



# The Reopening Plan

## Standards for Health and Safety Guidance

### Tiny Treasures Preschool (TTP)

Adapted from Illinois Department of Child and Family Services Recommendations

Written by TTP Board and TTP Staff Members, July 2020

Approved by Session of WPC, July 2020

## 1) Enhanced Risk Management Plan (ERMP)

### Daily Health Checks

- Daily Health Screenings will be conducted for all children entering the facility.
- Staff will take their own temperatures upon entering the facility and will maintain records for monitoring.
- Staff will take the child's temperature upon arrival, record temperature and make note that temperature was taken.
  - Staff will use disposable or non-contact thermometers
  - Individuals with a temperature of 100.4 degrees Fahrenheit or higher will be excluded from the facility.
- Parents will sign their child in and certify that the child is healthy. They will confirm that the child does not have fever, shortness of breath, cough, sore throat, vomiting, diarrhea or have been in contact with a person who has COVID-19.
- Staff 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), or fatigue.
- Parent will drop off students from their car, guided by the staff. Parents and guardians are not to congregate outside of the school. The student will be taken inside by staff. Students will be taken back outside at the end of the day and picked up by the parent or guardian.
- Visitors will not be permitted into classrooms unless necessary for the health, safety and education of children and will always be masked while inside the facility.

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## Hygiene and Health Practices

- Children and staff will wash their hands upon entrance to the classroom, before and after playground use, before and after snacks, or after touching their face.
- Staff will teach and reinforce handwashing with soap and water.
- TTP will clean regularly throughout the day. All high touch surfaces including, but not limited to, tables, doorknobs, toilet flush handles and sink handles will be cleaned after use.
- All rooms will be cleaned at the end of each day.
- No other groups will be allowed inside the two preschool classrooms throughout the week.
- No soft or plush toys shall be permitted.
- CDC signs will be posted inside the room and outside the doors which give safety reminders to those entering.

## Sick Children and Staff

Any child or staff member suspected of having COVID-19 or diagnosed with COVID-19 shall be excluded from the facility pursuant to existing licensing standards regarding communicable disease, 89 Ill. Adm. Code 406, 407, and 408.

- Families are expected to immediately notify TTP if someone in their home tests positive or if the child has been in close contact with a positive case.

If the child, sibling or staff member is diagnosed with COVID-19, he or she is not to return to TTP until ALL three of the following are met:

- Individual is free from fever without the use of fever-reducing medications for at least 72 hours.
- Individual's symptoms, including cough, have improved.
- It has been at least 10 days since the onset of the individual's illness.

If the child or staff member has symptoms of COVID-19 and it is subsequently determined by a medical provider that the individual likely does not have a COVID-19 infection, the child or staff member can return to TTP if the following is met:

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- No fever for 72 hours without the use of fever reducing medications (fever is temperature greater than 100.4F/37C).
- Negative test for COVID-19 or;
- A note from a medical provider documenting no clinical suspicion of COVID-19 infection.

If a child becomes symptomatic while at school, we will immediately isolate that child from other children in the office location which is away from students and staff but visible by staff. Call the parents and minimize exposure.

If a staff member becomes symptomatic while giving care, that adult immediately leaves the facility.

If a child or teacher is diagnosed with COVID-19, the director/staff will inform parents, guardians, the board and other staff of a positive COVID-19 case in the facility;

- The director will notify parents of any school illness through folders, text messages or email (confidentiality will be maintained).
- The director will notify the local DCFS licensing office by phone and IDPH at 1-800-889-3931 or DPH.SICK@ILLINOIS.GOV immediately upon being informed of licensee, staff or child is diagnosed with COVID-19.

If TTP needs to close down due to a COVID-19 diagnosis, online instruction will be provided through video, facetime and/or zoom class meetings.

If TTP needs to close down due to the state of Illinois moving from Phase 4 to Phase 3,2 or 1 in person instruction will be suspended. During phase 3,2 or 1 online instruction will be provided through video, facetime and/or zoom. Collection of monthly tuition will resume when TTP sessions resume.

## **2) PPE Operational Plan**

- To slow the spread of COVID-19, teachers will wear face shields and/or masks while interacting with children and parents. The face shields allow for children to read the facial expressions, which is important for child development.

- Children will not be required to wear face masks throughout the school day while in the classroom. Young children do not have the skills to safely put on and take off their facemask without added exposure to themselves and others.
- Social distancing will be used as much as possible through spaced seating in the classroom and taking part in outside activities. The outside space and large gymnasium will be used as much as possible.
- Children will have their own personal cubbies.
- Parents/Guardians/Those Authorized for Pick-Up/Drop off must wear a face covering at all times during drop/off and pick/up and at any time when entering the facility.

### **3) Enhanced Staffing Plan**

- Maximum Group Size: 10 per classroom
- Two classrooms on site.
- Two teachers in each classroom.
- Additional volunteers may be needed to help with cleaning, check-in etc. and will follow the staff guidelines.

### **TTP is a License Exempt Facility**

This exemption does not exempt the program from any operational provisions, Governor's Executive Orders, or IDPH or CDC guidelines. The license-exempt facilities are strongly encouraged to follow all DCFS, IDPH and CDC guidelines.