Bunny Trails Child Care

Covid-19 Health and Safety Plan

*Person responsible for health and safety and preparedness planning during the Covid-19 pandemic: Bethany Shaw, Owner/Provider – 541-861-0587*

**Section 1. Requirements for Drop-Off & Pick-Up**

Caregivers must drop off and pick up from outside the facility.

Caregivers must wear a face covering during drop-off and pick up.

Caregivers must maintain physical distancing when not engaged in handing off a child to staff.

Children will have a temperature check and wash or sanitize hands immediately upon entry.

Provider will do sign in/sign out to avoid sharing writing utensils.

Plan:

Caregivers will wear masks and stay on the porch for drop-off/pick-up. Kids will wash hands at the deep sink upon entering. Disposable masks are available inside the door for caregivers. Children’s masks are in a bucket inside the door. Provider will take child’s temperature and sign them in/out.

**Section 2. Requirements for Daily Health Check**

Daily health screening is required before entering facility.

Temperature check before entering facility.

Staff must ask caregivers the required questions.

Staff must self-screen each day.

Sign in must include pass/fail for health check.

Display/use OCC Exclusion chart.

Provider and children over age 5 must wear a face covering.

Plan:

Provider will ask health screening questions before child enters, take child’s temperature, and record pass/fail on the sign in sheet. Exclusion chart is on the wall by the door and was emailed to parents. Masks are made available for children and caregivers. Provider will self-screen.

**Section 3. Requirements for Recordkeeping**

Provider must keep a log of children present for contact tracing.

Log must include drop-off AND pick-up caregiver AND health check pass/fail.

Log must be kept for 2 years.

Plan:

Provider will keep log of children present each day and will record pass/fail for health screenings. Provider will keep the log on file.

**Section 4. Requirements for Family Engagement**

Must inform families of changes for operating during Covid.

Must communicate with families that they MUST follow the requirements.

Must provide information to families in a form they can understand.

Conduct home visit virtually.

Any in-person meetings must be socially distanced, wearing masks, outside if possible.

Family member may enter the facility if there is a health or safety concern for their child and must follow safety requirements upon entering.

Provider must allow breastfeeding parents to come into the facility to feed their child, provider must sanitize area after use.

Families seeking enrollment may visit the facility one family at a time, outside business hours and must following safety guidelines.

Plan:

Parents will be informed of guidelines, plans, and any changes by Email, hand-out, and/or verbally as appropriate. Provider will conduct meetings with online platforms. Caregivers needing to enter the facility will be required to follow the Covid-19 safety guidelines.

**Section 5. Requirements for Group Size & Stable Groups**

(Applies to larger facilities with staff and different classes)

Registered Family daycare can have up to 16 children enrolled, only 10 present at any time, including provider’s own children.

Plan:

Only 10 children will be present at a time and no more than 14 will be enrolled. Provider has two children.

**Section 6. Requirements for Personal Protective Equipment (PPE)**

**for Children and Adults**

Any adult in the facility must wear a face covering.

All children 5 (Kindergarten age) and up must wear a face covering IN the facility.

Face coverings must be worn outside if 6 feet distance cannot be maintained.

A child 2 yrs + may wear a face covering if requested and safe.

Staff will teach children to wear masks safely and correctly and keep them socially distanced if they remove it, then encourage them to put it back on.

Children cannot be disciplined for inability to safely wear a face covering.

Children are not to wear a mask if they have a medically documented breathing condition, have a disability that prevents them from wearing a face covering, cannot remove it themselves, or are sleeping.

Children under 2 must not wear a face covering.

Staff and children must wash hands before putting on a face covering, taking one off, and anytime it is touched. Hand sanitizer allowed.

Face coverings must be washed daily, or disposable and a fresh one used daily.

Disposable masks must be worn only one day.

Face covering must be changed after interacting with a sick child.

Staff must wear a clean outer layer of clothing to be changed after feeing an infant, hair must be back.

Staff must socially distance if they display symptoms prior to being excluded from the program.

Staff must change clothes after being soiled by bodily fluids.

Plan:

Provider will wear a mask and provide masks for children and encourage those over 2 yrs old to wear them. Children 5 yrs and up will be expected to wear them and will be given instruction on wearing them properly. Clothe masks will be washed daily. Provider will change soiled clothes and wear hair back. Any sick person will be socially distanced while waiting to leave facility.

**Section 7. Requirements for Daily Activities**

No field trips unless completely outdoors.

Maintain at least 36 inches between sleeping areas and head-toe arrangement during naptime.

Limit sharing materials and toys. Sanitize the toys and wash children’s hands between uses.

Clean and sanitize the classroom materials between uses.

Do not do shared common materials like sand and water tables.

Plan:

There will be no field trips. Children will be well-spaced at nap time. No common material play tables will be used.

**Section 8. Requirements for Handwashing & General Hygiene**

Require staff and children to wash hands for at least 20 seconds (hand sanitizer with alcohol content between 60-95% is allowed when an asterisk\* appears):

o Before and after eating, preparing food, and or bottle preparation.

o Before and after administering medication.

o After toileting or assisting with toileting.

o Before and after diapering.

o After wiping a nose, coughing, or sneezing.\*

o After coming in from outside.\*

o Upon entering and leaving the child care facility.\*

o If staff are moving between stable groups.\*

o After sharing toys, learning materials, etc.\*

Hand-washing materials must be easily accessible to children.

Hand sanitizer must be stored out of reach of children when not in use.

Plan:

Provider will wash hands at prescribed times. Hand-washing will be accessible to children and hand sanitizer will be kept out of reach.

**Section 9. Requirements for Food & Nutrition**

No communal platters.

No sharing food with other children.

Breastfeeding parents may enter the facility to feed their child.

No drinking fountains.

Plan:

Children will be served individual plates of food and will not be allowed to share. There is no drinking fountain.

**Section 10. Requirements for Cleaning & Building Maintenance**

Must follow sanitation guide provided by state.

Plan:

Provider will clean per state guidelines.

**Section 11. Requirements for Responding to Possible and Confirmed**

**Cases of COVID-19**

Discuss a required closure with ELD and local public health authority.

Must have a care plan for any children with health issues.

Provider cannot refuse to enroll a child because they might be more susceptible to contracting Covid-19.

Must notify public health authority and OCC if a Covid positive person has entered the facility.

Communicate with all families and other individuals who have been in the facility in past 14 days about the confirmed case.

In the event of a positive case, alert all families not to come to the facility and to quarantine for 14 days.

Plan:

Provider will notify required agencies if a positive Covid-19 case occurs. Provider will communicate with families and initiate quarantine if necessary.

**Section 12. Requirements for Transportation**

Not applicable for our daycare.

Plan:

Provider does not transport client children.

**Section 13. Requirements for Professional Development**

Staff must have current first aid and CPR.

Staff must attend professional development trainings.

Staff must review these guidelines, “Health & Safety Guidelines for Child Care and Early Education Operating During COVID-19,” as well as any updates to the Guidelines that occur.

Plan:  
Provider will attend trainings provided by CCR&R regarding Covid and preparedness training. This includes the “2 Weeks Ready” training and “Developing And Applying Intensive Practices To Decrease The Spread of Covid-19”, attended in October 2020. Provider will review any updates to the guidelines provided by the state.

**Section 14. Requirements for COVID-19 Health and Safety Plan**

Child care facility must continue to monitor its “COVID-19 Health and Safety Plan” throughout the year and update as needed. All revisions must be shared with all families and staff and posted in an easily visible area.

Plan:

Provider will keep this plan up to date and available to parents. Provider will email a copy of the plan to clients.