



# LEARN Child Care Covid19 Closure Mitigation Plan

*LEARN is operating at 50% capacity and will continue to do so until the Tribe's Emergency Operations Committee recommends increasing the numbers. We will not be enrolling new children until such time. State and local case trends will be continuously monitored for future increased capacity.*

## Continued Operating Protocol

### ▪ **Bi-Weekly COVID-19 Screening of all staff**

Partnering with SEARHC, PCR tests will test for the presence of active COVID 19.

1. Every two weeks each staff member will do a self-swab test kit.
2. A representative from SEARHC will bring the test kits on the scheduled day of testing.
3. Staff will have filled out a demographics form and waiver, one-time documents to submit to SEARHC and the testing facility.
4. A SEARHC representative and our LEARN Health Screening Technician will assist staff to self-swab, a small swab stick, up each nostril for 30 seconds each side. Staff will be assisted with collection instructions.
5. A SEARHC representative will assist staff to seal the specimens and deliver them to the lab.
6. This is not antibody testing.
7. The turnaround time for results is approximately 24 hours. Staff results will be emailed directly to the Child Care Administrator, if negative. If positive, a phone call notification will happen 24/7.

### ▪ **Health Screening Technician**

LEARN will employ a health screening technician who will greet staff, children and parents and perform daily health screenings. When the Technician is not busy helping staff and families, they will assist the teachers in sanitation duties, including keeping the health screening station, hand-washing sink and foyer area clean, organized and sanitary between use.

#### ○ **Children**

1. There will be a Health Screening Table set up with supplies in the new foyer entrance. Supplies include; disinfecting solutions, hand sanitizer, gloves and masks.
2. The Health Screening Technician will wear gloves and change them between each health screening, and/or they will wash hands between each parties' health screening. They will wear a mask. They will wear a scrubs or a smock and will follow all hand washing procedures.
3. Each person who wants to enter LEARN beyond the foyer will receive a health screening. This health screening will include questions on travel, illness and any current symptoms. It will also include a visual inspection for illness including shortness of breath, fatigue, extreme or unusual fussiness, flushed cheeks or rapid breathing.
4. The Health Screening Technician will log each child's temperature taken at home that parents previously sent to the designated email.
5. The Technician will perform a *second* temperature check on each child and log that data. The thermometer will be sanitized between each use.



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6. The Technician will document all health screening questions on each child, daily.
7. If the child shows and reports no signs of illness and reports no fever, the Technician will receive the child form the parent and escort them to the portable, hot-water hand washing station. The Technician will help the child thoroughly wash their hands. Infants hands and arms will be wiped down with a warm soapy paper towel and rinsed.
8. The Technician will escort the child to their classroom teacher inside the center.
9. If the child shows signs of illness or reports a fever, the Technician will tell parents they must not enter the Center and must follow the below "Sick Children" Protocols.

### ○ Staff

1. Staff will be screened daily by the Health Screening Technician. This health screening will include questions on travel, illness and any current symptoms. It will also include a visual inspection for illness including shortness of breath, fatigue, flushed cheeks or rapid breathing.
2. The Technician will perform an initial temperature check on each staff member and log that data.
3. The Technician will document all health screening questions on each staff, daily.
4. The Technician will instruct the staff member to wash their hands before entering the break room or center.
5. If staff member shows signs of illness or reports a fever, the Technician will ask them to leave the center, notify their supervisors and organize a sub to fill in for the duration of their absence.

### ▪ LEARN's Foyer Entrance

Learn was able to secure an additional ~500 square feet of leased space on the opposite side of the former main entrance. This space includes an open, high-ceiling, double-door entry way, or foyer. Within this space, parents can escort their child in, without going into the actual Center where direct care is being provided. The Health Screening Technician will be housed here, along with a portable hand washing sink. This space will allow for us to adhere to our no-parents in the building policy, while being safe and out of the weather when receiving children. It also provides a space separate from all other children and staff members to properly screen before allowing entrance.

### ▪ Daily Health Screenings

**Persons who have a fever of 100.4 degree or above or other signs of illness should not be admitted to the facility.** Parents need to be on alert for signs of illness in their children and must keep them home when they are sick.

#### ○ Staff

1. Before starting shift, staff must show no sign of fever or illness. If staff feel healthy, they may report to work.
2. Immediately upon arrival, staff will see the Health Screening Technician.
3. As always, staff must wash hands immediately upon arrival at work.
4. Masks must be worn by all staff.



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## ○ Children

1. Parents must take a temperature check on child before coming to the center with a personal thermometer.
2. A picture of that thermometer reading or the reading itself for each child needs to be sent to LEARN via the specific email address: [LearnTemperature@gmail.com](mailto:LearnTemperature@gmail.com) or via a Brightwheel message.
3. When children arrive after showing a non-fever on a thermometer reading, children will be greeting by the Health Screening Technician.
4. Parents may only enter the new entry way foyer of the center. Staff will escort the child into the main center space.

## ▪ Parents Not Inside Center

Parents will not be allowed to enter the LEARN's Child Care facility. The below steps will be followed to comply with SOA mandates and limit exposure to our staff & children.

1. Parent will follow health screening procedures.
2. Both staff and child will wash hands immediately upon entrance into the facility, or upon removal of protective equipment.
3. Parents should be on standby in case children develop symptoms of illness while at the facility. Parents are required to pick child up within 20 minutes of being notified their child is demonstrating symptoms of illness.
4. Parents should prepare for a longer pick up and drop off timeframe. One child can be screened and transported at a time, so parents may need to wait in their cars until given the signal by staff member to bring child in for drop off.
5. Parents will notify staff via Brightwheel when they are on their way to pick up their child at the end of the day. Staff members will walk child or children to the foyer, with their belongings. Parents will receive their child in the foyer. Parents and staff will always maintain six feet of distance during all exchanges. Staff will check child out on Brightwheel.
6. Masks must be worn by all adults during drop off and pick up exchanges.
7. Parents should consider sending only one parent from a household to pick up child from LEARN, the same parent each time. Older grandparents or parents who are considered "high-risk" should not be the adult to do pick-up or drop-off, when possible.

*Parents may enter the building for emergency situations i.e. if a child's safety, life or limb are compromised.*

**Nursing moms** may enter LEARN under the following conditions:

- They must pre-arrange the time/day with the administrator,
- They must meet with the health screening technician and temperature check before entering the facility,
- They must wear a mask while at the facility, they may pull the mask off for nursing, and put back on when finished and;



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- They must wash their hands immediately upon entering the facility and remove their shoes. They must wash hands before leaving.
- Staff must sanitize the area in which the parent nursed immediately following their departure.
  
- **Travel**
  - LEARN will adhere to any State of Alaska Mandates, Recommendations or Orders in place for travel restrictions or requirements. This includes the 5 days of strict social distancing, and testing.
  - The Tribe reserves the right to also require an additional quarantine or test result for any staff or child travelling dependent on active case counts in the community traveled to, and duration of travel.
  
- **Daily Cleaning & Sanitizing Duties**
  - LEARN will continue to follow its daily and weekly cleaning schedules in place.
  - KIRA professional cleaning and sanitizing services will be increased to daily. The KIRA crew already disinfects commonly touched surfaces such as light switches and door knobs.
  - LEARN staff will increase their daily wipe downs to include any toys used by children that day. (Mouthed toys will continue their sanitation procedures.) Toys that cannot be wiped down with a sanitizing solution or washed, will not be used.
  - Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.
  - Toys will not be shared between classrooms unless they have been washed.
  - Set aside toys that need to be cleaned. Place in a dishpan marked “soiled toys” or a separate container. Washing toys with soapy water is the ideal method for cleaning.
  - Children’s books or other paper products are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.
  - The Health Screening Technician will assist in daily cleaning & sanitation duties.
  
- **Sick Children or Staff**
  - If a child or staff member becomes sick or illustrates signs of illness, they should be kept separate from well children and staff until they can be sent home.
  - Along with the above fever conditions, and health screening visual checks, the routine description of when to keep children home due to sickness will be followed.
  - Children or staff who have any of the following NEW symptoms should be kept home; fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle, body or headaches, sore throat, nausea, vomiting, diarrhea, loss of smell/taste, or congestion or runny nose.



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- Sick staff members or children may not return to the facility until they have a clinician complete the “DEED/DHSS Alaska Smart Start 2020: Return to School After Symptoms Form”

- **If COVID-19 is confirmed in a child or staff member:**

- Positive cases will be handled on a case-by-case basis as far as Center closures, quarantine of staff and other children with the assistance of the recommendations of the State’ DHSS Public Health.
- Close off areas used by the person who is sick. This could include the entire center.
- Open outside doors and windows to increase air circulation in the areas.
- Wait up to 24 hours or as long as possible before you clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
- Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas.
- If more than 14 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
- All staff must be tested and show negative test results to return after being exposed.
- If a child, family member, or staff member of LEARN tests positive, that person will provide contact tracing information, and quarantine until a recovered result is obtained.
- All recommendations, orders and mandates made by SOA’s DHSS Public Health will be followed when a positive case, or a close contact case is present at LEARN.

- **Tuition Credit Policy:**

To lessen the burden on families, while also making things streamlined and fair, we are setting the following policy:

1. If a child is exhibiting signs of illness related to COVID19 symptoms, they may not participate in LEARN and must follow our “Return to School Form”.
2. If the child misses **three (3) or more days** of regularly scheduled calendar school days at LEARN as a direct result of our new policy on sick children, the child will receive a **flat \$200 tuition credit applied to their account, per child.**
3. This policy will be applied retroactively to the start of our new policy on sick children enacted on 10/15/20.

- **Healthy Hand Hygiene Behavior**

- All children, staff, and volunteers should engage in hand hygiene at the following times:
  - Arrival to the facility and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food, or feeding children



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- 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 handling animals or cleaning up animal waste
  - 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, including infants who cannot wash hands alone. After assisting children with handwashing, staff should also wash their hands.
  - Place posters describing handwashing steps near sinks. Developmentally appropriate posters in multiple languages are available from CDC.
- **Social Distancing at LEARN**
- LEARN understands the realities of social distancing in a child care setting are not always possible as children need physical touch to be cared for, and do not have the comprehension to practice this with each other. However, LEARN will attempt to social distance in the following ways;
- Classrooms will include the same group each day and the same providers will remain with the same group each day. Providers may go to other rooms for break coverages, or absentee coverage. They must wash hands before and after.
  - Weekly gatherings of the whole center and special events will be postponed.
  - We will limit the mixing of children, such as staggering playground times.
  - During nap times, if possible, children will be separated farther than the required two feet, preferably six feet. They will also be laid head to toe.
- **Protective Equipment for Staff and children**
- When feasible, staff should wear a cloth face covering or mask while at the center, especially when in close contact with children and always when in contact with parents. Staff should follow CDC guidelines for wearing, laundering, and removing masks. Masks or face coverings should not be put on children age two or younger because of the danger of suffocation.
  - Parents may opt to have children age three or older wear a face covering or mask but must provide their own and launder them daily.
  - Staff can protect themselves by wearing the provided Smock Jacket which is a long-sleeved shirt that they wear only while at LEARN. They can store them in their lockers and launder them daily.
  - Staff who have long hair, can wear their hair up off the collar in a ponytail or bun.



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- Staff should wash their hands, neck and anywhere touched by a child's secretions.
- Staff should change the child's clothes if secretions are on the child's clothes. They should change their smock if secretions are on it and wash their hands again.
- Children and providers should have multiple changes of clothes on hand in the child care center.

### ■ **New Enrollments at LEARN**

When vacancies become available, the Administrator will follow policies for new enrollments. In addition:

- To limit visitors at LEARN, parents will be asked to complete new enrollment paperwork via email when possible. They can also utilize the drop box system, scan/email or mail the paperwork back to LEARN once complete.
- Once enrollment paperwork is received, the Administrator will set up a time to do a tour of the center. At this time, the following procedures will need to be followed:
  - At the most, 2 parents may come at a time.
  - The tour's date and time must be pre-arranged with the administrator,
  - Parents must meet with the Health Screening Technician,
  - They must wear a mask while at the facility, and;
  - They must wash their hands immediately upon entering the facility and remove their shoes. They must avoid touching anything while on the tour.
  - Children may visit the LEARN playground so the Administrator can meet the child and observe them play. They must complete the Child Health Screening Log and do a temperature check before entering the playground. They must apply hand sanitizer.
  - Parents who are not committed to enrolling their child at the center will not be allowed to tour the facility at this time to limit visitors.
  - Once tour and paperwork are complete, the child will be enrolled at LEARN and follow the above Mitigation Plan procedures and all other policies at LEARN.

*LEARN Child Care understands there is risk associated with opening for operations during a global pandemic. Anything not addressed in these "Re-Opening Procedures" will follow the LEARN Parent Handbook and Personnel Policies already in place. Parents who opt to bring their child to be cared for at LEARN understands the risk associated with bringing their child to a group setting and will adhere to all State of Alaska mandates, order and Public Health recommendations in their personal and professional lives.*



## **LEARN Child Care Covid19 Closure Mitigation Plan**

*LEARN will reevaluate these procedures every two weeks for effectiveness. LEARN reserves the right to make changes without the regular 30-day notice to any policies and procedures.*