

# Children's Choice Educare COVID-19 School Safety Plan

<b>School Name: Children's Choice Educare</b>
<b>School Address: 185 W. Harder Road, Hayward, CA 94544</b>
<b>This COVID-19 School Safety Plan (CSP) was most recently updated on: January 28, 2021</b>
<b>The person responsible for implementation of this plan is: Robin Kong - School Director</b>

I, Robin Kong, certify that all staff and parents have been provided a copy of this COVID-19 Safety Plan and that staff have received training as required and described in this plan.

Name: Robin Kong

Signature:

-----

### **Specific Control Measures and Screenings**

- All activities are consistent with and will adjust to changing applicable state and local Public Health orders.
- Health and safety practices and protocols are in place, including hand washing, appropriate face coverings, and access to essential protective equipment.
- Training is provided to all staff and students reinforcing the importance of health and safety practices and protocols.
- A single point of contact will be established and identified at school to direct questions or concerns around practices, protocols, or potential exposure. This person will also serve as the school COVID liaison and report to the Alameda County Health Department COVID liaison.
- Plans are implemented for intensified cleaning and disinfecting, including training for staff and access to cleaning supplies and essential protective equipment, and regular disinfecting of frequently touched surfaces.
- Daily health screening for staff and students are conducted at the assigned entrance gate including taking student temperatures.
- Staff and students who are sick are expected to stay home.
- Protocols, actions and school communications are in place for the following COVID-19 related scenarios:
  - A student or staff member either exhibits COVID-19 symptoms or answers yes to a health screening question.
  - A family member of close contact with a student or staff member test positive for COVID-19.
  - A student or staff member tests positive for COVID-19.
  - A student or staff member tests negative for COVID-19 after any of the reasons in the above scenarios.
- Where practicable, physical distancing of six feet is maintained between staff and students; six feet of distance will be practiced between students in indoor and outdoor areas
- Stable group cohorts will be maintained throughout the school day, school year and summer program.
- Instructional areas are partitioned with table dividers to minimize face to face proximity between students.
- School staff are permitted to visit and instruct more than one classroom cohort, strictly following physical distancing and face covering protocols.
- Routes for entry and exit to the school will be designated for each classroom cohort, using as many entrances/exits as feasible.

- Schedules for arrival and drop-off will be strategically coordinated to prevent mixing of classroom cohorts, as much as practicable.
- Large school celebrations (holiday parties, music performances, parades) are currently prohibited.
- Outdoor recess will be staggered between different small cohorts.
- Shared playground equipment will be cleaned daily between s,all cohort use.
- Each small cohort will be designated a separate bathroom to be used only by a designated class
- The shared outdoor bathroom will be disinfected and sanitized between eachs small cohort.
- All staff and students are required to wear face coverings/masks while inside the school and on the playground, unless there is a particular developmental or health diagnosis that would limit their ability to wear a face covering.
- Training will be provided for staff and students on proper use of face coverings which will include instruction to minimize touching of face coverings.
- Academic and recreational materials (toys, scissors, crayons) will be kept separate in plastic bags and stored in student cubbies.
- Sharing of books and sports equipment (balls, bikes) will be limited.
- Visitors will not be allowed into school at any time while students are present.
- This COVID-19 Safety Plan outlining the above measures is completed, posted and shared on our website and updated as state and local public health guidance dictates.

**Schedules for Disinfecting and Sanitizing high traffic areas and commonly used surfaces.**

<b>Classrooms:</b>	<b>Bathrooms:</b>
Tables: multiple times daily Chairs: multiple times daily Floors: swept, vacuumed, mopped daily	Toilets: multiple times daily Sinks: multiple times daily Soap dispensers: multiple times daily Floors: mopped daily
<b>Door Knobs/Handrails/Light Switches:</b>	<b>Mats:</b>
Daily	Daily
<b>Playground Equipment:</b>	<b>Hallways, Common Areas</b>
Daily, between small cohort use	Swept, vacuumed, mopped daily
<b>Cubbies:</b>	<b>Book Shelves:</b>
Twice weekly	Daily
<b>Other:</b>	<b>Other:</b>

**Description of additional operational procedures being implemented to ensure cleaning and disinfecting high traffic areas:**

At the end of each evening, our janitorial crew will disinfect and sanitize classroom floors, carpets, and playground structures with a stronger cleaning product for deeper cleaning.

**Additional COVID-19 mitigation measures that have been taken at this school:**

Weather permitting, we will introduce fresh outdoor air by opening windows and doors inaccessible to the public.

The school’s central Heating and Air Ventilation system is equipped with MERV (Minimum Efficiency Reporting Value) filters with a 13 rating, which can trap particle sizes as small as 0.3–1.0 microns.

Each classroom is provided with an air purifier equipped with a combined carbon and True High-Efficiency Particulate Air (HEPA) filter.

**Types of protective equipment provided to staff and students at school:**

Students - disposable face masks  
 Staff - disposable face masks, disposable gloves

<b>Cleaning and Disinfecting Protocols</b>	
<ul style="list-style-type: none"> <li>Thorough cleaning in high traffic areas is performed regularly and daily. Commonly used surfaces are frequently disinfected.</li> </ul>	<ul style="list-style-type: none"> <li>Sanitizing supplies are provided for staff and student personal hygiene. This includes tissues, no-touch trash cans, hand soap, adequate time for handwashing, alcohol based hand sanitizers, disinfectants, and disposable towels.</li> </ul>
<ul style="list-style-type: none"> <li>All shared equipment and touchable surfaces are cleaned and sanitized between each use, as much as practicable.</li> </ul>	<ul style="list-style-type: none"> <li>Cleaning products provided are appropriate for school settings and meet the Environmental Protection Agency (EPA)'s- approved for use against COVID-19 list.</li> </ul>
<ul style="list-style-type: none"> <li>All entrances and exits are equipped with access to hand sanitizer.</li> </ul>	<ul style="list-style-type: none"> <li>School hours and/or other procedures have been modified to provide adequate time for disinfecting and sanitizing.</li> </ul>
<ul style="list-style-type: none"> <li>Bathrooms will be stocked and operational at all times. Access to additional soap, paper towels, and hand sanitizer will be maintained at all times.</li> </ul>	<ul style="list-style-type: none"> <li>When necessary, staff will be provided adequate time to implement cleaning practices before and after shifts.</li> </ul>

<b>Social and Physical Distancing Guidelines</b>	
<ul style="list-style-type: none"> <li>Physical distancing of five to six feet is maintained to the greatest extent possible in both indoor and outdoor areas.</li> </ul>	<ul style="list-style-type: none"> <li>Tape or other markings have been placed at least six feet apart on sidewalks or other walkways near public entrances.</li> </ul>
<ul style="list-style-type: none"> <li>Marked x's have been placed in circle, line-up, and playground to help reinforce physical distancing.</li> </ul>	<ul style="list-style-type: none"> <li>All student table work areas will be individualized and separated with partition dividers.</li> </ul>
<ul style="list-style-type: none"> <li>Students will be organized in stable groups and remain in a set classroom. Cohorts will not mix from one cohort to another.</li> </ul>	<ul style="list-style-type: none"> <li>Staff breaks will be staggered to allow teachers to eat on premises in designated areas where they can remain six feet apart.</li> </ul>

<b>Notification of COVID-19 Positive Case at School</b>	
<ul style="list-style-type: none"> <li>Alameda County Public Health Department and Community Care Licensing Division is notified of all positive COVID-19 cases.</li> </ul>	<ul style="list-style-type: none"> <li>Staff are aware that they can contact Alameda County Public Health Department if a suspected exposure has occurred.           <ul style="list-style-type: none"> <li>Email: <a href="mailto:safelearning@acgov.org">safelearning@acgov.org</a></li> <li>Phone: (510)268-2101</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>If a student or staff member is diagnosed with COVID-19, Alameda County Public Health Department will provide assistance in the assessment of potential school exposure, and any recommended testing,</li> </ul>	<ul style="list-style-type: none"> <li>Protocols, actions and template communications are in place for COVID-19 related scenarios with guidance from Alameda County Public Health Department.</li> </ul>

quarantine, or isolation instructions.	
--	--

More detailed information on COVID-19 health screening protocols is provided below:

All staff and students will undergo a daily health check before entering the school. We ask that all parents allow 6 feet of distance or remain in cars while waiting for health checks. Health checks will be performed with all the necessary personal protection equipment. Daily health checks and all sick policies will apply to both staff and children. Health checks will include:

- A temperature check with a non-contact thermometer
- Any child or teacher with a fever of 100.4 F may not enter the school
- We will ask parents to confirm that their child has not experienced COVID-19 symptoms.
  - Fever
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell
- We will ask parents if anyone in their household has experienced any COVID-19 symptoms or recently been tested, been advised to be tested or is awaiting test results for COVID-19 (regardless of the result).
- We will make visual inspections for any signs of illness which include flushed cheeks, rapid breathing, fatigue or extreme fussiness.

Any student, teacher, or staff member isolated at home with COVID-19 symptoms requesting to return to school earlier than the 10-14 day isolation period, must meet all of the following criteria:

- Their symptoms are improving (symptoms do not have to be completely resolved) AND
- They have had no fever for 24 hours without the use of fever reducing medicines, AND
- A negative COVID-19 test result must be provided AND
- A medical evaluator (a doctor, nurse practitioner, or certified physician assistant) will need to provide a letter indicating that (1) the symptoms are NOT due to COVID-19. AND (2) the COVID-19 test was negative, BUT
- If it is not possible for the parent to consult a medical evaluator, **they must obtain a COVID-19 negative test result indicating that a molecular test or PCR was performed.**

If any parent, family member, or person that interacts with your child on a regular basis develops these symptoms, has been tested, been advised, or tests positive for COVID-19 please notify the school immediately. Dependent on the situation, we may ask that your child stay at home for 10-14 days or recommend that your child get tested before returning to school.

<b>Training</b> - Staff have been trained on the following topics	
<ul style="list-style-type: none"> <li>● Information from the Centers for Disease Control and Prevention (CDC) on COVID-19, how to prevent it from spreading, and which underlying health conditions may make individuals more susceptible to contracting the virus.</li> </ul>	<ul style="list-style-type: none"> <li>● The importance of not coming to work if employees present any COVID-19 like symptoms, or if they or someone they live with have been diagnosed with COVID-19</li> </ul>

<ul style="list-style-type: none"> <li>● The importance of self-screening at home, including temperature and/or symptom checks using CDC guidelines.</li> </ul>	<ul style="list-style-type: none"> <li>● The importance of seeking immediate medical attention if an employees' symptoms become severe, including persistent pain or pressure in chest, bluish lips or face, or confusion. Updates and further details available on the CDC webpage.</li> </ul>
<ul style="list-style-type: none"> <li>● The importance of social and physical distancing, both at work and off work time</li> </ul>	<ul style="list-style-type: none"> <li>● Manufacturer's directions and Cal/OSHA requirements for safe use of personal hygiene and cleaning products.</li> </ul>
<ul style="list-style-type: none"> <li>● Proper use of face coverings, including: <ul style="list-style-type: none"> <li>● How to wear</li> <li>○ Cleaning steps</li> <li>○ Removing and storage steps</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Face coverings do not protect the wearer from inhaling the virus and are not considered personal protective equipment (PPE).</li> </ul>
<ul style="list-style-type: none"> <li>● Face coverings can help protect people near the wearer, but do not replace the need for physical distancing and frequent handwashing.</li> </ul>	<ul style="list-style-type: none"> <li>● The importance of frequent handwashing with soap and water, including scrubbing with soap for 20 seconds (or using hand sanitizer with at least 60% alcohol when employees cannot get to a sink or hand washing station, per CDC guidelines).</li> </ul>
<ul style="list-style-type: none"> <li>● The importance of washing and/of sanitizing hands before and after using or adjusting face coverings.</li> </ul>	<ul style="list-style-type: none"> <li>● The importance of washing face coverings after each shift.</li> </ul>
<ul style="list-style-type: none"> <li>● The importance of avoiding any touching of the eyes, nose, and mouth.</li> </ul>	<ul style="list-style-type: none"> <li>● The vulnerability of older adults and people with chronic medical conditions, and the need to practice particular caution to protect these groups.</li> </ul>

Training Courses and Resource Documents:

- California Childcare Health Program - COVID-19 Training for Child Care Provider
  - [COVID-19 Training for Child Care Providers | California Childcare Health Program](#)
- California Department of Pesticide Regulation - California School and Child Care Integrated Pest Management
  - [California School & Child Care Integrated Pest Management \(IPM\)](#)
- Alameda County Public Health Department - COVID-19 Resources
  - [Schools | COVID-19 | Alameda County Public Health](#)
  - [Resources for Educators and Child Care Providers - First 5 COVID-19](#)
  - [Alameda County Public Health Department: COVID-19 Child Care Update](#)
- Community Care Licensing Division - Child Care Licensing Program
  - [COVID-19 Child Care Resources](#)
- California Department of Public Health
  - [COVID-19 reopening in-person instruction framework and public health guidance for schools](#)
- Alameda County Office of Education
  - [COVID-19 School Guidance / COVID-19 School Guidance: Alameda County School Reopening Plans](#)

<p><b>Compliance and Documentation</b></p> <ul style="list-style-type: none"> <li>● This school is regularly monitored for compliance with this COVID-19 Safety Plan and any deficiencies are documented and corrected.</li> <li>● School administration continually checks with Alameda County Public Health Department for updates and changes to any COVID-19 protocols.</li> </ul>
--

## **Daily Student/Staff Health Screening Questions**

1. Has the student/staff member had close contact with anyone diagnosed with COVID-19 within the last 14 days?
2. Does the student have any of the following symptoms within the past 24 hours?
  - Fever (100.4 degrees or above)
  - Prolonged cough
  - Shortness of breath
  - Chills
  - Muscle pain
  - Headache
  - Sore throat
  - Diarrhea
  - Vomiting
  - New loss of taste or smell

Any "YES" answers must be reported to the school's director.