

# Red Bridge Preschool

## COVID-19 Preparedness Plan

**This document is current as of June 18, 2020 and does not reflect guidance or requirements issued after that date.**

All critical businesses in Minnesota are required to have a COVID-19 preparedness plan that protects staff, children, families and the community.

According to Executive Order 20-48, critical business, including providers licensed and certified to provide child care services, are required to follow guidance from the [Minnesota Department of Health \(MDH\)](#) and the [Centers for Disease Control and Prevention \(CDC\)](#) to mitigate the spread of COVID-19. MDH encourages providers to follow the [CDC Guidance for Child Care Programs that Remain Open](#). Updated guidance and helpful tools can be found on [mn.gov/childcare](http://mn.gov/childcare).

[Executive Order 20-74](#), signed by Governor Walz on June 5, 2020, requires businesses to develop and implement a COVID-19 Preparedness Plan that outlines how we will implement MDH and CDC guidelines. This plan has been established in coordination with the [checklist guidelines for creating a child care COVID-19 Preparedness Plan](#).

### 1. Frequent Handwashing

- Teachers will reinforce handwashing routines, especially upon student arrival, after having been in a public place or after blowing nose, coughing, or sneezing. Teachers will ensure children are supervised when using hand sanitizer and that it is inaccessible to them when not in use.
- CDC guidance on handwashing can be found at: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#HandHygiene>
- All children, staff, and volunteers will wash hands at the following times:
  - Arrival to the facility
  - Before and after preparing food or drinks
  - Before and after eating or handling food
  - Before and after diapering
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - After playing outdoors or in sand
  - After handling garbage
- Teachers and students will wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available.
- Teachers will assist children with handwashing, including infants who cannot wash hands alone.
  - After assisting children with handwashing, staff will wash their hands.

## 2. Cleaning and disinfecting

- Redbridge staff will follow MDH and CDC guidance for frequent cleaning and disinfecting:
  - <https://www.health.state.mn.us/diseases/coronavirus/schools/clean.pdf>
  - <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- We will minimize the use of shared supplies that cannot be sanitized and use designated bins for clean and used items.

**All cleaning and disinfecting will be performed when students are not in the building and with windows open when possible. Staff will wear disposable gloves while cleaning. We will use soap and water to clean dirty items. Then, use a use a daily prepared bleach solution (5 tablespoons/1/3rd cup bleach per gallon of room temperature water OR 4 teaspoons bleach per quart of room temperature water) to disinfect frequently touched surfaces and objects such as:**

- \* Door knobs and handles
- \* Sinks and faucets
- \* Stair rails
- \* Classroom tables and chairs
- \* Snack-room tables and chairs
- \* Countertops
- \* Handrails
- \* Light switches
- \* Handles on equipment (e.g., athletic equipment)
- \* Shared toys
- \* Shared staff telephones
- \* Carpets and rugs will be vacuumed daily and cleaned using soap and water or a cleaner appropriate for the material when necessary.
- \* Cloth face coverings will be laundered as needed and changed if visibly soiled.
- \* If a staff member or student is confirmed to have COVID-19, we will clean and disinfect all areas used by the person who is sick, such as high-touch surfaces, and items they have touched.

### 3. Arrival and Departure

- Pick-up and drop-off will occur outside the main entrance to Redbridge (by the playground) to limit the extent to which parents enter the building and interact with each other. We will not use the main church entry doors for drop off or pick-up. We ask that families distance themselves by 6 feet from other families who are also dropping off or picking-up students. Students will be picked up from the playground at the end of the school day. In the event of inclement weather, teachers will bring students to the Red Bridge door. Before children enter the preschool, they will be screened using CDC recommendations: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#ScreenChildren>

Staff will wear disposable gloves and use a non-contact thermometer, to ensure children to not have a temperature of 100 degrees or more upon daily arrival. Thermometers will be cleaned with an alcohol wipe (or isopropyl alcohol on a cotton swab) between each child. **\*\*Staff will visually inspect students for any Covid-19 symptoms and parents will verify none exist.** Staff will then escort students to classroom.

**When feasible**, staff members and older children will **wear face coverings** within the building. Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

### 4. Plans for sick children, staff, and volunteers

- Red Bridge will conduct daily health checks. This includes screening for children, staff, volunteers, and household members for family child care programs to ensure those who exhibit any symptoms of illness are not present.
- We will follow exclusion guidance and ensure children, staff, and volunteers stay home when sick: <http://www.health.state.mn.us/diseases/coronavirus/schools/exguide.pdf>
- Staff will use CDC guidance if someone becomes sick with COVID-like symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#General>
- If a child, staff member, or volunteer is diagnosed with COVID-19 or if you have questions about a child, staff member, or volunteer who is exhibiting symptoms, reach out to MDH at [health.schools.covid19@state.mn.us](mailto:health.schools.covid19@state.mn.us) and follow their direction. See the following graphic for COVID-19 symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID19-symptoms-24x36-en.pdf>
- Staff will continuously remind students to [Cover cough and sneezes](#).

Redbridge will require sick children and staff to stay home.

- We ask all families to keep children home when they are sick.
- We ask that families be vigilant about communicating symptoms and staying in touch with teachers if or when family members start to feel sick.
- Using the MDH and CDC resources above, Red Bridge staff will immediately communicate with families if a child, staff member, volunteer or household member for family child care programs has been exposed, is exhibiting symptoms, or has tested positive for COVID-19 via email, Red Bridge Facebook page, and/or phone calls.

- If any child exhibits symptoms of COVID-19 during the school day, staff will accompany the student to a separate room with a cot and parents will be called to pick up their child. Staff will clean and disinfect surfaces in the isolation room or area after the sick child has gone home.
- Additional information about isolation in related settings can be found here: [isolation at home](#) and [isolation in healthcare settings](#).
- Red Bridge will follow CDC guidance on how to [disinfect your building or facility](#) if someone is sick.
- If COVID-19 is confirmed in a child or staff member Red Bridge will:
  - Close off areas used by the person who is sick.
  - Open outside doors and windows to increase air circulation in the areas.
- Teachers will wait up to 24 hours or as long as possible before we clean or disinfect to allow respiratory droplets to settle before cleaning and disinfecting.
  - We will clean and disinfect all areas used by the person who is sick, such as classrooms, bathrooms, and common areas.
  - If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
    - We will continue routine cleaning and disinfection.

**Sick staff members and students should not return to Red Bridge until they have met the [criteria to discontinue home isolation](#).**

## 5. Social distancing throughout the day

- Red Bridge will limit group sizes as much as possible and create consistent groups of children and providers, staff, or volunteers who stay together throughout the day.
- Classrooms will have visual cues or barriers to direct traffic flow and distancing. Teachers will reinforce the importance of social distancing during all transitions and in classrooms.
- Children will be appropriately spaced when working at tables with a supervising teacher. Children not working at a table will be supervised by another teacher to assure social distance is maintained as much as possible in all other areas of the classroom.
- Teachers will individually take students to the restroom when necessary. We will no longer have a large group wait together to use the restroom after snack-time.
- Classroom groups will be limited to no more than 10 including teachers.

## 6. Source control and cloth face coverings

- Cloth face coverings are an important piece for mitigating the spread of the virus but are most effective if it can stay in place without being pulled on or touched by the person wearing it or others. Within this context, the provider, staff members, and volunteers will wear cloth face coverings during the work day as much as possible, recognizing the development needs of the children in their care.
- Children should not wear cloth face coverings unless they can reliably wear, remove, and handle the cloth face covering throughout the day. Cloth face coverings should NOT be put on infants or children younger than 2 because of the danger of suffocation. We ask that students wear cloth face coverings when feasible and that each student have several ‘back-up’ face coverings in case they are necessary. Donations of student/staff face coverings are welcome and much appreciated.

- Face covering guidance is available here: <https://www.health.state.mn.us/diseases/coronavirus/schools/masks.html#child> <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
- Red Bridge will create individual bins for students to limit the sharing of supplies.

## 7. Workplace ventilation

- Red Bridge will work to maximize the amount of fresh air being brought in, limit air recirculation and make sure ventilation systems are being properly used and maintained. Staff will keep windows open when weather allows and provide as much outdoor time as possible.

## 8. Playground use

- Teachers will stagger playground use rather than allowing big groups to play together.
- Staff and students will wash hands before and after touching play structures. High touch areas of the play structures will be cleaned between groups and before and after school.
- Students will be encouraged to maintain six feet of space from each other as much as possible. <https://www.health.state.mn.us/diseases/coronavirus/schools/playground.pdf>

## 9. Meals and snacks

- We will serve snacks outside as weather permits. When snacks are served indoors, we will eat in the dining area near the church kitchen so that students may be sufficiently spaced. Cleaning and sanitizing will occur before and after snacks.

## 10. Field trips and events

- Unfortunately, we will not be able to host large group activities, such as field trips and family events at this time.

## 11. Communications and training.

- The plan will be posted outside of classrooms and readily accessible to all staff, adult caregivers, substitutes, and volunteers who need to review it. Teachers will have training to ensure everyone is following the plan. Families and staff will be updated on any changes to the plan.
- Staff with concerns about their employer's COVID-19 Preparedness Plan or questions about their rights should contact MNOSHA Compliance at [osha.compliance@state.mn.us](mailto:osha.compliance@state.mn.us), 651-284-5050 or 877-470-6742.
- This plan has been emailed to all current families and a copy will be included in registration packets for all new families.

### \*\*Addition

\*\*Supplies we may need: non-contact thermometer, rubbing alcohol, steam cleaner for carpet, disposable gloves, bleach, disposable face coverings, individual bins for student supplies. Please contact teachers prior to any purchase\*\*\*