

BunnyBears Infant Toddler– Updated Covid-19 Operating Procedures

Effective January 2022. Due to the fluidity of the pandemic, this information may be updated or changed in accordance to guidelines from the CDC and CCLD.

- Operating hours will be **7:00am-5:30pm**
- All staff will be wearing face coverings/masks while making meals and bottle feeding.
- Staff will not be permitted to be at school with symptoms.

Drop Off and Pick Up Procedures

- All pickups and drop offs will be done outdoors. Sign-in/Sign-out station will be on the designated table. We encourage parents to have their own pen for signing in and out. Please send pertinent information through Brightwheel before drop off. Hand sanitizers will be available at the sign in station.
- Masks/face coverings should be worn by families during pick up drop off times.
- One family member should bring their child to school; there will be no visitors allowed at this time.
- Children will be screened for symptoms/check temperature. The thermometer will be used for temperature checks and cleaned with an alcohol wipe after each use. If anyone has a temperature of **99.9F** or higher, they must be excluded from facility.
 - We **recommend parents to check children's temperatures at home** each morning before bringing the child to school. Please also check your child for any unusual symptoms.
 - Lunch boxes will be placed in the appropriate basket and a staff member will take them inside. With exception of the Seedlings class, their item will be brought inside with the infant so that bottles can be put away.
 - Morning drop off will end at **8:30 am** to allow a designated staff member to check temperature and guide children through their morning routine and say good bye to parents.
 - Children will not be permitted to come to the center late due to appointments.
 - Families will be asked to keep a recommended 6ft distance if there is more than one family dropping off at the same time.
 - Children won't be allowed to be taken out and brought back to school on the same day (for example: doctor's appointment, special lunch with a family member, etc.)
 - We ask children to not bring any toys from home.

Visitors at School

- At this time no visitors or special guests are allowed at school.
- Limited school tours are scheduled after school hours and visitors wear mask while keeping social distance.

Curriculum, Materials, Use of Space

- Our curriculum for young children has always been primarily focused on social-emotional development, and building strong relationships and connection. It will continue to be our focus now.
- We will focus on helping children work through their emotions/feelings about what's happening, encourage creative expression, and provide opportunities to explore, experiment, and problem solve while keeping physical distance in fun and age appropriate ways.
- Increased focus in educating about health, safety, and hygiene in age appropriate ways.
- Hand washing routines will be implemented during the daily activities, meal times and in the bathroom.
- There will be a limited numbers of materials available in each room for children to play with. All Materials will be thoroughly disinfected at the end of each day, as well as in between use of different children in the group.
- We will spend as much time outside as possible, as recommended by community care licensing.

Snacks and Meal times

- Children **MUST bring labeled water bottles** that will remain at the center and will be washed in our dishwasher nightly.
- Children will bring their **labeled lunch box to school**. Ice pack is recommended for the lunch box; **we will no longer use the refrigerator**. Please clean the lunch boxes daily best to your ability.
- Staff will wear mask/face covering and gloves while distributing food.
- For the time being, all food during snack time will be served individually.
- We will continue to properly wash hands before and after all meal times.
- Please send food and bottles ready to serve. Food should be pre-peeled, pre-cut, and will be served as (we are no longer heating food) with the exception of bottles that are warmed in the bottle warmer. If formula fed, bottles can come pre-mixed or formula can be sent individually portioned and labeled.

Nap/Rest Time

- Sleeping mats are disinfected each Friday.
- Mats will be spaced out, arranging the head of each bed alternately, in opposite direction.
- Sheets and blankets will be washed weekly unless soiled and needing to be washed before then.

Sanitizing and Disinfecting

- The school will be thoroughly cleaned and disinfected at the end of each day.
- All toys and materials that have been used will be thoroughly cleaned and disinfected at the end of each day.

- All surfaces; table tops, chairs, high touch objects (doors knobs, light switches, etc.) will be disinfected each evening at closing.
- Support staff will continue to disinfect surfaces throughout the day while groups take turns outside.
- EPA approved disinfectants will be used according to directions.
- Hand sanitizers will be available for adults' use, away from children's reach.

Sick Policies

- If your child is showing any symptoms of illness, we ask that you keep him/her home and monitor. Please notify the school director if your child is exhibiting any symptoms of illness.
- Children with fever or signs of illness must be kept at home. **Children may return after being symptom free for a minimum of 48 hours without any medication.**
- Children showing signs of any illness will be isolated from others and sent home immediately. Children must be picked up with 30 minutes of phone call.
- If there is any evidence that any one in our school community has been exposed to the virus, parents will be notified, and *we will work in coordination with Public Health Department to decide the plan of action.*

Covid- 19 Exposure

- If you believe you or your family was exposed to Covid-19 please take time away from school to observe and monitor your health; based on CDC guidelines testing 5-7 day after exposure or a 10 day quarantine. We ask you to communicate your potential exposure to Covid-19 to your school's director; for your own health and safety as well as the rest of the BunnyBears community we ask that families that have been exposed to Covid-19 be tested prior to returning to school. You can find information on testing sites <https://211sandiego.org/resources/health-wellness/covid-19-testing/> or call your healthcare provider. State testing sites can be found here: <https://lhi.care/covidtesting>
- If your immediate family member (anyone from the same household) is diagnosed with Covid-19 please let us know and keep your child at home for 2 weeks. We ask you to test your child and communicate the test results to the director at your earliest convenience. BunnyBears requires that a release from your healthcare provider or the San Diego Health Department, whoever is monitoring your case be presented prior to your child coming back to school along with negative test results.
- If a child, a teacher or an immediate family member (living in the same house hold) has been diagnosed with Covid-19, Children from the group will be asked to stay at home for two weeks. The primary teachers from the group will also quarantine for 2 weeks and must be tested and cleared prior to returning to school. The groups' classroom won't be used and will be thoroughly cleaned and sanitized.

It is in our best interests to keep our children, teachers and families healthy. Unfortunately, these are unusual times and we need everyone's cooperation and understanding as we navigate this pandemic. We believe in open communication and transparency and we are confident that our small schools can stay safe and healthy during these uncertain times. We appreciate your trust and support; we value your personal responsibility and accountability. Childcare centers are considered essential services and are encouraged to stay open to serve working families.

**I, _____, parent or guardian of _____
acknowledge that I have received BunnyBears Updated Covid-19 Operating Procedures.**

Parent or Guardian Signature

Date