

# ENHANCED MEASURES FOR OPERATING (EMO) TPC CHILDCARE/SUNDAY SCHOOL DURING COVID-19 PANDEMIC

## Mandatory Reopening Benchmarks for all of TPC

### Before reopening, all facilities must

- Perform a detailed risk assessment and implement a site-specific protection plan
- Train employees on how to limit the spread of COVID-19, including how to screen themselves for symptoms and stay home if they have them
- Implement individual control measures and screenings
- Implement disinfecting protocols
- Implement physical distancing guidelines

## Planning

1. It is the goal of this document to provide a plan to protect and support staff, children, and their family members, especially those who are at higher risk for severe illness.
2. Information and guidelines pertaining to this EMO plan will be communicated via email, USPS, text, online meeting, and/or the TPC website, targeting especially the following:
  - All families which have participated in TPC's childcare services and/or Sunday School within the last 12 months (for whom contact information is available)
  - All staff and childcare/Sunday School volunteers who have served within the last twelve months

## Training

1. Prior to working in TPC's childcare/Sunday School settings, all staff and volunteers will be trained in:
  - Enhanced sanitation practices, including proper use of disinfectants
  - Physical distancing guidelines
  - Use of face coverings
  - Screening practices
  - COVID-19 specific exclusion criteria.
2. Prior to re-opening, communication to families will include summaries of this training.

## Cleaning

1. Custodial staff will thoroughly clean areas under their responsibility when children are not present, with area adequately ventilated and aired out prior to arrival.
2. High-touch surfaces (sink knobs, toilet handles/seats, tables, door handles, changing tables) will be disinfected frequently with disinfectant wipes by childcare/Sunday School staff and volunteers.
3. Only hard, non-porous toys will be made available for play. Following use, toys will be set aside for cleaning, sanitizing, and/or disinfecting by staff prior to re-introduction to the classroom. Playful practices will be exercised to limit each toy's use to one child per session.
4. All children aged 3+ will have assigned boxes with personal art supplies to avoid the need to share materials.
5. Cleaning products will be drawn from the [EPA-approved list "N" for use against COVID-19](#) and used appropriately:
  - Label directions will be followed
  - Gloves and eye protection will be worn as required
  - All products will be kept out of reach of children

## Hygiene

1. Staff and volunteers will be provided with all necessary PPE and supplies, including face coverings, gloves, hand sanitizer, and disinfectant cleaning products.
2. [CDC handwashing guidelines](#) will be implemented and enforced for all staff, volunteers, and children. Handwashing and/or hand sanitization will take place:
  - Before, during, and after preparing food
  - Before and after eating food
  - Before and after treating a cut or wound
  - After using the toilet
  - After changing diapers or assisting in toileting
  - After blowing nose, coughing, or sneezing
  - After touching garbage
3. Diapers and other necessary personal items are to be labeled and kept in separate bags away from others. Non-essential personal items (toys, water bottles, sippy cups) will not be permitted in the nursery or classrooms.
4. Bedding/changing table linens that touch a child's skin will be laundered before use by another child.
5. While required/recommended by the Orange County Health Officer, all staff, volunteers, parents/caregivers, and children aged 3 and over will wear masks, cloth face coverings, or face shields.

## Arrival Procedures

1. Under ordinary circumstances, parents/caregivers will drop off and pick up their children at the door to their classrooms in as brief an amount of time as possible while observing social distancing guidelines. Parents/caregivers who must enter a classroom shall wash or sanitize their hands prior to entry. (Hand sanitizers will be installed out of the reach of children, near all entry doors.) Only one parent/caregiver will be allowed in room at a time.
2. Parents/caregivers will sign their children in and out leaving a current emergency contact mobile phone number and signing a health screening form (see below). They are encouraged to bring and use their own pens. When that is not possible, pens will be collected immediately after a single use, deposited in a cleaning area, and a sanitized pen provided.
3. If possible, the same parent/caregiver should drop off and pick up their children, avoiding designating those at high risk.

## Health Screening

1. Prior to entry into the nursery/classrooms each week, all staff, volunteers, and parents/caregivers shall sign a health screening form attesting that neither they, their children, nor anyone living in their home has 1) exhibited any [COVID-19 symptoms](#) within the last 24 hours or has 2) had a positive COVID-19 test and has not met [CDC criteria to discontinue home isolation](#). All staff, volunteers, and children will have a temperature reading using a non-touch thermometer and must show a temperature of less than 100.4 to enter. Anyone unwilling or unable to attest to/meet these health standards will not be admitted.
2. Incidents of possible exposure will be documented/tracked and local health officials, staff, volunteers, families, and the congregation will be notified immediately of any possible case of COVID-19, while maintaining confidentiality as required by the Americans with Disabilities Act (ADA).
3. Staff, volunteers, and children will be monitored throughout the morning for signs of illness. Any child, staff, or volunteer exhibiting symptoms of COVID-19 will be immediately isolated and their emergency contact notified for safe transportation home or to a healthcare facility. All persons with a history of allergies are requested to provide documentation in advance so as not to be misidentified as ill.
4. Sick staff, volunteers, and children are not to return until they met CDC criteria to discontinue home isolation.

## Physical Distancing

1. In order to ensure adequate space is available to maintain social distancing, communication with families will include a request that reservations (by email, phone call, or text) be made no later than the Friday before each Sunday service for their children to be admitted to childcare/Sunday School. Although reservations are not mandatory, group size will be limited as follows:
  - Nursery: 4 children, only two of whom may be infants
  - Preschool/Kindergarten: 6 children
  - 1<sup>st</sup> – 5th Grade: 6 children

2. In order to keep the same children and teacher or staff with each group, upon arrival, children will report immediately to their assigned rooms as follows:
  - Children aged 2 and under – C108
  - Children aged 3 through rising Kindergarteners – C109
  - Rising 1<sup>st</sup> – 5th graders – C104
3. To reduce exposure between different gatherings, while these EMO are in effect, children will be welcome to attend either childcare/Sunday School or worship (seated with their family group), but not both. Children admitted to childcare/Sunday School will not be brought into the worship space during the service; parents/caregivers are requested not to remove their children from worship and admit them to childcare/Sunday School mid-service.
4. Indoor spaces will include playful demarcations to provide 6-foot distancing between children. Cribs will be spaced 6 feet apart. When feasible, activities will take place outside with proper distancing.
5. Individual play will be encouraged and activities planned that do not require physical contact between children.
6. Permanent outdoor play equipment will be cordoned off and unavailable for use.

## Snack

1. Children will be spaced at multiple tables if necessary. Snack will take place outdoors when feasible.
2. Proper handwashing will be practiced before and after eating.
3. Snacks will be provided in individual portions and delivered by staff wearing gloves. Sharing will not be permitted.

## Resources

PRIMARY - COVID-19 UPDATED GUIDANCE: Child Care Programs and Providers

<https://covid19.ca.gov/pdf/guidance-childcare.pdf>

California Department of Social Services, Community Care Licensing, Child Care Page:

<https://www.cdss.ca.gov/inforesources/child-care-licensing>

California Division of Occupational Safety and Health (Cal/OSHA):

<https://www.dir.ca.gov/dosh/Coronavirus/COVID-19-Infection-Prevention-in-Childcare-Programs-Guidance.pdf>

California Coronavirus (COVID-19) Resources: <https://covid19.ca.gov/>

California Department of Pesticide Regulation Health Schools Act information:

<https://apps.cdpr.ca.gov/schoolipm/>

Orange County Health Care Agency

<https://occovid19.ochealthinfo.com/>