



LifeSpan

Day Care You Can Trust For Children.

Health and Safety Policy Summary

LifeSpan follows the guidelines set forth by the CDC, and local/state dept. of health and Office of Child Development and Early Learning (OCDEL) for child care centers. Current recommendations are as follows:

SCREENING PROCEDURES:

Each child and staff will have daily temperature taken and logged. Symptoms of two of the following: fever of 100 degrees or more, chills, headache, sore throat, runny nose muscle ache, loss of taste, appetite or smell OR at least one of the following symptoms: cough, shortness of breath and or difficulty breathing are considered excludable for care. Parents are instructed to consult your doctor for further instruction and testing. Parent should report any known exposure to a COVID positive person to the front office. If a member of your family is suspected or confirmed positive for the COVID-19 illness, you will need to keep your child(ren) home from group care until clearance is given by your local health department or physician to return to care. Temperature scanners at located at the front entrances of each facility for touch free temp checks.

Symptoms of COVID-19: A COVID-like illness is defined as:

At least ONE of these symptoms

- o new or persistent cough
- o shortness of breath
- o new loss of sense of smell
- o new loss of sense of taste

OR At least TWO of these symptoms

- o fever $\geq 100.4^{\circ}\text{F}$
- o chills
- o muscle pain
- o headache
- o sore throat
- o nausea/vomiting
- o diarrhea
- o fatigue
- o congestion/runny nose

MASKS/FACE COVERINGS: Children over 2 yrs. should be wearing masks during classroom time. All staff must continue to wear masks. Mask breaks can be taken and scheduled often throughout the day while maintaining social distancing of (3-6 ft.).

Masks should be removed for meals and snacks and while napping. Masks can be removed during outdoor play when social distancing requirements of 3-6 ft. can be properly maintained.

DROP OFF/PICK UP PROCEURES:

Drop off and pick up times are staggered at LifeSpan. Parents are not permitted in classrooms but are to drop off and pick up at the designated spaces in the vestibules. Staff will gather children and deliver to parents. Hand sanitizer is provided for parents at the front entrance and please use it when arriving and dismissing and when using the Procure kiosk.

For kindergarten enrichment and school age children, transportation is provided by Levy Bus Co. LifeSpan follows the safety guidance required for transportation and communicated by Levy.

CLEANING, SANITIZING AND DISINFECTING:

Increased hand hygiene protocols have been implemented in all classrooms and age groups.

Cleaning, sanitizing and disinfecting is an essential part of the day in a child care center. Increased efforts and special equipment has been obtained for our facilities. Hospital grade disinfectants are used in all our facilities. All toxic substances are keep out of the reach of children.

Groupings- whenever possible children will be kept in the same group/class throughout the day. Children will be encouraged to practice social distancing while indoors at the centers. For example: every other seat at a table. Tables 3-6 ft. apart.

Encouraged use of outdoor space and increased outdoor activity times.

No extra items should be brought from home. Please use separate bags for nap items to be stored while at our facility. Nap items will be sent home on Fridays to be laundered each week.

When napping children's cots should be placed head to toe and whenever possible more than 3 ft. – 6 ft. apart.

SICK POLICY:

LifeSpan follows guidance from the American Academy of Pediatrics in reference to child illness and exclusion. Children will be excluded if:

- The child's illness prevents the child from participating comfortably in activities that the facility routinely offers for children.
- The illness require more care than the staff is able to provide without compromising the need as of other children in the group
- Keeping the child in care poses an increased risk to the child or other children or adults with whom the child will come in contact as defined in preparing for illness.

Child must be fever, diarrhea, vomiting free for at least 24 hours without medication before they can return to care. For childhood illness that are highly contagious a doctor's note is required for readmission.

If we have a confirmed exposure to a communicable disease, you will be notified and provided with an information sheet on how to watch for symptoms.

There are many reasons your child may have a fever that are not COVID-19. Call your doctor to discuss any symptoms and follow their instructions for an appointment or possible testing.

VIRTUAL LEARNING:

LifeSpan is offering virtual learning support for families of school age children (ages 5-12 yrs.) Children are asked to provide the hardware device needed for their school (chromebooks, ipads), headphones, the cords and login instructions necessary for our staff to assist them with their school work during our program. Designated times will be scheduled for both synchronous and asynchronous work. It may not always be possible for us to accommodate all the various schedules related to synchronous virtual learning. LifeSpan is not assuming responsibility for the care of all these electronic devices nor for the 100% completion of each child's school work. We will do our best to provide a supportive environment, time, and space conducive to learning, and help from our teachers. Teachers will prompt children to work diligently during the scheduled time. Ultimately, it is the parent's responsibility to work with your children and check on completion of work tasks.

VISITORS:

No parents are permitted into classrooms at this time to limit exposure to classroom areas, children and staff. Since parent communication is decreased, we utilize Himama platform to help you communicate with your child's teachers throughout the day. No other visitors are permitted into the building.

Therapeutic support staff, early intervention such as speech therapists or specialized instructors from community agencies providing required care plans to implement IEP's/IFSP's are permitted when virtual interventions or home visits are not possible. They must wear masks, complete temperature/screenings upon arrival daily and wash hands before and after service in any of our facilities.

Tours will be done virtually or via Zoom/facetime for interested parents in enrolling in our programs.

TRAVEL: All families must follow the Governor's recommendation for travel to hot spots and self-quarantine upon return for two weeks. LifeSpan follows his recommendation to help prevent further spread of COVID-19. Tuition payment is expected during illness or quarantine. Please check the current list when making plans for vacations/trips out of state.

EXPOSURE TO COVID-19

Reporting: If a child or staff member at the child care setting has a confirmed diagnosis to COVID-19, LifeSpan is required to contact the local dept. of health for further instructions. LifeSpan will also notify the Office of Child Development and Early Learning's certification representative. Lifespan will notify families of any potential exposure and provide updates as necessary.

The child will be isolated until they can go home. A staff would be sent home immediately.

Contact tracing will begin and families will be called by the local Dept. of Health for screening questions and instructions. All children and staff in the same classroom or who have come in close contact with an infected individual (defined as greater than 15 mins. of interaction less than 6 ft. away) will be asked to quarantine at home for 14 days.

This is the current guidance:

1. Symptomatic child or staff with positive test: exclude for 10 days from symptom onset AND at least 3 days after fever resolution if present AND improved respiratory symptoms.
2. Symptomatic child or staff not tested: exclude for 10 days from symptom onset AND at least 3 days after fever resolution if present AND improved respiratory symptoms.
3. Symptomatic child or staff not tested: may return to child care when symptoms resolved or if seen by a primary care provider who provides written documentation that the individual has a diagnosis other than COVID-19.
4. Non symptomatic child/staff may return after negative COVID-19 test result if permitted by their county Dept. of Health.
5. Children with special medical concerns would consult their pediatrician for guidance.

(Taken from CHOP COVID-19 resource as of August 2020)

Testing: If any member of your immediate family is being tested due to symptoms, please keep your children home until results are confirmed and a negative test result before returning to care.

Billing Related Issues:

Leave of Absence: A leave of absence will be granted for 4 consecutive weeks or more by notification to the front office in advance by written letter. Children remain active for 6 mos. from the leave date. After 6 mos. of absence, a registration fee will be charged for re-enrollment.

During COVID pandemic, if you are ordered to self- quarantine by the Dept. of Health as a result of an exposure and can produce the letter indicating so, your tuition will be waived for up to 2 weeks. Children who are subsidized would not be charged their co-pay. If you opt to stay home for some reason or personal choice, tuition payment is still required according to your fee agreement

Sick/illness: tuition is expected for your regularly scheduled days regardless of illnesses, absences, or vacations.

LifeSpan follows the state's travel advisory and adheres to the 2 week quarantine recommendation for everyone's health and safety. If you must quarantine after traveling to a state/country on the current list for Pennsylvania, you are responsible for your weekly tuition.

UPDATED NOV 2020

We continue to monitor regulatory bodies including but not limited to: Center for Disease Control, Pa Dept of Health, Dept. of Human Services and the Office of Child Development and Early learning for guidance on how to implement best practices for mitigate the spread of the illness. Updates will be provided to parents accordingly. Please note there are frequent changes so make sure you are reading all your emails and himama communications. Signage is also posted on the parent boards at our front entrances.

ADDITIONAL RESOURCES:

OCDEL's Interim Guidance for certified child care facilities operating during the novel coronavirus pandemic as of 9/29/2020 <https://files.constantcontact.com/3e3d36fe201/9e191dcc-625d-4aa3-898a-e2849342ec5e.pdf>