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# NURTURING LOVING TEACHING

**Rainbow Station's Policies and Procedures  
in Response to COVID-19**

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## Why Open?

We know good and well; it takes a village! Governor Ned Lamont and Commissioner Beth Bye, of the State of Connecticut Office of Early Childhood, have stated that childcare is an essential operation and a “critical part of the public health emergency response.” We are dedicated to our families and children and believe we must support our community during this time. We have decided to reopen Rainbow Station by listening to and in consultation with numerous people and government agencies, including, but not limited to, the following:

- Connecticut Office of Early of Childhood – the state department we are license through
- Governor Lamont’s executive orders and recommendations of the Re-Open Connecticut Advisory Group
- Center for Disease Control
- YMCA of the USA
- New Canaan YMCA’s Senior Staff and Board of Directors
- Rainbow Station’s Registered Nurse

## Who can/should attend?

Rainbow Station will be open for all our current families to return.

All children and Rainbow Station staff will be required to participate in a health screening every day before entering the center. These questions will be asked every day to the staff and the parents/caretakers of each child:

1. Has there been a change in your child’s health status?
2. Have you traveled to a country that the CDC has issued a Level 2 or 3 travel designation in the last 14 days?
3. Have you had contact with anyone under investigation for COVID-19 in the last 14 days, or with anyone known to have COVID-19?
4. Do you have any symptoms of a respiratory infection (e.g. cough, sore throat, fever, or shortness of breath)?
5. Have you had a fever within the last 24 hours?
6. Have tested positive for COVID-19 within the last 14 days?

**No child or staff will be allowed to attend or work at Rainbow Station if they answer yes to any of the above questions or if they have a temperature of *over* 100.0 degrees.**

If you have any reason to believe that your child has a higher health risk due to a medical condition or underlying health concern, you should seek medical advice before considering sending your child back to Rainbow Station. Parents/Guardians of children that are at higher risk, you must consult your child’s medical provider to assess their risk and determine if attendance is acceptable. People who need to take extra precautions include:

- People at higher risk for severe illness
- Please who are immunocompromised

- People with asthma, HIV, liver disease, serious heart conditions, lung disease, severe obesity, diabetes

For full details on Higher Risk people visit the CDC website [here](#).

You need to make the right choice for your family. If you have someone in your home in an 'at risk' category, you should carefully consider whether sending your child to childcare is the best choice..

## Why would I send my child back to Rainbow Station?

This is a family choice. Only you know what is best for your family. We have heard from several families who have shared their reasons for needing childcare to reopen. To name a few:

- The need for a safe place for their child to be as they work from home and for when they return can return to their offices.
- The need for their child to be able to be outside, playing, and learning in a safe environment.
- After months in front of a computer or television screen, the need for play and social interaction is greater than ever

## The Classroom Set-up

As you know, the OEC guidelines limit us to groups of no more than 16 preschool age children in a group, and we are cannot intermingle among groups. Each group will still have two Lead teachers. The Infant-Toddler classrooms will remain the same; however, those children and teachers will no longer intermingle.

- Preschool children will not exceed groups larger than 16
- Infant/Toddlers will remain at 8 children per classroom
- All classroom will remain separate of each other and will not be allowed to mingle or combine
- Teachers will remain in their respective classroom.
  - However, there may be times an assistant teacher will have to cover in a different classroom due to another teacher being absent. We will take all necessary precautions to ensure the environment is safe for both the children and teacher.

## Check In & Check Out

To limit the number of people in the building and Rainbow Station we will have one drop-off and pick-up point. Our entrance will be the side door of Rainbow Station (through the toddler playground). All children will be dropped off at the Rainbow Station side door and taken to their respective rooms. Due to the restrictions on group size and ratios, we are going to have a drop-off and pick-up period. We encourage our families to designate one person to handle drop-off- and pick-up each day.

- **Drop-off:** is between 7:30-9:00am and anyone dropping off after 9:00am must call their child's classroom to inform the staff they are here.
- **Pick-up:** is from 4:30-6:00pm at the same door you dropped off. If you need to pick up before 4:30pm, you must call your child's teacher(s) to inform them you are here to pick up.

- A staff member will retrieve your child(ren) upon your arrival. This includes getting them from the playground in the back of the building.

## Daily Screening and Assessments

Every day, during morning drop off, before a child will be allowed in the building, parents will be asked a few questions, and a health screening of the child will be conducted. The questions and health check will also be required for Rainbow Station staff.

## Screening Questions

Every day parents will be asked a series of 'Screening Questions'. Rather than parents 'signing' their child in, a staff member will record who is dropping off/picking up the child, and the time. As a reminder, **only** 'Authorized Adults,' that you have listed as your Emergency Contacts, can pick up your child. Staff will also be asked the same questions before starting their shift. Below are the questions we are required to ask:

1. Has there been a change in your child's health status?
2. Have you traveled to a country that the CDC has issued a Level 2 or 3 travel designation in the last 14 days?
3. Have you had contact with anyone under investigation for COVID-19 in the last 14 days, or with anyone known to have COVID-19?
4. Do you have any symptoms of a respiratory infection (e.g. cough, sore throat, fever, or shortness of breath)?
5. Have you had a fever within the last 24 hours?
6. Have tested positive for COVID-19 within the last 14 days?

## Health Assessment

If all the questions above are answered "no" the child will then have their temperature taken and recorded. **If the child's temperature is over 100.0 degrees, they will not be allowed in Rainbow Station for three full days. A doctor's note will be required to say your child can safely return to the program.**

## Preventing the spread

- Staff is educated and has been trained to take everyday preventive actions to prevent the spread the disease, including how to properly wear, remove, store, wash, and dispose of masks
- Frequent handwashing (with soap and water for at least 20 seconds).
- Covering coughs and sneezes- and immediately washing hands after.
- Clean and disinfect frequently touched surfaces.
- All children and staff will engage in hand hygiene at the following times:
  - Arrival, and after breaks
  - Before and after preparing food or drinks
  - Before and after eating or handling food
  - Before and after administering medication

- After using the toilet
- After coming in contact with bodily fluid
- After playing outdoors
- After handling garbage
- After blowing one's nose, coughing, or sneezing

## Facemasks

The American Academy of Pediatrics ([AAP](#)) strongly endorses the use of safe and effective infection control procedures to protect children. For COVID-19, effective infection control and prevention requires the use of a cloth face covering.

### Teachers and Staff

- All Rainbow Station Teachers and YMCA employees are required to wear a mask that covers his or her mouth and nose while in the classroom or on the playground

### Children 3 years and older

- Per the Connecticut's Office of Early Childhood children 3 years of age and older are required to wear masks while in a childcare program. This change is effective Monday, September 21, 2020, and will continue unless modified by the Commissioner of Early Childhood.
- Families are required to provide masks for their children. Families are responsible for washing masks and replacing old, soiled, or damaged masks.
- Mask breaks will be scheduled throughout the day, i.e., snack time, before going outside, etc.
  - Children are not required to wear a mask while eating, sleeping, or resting. Also, masks may be removed for outdoor activities
- Children will not be excluded from the program, isolated from their peers, or punished in any way due to the child's non-compliance with mask-wearing.
- Children will be taught the proper way to handle their masks and teacher assistance will be provided to ensure correct mask wearing, removing, and storing.

### Mask Policy for children

- Protocols for the wearing and removal of masks as guided by the CDC.
  - **Wearing:** Before putting the mask on, everyone (children and teachers) will wash their hands. If needed, the child (with the help of the teacher) will put the mask over his/her nose and mouth and secure it under their chin. The teachers will ensure it fits snugly against the side of their face. The teacher will also ensure the child can breathe.
  - **Removing:** The children/teacher will untie the strings behind the child's head or ears or stretch the ear loops. The teachers will make sure they only touch the ear loops or ties, not the mask itself. Next, the teacher will show/teach the child how to fold the outside corners together. If the mask is being sent home or needs to be discarded, the teacher will help the child put the used mask in a plastic bag to be taken home or thrown in the garbage.
  - **Storing:** Facemasks should be carefully folded so that the outer surface is held inward and against itself to reduce contact with the outer surface during storage.

The teachers will help the child fold the masks properly to be stored between uses and place in a clean, sealable paper bag.

- **Washing:** Facemasks should be regularly washed. Families should wash the cloth facemasks every day. Families, if you use a washing machine, include your mask with your regular laundry. If you chose to wash by hand, read the mask's directions to see if bleach is required. If you use the dryer, set it on the highest heat setting and leave until completely dry. If you want to air dry, lay it flat, ideally in the sun, to completely dry.
- **Disposing:** If a child's mask is damaged or soiled, or if breathing through the mask becomes difficult, the teacher will remove the face mask, discard it safely, and replace it with a new one. To safely discard your mask, the teacher will place it in a plastic bag and put it in the trash. The teacher and child will wash their hands after handling the used mask.
- Our response to non-compliant children as they adjust to mask-wearing
  - We know that some children may have difficulty wearing the masks and that wearing the masks will take some time to get used to. As we adjust to this new normal, no child will be excluded from the program, isolated from their peers, or punished in any way due to the child's non-compliance with mask-wearing. Teachers will gently remind children to wear their masks, so they are covering their nose and mouth. Teachers will help adjust the masks when needed (following our protocols for wearing and removing masks). The teachers will use phrases such as, "It's everybody's job to help keep germs to themselves. Just like washing hands!" The teachers will use [this](#) tool to help support children when they are finding it difficult to wear masks.
- Our response to parent(s) or guardian(s) who refuse to permit their child to wear a mask.
  - When dealing with parent(s) or guardian(s) who refuse to permit their child to wear a mask, the Director will remind the family of the importance of children three-years-old and older wearing the mask to reduce the risk of COVID-19 spreading. For parents who are adamant about their child not wearing a mask, a doctor's note excusing the child from wearing a mask or exclusion from the program may be required
  - We recognize that wearing masks may not be possible in every situation or for some children. Therefore, adaptations and alternatives will be considered, as needed to increase the feasibility of the child wearing a mask.

## Travel Advisory

The current Connecticut [travel advisory](#) states that individuals are required to self-quarantine if they have spent twenty-four (24) hours or longer in an Affected State or an Affected Country. Per the advisory, an Affected Traveler is exempt from the self-quarantine requirement if the Affected Traveler (1) has had a test for COVID-19 in the seventy-two (72) hours prior to arrival in Connecticut or at any time following arrival in Connecticut, (2) the result of such COVID-19 test is negative, and (3) he or she has provided written proof of such negative test result to the Commissioner of Public Health via email to: [DPH.COVID-Travel@ct.gov](mailto:DPH.COVID-Travel@ct.gov) or via facsimile to: (860) 326-0529. **Nucleic acid tests such as reverse transcriptase polymerase chain reaction (RT-PCR) tests are the only acceptable testing option.** If a test was obtained in the seventy-two (72) hours prior to arrival in Connecticut, or following arrival in Connecticut, and such Affected Traveler has not yet received his or her test



results, such traveler shall remain in self-quarantine in Connecticut until a negative test result is submitted to the Commissioner.

## **Cleaning Procedures**

At Rainbow Station, we pride ourselves on maintaining a clean, healthy, and sanitary facility. Thus, cleaning and disinfecting frequently touched surfaces will be continuously happening. We have trained staff in enhanced cleaning and disinfecting procedures. All cloth toys, such as stuffed animals as well as toys that cannot be cleaned and disinfected, have been removed from use at this time. Anything that goes into a child's mouth will be washed immediately and disinfected. Our professional cleaning staff will be cleaning throughout the day and each night.

## **Cleaning for COVID-19**

Per the CDC, if a child or staff member has tested positive for COVID-19, these are the necessary and required cleaning and disinfecting procedures we will follow:

- Close off areas used by the person who is sick.
- Open outside doors and windows to increase air circulation in the areas.
- Wait 24 hours, or as long as possible, before cleaning or disinfecting to allow respiratory droplets to settle before cleaning and disinfecting
- Clean and disinfect all areas used by the person who is sick, such as offices, 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.
- Continue routine cleaning and disinfection.

## **Procedures for Staff Member or Participant COVID-19 Exposure or Infection**

1. Prior to returning to work, all YMCA staff are required to sign a "Statement of Understanding." By signing this Statement, the staff member represents that:
  - they have not experienced COVID-19 symptoms (cough, shortness of breath, or any two of the following symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell) during the fourteen days prior to returning to work they and will continue self-monitoring, and
  - they will immediately notify their supervisor and self-quarantine if they either: have active COVID-19, have been in direct contact with someone who has active COVID-19, or develop any two of the COVID-19 symptoms listed above.
2. Parents and caregivers are required to immediately notify Rainbow Station and quarantine program participants if a participant either: has active COVID-19, has been in direct contact with someone who has active COVID-19, or develops any two of the COVID-19 symptoms listed in paragraph one.

- If parents choose to get their child tested based on symptoms or out of an abundance of caution, the child may not return to the program until they receive their negative COVID-19 results and have been 72-hour symptom-free. See [here](#) for more information about what illness require 72-hours.
3. Upon receipt of a notification that a Rainbow Station staff member or participant has active COVID-19, or has been in direct contact with someone who has active COVID-19, or developed any two COVID-19 symptoms, supervisors will confidentially inform all Rainbow Station staff and families of the possible exposure via email.
  4. If a staff member is the subject of the notification, he or she will be required to immediately leave the program and self-quarantine for a minimum of 14 days.
  5. If a participant is the subject of the notification, and he or she is at Rainbow Station, he/she will be isolated and moved to our sick room (with a staff member). Parent(s) will be notified to pick up. The participant will be excluded from the program and advised to quarantine for a minimum of 14 days.
  6. Rainbow Station staff and participants who occupied the same classroom as a staff member or participant who has active COVID-19 or COVID-19 symptoms will be excluded from the program and advised to self-monitor for a minimum of 14 days.
  7. Rainbow Station staff and participants who occupied the same classroom as a staff member or participant, who was in direct contact with someone who has active COVID-19, will be advised to self-monitor for fourteen days, but will not be excluded from the program.
  8. A thorough cleaning of the classroom used by the infected or symptomatic individual will be conducted after the area has been closed off for at least 24 hours. We will follow the specific cleaning guides provided by the CDC (see [Cleaning for Covid-19](#) for more details).
  9. The State's department of public health, the Town's department of public health, and the OEC will be notified (as all we are required to do for all communicable diseases). We will follow the guidance of the Town's department of public health and OEC).
  10. Staff and participants who have been excluded from the program may return to Rainbow Station after the 14 days have passed, provided that at least 3 days (72 hours) have passed since recovery, defined as resolution of fever, if any, without the use of fever-reducing medications AND the improvement of respiratory symptoms (e.g., cough, shortness of breath).

### Staff Absences

If a teacher is absent due to an illness, we have assistant teachers and YMCA directors that can step in and help.

### Illness Policy

The New Canaan YMCA staff strives to maintain a healthy environment for your child. In order to maintain a healthy environment for all the children and the staff, the following policy was established using licensing requirements and by consulting with a pediatrician. Children should be

picked up within an hour of a phone call going home regarding illness. The child will be sent home from the program if he/she shows evidence of any of the following:

- Is unable to participate in usual daily activities (must be able to go outside and engage in all activities)
- Excessive crankiness or irritability
- Auxiliary temperature (under the arm) of 100.0 degrees or more
- Vomiting
- Diarrhea, defined as an increased number of stools compared with the child's normal pattern, with increased stool water and/or decreased form
- Persistent cough
- Open sores that cannot be covered
- Any contagious disease or infection including; a rash, drainage from the eye and head lice

The child may return to the program when:

- Temperature has been normal (child has been fever-free) for **72 hours, three full days**, (without the assistance of medication, (i.e.: Motrin, Tylenol, Advil, etc.)
- Diarrhea has stopped for **72 hours (three full days)**
- Vomiting has stopped for **72 hours (three full days)**
- Persistent cough has been checked by a pediatrician
- Questionable rash has been checked by a pediatrician
- 48 hours after medication for strep, conjunctivitis & any other infectious disease
- After treatment with a head lice medication and staff has determined that the child is lice and nit free
- Children with chicken pox may return after their pox have scabbed over and are no longer open sores
- Upon request, Physician's note submitted to Director

If a child contracts a communicable disease the parent must immediately report this information to the Director. A doctor's note is necessary for the child to return to the center, stating that the child is no longer contagious. This includes COVID-19.

Note: Please let the teachers know when your child will be absent due to illness or vacation. Each classroom has a phone and email address, or you may leave a message with the Director.

## Illness Examples

### Fever

For purposes of childcare, a fever is

- 100.0 degrees axillary (armpit)
- 101 degrees orally
- 102 degrees rectally

### **Reasons for taking a temperature**

- Child exhibits outward signs of illness
- Child is flushed, has chills, or feels warmer than usual
- Child is irritable or lethargic for a length of time
- Because a fever may indicate other health concerns a child must be fever-free, without the use of fever-reducing medicine, for 72 hours (three full days) before returning to childcare.
- Upon return, child must be able to participate in all classroom activities including outdoor play.

\*The childcare teacher will determine if a child has a fever and must leave child care.

### **Vomiting**

Child will be sent home if he/she vomits. Child may return to childcare if he/she has not vomited in the previous 72 hours (three full days). If there appears to be blood present in the vomited content, immediate medical attention is necessary.

### **Cough**

Child should be referred for evaluation if he/she has a frequent cough which prevents eating, sleeping, playing or which is or is not accompanied by other illness symptoms.

The teacher and/or childcare director has the right to ask for a doctor's note before the child can return to school, in this situation.

### **Rash**

Child with an undiagnosed rash will be sent home for any of the following reasons:

- Rash is spreading over a period of time
- Rash is widespread
- Rash appears to cause discomfort and/or is accompanied by fever
- Rash persists for more than two days
- Rash contains or consists of blisters
- Rash looks like bleeding under the skin
- If symptoms do not improve or worsen, re-valuation may be required

Child will be excluded from childcare until a note is received from his/her healthcare provider stating the diagnosis or that he/she is not contagious.

### **Mouth Sores**

A child unable to control his/her saliva or unable to eat or drink due to mouth sores may be excluded from childcare unless a healthcare provider states that the child does not have Coxsackie virus or some other contagious illness. (See Coxsackie virus under Contagious Illnesses.)

### **Concussions**

Head injuries are taken very seriously. A concussion can affect a child in many ways: cognitively, physically, emotionally, and by can disrupt their sleep. The signs and symptoms of a concussion can show up right after an injury or may not appear/be noticed until hours or days after. If a child begins

to shows symptoms of a concussion at Rainbow Station the parent(s) will immediately be notified to pick the child up and he/she will not be permitted back into Rainbow Station without a note from a doctor clearly stating the child is healthy to return to school with NO accommodations.

## Contagious Illnesses

### Diarrhea

- Child will be sent home for diarrhea that occurs three or more times per day for infants that is not contained by diapers and two or more times per day for toddlers and preschool children that is not contained by diapers or toilet use.
- Child may return to childcare when diarrhea (as described above) has not occurred in 72 hours (three full days).
- On the day the child returns, if one such stool occurs, he/she will be sent home.
- If there appears to be blood present in the stool, immediate medical attention is necessary.
- Diarrhea of two weeks' duration is an indication for medical evaluation, and a note from a healthcare provider will be required for continued attendance.

\*All diarrheas are a health concern in the classroom.

### Cold

Child may be sent home with any of the following symptoms or complaints:

- Nasal congestion/runny nose
- Chills
- Postnasal drip/sore throat
- Red, watery eyes
- Neck, head, muscle aches
- Sneezing
- Cough/hoarseness
- Breathing difficulty
- Listlessness/loss of appetites
- Fever
- Profuse or yellow-green nasal discharge
- Ear drainage

### Coxsackie virus/ Hand Foot and Mouth Disease

Although there is debate surrounding this issue, a diagnosis of Coxsackie virus by the child's healthcare provider requires exclusion from childcare until mouth lesions and sores on the hands, feet, and/or body are dried up and no longer contain any fluid.

The child is only permitted back into childcare if he or she can eat and drink, has been fever free for 72 hours, three full days, (without the use of fever reducing medication) and the lesions/blisters have dried up.

### **Herpes Virus**

A diagnosis of herpes requires exclusion from childcare until lesions appear dried and no longer active (indicating they are non-contagious) or can be covered by a bandage.

The recurrent nature of herpes makes it necessary for the childcare centers to follow these guidelines with each successive episode.

### **Impetigo**

Child may return following 72 hours (three full days) of treatment (may include topical or oral) and with a doctor's note stating treatment has taken place. Draining lesions should be covered with a bandage (i.e., Band-Aid).

Children will be excluded from swimming until they no longer have signs of Impetigo.

### **Molluscum Contagiosum**

Child must get a letter stating if the bumps/rash they have are in fact Molluscum. Once confirmed by a doctor's note, children must have all bumps covered by a watertight bandage. Children will be excluded from swimming until all bumps are dried up and do not contain fluid.

### **Pink Eye (Conjunctivitis)**

Child will be sent home if either eye is draining cloudy or has colored discharge.

Child may return to childcare when:

- He/she has been on antibiotics for 48 hours or
- He/she is accompanied by a doctor's note stating that the drainage is caused by a non-contagious condition (such as a blocked tear duct).

If the child returns to childcare and symptoms do not improve or should worsen, reevaluation may be required.

### **Ringworm/Tinea**

Child may return to childcare after one treatment as long as lesions can be kept covered by clothing or bandage and with a doctor's note confirming treatment has started. Children will be excluded from swimming until they no longer have signs of ringworm

### **Roseola**

Child may return to childcare when it has been 72 hours (three full days) and the fever is gone.

The family must provide a doctor's note stating that he/she has resolving roseola and is not contagious.

### **Strep Throat**

Child must be on an antibiotic for 72 hours (three full days) before returning to childcare. Child must feel well enough to eat, drink, and participate in all classroom activities.

### **Thrush**

Child may return to childcare after 72 hours (three full days), one treatment, and with a doctor's note confirming treatment, as long as the child is able to eat, drink, and participate in all classroom activities.

### **Chicken Pox**

Child may return to childcare after seven days from the onset of the rash or when all lesions are crusted over. A doctor's note is required.

### **Lice**

Child may return to childcare when nits (eggs) can no longer be found on the child by the childcare staff. Also, a doctor's note will also be required before returning to school.

## **Additional Information**

### **Multisystem Inflammatory Syndrome in Children (MIS-C) associated with COVID-19**

There is no known cause (yet) for [MIS-C](#) but it is possible that your child has the virus that causes COVID-19, been exposed to someone with COVID-19, or may have another infection that may be contagious. Most children have fever (temperature of 100.0 degrees F or 38.0 degrees C or greater) lasting several days, along with other symptoms such as abdominal pain, blood shot eyes, and neck pain among others.

### **"Out-of-Sorts" Children**

Child will be sent home for a change in behavior that severely limits the attention that other children could and should be receiving, i.e., requires constant holding and attention, inconsolable crying for a long period of time, etc. Child should feel well enough to participate in all classroom activities, including outdoor play.

### **Administration of Medicine**

- Fever-reducing and anti-diarrhea medicines will not be administered by parents or teachers while children are in childcare.
- Teachers can administer prescription drugs with proper CT State Form.
- Prescription drugs must remain in their original container and be accompanied by the required and correct paperwork per the State of Connecticut Office of Early Childhood.
- Teachers must administer the medication as stated on the container
- Parents will be required to send a proper measuring utensil with the child's medicine.