

First Kids Nursery at First Methodist Carrollton

Health and Safety Protocols and Policies

Health and Safety Protocols and Policies Outline

1. Staff requirements
2. Implementing social distancing strategies
3. Intensify cleaning and disinfecting procedures
4. Modify drop off and pick up procedures and implement screening procedures upon arrival

1. Staff Requirements

- All staff will be participate in required trainings:
 - Tym the Trainer – Overview of the new Minimum Standards Health and Safety Protocols
 - Providing High Quality Experiences during COVID-19 Emergency Child Care Setting
 - Special Considerations for Infection Control during COVID-19
- All staff will be screened daily upon arrival and must be free of the following symptoms:
 - Cough
 - Chills or shakes
 - Muscle pain
 - Headache
 - Sore Throat
 - Shortness of breath - difficulty breathing
 - Loss of taste or smell
 - Diarrhea or vomiting
 - Fever of 100.0 or more
 - Known close contact with a person who is lab confirmed to have COVID-19
- All staff are required to sign an Acknowledgement Disclosure in regards to COVID-19 and its risks.

2. Implementing Social Distancing Strategies

- Social distancing focuses on remaining out of congregate settings, avoiding mass gatherings, and maintaining distance from others when possible.
- Maintaining safe distancing if at all possible. If such distancing is not feasible, other measures such as using face shields, hand hygiene, cough etiquette, cleanliness, and sanitation will be rigorously practiced.
- Nursery class groups will interact with the same group each time they are here.
- The same teachers will be assigned the same group of children each week. If a teacher needs to be out, we will have an approved substitute list. All subs will meet the same requirements as staff.

- Each class group will be in their own separate classroom, and in that same classroom weekly.
- Nursery staff will be required to wear face shields the entire time they are working in the nursery.
- We will limit some classroom activities, stations, toys, etc. if they are susceptible to cross contamination. For example, eliminating cloth toys and play clothes.
- Space out children while sitting at tables.
- In the case a child becomes sick, they will be isolated in the First Methodist prayer room until parents leave the service to pick up their child. If a child tests positive for COVID-19, they must quarantine and cannot return to First Methodist for 14 days.
- In the case a staff member becomes sick, they will be sent home immediately and cannot return until 72 hours symptom-free without medication. If a staff member tests positive for COVID-19, they must quarantine and cannot return to First Methodist for 14 days.
- In the case we have a confirmed case of COVID-19 with a child or staff member, CDC guidelines will be followed on how to properly disinfect our building.
- If a staff member, child or parent is confirmed to have COVID-19, please report the diagnosis to Jenn Magill (jmagill@firstchurch.net or 469-568-1240) immediately. We will then notify our local health authority, and they will advise us on our reopening procedures. Per the state guidelines, we will immediately close off all areas used by the person who is sick and clean and disinfect.
- We will limit access to our nursery wing. Only nursery staff, janitorial staff, church staff, and the children are allowed in the nursery wing. No parents will be allowed down the hallway.

3. Intensified Cleaning and Disinfecting Procedures

- Staff will be required to complete a detailed cleaning checklist daily.
- We will use non-toxic, hospital grade cleaning products that are EPA-registered and made specifically for childcare centers. Sanitizer sprays, disinfectant sprays and wipes, disinfectant spray specific to changing tables, hand soap, hand sanitizer, etc.
- We will rigorously clean, sanitize, and disinfect surfaces and object that are frequently touched such as: door handles, sink faucet handles, toys, toys that are put in the mouth, backs of chairs, table and counter tops, light switches, playground structures, etc.
- Surfaces that are dirty will be cleaned with soap and water before being sprayed with disinfectants.
- Toys that are dirty or have been used by another child will be put into a 4 station bin system. Bins will be labeled 'soiled', 'soap', 'sanitizer' and clean water. Each toy that has been used or is dirty will be placed into the soiled bin until able to clean. Then the toy will be scrubbed in soap and water then rinsed then dipped into the sanitizer bin, then dipped in clean water and then left to air dry.
- Toys in a classroom will only be used by the class group that is in that classroom. We will not be sharing toys between the class groups.

- All crib sheets, blankets, diaper rags, etc. used in the classroom will be laundered daily.
- We will follow normal protocols for diapering, which include: staff member washing their hands and the child's hands before changing the child's diaper then the staff member will put on gloves. Then staff will clean and change the child, bag soiled diaper, replace diaper, wash child's hands again, disinfect diaper station, then staff member will wash their hands again. If diaper station is dirty, the station will be cleaned with soap and water first then disinfected.
- Staff members who often have to hold or comfort a child will be required to wear a jacket. The virus can be transmitted through secretion so a jacket can help with blocking the spread of the secretion from the child to the staff member. All contaminated jackets will be laundered daily.
- A staff member who has been touched by a child's secretion will wash that area of their body to limit the spread of virus.
- Staff members who work with the younger children, such as infants and toddlers, will bring an extra set of clothes to change if contaminated with secretions.
- All infant feeding supplies, such as bottles, nipples, caps, pacifiers, will be sent home daily for cleaning.
- All staff members and children will engage in hand washing hygiene at the following times:
 - Arrival to the facility
 - Before and after preparing food or drinks including infant bottles
 - Before and after eating or handling food or feeding children.
 - Before and after administering medication or medical ointment
 - Before and after diapering
 - After using the toilet or helping a child use the bathroom
 - After playing outdoors
 - After handling garbage
- We will practice hand washing to the CDC guidelines, soap and water scrubbing for 20 seconds. Hand sanitizers with at least 60% alcohol are a secondary option.

4. Modified Drop-off and Pick-up Procedures and Implementing Screenings upon Arrival

- Both Staff and Parents are required to sign an Acknowledgement Disclosure form in regards to COVID-19 and its risks and their responsibilities in assisting the precautions listed to limit the risks and the spread of COVID-19 to the First Methodist Nursery staff and families.
- Children will be checked into Shelby at the kiosks the foyer, and then proceed to the double doors that open to the nursery hallway.
- The Nursery Director will meet families at the doorway wearing a face shield. Both the child and parents' temperatures will be taken. If either the child or the parents have a temperature of

100.00 or higher, or any of the symptoms listed below, the whole family will be escorted to the prayer room exit and asked to go home.

- Cough
 - Chills or shakes
 - Muscle pain
 - Headache
 - Sore Throat
 - Shortness of breath - difficulty breathing
 - Loss of taste or smell
 - Diarrhea or vomiting
 - Fever of 100.0 or more
 - Known close contact with a person who is lab confirmed to have COVID-19
-
- If the parents and child do not have a fever, and they answer “no” to the symptoms, then the Nursery Director will accept the child and take them to their classroom. The parents can then go back to the foyer and wait in line to be escorted into the sanctuary.
 - Once church is letting out, the Nursery Director and staff will move all the children to Fellowship Hall.
 - When a parent’s row is dismissed by the ushers, they will follow the designated path to the double doors of the sanctuary that lead to Fellowship Hall.
 - The Nursery Director will meet them at the double doors and call for their child via walkie talkie. Their child will be brought to them, and then the parents will return to the dismissal lines exiting the sanctuary.

All protocols are written to aid in preventing the spread of COVID-19. As we care for all staff members and church families and their well-being, keeping everyone safe and healthy is our top priority!