

Protocols for Lancaster Rec School Age Care Programs in Response to COVID-19

In addition to the existing requirements for hygiene, handwashing, cleaning and care at our child care centers, our Lancaster Rec staff and families will be required to follow these protocols in response to the COVID-19 pandemic. These protocols are subject to change pending COVID-19 Guidelines by the CDC.

Transmission and Symptoms and COVID-19

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, prevention practices and environmental cleaning and disinfection are important principles that are covered below. People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

People with these symptoms may have COVID-19

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Parent Drop-Off and Pick-Up

- Hand hygiene stations (where feasible) will be set up at the main entrance of the program before children enter the building, so that children can clean their hands before they enter. We will provide hand sanitizer with at least 60% alcohol next to parent sign-in sheets. Children will still be required to wash their hands with soap and water once inside the classroom or designated space. We will keep hand sanitizer out of children's reach and supervise use. Sign-in stations will be placed outside of entrance to use the program. Sanitary wipes for cleaning pens between each use.
- We are encouraging parents that when possible to stagger arrival and drop off times to limit direct contact with parents as much as possible. Check-ins will be conducted as one child at a time only. Other arriving children must wait outside the check-in area.
 - One staff member will be stationed at each entrance to greet children, conduct health and temperature checks.

- Parents will not be allowed to enter the building or before and after school space with other children.
 - For pick up, parents will call staff and the child will be brought to the parents for sign out.
- Ideally, the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk.
 - Parents will not be permitted to enter our program during this time. Parents will call our site cell phone to pick children up. A staff member will bring your child to you, outside of the building.
 - Parents MUST REMAIN with the child until the screening is complete.

Screening Children upon Arrival

- Temperature and health checks will be conducted at the designated drop off/pick up location at each school. No entrance will be permitted until after these checks and hand sanitizing is completed.
- Persons who have a fever of 100.4⁰ (38.0⁰C) or above or other signs of illness will not be admitted to the program. Parents will be encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick. Staff will screen children upon arrival.
- Please plan for additional drop off and pick up time during this process.

Screening Method for Health and Temp Checks

- A designated staff person wearing gloves and a mask will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness, and confirm that the child is not experiencing coughing or shortness of breath.
- Take the child's temperature using a non-contact thermometer.
- During this check the staff person should not have any physical contact with the child or parent and as much as possible keep 6 feet distance while asking the screening questions.
- Non-contact thermometers will be cleaned with an alcohol wipe (or isopropyl alcohol on a cotton swab) between each check.
- Staff person should remove and dispose of gloves and mask and wash hands for 20 seconds with soap and water after health checks are completed. Staff do not have to change gloves in between checks with contactless thermometer.

Protocols for Staff

- Staff will maintain the following requirements when working with children:
 - All staff will wear masks covering their noses and mouths while in the program. Failure to wear a mask will result in School Age Care Director following our Progressive Discipline Procedures.
 - Maximum groups should not exceed ratios for each age group of 1 staff per 12 children.
 - No combining classrooms or mixing children from primary care groups.
 - Staff should remain with the same group of children (primary care group) throughout the day- no floating of staff members is permitted.

Confirmed positive case of Covid 19:

The following pertains to all child care staff, household and children at a child care facility. For confirmed positive COVID 19-cases:

- If the child is in care when the test results are confirmed positive, the child will be isolated until the appropriate party arrives to pick them up.
- Follow the “Discontinuing at home isolation” guidance below for timelines on returning to the child care setting.
- Our program will close for at least 48 hours following the confirmed positive COVID-19 case of child or staff member in attendance so that the facility can be cleaned and disinfected properly.
- The Site Director and Director of School Age Care will inform parents of enrolled children when there is a suspected outbreak of a communicable disease or an outbreak of an unusual illness that represents a public health emergency in the opinion of the Department of Health as per 55 Pa. Code §3270.136(b), §3280.136(b), and §3290.136(b). *An outbreak is defined as a single positive COVID-19 case.
- The facility must report positive COVID-19 cases to the Department of Health (DOH) as per 55 Pa. Code §3270.136(d), §3280.136(d), and §3290.136(d). The facility must also report positive COVID-19 cases to the Pennsylvania Department of Human Services (DHS).
- If the program is required to close longer than 48 hours, that decision will be made by the Department of Health.

Exposure to a person who tests positive for COVID-19:

Exposure is defined as being within 6 feet of the individual who tests positive for COVID-19 for a period of 10 minutes or more. It also means coming into direct contact with droplets from a COVID-19 positive individual. Persons who test positive are considered infectious 48 hours before the onset of symptoms. Persons testing positive but do not have symptoms are considered infectious 2 days after exposure (if known) or starting 2 days before test date (if exposure is unknown).

If a staff person, household member, or a child is exposed to an individual who tests positive for COVID19:

- The child or staff member will self-quarantine for a period of 14 days based on the CDC guidance. During this time, the child or staff member will not be permitted to attend the program.
- If a child becomes ill at the facility, the operator shall notify the child’s parent as soon as possible. The child must be picked up within one hour of the time the staff member called.
- The Director of School Age Care will contact all of the enrolled children when there is a suspected outbreak of a communicable disease or an outbreak of an unusual illness that represents a public health emergency in the opinion of the Department of Health as per 55 Pa. Code §3270.136(b), §3280.136(b), and §3290.136(b)
- The facility must report when a staff person, child, or household member is exposed to a positive COVID-19 case to the DHS and DOH

Discontinuing at home isolation

There are different strategies for discontinuing home isolation. Options include a symptom based (i.e., time-since-illness-onset and time-since-recovery strategy) or test based strategy. Child care providers should utilize the strategy that is best for their facility and that maintains the health and safety of children in care.

1. Symptom-Based Strategy

Individuals with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions: • At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in

respiratory symptoms (e.g., cough, shortness of breath); and, • At least 10 days have passed since symptoms first appeared.

For Persons Who Tested Positive but have NOT had COVID-19 Symptoms in Home Isolation:

1. Time-Based Strategy

Persons with laboratory-confirmed COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- At least 10 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test.
If they develop symptoms, then the symptom-based or test-based strategy should be used.

2. Test-Based Strategy

Persons with laboratory-confirmed COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- Negative COVID-19 results from at least two consecutive respiratory specimens collected 24 hours or more apart (total of two negative specimens).

The symptom-based, time-based, and test-based strategies may result in different timeframes for discontinuation of isolation post-recovery. Any individual who becomes ill should contact their medical provider for advice or testing. For any individual who has been exposed to COVID-19 as described above, or who tests positive for COVID-19, follow the information outlined above.

If a child becomes ill at the center the following steps will be taken:

1. Staff member will be designated to move child to separate area.
2. Designated staff member will wear appropriate PPE – gloves and mask. Child if not already wearing a mask will be given one to wear.
3. Designated staff member will move child to separate area away from other children and staff.
4. Child's parent will be notified and child MUST be pick up within 60 minutes.
5. Group supervisor will notify Director of School Age Programs and Executive Director.

Protocols for Children and Families

- Children and staff will be required to wear a mask while in the program or outside on the playground when they cannot be kept 6 feet apart.
- Siblings will be grouped in the same primary care group (when possible)
- Children will be expected to frequently wash their hands throughout the day. Hand sanitizer will be used with staff supervision.
- Children are not permitted to bring materials or toys from home.

Protocols for Playgrounds, Gym or areas Designated for Large Motor Activity

- While outdoors or in the gym children should be kept 6 feet apart. Prior to using the playground these material should be cleaned.
 - A specific staff member will be designated to clean the playground including climbing structure and toys before entry and after the children leave
 - All equipment used, must be cleaned and disinfected after each use.

Clean and Disinfect

Caring for Our Children (CFOC) provides national standards for cleaning, sanitizing and disinfection of educational facilities for children. Other hard surfaces, including tables, door knobs, and floors can be disinfected.

Intensifying cleaning and disinfection efforts

- The program will develop a schedule for cleaning and disinfecting.
- Staff will follow a cleaning and disinfecting schedule with surfaces and objects that are frequently touched, especially toys and games.
- Staff will use all cleaning products according to the directions on the label. For disinfection, most common EPA-registered, fragrance-free household disinfectants should be effective. If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. Follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfection products.
- All cleaning materials will be kept secure and out of reach of children.
- Cleaning products will 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.

Cleaning and Sanitizing Toys

- Toys that cannot be cleaned and sanitized should not be used.
- Toys that are contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry.
- Toys will not be shared with other groups, unless they are washed and sanitized before being moved from one group to the other.
- Toys that need to be cleaned will be set aside and put into a dish pan labeled "Dirty Bin" At the end of the shift, the staff members will clean and disinfect all toys that were used.
- Children's books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures.

Traveling to State that are Considered "Hot Spots"

The Lancaster Recreation Commission will follow the Governor's orders and require all staff members and children who have traveled to the states identified by the Governor as "hot spots" to self-isolate for 14 days upon returning back to Pennsylvania