



COVID-19 PREVENTION GUIDELINES

These measures are in ADDITION to all previously established cleaning and sanitizing procedures.

Social and Physical Distancing

- Children should remain in groups as small as possible not to exceed ratio and capacity requirements.*

Age	Staff: Child Ratio	Group Size
3 years – kindergarten entry (preschool)	1:10	10

- Classes will be held outdoors, weather permitting.*
 - In case of rain, class will take place inside the Social Hall with the double doors open and fans placed inside to increase air circulation
- Rearrange tables to maintain 6 feet separation.*

Face Coverings

- All children ages 2 and above will wear a face covering at all times
- Face covering will only be removed to drink water or during snack time.

Screenings

- Staff should self-screen for the following symptoms (fever, cough, difficulty breathing or any other signs of illness within the last 24 hours) that they, or someone in their homes, might have.*
 - If staff or someone in their home is exhibiting these symptoms, they must stay home and self-quarantine.**
- Staff should have their temperature taken before arriving to work or beginning care.*
- Ask caregivers if their child has taken any fever reducing medications in the prior 24 hours.*
- Take each child and parent's temperature each morning with the no-touch thermometer.*
 - Use alcohol wipe after each use of no-touch thermometer.*
- If anyone has a temperature of 100.4 or higher, they must be excluded from the facility.*
- Monitor staff and children throughout the day for any signs of possible illness.*
- If staff or children exhibit signs of illness, follow the facility procedures for isolation from the general room population and notify the caregiver immediately to pick up the child.*
- Implement and enforce strict guidelines for all staff and children.*
- If your child has a runny nose or cough, he/she will not be permitted to come to the after school program that day. *
- Screening Questionnaire of all staff, children and families will take place at the beginning of each class. Staff and Parents will sign that they acknowledged and answered to all questions are NO.
- All ESGVJCC Staff and Kokoro Staff will be COVID-19 tested TWICE a month.

*as deemed necessary by State of California Department of Social Service Community Care Licensing Division

**as deemed necessary by LA County Department of Public Health



How to Talk to Young Children about Social Distancing

- Model social distancing when interacting with children, families, and staff.*
- Give frequent verbal reminders to children.*
- Use of visuals for spacing.*

Practice Healthy Hygiene

- Teach, model, and reinforces healthy habits and social skills.*
 - Explain to children why it's not healthy to share drinks or food, particularly when sick.*
 - Avoid touching eyes, nose, and mouth.*
 - Practice frequent handwashing (handwashing should last 20 seconds).*
 - Teach children to use tissue to wipe their nose and to cough inside their elbow.*
 - Model and practice handwashing before and after eating, after coughing or sneezing and after playing outside.*
 - Model and practice handwashing after using restroom*
- Staff will wear face masks and face shields throughout entire shift.

During Drop Off and Pick Up

- Drop off and pick up will be taking place directly at the main gate
- Conduct visual wellness checks of all children upon arrival and provide Screening Questionnaire prior to drop off.*
 - Explain to parents and caregivers that all visits should be brief as possible.*
 - Install hand sanitizers, out of the reach of children, near all entry doors and other high traffic areas.*
- Sign-in sheets will be on a table outside.
- Parents are asked to bring their own pen when signing children in and out.
- Hand sanitizer will be provided at the sign-in table. Please use it before signing in or signing out.
- Parents are to wash their hands and their child's hands before dropping off, prior to coming for pick up, and when they get home.

Examine your Environment

- Implement procedures to frequently clean all touched surfaces.
 - Sanitize each toy after each use.*
 - Limit the amount of sharing.*
 - Offer more opportunities for individual play and solo activities (coloring, cutting, drawing, puzzles).*
 - Plan activities that do not require close physical contact between multiple children.*

Meal Times

- Utilize more tables to spread children out.*
- Use disposable utensils and paper goods when applicable.*
- Staff will wear gloves throughout snack distribution

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- There will be no sharing of snacks or food.*
- Practice proper handwashing before and after eating.*
- Immediately clean tables after meals.*

Personal Items

- All personal items should be labeled and kept in a separate bag to ensure personal items are separate from others. During this time, personal toys should be kept at home until further notice.*
- Backpacks will be placed on bench

Additional Cleaning Measures

- Bleach cleaning at the end of the day of all heavy contact areas to include:
 - all door handles (and the surrounding area) and railings
 - sink handles
- Bleach cleaning all furniture.
- Bleach cleaning chairs and desks.
- Clorox wipe face shields daily.
- Clorox wipe check-in table, sign-in binder, pens
- All outdoor large toys (i.e. balls, frisbees, etc.) are bleach cleaned daily.
- Gloves will be worn during food preparation, serving, cleaning and disinfecting as well as handling trash.

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