

General Preparedness and Planning- Afterschool CREW

To help ensure we are operating with the utmost safety when we open, please see the below procedures. We need all staff and families to follow these procedures. Please note that these procedures may be changed or modified as needed and we thank you for your flexibility.

COVID Notifications to Parents

1. If a child or staff member is showing symptoms of COVID-19 while at home:
 - a. The child or staff member should remain at home and notify The Child Development Center as soon as possible.
 - b. The families in the affected group are notified.
 - c. The group space will be deep cleaned and disinfected.
2. If a child or staff member tests positive for COVID-19:
 - a. Each group will receive a group specific letter with a plan of action in accordance with the Austin Public Health recommendations and requirements.
 - b. Management notifies Travis County Health Department and Texas Child Care Licensing and follow their guidance.
 - c. The positive child or staff member must follow the "Quarantine Policy" as stated below to return.

COVID Information for Staff & Families

1. COVID Symptoms in staff or children:
 - a. If at school, the child or staff member will be removed from the group:
 - i. The child will be monitored in a designated area.
 - ii. Parent must pick-up within 20 min.
 - b. If at home, the child or staff member is to remain at home and notify the school.
 - c. Specific group will be notified.
 - d. We cannot identify teacher or child by name.
 - e. The "COVID Specific Cleaning Policy" will be implemented.
2. Confirmed positive for COVID in staff or child:
 - a. Each group will receive a group specific letter with a plan of action in accordance with the Austin Public Health recommendations and requirements.
 - b. Children and teachers that had close contact with a confirmed positive case in a specific classroom are required to shelter at home for 14 days (counting from the first day they were **exposed**) and monitor for symptoms.
 - i. Close contact is defined as anyone who was within 6 feet of an infected person for a total of 15 minutes or more in a 24-hour period. An infected person can spread COVID-19 starting from 48 hours (or 2 days) before the person has any symptoms or test positive for COVID-19.
 - c. **The** school will remain open.

- i. Teachers will be paid, and tuition is due and will not be credited for this period. All 2021/2022 policies (that are listed in the Parent Handbook that all parents signed) regarding tuition and enrollment, including the withdraw policy/process, will be followed.
- b. The "COVID Specific Cleaning Policy" is implemented.
- c. As long as they are symptom free, teachers and children from the group with an infection may return to the program either after testing negatively or sheltering at home for 14 days.
- d. The program will remain open and teachers will be paid during the 14 day quarantine.
- e. The "COVID Specific Cleaning Policy" will be implemented.

COVID Specific Cleaning Policy

1. When a child or afterschool teacher shows signs of COVID-19 while in attendance:
 - a. All areas that were used by the child or staff member will be closed.
 - b. Outside doors will be opened to increase air circulation.
 - c. All areas used will be cleaned and disinfected.
 - d. The area will be opened after cleaning is complete.
2. When a child or afterschool teacher tests positive for COVID-19:
 - a. We open outside doors to increase air circulation.
 - b. We clean and disinfect all areas used.
 - c. Electrostatic cleaning is completed.

Quarantine Policy

1. In accordance with the Center for Disease Control, the State of Texas, and Texas Child Care State Licensing:
 - a. The child or staff member may not return to our facility until they have met the following criteria:
 - i. At least 3 days (72 hours) have passed since recovery-resolution of fever without fever-reducing medications.
 - ii. Improvement in respiratory symptoms.
 - iii. At least 10 days have passed since symptoms first appeared.
2. If an employee has symptoms that could be COVID-19 but does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19 and may not return to work until they meet the same three-step criteria listed above.
3. If a staff member or a child has had close contact with someone with COVID-19 but are not currently showing symptoms, they may return to the classroom after sheltering at home for 14 days.

COVID-19 Specific information

- Minimum Standards require us to report communicable diseases, including COVID-19, to the Texas Department of State Health Services (DSHS). Minimum Standards also require us to notify all parents in writing and within 24-48 hours or as soon as possible of becoming aware that a child or employee has contracted an illness deemed notifiable by the DSHS.

Drop Off/Pick Up Reminders

- Masks are required for parents during pick-up.
- Parents are not allowed in the building or in the portables at any time.
- A designated staff member will conduct a health screening of your child before can come in the building.
 - Child's temperature will be taken with a touchless thermometer and parents will be asked health screening questions.
 - If a child has a fever of 100F or higher or exhibits any signs or symptoms of COVID-19, they will be sent home.
 - These symptoms include:
 - Fever of 100F or higher
 - Dry cough
 - Shortness of breath
 - Chills
 - New loss of taste or smell
 - Sore throat
 - Muscle aches or body aches
 - Headache
 - Nausea, vomiting, or diarrhea
 - Congestion or runny nose
 - The child's hands will be sanitized prior to entering the building.
- Families can help by:
 - 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.
 - Keep your child home if they or anyone in your household is not feeling well in any way.

General Parent Information.

- All parents must have signed the COVID-19 Public Health Emergency Program Attendance Acknowledgement and Disclosure prior to their child attending Afterschool CREW.
- If emergency contact information has changed, please let CDC know immediately.
- We recommend that you leave one full set of extra clothes in your child's backpack for emergencies.
- Children will be encouraged, to the point it is possible, to socially distance.
- Temperatures of children and staff will be taken every 2 - 3 hours

Masks

- We will follow the specific guidelines set by AISD. Masks will be required for children in all grades.
- Parents are required to wear masks during pick up.

Cleaning

- Afterschool CREW staff will continuously clean classroom furniture, games, toys, equipment, and other surfaces after each use with an approved disinfectant.
- Objects/surfaces such as doorknobs, light switches, classroom sink handles, and countertops will also be cleaned and disinfected throughout the day.
- Bathrooms will be regularly cleaned throughout the day.
- Campus janitorial staff will clean each night per AISD policies.

Snacks

- Afterschool CREW will provide a pre-packaged individual serving snack.
 - If your child has an allergy, an up to date Allergy form must be on file at CDC. Any required medication for your child must be submitted to CDC and kept onsite with Afterschool CREW.
 - If your child has an allergy, please provide their snacks if necessary.
- Children and staff MUST wash hands before and after snack.
- Efforts will be made to space children out during snack.

Playgrounds/Outside Time

- Outdoor time will be a part of the afterschool day for every group.
- The outdoor area will be "zoned" so each group will have a large area to play in without mixing with other groups.
 - They will play in different zones throughout the day.
- Each zone and equipment will be sanitized following each use/turn.