



New Walnut Acres Children's Center Policies, Procedures & Guidelines

Important info from Licensing and the Health Department:

- **Do not bring your child to Walnut Acres Children's Center if any family member has any signs or symptoms of any illness, including, but not limited to:** fever, flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), runny nose, coughing, fatigue, or extreme fussiness. If we assess that your child is not well enough to attend, we will be unable to accept him/her into the program for the day.
- If your child becomes ill while at WACC, s/he will rest in a designated area while you are contacted and requested to pick up immediately.
- Children are required to be in groups of 12 or less. Children will be assigned with teacher/s and will remain with those teachers throughout the day, each day, to maintain a stable group. Groups will not mix.
- If we have any cases of Covid-19 from families, staff members, or within our center in any way, we will notify the families, licensing, county health department and the district. We have worked closely with the health department to create a plan and families will be given direction at that time for next steps.
- No visitors will be allowed in the building. We also request only one person come to drop off & pick up, and ideally, the same person will do both drop off and pick up, to the extent possible.

NOTE: We are required to have the children practice physical distancing to the extent possible. Please be aware that even with a reduced number of children, we are not always able to create 6 feet of space.

Morning Arrival:

- Take both your temperature & your child's temperature each morning before arriving. You must not come to the program if either of you have a temperature of 100.4* or higher. (Touchless thermometers have been purchased)
- The teacher will be wearing a mask and will do a health & wellness check before accepting your child each morning.
- Please remember to keep your distance from others if you are waiting until one of our staff members is able to perform our health & wellness check.

Health & Wellness Agreement – by bringing your child to WACC you acknowledge that your child does not exhibit any of the following symptoms: cough, shortness of breath, sore throat. You also acknowledge that your child: has not had contact with someone with a confirmed diagnosis of COVID-19; is not under investigation for COVID-19; is not ill with respiratory illness; has not travelled internationally to countries with widespread, sustained community transmission in the last 14 days.

- Once we are confident that we can accept your child, and you have acknowledged the health & wellness agreement verbally, your child will be escorted to their classroom and wash hands. Only the children and teachers assigned to a classroom will enter those buildings.
- Each child will have an assigned spot for their belongings. The only items that may come from home are a change of clothes, backpack, and lunch box.

**Afternoon Departure:**

- Please wait outside the classroom door until we bring your child out to you.
- Children and teacher escort will wash hands before coming to you.
- You will be picking up your child where you dropped them off. To sign your children out you will be asked to bring your phone to access Curacubby's touchless sign in/out system.

Classrooms:

- Each room will house one cohort, with tables divided to accommodate physical distancing. Children will remain in their area of the classroom, with their group.
- Tables have been separated and table spots assigned allowing for 1-3 per table depending on size of table.
- There are separate carpet areas to define play spaces.
- Available toys & manipulatives are in bins/baskets/trays. When a child is done with the item, s/he will be directed to place in the bin labeled "used toys". These toys will be disinfected by staff at end of day and will be rotated out of use for a minimum of 48 hours.
- We have posted signs throughout WACC as visual reminders for children and staff to wash hands, maintain physical distance and cough or sneeze etiquette.
- All children will be rotating into indoor and outdoor spaces during the day. All indoor spaces will be sanitized by staff members before rotating into another area.

Outside:

- Children and teachers will wash hands before transitioning outdoors.
- Each group will have their own outdoor play equipment which will be disinfected daily, and which will not be shared between groups.
- All climbing and play structures are off limits to the public so that our children may safely use. After each group use the structure will be sanitized.
- Children will be required to follow physical distancing to the extent possible while outdoors but, will be allowed to play non-contact games and use non-shared equipment.
- When returning indoors, all children and teachers will wash hands prior to resuming activities.

Children:

- Children are not required to wear face masks, but we are strongly recommending they wear them indoors only.
- Bring a change of clothes in a Ziplock bag to leave at WACC.
- Your child will have an assigned hook, chair, and table spot.
- WACC will provide age-appropriate, individual art & school supplies for each child that will remain at the program, ready for their use only.
- Please do not bring personal items from home unless specified by your child's cohort teacher.

Teachers:

- Will wear masks
- Will take their temperature prior to arrival at WACC and will stay home for a minimum of two days if they have a temperature of 100.4 or above.
- Will not come to work if they have any symptoms or exposure risks as listed on the Health & Wellness checklist that you also acknowledge daily for yourself and child.
- Will wash hands upon arrival for work and follow all health and safety guidelines to prevent the spread of COVID-19 including: following all pertinent guidelines provided by CDC, Health Department and State Licensing regarding how the illness is spread, prevention measures, symptoms & when to seek medical



attention for sick children or employees. Safety protocols for extensive disinfecting procedures of facility and curriculum materials will always be followed.

- Will do overall disinfecting throughout the day, including, but not limited to:
 - o Tables, chairs, doorknobs, light switches, and other high-touch areas throughout the classroom
 - o Door handles, sink basin edge, sink faucet & handles, soap dispenser, toilet flush lever, toilet seat lid, paper towel holder in the bathroom – after every visit, to the best of our ability.
 - o Used Toy bins, at the end of each day and will rotate these items out of use for a minimum of 48 hours.
- Will have all children wash their hands frequently throughout the day at the following times:
 - o At arrival to childcare center
 - o Prior to transitioning to a new activity area
 - o Before and after eating
 - o After toileting
 - o After coughing or sneezing
 - o After touching face
- Will give reminders to wash hands for at least 20 seconds
- Will observe physical distancing at work to the extent possible
- Will be required to observe social distancing while off work
- Will be required to stay home if they have any illness symptoms

Communication:

- All families will be updated via email, text or phone as new information, guidelines or health department directives arise.
- Please call the center with any timely communication.
- If your child shows signs of illness or has encountered someone who shows signs of illness please call the center (925) 932-0507 & keep them home for 48 hours as a precaution.