

## Secret Forest Playschool's Preparedness Plan - COVID-19

According to Executive Order 20-48, all critical businesses in Minnesota are required to have a COVID-19 preparedness plan that protects staff, children, families and the community we serve. Following guidance from the [Minnesota Department of Health \(MDH\)](#) and the [Centers for Disease Control and Prevention \(CDC\)](#) this is our plan at The Backyard Playschool.

Before you come to Secret Forest Playschool:

1. Please conduct a daily health screening for you and your children. Anyone with a fever of 100.4 (38.00C) or above or other signs of illness needs to stay home to protect our community.
2. I will ask you to confirm that the child is fever free and not displaying any other symptoms. Such as cough, runny nose, difficulty breathing, extreme fussiness or fatigue. This [Visitor and Employee Health Screening Checklist](#) is also posted on the door.
3. Exclusion guidelines: children, staff, parents - stay home when sick: [Decision Tree for People with COVID-19 Symptoms in Youth, Student, and Child Care Programs](#)
  - a. Your child will need to stay home for 3 days (72 hours) after symptoms have ceased.
4. If you or your child are exposed to someone who has COVID-19, you are expected to self quarantine for 14 days even if you are showing no symptoms. Again check with the CDC website above for more details if you have been exposed.
5. In order to protect ourselves and all of the families at the Playschool, I sincerely ask that our families use extreme caution in attending gatherings over 10 people, avoid or limit any long distance travel/vacation, and keep a small social circle. In any of these situations please use the recommendations of social distancing, staying outdoors and wearing a face mask.
6. If a child, staff, or household member has been exposed, is exhibiting symptoms, or has tested positive we will communicate with you immediately. I will use email as our main communication tool, but may also use text and phone calls. We will then follow the best practice guidelines depending on the specific circumstances.
7. If a child(or staff) displays symptoms during our Playschool day, I will safely isolate them and call parents. We will contact the MDH at [health.schools.covid19@state.mn.us](mailto:health.schools.covid19@state.mn.us) and follow their direction.
8. Who to Call locally:
  - a. St. Luke's nurse hotline: 218-249-4200
  - b. Essentia Health hotline: 833-494-0836
  - c. The [CDC](#) is the best place to look for current COVID-19 health information.
9. Call or text me if you have any questions or concerns. We will protect each other together!

At Secret Forest Playschool:

1. Drop-off and pick-up:

- Ideally, the same person should drop-off and pick-up your child every day. I know this is not always possible, but if it is a choice, please choose one of you to be the main person. Do not send anyone else without letting us know. If it is possible, I will bring your child to or from the car for them or meet them outside.
- If possible, older people such as older grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for [severe illness from COVID-19](#).
- If you need to enter the Cabin limit it to one family at a time. If multiple families show up at once, please stay in your car or outside until the family in front of you comes out. This will help us with the 6' social distancing safety practices.

2. Supplies:

- Do not bring anything extra from home. I will not be holding Show and Tell for now to limit contact with extra surfaces.

3. Handwashing:

- Upon arrival - children will wash their hands: they will get them wet, use liquid soap, lather for 20 seconds or more, rinse with water, and dry with an individual cloth hand towel.
- I will continue to use healthy hand hygiene practices throughout our day with sneezing, coughing, nose blowing, eating, outdoor or messy play and toileting times. 80% alcohol hand sanitizer will be used if washing is not an option at the moment.
- Families please wash your hands when you leave work if you are picking up your child at the end of the day. If this is not possible, please use hand sanitizer.
- CDC guidance on handwashing can be found at:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html#HandHygiene>

4. Physical distancing/social distancing

- 6 foot social distancing by adults should be practiced at all times.
- Adults limit your time in the program as much as possible.
- It is not developmentally appropriate to enforce social distancing with young children. However, we will make sure they have their own space during snack, lunch and nap times to limit cross breathing as much as possible.

5. Face masks:

- At this time I am not requiring the use of masks.
- 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.

- Teachers are welcome to wear a mask if they feel there is any cause to, based on CDC guidelines.
- 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>

Secret Forest Playschool's Internal Procedures will include:

1. Cleaning and disinfecting:
  - I will ensure high-touch surfaces such as doorknobs, light switches, counters, tables and chairs, shared toys, program equipment and other items are regularly cleaned and disinfected. These surfaces will be disinfected throughout the day and after pick up. I will be following MDH and CDC guidelines as best we can.  
<https://www.health.state.mn.us/diseases/coronavirus/schools/clean.pdf>  
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
2. Ventilation: Knowing that fresh air circulation is important to help prevent the spread of this disease, I will open windows and doors as much as possible and run the fans when inside. But as much time as possible will continue to be spent outdoors.
3. Outdoor items will be cleaned and disinfected as necessary.
4. Field Trips and Events: none will be planned at this time.
5. Training: All staff and helpers will be trained on these protocols and procedures.

Other things to note:

- ❖ During a "Stay/Shelter In Place" order Playschool will be closed.
- ❖ These protocols are subject to change as we learn and understand more about how best to go forward in these uncertain times. This document will be updated as necessary.