

**Little Cherubs Christian Preschool**  
**660 West Main Street**  
**Cheshire, CT 06410**  
**203-272-1150**

**Public Health Emergency Operating Policies and Procedures**

The following policy and/or procedural changes will be followed by *Little Cherubs Christian Preschool* (hereafter referred to as *Little Cherubs*) as set forth by the Connecticut Office of Early Childhood (OEC) & Centers for Disease Control Guidelines (CDC) during this public health emergency. *Little Cherubs* will always abide by the requirements set forth by the OEC & CDC. These procedures will help *Little Cherubs* and our staff to reduce the risk of spreading any infectious disease. *Little Cherubs* is abiding by the requirements of the OEC & the CDC in an effort to keep all our children and staff safe and healthy. If at any time you decide to disregard or do not agree to follow any of the policies and procedures set forth then *Little Cherubs* will not be able to care for your child during this public health emergency.

**HEALTH SCREENING**

All staff and children are required to be screened for any observable illness, including cough or respiratory distress. At the beginning of each school day, your child will have their temperature checked with a “no-touch” infrared thermometer and you will be asked a series of health screening questions before entering the classroom area.

Questions include:

- Have you or a member of your household traveled outside of the country in the past 14 days?
- Have you or a member of your household had any of the following symptoms today or in the past 14 days?
  - Fever of 100 degrees Fahrenheit or higher
  - Dry Cough
  - Shortness of Breath
  - Chills
  - Loss of taste or smell
  - Sore Throat
  - Muscle aches
- Have you been in contact with someone who is thought to have or has tested positive for COVID-19 in the past 14 days?
- Have you been instructed by a medical professional to self-quarantine due to possible exposure to COVID-19?

If you answered “yes” to any of the above questions, then your child will not be allowed to attend *Little Cherubs* that day. Your child will not be allowed to return to *Little Cherubs* until you can answer “no” to all of the above questions, or you provide our school with a negative COVID-19 test and/or Physician note of clearance. If your child’s health condition is due to a pre-existing condition (e.g., wheezing due to asthma), then a note from a physician confirming

this will be required. Please be advised, your child may not be allowed to attend until the note from the physician is received.

If you answered “no” to all of the above questions and your child’s temperature is within the normal range, your child will then be permitted to attend for the day and escorted to his/her classroom by a staff member.

### **SICK CHILD**

If during the day, any of the following symptoms appear, then your child will be separated from the rest of the classroom. You will be contacted immediately and **MUST** pick up your child within 1 hour of being notified or *Little Cherubs* has the right to refuse to provide future childcare services.

As per the CT Governor’s Executive Order 7Q & CDC Guidelines symptoms include:

- Fever of 100 degrees Fahrenheit or higher
- Dry Cough
- Shortness of Breath
- Chills
- Loss of Taste or Smell
- Sore Throat
- Muscle Aches

While we understand that many of these symptoms can also be due to non-COVID-19 related issues, we must proceed with an abundance of caution during this public health emergency. Your child will need to remain out of *Little Cherubs* for a minimum of 14 days following the appearance of the symptoms, unless you provide a doctor’s note stating the child testing negative for COVID-19.

All other sick policies set forth in the *Little Cherubs Christian Preschool Parent’s Handbook* will continue to be followed in addition to this policy.

### **DROP OFF/PICK UP**

Parents/Guardians who are dropping off or picking up a student will not be permitted to enter the building beyond the designated sign in/out location. The parent is required to wear a mask when entering the building. This procedure change is for the safety of all persons present in the building and to limit to the extent possible everyone’s risk of exposure. Please advise any Emergency Contact and Alternate Pickup persons of this procedural change.

If there is any reason requiring you to enter the building beyond the designated sign in/out location, then **YOU MUST** wash your hands immediately upon entering or use hand sanitizer in addition to wearing a mask. While in the building, you must practice social distancing except with your own child.

## **MASKS/FACE COVERINGS**

Effective September 21, 2020, the State of Connecticut now **requires** all children 3 years of age and older to **wear a mask** while in childcare programs. This change extends for the duration of the public health and civil preparedness emergencies, unless earlier modified by the Connecticut State Commissioner of Early Childhood.

Children at Little Cherubs are required to wear a mask when indoors from arrival and throughout the day; the only exceptions will be for snack time, drink time and lunch time. When they are not wearing a mask, the children will be kept 6 feet apart wherever possible. They are not required to wear a mask outdoors while playing or participating in outdoor activities.

If a child's mask comes down when we are indoors, we will gently remind them to put it back on. We understand that children who are not familiar with wearing a mask may occasionally try to take their mask off it; we will work with them to help acclimate them to the practice and encourage them to wear the mask while in Little Cherubs. Any child who has just turned three years old will be allowed up to two months to get used to wearing a mask.

Our staff understands that this is a major change in our policy, and we apologize for any difficulty that it may cause our students and families. This was not our decision but was mandated by the State of Connecticut in response to updated guidance from the US Centers for Disease Control (CDC) and the American Academy of Pediatrics.

In an attempt to ease the introduction of mask wearing, this new policy at Little Cherubs will not go into full effect until October 19, 2020 so that we can work with you on this transition and allow time for the children to acclimate to wearing masks. Please know that we will not exclude children from our program or isolate them from their peers if they are having trouble getting used to wearing a mask. If parents refuse to comply with the requirements, however, State guidelines dictate that a child cannot attend until they are sent to school with a mask.

The only exceptions to the mask wearing requirement in childcare setting are:

1. A child with a documented medical condition, special health care need, or developmental need (such as sensory integration) for whom wearing a mask or face covering would be contrary to their health or safety is not required to wear a mask.
2. A child with a documented disability or special education need for whom wearing a mask or face covering would be contrary to their needs may be permitted exceptions. Where lip reading is required the staff or child may remove a face mask intermittently.

Our staff is intentionally planning as many opportunities as possible where children may take their masks off. While the weather permits, these "mask breaks" will often happen

outside. When mask breaks inside are necessary, the students will be distanced at least 6 feet apart whenever possible.

Please feel free to contact us if you have any questions or concerns about this change in policy that is being mandated by the state. As always, the safety and wellbeing of our students, our staff, and their families is our first priority.

### **HAND/RESPIRATORY HYGIENE**

Staff and children will engage in regular hand washing with soap and water for at least 20 seconds at occasions such as:

- When entering a classroom for the first time,
- Before and after eating,
- After sneezing, coughing, or nose blowing,
- After using the rest room,
- After touching or cleaning surfaces that may be contaminated.

If soap and water are not available, *Little Cherubs* will provide an alcohol-based hand sanitizer. Use of alcohol-based hand sanitizers will always be supervised by adults.

All staff and children will be required to do the following:

- Cover cough and sneezes with tissues or the corner of the elbow,
- Dispose of soiled tissues immediately after use,
- Wash/sanitize hands after each cough or sneeze.

### **GROUP SIZE, CLASSROOM & TEACHER ASSIGNMENTS**

Class sizes will be limited to no more than 14 children per OEC ‘Memo Reduced Group Size and Enhanced Health procedure for Child Care Programs During COVID-19 Emergency’.

Upon entering, children will sanitize their hands with Hand Sanitizer supplied for them, they will place their book bags, supplies, etc. on coat hook designated for them in hallway.

The children will then move on to the classroom with a member of the teaching staff. We will always maintain required ratios of adults to students (1:10 for 3-5 years old).

Pick Up will be at the same door that was used for Drop Off and families are strongly encouraged to have the same Parent/Guardian be responsible for both, whenever possible.

### **INTENSIFIED CLEANING AND DISINFECTION**

All standard cleaning, sanitizing, and disinfecting procedures remain in place. Communal spaces will be sanitized between groups (i.e. playground, bathrooms). In addition, when children will be vacating a space for an extended period of time (e.g., leaving the classroom to go to the playground) an administrator will disinfect the space, as long as there will be sufficient time for the disinfectant to evaporate per its instructions before children return to the room.

In preparation before the school year begins, *Little Cherubs* will undergo a deep cleaning. In this context, “deep” cleaning means cleaning surfaces with soap and water and then appropriately

using disinfectants on high-touch surfaces. The Staff will use proper gloves and personal protective equipment (PPE), good ventilation, and thoroughly air out the facility before children and other staff return. The Staff will routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games, in between use. When this is not possible, they will be disinfected when school is over.

The staff will also be cleaning objects/surfaces not ordinarily cleaned daily, such as doorknobs, light switches, classroom sink handles, countertops, toilet training potties, desks, chairs, cubbies, and playground structure surfaces made of plastic or metal. If surfaces are dirty, they will be cleaned using a detergent or soap and water prior to disinfection. All disinfection will follow the manufacturer's instructions for concentration, application method, and contact time for the given cleaning and disinfection products.

### **FOOD SERVICE**

While the state is under a public health emergency *Little Cherubs* will not be serving any food “family style” in order to prevent multiple children from touching the same serving utensil. All snacks will be served in the classroom. Any food provided will be given to each child individually by a teacher wearing PPE, which include gloves and mask/face covering, or the children will serve themselves from their own lunchboxes when eating snacks brought from home.

### **CLASSROOM PROCEDURES**

The classroom will run as always, with the exception that children will be separated at the tables for social distancing. Circle time will also involve the children being separated for social distancing. Whenever possible, our classroom will take place outside with social distancing in place. When an article of dress up is worn it will be placed in a bag for washing before it can be used again.

**All policies and procedures are subject to change as developments take place in the COVID-19 public health emergency. Any changes will be communicated in a timely fashion and all decisions will be based on the wellbeing of our students, our staff, and their families.**

### **COVID-19 EXPOSURE NOTIFICATION**

In February 2020, COVID-19 was added to the list of Reportable Diseases. As a result, *Little Cherubs* is required to report any cases of COVID-19 infection immediately to the Connecticut Department of Public Health and to the local department of health in the town/city.

If a child or staff member who has been present in the school is diagnosed with COVID-19, *Little Cherubs* will notify families and staff about the exposure. Please be advised that we are NOT permitted to share with you the child or staff member's name but will share with you the date of possible exposure and classroom that may have experienced the exposure.

Parents must immediately notify the administration if you become aware that any person with whom you or your child has had contact exhibits any COVID-19 symptoms (listed under “Health Screening” above), is advised to self-isolate, quarantine, has tested positive, or is presumed positive for COVID-19. Further, you must immediately notify the administration if anyone from

your place of employment is presumed positive or tests positive for COVID-19, whether or not you have had direct contact with that person.

I, \_\_\_\_\_ certify that I have read, understand, and agree to comply with the provisions listed herein. I acknowledge that failure to act in accordance with the provisions listed herein or with any other policy or procedure outlined by *Little Cherubs Christian Preschool* may result in termination of services. I acknowledge that care for my child may be terminated if it is determined that my actions or lack of action unnecessarily exposed any child, employee, or their family member to COVID-19.

I understand that, while present in the building each day, my child will be in contact with other children, families and employees who are at risk of community exposure by their presence. I understand that no list of restrictions, guidelines or practices will remove 100% of the risk of exposure to COVID-19, as the virus can be transmitted by persons who are asymptomatic and before some people show signs of infection. I understand that I play a crucial role in keeping everyone in the building safe and reducing the risk of exposure by following the practices outlined herein.

Child's Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Parent/Guardian's Name: \_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Program Administrator

\_\_\_\_\_  
Date