
  o The entire process should take 1 minute or less. If necessary, a queue will be set up outside the front doors to maintain a 6’ distance between families.
  o The procedure will occur in reverse for pick up, with an administrator calling into the classroom to prepare the child for departure when the parent arrives at the vestibule. A team member will gather the child and his/her belongings and bring the child up front.

• We ask that parents wear masks at drop off and pick up for the health and safety of those around them.

Protecting Others Standards

• All TLE team members will make every attempt to wear a mask or a cloth face covering while working in the center.

• Children over the age of 2 should wear a mask or cloth face covering if they can put it on and take it off independently, it does not pose a distraction (i.e., playing with it constantly), and they do not touch their face repeatedly.

• Temperatures for anyone entering the facility will be taken by a team member with a no-touch thermometer. All temps for children and staff will be logged on the TLE Temperature Log Sheet. Anyone with an elevated temperature (mandated by state licensing and the health department) will be asked to return home.

• Any child who is ill will be isolated from the group immediately and will not be allowed to return to the group or classroom. Teachers and administrators will then follow the normal procedures for when a child becomes ill. Parents or guardians will be called, and the child must be picked up within 1 hour. They will not be permitted to return without a doctor's note stating they are symptom free for 72 hours.
• Any adult that becomes ill while at work must be isolated from the group, will not be allowed to return to their group or classroom, and sent home immediately. They must be symptom free for 72 hours and return with a doctor’s note.

• Car seats cannot be brought into the building and will not be stored at the center.

Sanitizing Standards

• Cot and crib sheets will be changed daily. Parents must supply (unless otherwise mandated by state or county) enough crib/cot sheets for daily changes. Used crib and cot sheets will be bagged and sent home each day for laundering.

• Adults should wash hands or use hand sanitizer gel when changing rooms throughout the building and when leaving for the day. Using hand sanitizer gel is not a substitute for washing hands.

• In urban centers, we ask that parents spray sanitize personal strollers outside, after the child disembarks, before being brought into the facility by a team member. The sanitizing product should be supplied by the family due to the risk of allergic reactions.

• All surfaces will be cleaned three times per day at a minimum using an EPA approved product, in accordance with the TLE Cleaning and Disinfecting procedures, which include:
  
  o Solid surfaces (counter tops, sinks, faucets cots, mats, door handles, diaper changing mats, large toys)
  o Soft surfaces, linens, clothing, soft toys and other items that go in the laundry
  o Cleaning Toys/Toy Bath (throughout the day)
  o Restrooms (Adult & Child)
  o Food/Personal Items (as needed or used)
  o Floors (at close of business)
  o Carpets (vacuumed twice per day)

• Aerosol sprays, such as Lysol, will not be used throughout the building while children are in attendance.