

ANNA'S BANANAS DAYCARE & PRESCHOOL

COVID-19 PREPAREDNESS PLAN

Prepared: June 24th, 2020

DESCRIBE PLAN FOR HANDWASHING:

- All children and staff are required to wash their hands upon entry to the facility/classroom each day.
- Children must be supervised when handwashing occurs to ensure that proper handwashing techniques are implemented.
- Frequent handwashing must occur after restroom use, before meals, after one sneezes/coughs, as well as other frequent intervals throughout the day to prevent the spread of germs.
- Should soap and water not be available, a hand sanitizer that contains at least 60% alcohol will be used with direct supervision and assistance from a staff person. All hand sanitizer must be inaccessible to children when not in use.
- If single use paper towels are not available, red single use rags will be used from the "Clean" bin and then discarded for laundering in the "Dirty" bin.
- A single use glove will be used with each child when putting on sunscreen and then discarded. If gloves become unavailable, staff persons will wash hands thoroughly between each child's sunscreen application.
- Should a case of COVID-19 be present within our community the facility will:
 - a. Close off areas visited by the ill persons.
 - b. Open outside doors and windows and use ventilating fans to increase air circulation in the area.
 - c. Wait 24 hours or as long as practical before beginning cleaning and disinfection.
 - d. Cleaning staff should clean and disinfect all areas such as classrooms, offices, bathrooms, common areas, shared electronic equipment (like tablets, touch screens, keyboards, remote controls, phones) used by the ill persons, focusing especially on frequently touched surfaces.

DESCRIBE PLAN FOR CLEANING AND DISINFECTING:

- The company will routinely clean, sanitize and disinfect surfaces and objects that are frequently touched including that of toys and games.
- Daily, classrooms will clean light switches, door handles, classroom sink handles, chairs and cots.
 - Children's blankets will be neatly folded and kept in their cubby
- Areas routinely and commonly used by managers such as phones, computers, and other technology will be frequently cleaned and sanitized between those utilizing the surfaces.
- Toys that cannot be easily sanitized should not be used during this time.
- Mouthed toys must be removed from circulation and placed in the Mouthed toy bucket until they can be cleaned, sanitized and returned to the classroom.

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- Items frequently touched and mouthed such as play food and dramatic play accessories should be washed daily.
- Toys that have been utilized and are in need of cleaning may be set aside with a clear marking of "soiled toys"
- Children's books are not considered a high risk for transmission and do not need additional cleaning or disinfecting procedures. Soft books may be easily laundered and cardboard books may be wiped out with a bleach solution and rag on the pages should the toys become mouthed or come in contact with bodily secretions.
- Each classroom will follow their weekly cleaning protocols as is required by the companies staffed Registered Nurse.
- Classroom bathrooms should be cleaned twice per day, as is outlined in the policies and procedures handbook. Once during nap and once at the end of the night.
- All classrooms must be vacuumed daily.
- Each classroom must be mopped after nap and at the end of the evening.

DESCRIBE FOR ARRIVAL AND DEPARTURE:

- Parents are not permitted to enter the facility, they may call, send a message on daily connect or wait outside of the facility until the runner comes and retrieves their children from them.
- Upon arrival to the facility, all children will have their temperature taken via the use of the contactless thermometer prior to parent departure. This temperature will be logged in daily connect when it is reasonably possible to do so. Any reading of 100.4 or higher will result in the child not being permitted to the facility for the day.
- All staff are also required to take their temperature prior to the start of their shift. Any temperature over 100.4 will result in the staff member unable to work for the day.
- Runners will have a clipboard that cites
- Staff members and children are required to immediately wash their hands upon entering the facility and before engaging in any activities and or work duties.
- Parents are not permitted to enter the facility, they may call, send a message on daily connect or wait outside of the facility to notify us of their arrival to prepare their child for departure. The runner will collect their child as well as his/her belongings and will hand the child off to them outside of the facility.

DESCRIBE PLANS FOR SICK CHILDREN, STAFF, AND VOLUNTEERS:

- Staff who do not feel well, have a temperature, sore throat, cough must call the company Registered Nurse or designated individual to have their symptoms triaged before entering our facilities and/or being allowed to return back to work.
- All staff are required to take their temperatures at the start of their shift. Any temperature over 100.4 the staff must be excluded from the program and he/she is required to touch base with the company RN/designated individual about the symptoms they may be experiencing.

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- Effective 7/6/2020 children will have their temperatures checked during their admission to the facility for the day. The temperature will be logged in the daily connect application under the child's profile and those with a temperature over 100.4 will be excluded from the program.
- Anna's Bananas Daycare and Preschool will put out additional and continual communication to parents to ensure that they are monitoring symptoms that may arise with children and ensure they are keeping them home if they are ill.
- Should a staff member, child or person within our childcare facility community be diagnosed with COVID-19, Anna's Bananas Daycare and Preschool will follow the direction of the Minnesota Department of Health. We will follow the required steps and guidance set forth by MDH to determine if the case is at a high or low risk of exposure for other individuals as well as the notification process of individuals who may have come into contact or risk exposure.

DESCRIBE PLAN FOR SOCIAL DISTANCING THROUGHOUT THE DAY:

- Whenever possible, classrooms will remain with the same groupings of children each day.
- Whenever possible, the same childcare providers will remain with the children each day.
- Anna's Bananas Daycare and Preschool has cancelled or postponed all special events included special performances and enrichment programs.
- Indoor gym spaces are extracurricular areas of the facility are not open for use at this time.
- Anna's Bananas Daycare and Preschool has set staggered playground times to limit the mixing of children.
- During naps or times of rest, Anna's Bananas Daycare and Preschool will make every effort to place cots as far apart as possible with a 6-foot distance being optimal if spacing allows. Staff members will also place children head to toe whenever possible to further reduce the potential for viral spread.
- Staff members are to remain in their classrooms and utilize classroom phones for communications versus leaving the room to speak to another individual within the facility.

DESCRIBE PLAN FOR SOURCE CONTROL AND CLOTH FACE COVERINGS:

- Based on the developmental needs of the children in which we serve, it is recommended that staff wear face coverings however, facial coverings are most effective if it can stay in place without being pulled on or touched by the person wearing it or others. If an employee does not feel that he/she can effectively utilize the facial covering due to the nature of our business, they may be exempt.
- Non-exempt workers and children are strongly encouraged to wear coverings or shields in these settings to the extent possible, especially when social distancing cannot be maintained, unless wearing a covering or shield would interfere with child development.
- All staff working in an indoor care setting must wear a face covering in communal areas (e.g., center or building hallways, lobbies, restrooms, breakrooms, etc.) where groups may intermix.
- Face coverings must be worn at all times by staff who intermix between classrooms.

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A child care setting may allow nonexempt staff and workers to remove face coverings or face shields when

- In an indoor classroom or care setting that is confined to one group or cohort.
- If able to socially distance at least 6 feet apart from any other adult in the classroom that you are primarily working in for your shift that day.
- If you are eating or drinking a beverage and you are 6 feet away from any other adult in the classroom that you are primarily working in for your shift
- If you are outdoors on the playground and you are 6 feet away from any other adult in the classroom that you are primarily working in for your shift
- Anna's Bananas Daycare and Preschool does not require children within our programs, which may serve children from 6 weeks up to 12 years old to wear facial coverings. This includes a clear exemption for children ages 5+ to be designated as "exempt" from wearing facial coverings within our program. Parents may still elect their child to wear a facial covering, however it is not a requirement for participation in the program.

DESCRIBE PLAN FOR VENTILATION AND AIR FLOW, IF POSSIBLE:

- Whenever possible, Anna's Bananas Daycare and Preschool will utilize the outdoors for activities which will allow for fresh air use.
- Fans will not be used within the facilities whenever possible to stop the recycling of air unless it is absolutely required.

DESCRIBE PLAN FOR MITIGATING COVID-19 IN PLAYGROUND USE:

- Play structures will be cleaned daily, when equipment is in use utilizing a bleach cleaning solution.
- Children and staff are required to immediately wash hands after the play structure or outdoor large muscle materials are used.
- Staff members will discourage large group play or play that occurs within close proximal space of one child to another whenever possible.

DESCRIBE PLAN FOR MITIGATING COVID-19 DURING MEALS AND SNACK TIMES:

- Surfaces will be washed prior to children sitting down for meals
- Whenever possible and reasonable to do so, staff will sit the children every-other chair to afford space between children during meal and snack times.
- Surfaces will be washed after children have consumed their meals/snacks.
- Meals are served in the individual classroom, not a communal area

DESCRIBE PLAN FOR MITIGATING COVID-19 DURING FIELD TRIPS AND EVENTS:

- No events are being held

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- Fieldtrips are taking place primarily outdoors where social distancing can be practiced. After use of playground equipment, children's hands will immediately be washed.

DESCRIBE PLAN FOR COMMUNICATIONS AND TRAINING:

- The training will be completed in a manner that each employee can read and understand and will be adjusted accordingly for all limited factors present no later than July 31st, 2020.
- The COVID-19 preparedness plan will be posted in each classroom and the centers parent board for easy access by all individuals seeking the information.
- The company will adequately enforce the provisions of the policy.
- Staff members will be required to follow all established rules and practices.
- The company will review and update the plan as guidance evolves.
- Service recipients and their families will be provided access to the plan
- The plan will be made available to the commissioner upon his/her request.