



FOR YOUTH DEVELOPMENT®
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

NURTURING LOVING TEACHING

**Kids Unlimited Policies and Procedures
in Response to COVID-19**

The Classroom Set-up

The OEC guidelines limit us to groups of no more than 16 children in a pod. The children will be broken up into groups of no more than 10, keeping siblings together. There will be one teacher per group, however some groups may have a different teacher on a certain day of the week due to staff schedules. The children and staff will remain in one classroom for the duration of KU. We will of course continue to use the gym, pool, and go outside as much as we can and while keeping the groups separate.

Check Out

To limit the number of people in the classrooms, parents will wait in hallway and children will be brought to them.

Daily Screening and Assessments

All children and Kids Unlimited staff must undergo a health screening prior to entering the program for any observable illness, including cough or respiratory distress.

If the child's temperature is over 100.0 degrees, they will not be allowed in Kids Unlimited for three full days.

Preventing the spread

- Staff is educated and has been trained to take everyday preventive actions to prevent the spread the disease.
- 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

- All Kids Unlimited staff, YMCA employees, and Kids Unlimited participants are required to wear a mask that covers his or her mouth and nose while at the YMCA.

Travel Advisory

As of March 19, 2021, Governor Lamont's Executive Order [regarding travel](#) is no longer in effect. Connecticut residents and travelers to Connecticut should follow travel-related guidance from the Centers for Disease Control and Prevention (CDC) and the Connecticut Department of Public Health (CT DPH). Mandates and requirements are not currently in place in Connecticut.

Cleaning Procedures

At Kids Unlimited, 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. 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

- Staff 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 Kids Unlimited 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.
 3. Upon receipt of a notification that a Kids Unlimited 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 Kids Unlimited 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 Kids Unlimited, 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, per the local health department, advised to quarantine for a minimum of 14 days.
 6. Kids Unlimited staff and participants who are apart of the same cohort as the staff member or participant who has active COVID-19 or COVID-19 symptoms will be excluded from the program and advised, per the local health department, to quarantine for a minimum of 14 days.
 7. Kids Unlimited staff and participants who occupied the same classroom as a staff member or participant that tested positive for COVID-19, but is in a completely different cohort of the identified positive COVID-19 case, 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 Kids Unlimited 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

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 Kids Unlimited. Parents/Guardians of children that are at higher risk, you should 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 Kids Unlimited is the best choice.

ILLNESS POLICY

The YMCA reserves the right to deny any child admittance to the program on any given day, for reasons of obvious illness, or to request early departure, should symptoms become obvious during the course of the day. If a child has not attended school on a given day due to illness, they may not attend Kids Unlimited.

If your child is kept home from school for any reason other than sickness, he/she can be admitted into the program. As a courtesy to the staff, please call before bringing the child to the program, to let the staff know he/she will be attending.

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
- Excessive crankiness or irritability
- Auxiliary temperature (under arm) of 100° 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 or head lice.

The child may return to the program when:

- Temperature has been normal, and child has been fever-free for 72 hours, **three full days**
- Diarrhea has stopped for 72 hours, **three full days**
- Vomiting has stopped for free 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

PROCEDURES FOR CARING FOR A SICK CHILD

When a child becomes ill or develops signs of a communicable condition while at Kids Unlimited, he/she will be moved to an isolation area. The child's parent will be contacted to come to the New Canaan YMCA to take the child home. A staff person will be with the child until he/she is picked up by the authorized person.

When the child's parents cannot be reached, the emergency contact names will be used to contact someone to come and pick up the child. These names have been provided by the parents on the "Pick-Up/Emergency Contact Form" on file with the Kids Unlimited

Afterschool Program. The emergency contact person will be asked for photo identification before the child is released to him/her.

It is the parent's responsibility to be sure phone numbers of emergency contacts, authorized pick-up persons and physicians are kept up to date. This is of the utmost importance in case of an emergency.