



MDO COVID-19 PROCEDURES & PROTOCOLS

The Journey Mother's Day Out program will follow the following procedures and protocols to help protect the health and safety of all employees and children in its care.

- Based on CDC guidance, the Journey MDO will create and operate around the following prevention measures:
 - Modified drop-off and pick-up procedures
 - Implementation of screening procedures upon arrival
 - Implementation of *Social Distancing Strategies*
 - Intensified cleaning and disinfection efforts

Parent pick-up and drop-off:

- The drop-off and pick-up of children will be completed outside of the operation. Drop-off and pick-up for the **3 and 4 year-old classes will occur at the back door of the facility under the covered driveway**. Drop-off and pick-up of the **2 year-old classes will occur at the glass doors at the front of the facility**.
- At drop-off, parents will walk their child to the sign-in station (observing social distancing recommendations of 6 ft. between other families). Adults are required to wear a face mask. (Children are NOT required to wear a face mask.)
- Children will undergo a screening process to include:
 - Taking their temperature upon arrival. (The child will not be admitted if their measured temperature is greater than or equal to 100.4 degrees Fahrenheit).
 - Parents will be asked if the child or any family member has shown any signs or symptoms of possible COVID-19 including:
 - Feeling feverish or have a cough
 - Shortness of breath or difficulty breathing
 - Chills or muscle pain
 - Headache or sore throat
 - Loss of taste or smell
 - Diarrhea
 - Known close contact with a person who is lab-confirmed to have COVID-19
- Children's hands will be cleaned with hand sanitizer before they enter the facility.
- Parents will sign-in their child and a staff member will walk the child to their classroom.
- At pick-up, parents will wait under the covered driveway or by the glass doors (observing social distancing recommendations) while a staff member brings their child from their classroom to them. These staff members should wear a mask and adhere to social distancing recommendations.
- If possible, older people such as grandparents should not pick up children, because they are more at risk for severe illness from COVID-19.



MDO COVID-19 PROCEDURES & PROTOCOLS (CONT'D)

Screening:

- The following individuals must be screened every day before entering the facility (following the previously described screening measures):
 - Operations staff;
 - Children enrolled at the operation;
 - Persons with legal authority to enter, including law enforcement officers, Licensing staff and Department of Family and Protective Services staff;
 - Professionals providing services to children;
 - Parents who have children enrolled and present at the operation. Parents should only enter the facility when necessary.
- Do not allow employees or children with the new or worsening signs or symptoms listed above to return to the facility until:
 - In the case of an employee or child who was diagnosed with COVID-19, the individual may return to the facility when **all three of the following criteria are met**: at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and at least 10 days have passed *since symptoms first appeared*.
- Do not allow an employee or child with **known close contact to a person (e.g. someone within their household, a classmate or teacher)** who is lab-confirmed to have COVID-19 to return to the facility until the end of the 14-day self-quarantine period from the last date of exposure.
- If an employee or parent believes that they or the child has had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for the above symptoms during the 14 days after the last day they were in close contact with the individual with COVID-19.

***It is very important for parents to monitor their child's health and to not send them to the program if they are displaying any symptoms of COVID-19. Parents should seek COVID testing promptly and report results to the program immediately.**



MDO COVID-19 PROCEDURES & PROTOCOLS (CONT'D)

Social distancing strategies:

- Employees maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as face covering, hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
- Classes should include the same group each day, and the same child care providers should remain with the same group each day.
- Keep each group of children in a separate room to the extent possible.
- Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
- Minimize time standing in lines, keeping children at safe distances apart from each other. Six feet of separation between children is preferred.
- Limit the use of water tables and sensory tables, and have children wash or sanitize their hands immediately after using these play stations.
- Increase the distance between children during table work.
- Incorporate more outside activities, where feasible.
- Limit access to the center.
 - Prohibit any but the following individuals from accessing the facility:
 - Operations staff
 - Children enrolled at the center;
 - Parents who have children enrolled and present at the operation (only when absolutely necessary);
 - Persons with legal authority to enter, including law enforcement officers, Licensing staff, and Department of Family and Protective Services staff;
 - Professionals providing services to children.

Enhanced cleaning and disinfecting measures:

- Clean and disinfect classrooms prior to reopening the facility in accordance with CDC guidelines.
- Routinely clean, sanitize and disinfect surfaces and objects that are frequently touched, especially toys and games.
- Clean objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classrooms sink handles, countertops, toilet training seats, chairs and playground structures. Use the cleaners typically used in the facility.
- All bathrooms should be cleaned and disinfected regularly throughout the day, at a minimum of three times per day.



MDO COVID-19 PROCEDURES & PROTOCOLS (CONT'D)

- Cleaning products:
 - Use cleaning products specific to COVID-19 with guidance from the EPA.
 - Provide child care providers with disinfecting wipes so that commonly used surfaces and equipment can be wiped down before use.
 - All cleaning materials should be kept secure and out of reach of children.
- Clean and sanitize toys:
 - Clean toys with water and detergent, rinse, sanitize with disinfectant and air-dry.
 - For toys that cannot be submerged in water, wipe with disinfecting wipes following the manufacturer's instructions for disinfection.
 - Children's books and other paper materials can be rotated within a classroom. They should not be used by any other group of children for at least 36 hours.
 - Child care providers should change the child's clothes if secretions are on the child's clothes. Contaminated clothes should be placed in a plastic bag and the provider should wash their hands.
 - All children and providers should have multiple changes of clothes on hand. Children should not be allowed to wear other children's clothing.

Healthy hand hygiene:

- All children, staff and volunteers should engage in hand hygiene at the following times:
 - Arrival at the facility and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food
 - Before and after administering medication or medical ointment
 - Before and after diapering
 - After using the toilet or helping a child use the bathroom
 - After coming in contact with bodily fluid
 - After playing outdoors or in sand
 - After handling garbage
- Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
- Supervise children when they use hand sanitizer to prevent ingestion.
- Assist children with handwashing. After assisting children, staff should also wash their hands.
- Place posters describing handwashing steps near sinks.

