**ELC COVID Health and Safety Practices**

Given the continuation of the COVID-19 (Coronavirus) crisis that is spreading through our country, we want to assure you that we are monitoring the situation closely. The Early Learning Center is being as diligent as possible and will continue to work hard to minimize disruption to you and your family. We continue to take extra precautions to ward off Coronavirus.

**Healthy Environment**

* Staff will disinfect high-touch surfaces, such as door handles, light switches, faucets, toys, and games that children play with at least once daily.
* Staff will have access to anti-bacterial hand sanitizers and disposable gloves and use them as needed.
* Staff will wash/scrub their hands and children’s hands upon entry of the building and routinely throughout the day (noted by the CDC as the most effective preventive measure).
* Individual supplies such as crayons, pencils, or materials are wiped down routinely.
* Increase sanitation of materials in classrooms
* Outdoor Learning Environment is divided by zones. Two consistent classrooms occupy each zone at a time-this limits the interaction of children from other classrooms.
* Weather permitting, children will spend increased time in the outdoor learning environment.

**Family Drop-Off and Pick-Up Times**

* Morning drop-off in the center is 7am – 9:30 am
* Afternoon pick-up in the center is 3:30pm – 6pm
* Dropping off and picking up between 9:30 am and 3:30 pm will happen at our front door
* Families are limited to 15 minutes for either dropping off or picking up. This is a critical safety step for our contact tracing program and an essential protective health protocol
* All adults and children over age 2 must wear a mask while on the ELC property, both inside the building and outside when picking up.
* Older children/siblings are not permitted in the infant/toddler classrooms. Either pick up the younger child first, or have the older child wait outside the classroom.

**Child Health**

* Temperature checks each morning upon arrival at front door
* Families respond to daily healthy screening questions
* Children who start to experience symptoms of respiratory illness, including a fever of >99.5 while at childcare, will be isolated from other children until they can be picked up.
* Children ages 2 and up are required to wear a face mask while inside the ELC building.
* Note from pediatrician to return to ELC after being home with an illness.
* Staff have received education on COVID-19 symptoms as well as preventive measures

**Families**

* Respond to daily health screening questions for their child and themselves
* Properly wear face covering while in building to cover nose and mouth
* Notify ELC of all child absences- please call main line 831-6205
* Obtain a doctor note for child to return to the ELC after being home sick

**Staff Health & Wellness**

* Respond Daily to Health Screening questions
* Wash hands upon entry of the building and throughout the day
* Must wear a face covering while inside the building
* Wear a face-covering while outside when social distancing cannot be followed
* UD policy communicates regulatory COVID tests for all unvaccinated university staff and students and encourages weekly COVID testing by all members of UD Community
* Reduced touch points within the building (i.e. Time clock, computers)
* Reduced capacity of staff in a common area (no more than 2 per office, no more than 5 in staff lounge and conference room, no more than 2 in bathrooms)
* Working with the state to follow COVID vaccination guidelines

**Meal Preparation & Service**

* All surfaces will be disinfected before meal preparation and feedings using CDC- or EPA approved products.
* All staff will wash hands before and after meal preparation and feeding
* Each child’s meal will be plated and served by staff, instead of served family-style.

**Communication**

* If the current situation changes and it becomes necessary to update our procedures or close our program temporarily, we will notify key family contact through constant contact or email.
* You may follow our social media page <https://www.facebook.com/UDearlylearningcenter/> for late-breaking program updates.

**In addition to the standard cleaning protocol, we also have a sanitation device called a ZONO that is used regularly to disinfect classroom materials.** [**https://www.zonotechnologies.com/**](https://www.zonotechnologies.com/)

Thank you for your understanding and patience as we continue to implement these procedures. Our goal is to minimize disruption while at the same time keeping you, your family, and our staff healthy and well.