



COVID-19 Health & Safety Plan

Effective 11/22/21

Collective Kind @ Clermont complies with the guidelines and directives as outlined by the Centers for Disease Control (CDC), NYC Department of Health & Mental Hygiene (DOHMH), NY State Office of Child and Family Services (OCFS), and Occupational Safety and Health Administration (OSHA) on the preparation, preparedness, prevention and response to COVID-19. In conjunction with these guidelines, and in collaboration with early childhood program leaders from The Brooklyn Coalition of Early Childhood Programs, the following health, and safety plan is being put into action at Collective Kind @ Clermont to ensure the health and safety of our school community.

This document is intended to set forth expectations of school-based procedures and policies during this evolving health crisis. If at any point revised information becomes available from the CDC or licensing bodies, this plan will be amended to reflect the most up-to-date regulations and guidance.

All Collective Kind @ Clermont families and staff must sign the enclosed acknowledgment form indicating that they have received, read in full, understand, and will abide by the guidelines and protocols outlined herein. Staff will receive additional training on the policies outlined below. Families and Staff will also receive, read, and abide by our Health Attestation for community-based procedures and policies.

TRAINING

All staff will be trained on the novel coronavirus prior to opening and ongoing as new information is released. Staff will have a working knowledge of the origins, progression, testing, prevention, and treatment of COVID-19. All staff will be educated on the CDC guidelines for social distancing, cleaning, vaccinations and mask recommendations, as well as how to respond if a positive COVID-19 test emerges within our school community.

CLEANING PROTOCOLS

Collective Kind @ Clermont will adhere to the following hygiene, cleaning, and disinfection requirements as recommended by the CDC:

Hand Washing

- All staff and children must wash hands thoroughly upon entering the building.
- Proper handwashing signs will be posted near all sinks.
- Hand washing will be required at the following times and when hands are visibly soiled:
 - Upon arrival at school
 - Before and after eating

- Before and after treating a cut or wound
- Between program activities
- After using the toilet
- Before and after changing diapers or cleaning up a child who has used the toilet
- After blowing nose, coughing, or sneezing
- After touching garbage
- After returning to the facility from outside
- Hand sanitizer will be readily available throughout common areas to be used when hand washing is not available or practical. (Alcohol-based hand sanitizer will contain at least 60% alcohol.)

Cleaning, Sanitizing, and Disinfecting Shared Spaces/Materials

- Medical-grade HEPA air purifiers will be running while people are inside.
- High-use surfaces will be cleaned and disinfected frequently throughout the day.
- All surfaces and materials will be disinfected at the end of each day.
- Additional professional cleaning of the full classroom space (and co-working if applicable).

Diapering/Toileting

- Children and staff must wash hands after diapering/toileting and the area must be cleaned and disinfected.

Outdoor Areas

- Outdoors areas will be used as much as possible in order to limit time indoors.
- The following guidelines will be adhered to in outdoor areas:
 - Children shall wash hands when returning inside.
 - Hand sanitizer shall be available for use if a child sneezes, blows their nose, etc.

SOCIAL DISTANCING, TRAVEL AND THE USE OF PERSONAL PROTECTIVE EQUIPMENT

Collective Kind @ Clermont will adhere to the CDC's social distancing recommendations.

All members of the Collective Kind @ Clermont community will follow up-to-date CDC travel guidelines.

Staff

- Staff will wear face coverings at all times.
- Facial coverings can include: disposable surgical masks, cloth masks, or clear plastic masks.
Note: Face shields are an additional protective measure and can be worn only in addition to a face mask.
- All employees must have proof they are vaccinated for COVID-19 or, if not vaccinated, be tested for COVID-19 on a weekly basis with a PCR test.

- All employees will participate in weekly onsite testing when they are on site.

Classes

- The class size will not exceed 10 children.
- Children over the age of 2 will be supported in learning to wear face masks when indoors.
 - Face masks will be removed when outdoors, during meals and during rest.

Families

- All guardians/caregivers must wear a face covering at all times when onsite.
- Guardians/caregivers should maintain social distancing of 3-6ft while masked, while those unvaccinated maintain social distancing of 6ft while masked.
- Unvaccinated caregivers will not be permitted to enter the indoor areas of the school unless they submit proof of weekly PCR testing.
- Families are required to provide their child with a full water bottle and utensils for eating.

TRAVEL DURING SCHOOL BREAKS

International travel

- CDC advises, “Do not travel internationally until you are fully vaccinated.”
- Wear masks during travel
- Check and follow guidelines and requirements for your destination.
- When returning to the United States self-quarantine for 3-5 days before taking a PCR test.
 - Must have negative PCR test results to return to school.

Out-of-State Travel

- Check your destination’s COVID-19 situation before traveling. State, local, and territorial governments may have travel restrictions in place.
- Vaccinated travelers, self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.
- Unvaccinated travelers, upon return to NYC self-quarantine for 3-5 days before taking your PCR test.
 - Must have negative PCR test results to return to school.

DAILY HEALTH SCREENINGS

All individuals will be required to comply with daily health screens upon arrival. Screenings will consist of:

- Temperature checks (Admittance will be denied for a temperature of 100.0 or higher.)
 - We ask families to take their temperatures before commuting to school so they can remain home if the adult and/or child has a fever to minimize possible unnecessary community exposure.

- When dropping off a child, families/caregivers will be required to answer questions about the child's health, including but not limited to:
 - Have you experienced any COVID-19 symptoms in the past 14 days?
 - Have you tested positive to COVID-19 in the past 14 days?
 - Have you been in close contact with a confirmed or suspected case of COVID-19 in the past 14 days?
- Visual health checks. If a child shows any of the following symptoms they cannot be admitted to school. If symptoms arise during the school day, their emergency contact will be notified to come for pickup.
 - A temperature greater than or equal to 100.0F degrees
 - Loss of taste or smell
 - Fatigue/feeling of tiredness impacting ability to engage
 - Cough
 - Feeling feverish/Chills
 - Shortness of breath or difficulty breathing
 - Muscle or body aches
 - Headache
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
- Any staff who is not vaccinated must answer the aforementioned questions prior to coming to work.

Sick Policies for Staff and Children

- Staff and families/guardians must disclose all symptoms of illness to the school so that proper monitoring and tracking can ensue. Notification can be made by phone or email.
- IF ANY OF THE FOLLOWING SYMPTOMS ARE PRESENT, YOUR CHILD IS TOO ILL TO ATTEND SCHOOL
 - Fever, before the use of fever reducers 100.0 F degrees
 - Children must be fever-free for 24 hours without the use of fever reducing medication before returning to the program.
 - Diarrhea, not secondary to antibiotics
 - Change in amount of bowel movement
 - Change in consistency/frequency of bowel movement
 - Grey or White stool
 - 2 Episodes within 24 hours or 1 episode with any other symptom
 - Runny Nose, Green or yellow mucus discharge**
 - Vomiting, 2 episodes within 24 hours or 1 episode with any other symptom**
 - Sores or rashes-excluding the diaper area or if a physician confirmed allergic reaction

- Severe coughing**
 - Child gets red or blue in the face
 - Child makes high-pitched, croupy or whooping sounds
 - Persistent cough that interferes with the child’s activities
- Eye irritation, discharge of pus, swelling, redness of eyelid lining
- Any symptoms related to COVID-19
 - Due to the COVID-19 pandemic, any symptom on the COVID-19 list will be cause for initial exclusion from our program until further assessment is made.

FOR FAMILIES	
IF...	THEN...
<p>My child does not pass the daily health screening as the child is exhibiting symptoms (see symptoms list above).</p>	<ul style="list-style-type: none"> ● Stay home and notify school. ● Your child should be assessed by their doctor. ● If your child’s doctor provides a diagnosis of an acute illness (examples: laboratory confirmed influenza, strep throat), a note signed by their doctor explaining the alternate (non-COVID-19) diagnosis is required. They may return to school according to the usual guidelines for that diagnosis (see Illness policy above). ● A COVID-19 test is necessary for all symptomatic children unless the HCP does not have a high clinical suspicion of COVID, and provides an alternative diagnosis. ● Viral illnesses require laboratory confirmation to exclude COVID-19. ● If your child develops symptoms while at school, you will be notified to return for immediate pickup.
<p>My child took a COVID-19 test. The results are positive.</p>	<ul style="list-style-type: none"> ● Stay home and notify school EVEN if your child is not experiencing any symptoms. ● Your child must remain in quarantine (at home and away from others) until our local health department has released them from quarantine, which is typically: <ul style="list-style-type: none"> ○ 10 days after symptom onset; ○ AND child’s symptoms are improving; ○ AND child is fever-free for at least 24 hours without use of fever-reducing medicines.

	<ul style="list-style-type: none"> • While your child is in quarantine, all members of the household must quarantine at home if directed until released by our local health department.
<p>My child took a COVID-19 test after observed COVID-19 related symptoms. The results are negative.</p>	<ul style="list-style-type: none"> • Notify the school. • If your child’s symptoms are improving AND they are fever-free for at least 24 hours without the use of fever-reducing medicines, your child may return to school with: A note from HCP indicating the test was negative OR with a copy of the negative test result.
<p>Someone in my household experiences COVID-19 symptoms. My child is asymptomatic.</p>	<ul style="list-style-type: none"> • Exercise caution; consider keeping my child home until COVID-19 is ruled out. • The person experiencing symptoms may not be the drop-off/pick-up person until COVID-19 is ruled out.
<p>Someone in my household tests positive for COVID-19</p>	<ul style="list-style-type: none"> • Notify the school • The child must be tested for COVID-19 • If the test is positive, they should isolate for 10 days from the date of the positive test <ul style="list-style-type: none"> ○ The child can return to school once: <ul style="list-style-type: none"> ■ 10 days after symptom onset (or positive test result) AND ■ Symptoms improving AND ■ Child is fever free for at least 24 hours without use of fever reducing medication. • The child must remain home if they continue to be in contact and exposed to the COVID-19 diagnosed household member until our local health department has released them from quarantine and the child has a confirmed negative COVID-19 test taken three days post the end of the household member's quarantine.
<p>A household member/close contact is in quarantine, due to exposure to a positive COVID-19 case</p>	<ul style="list-style-type: none"> • My child can continue to attend school, as long as they are healthy and symptom free • The household member/close contact in quarantine may not come to drop-off or pick-up. • The child should isolate and get tested for COVID-19 if they develop symptoms

FOR STAFF	
IF...	THEN...
A staff member does not pass the daily health screening as they are exhibiting symptoms (see symptoms list above).	<ul style="list-style-type: none"> ● Following DOH requirements, all staff are vaccinated ● Staff will remain home until: <ul style="list-style-type: none"> ○ Fever free for 24-hrs without the use of fever reducing medication ○ AND symptoms are improving
A staff member is exposed to a close contact with COVID-19	<ul style="list-style-type: none"> ● Follow CDC recommendation that fully vaccinated people get tested 5-7 days after close contact with a person with suspected or confirmed COVID-19 ● A close contact is defined as: <ul style="list-style-type: none"> ○ Anyone who was within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). ○ An infected person can spread COVID-19 starting from 2 days before they have any symptoms (or, if they are asymptomatic, 2 days before their specimen that tested positive was collected).

FOR SCHOOL	
IF....	THEN...
There is a COVID-19 exposure at school	<ul style="list-style-type: none"> ● Fully vaccinated people will get tested 5-7 days after close contact with the person with confirmed COVID-19 ● Children who are not vaccinated will get tested 3-4 days after close contact with the person with confirmed COVID-19 ● Anyone who was exposed will remain in quarantine until they qualify for COVID-19 testing following the outline above <ul style="list-style-type: none"> ○ If school can be adequately staffed class will continue with those who are able to attend ○ Remote and virtual activities will be provided to those in quarantine as long as there is able staff available.
There is a confirmed COVID-19 case at school	<ul style="list-style-type: none"> ● In accordance with state and local laws and regulations, school administrators will notify local health officials, staff, and families immediately of any case of COVID-19 while

	<p>maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA).</p> <ul style="list-style-type: none"> ● School administrators will inform the school community and provide next steps based on the individual's exposure following the above outline. ● Anyone with a diagnosed case of COVID-19 will wait until our local health department has released them from quarantine before returning to school. <ul style="list-style-type: none"> ○ If school can be adequately staffed class will continue with those who are able to attend ○ Remote and virtual activities will be provided to those in quarantine as long as there is able staff available.
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COVID-19 HEALTH AND SAFETY PLAN ACKNOWLEDGEMENT FORM

I/we, _____, do hereby acknowledge that I/we have read, understood and will abide by the guidelines and practices outlined here in the COVID-19 Health and Safety Plan. I/we also acknowledge that this addendum is subject to change by the sole discretion of Collective Kind @ Clermont.

Signature

Date

Signature

Date