

Tri-County Community Council, Inc.
Head Start/ Early Head Start

Part: 1302 Program Operations
Subpart: D- Health Program Services
Section: 1302.47 Safety Practices
Subject: Covid-19 (Coronavirus Disease 2019) Mitigation Policy

Policy:

It is the policy of Tri-County Community Council, Inc. Head Start/Early Head Start to implement evidence-based COVID-19 mitigation practices throughout the program.

Procedure:

1. Hand and Respiratory Hygiene
 - A. Teach and reinforce proper hand hygiene to lower the risk of spreading viruses, including the virus that causes COVID-19. In childcare:
 - a.) Wash hands with soap and water, for at least 20 seconds, to include cleaning nails and wrists.
 - b.) Hand Sanitizer or Personal Cleansing Wipes
 - i. Frequent handwashing with soap and water is the preferred method of hand cleaning.
 - ii. If hands are not visibly dirty and water is not available, clean hands with an alcohol-based hand rub (with at least 60% alcohol content), or a personal wipe. This can be used as an alternative to washing hands with soap and water.
 - iii. Hand sanitizers will be stored up, away, and out of sight of younger children and will be used only with adult supervision for children ages 5 years and younger.
 - iv. Sanitizer must be rubbed into children's hands until completely dry.
 - v. Hand sanitizer will NOT be used with children under 24 months.
 - vi. Hand sanitizers will be used only if water and soap are not available.
 - B. Head Start will support good hand and respiratory hygiene by doing the following:

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- a.) Teach effective hand washing and reinforce frequent hand hygiene among students and staff.
- b.) Make sure that students and staff clean hands when:
 - i. entering school.
 - ii. after outdoor play or breaks.
 - iii. after sand or water play.
 - iv. after blowing their nose, sneezing, or coughing.
 - v. before and after eating.
 - vi. after going to the bathroom.
 - vii. before and after feeding children.
 - viii. before and after diapering.
- c.) Teach and reinforce covering coughs and sneezes, sneeze or cough into your elbow or a tissue, and immediately wash your hands.
- d.) Teach children to keep their hands off their faces.
- e.) Center staff will ensure adequate supplies are available to support effective hand and respiratory hygiene behaviors, including soap, tissues, no-touch trashcans, and hand sanitizers with at least 60 percent alcohol for staff and children who can safely use hand sanitizer.
- f.) All handwashing sinks will have running water, will be fully stocked with soap and paper towels at all times, and will have covered, no-touch trash receptacles.
 - i. No Touch dispensers for paper towels, hand soap, and hand sanitizers are preferred, and will continue to be installed as replacement dispensers are needed.
- g.) Clean frequently touched surfaces (such as playground equipment, door handles, sink handles) regularly, a minimum of daily. Use of shared objects should be limited when possible. If shared objects are used, students should wash hands or use hand sanitizer before and after use.

2. Distancing and Ventilation

The virus that causes COVID-19 spreads between people more readily indoors than outdoors. Improving ventilation is a key engineering control that can be used as part of a layered strategy to reduce the concentration of viral particles in indoor air and the risk of virus transmission. A well-maintained ventilation system is particularly important in any indoor school or workplace setting and when working properly, ventilation is an important control measure to limit the spread of COVID-19.

A. Social distancing of 3' is recommended.

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- a.) Use tape or stickers as visual aids to encourage distancing.
- B. Increase the student's outdoor time.
 - a.) Weather permitting:
 - i. Hold class outdoors,
 - ii. Hold family events outdoors,
 - iii. Extend outdoor playtime.
- C. Optimizing Indoor Air Quality
- D. The risk of getting COVID-19 is greater in indoor settings with poor air quality. Effective ventilation and filtration can curb the spread of COVID-19 and other infectious diseases.
 - a.) Replace air filters on HVAC systems every 30 days.
 - b.) The HVAC circulating fan should be set to the ON position vs. the AUTO position, to increase airflow.
 - c.) Ensure that all bathroom-ventilating fans are operational.
- 3. Vaccinations
 - A. Parents/guardians and staff will be provided information about vaccines.
 - B. Parents/guardians and staff will be given information on locations where they can receive their vaccination.
- 4. Staying Home When Sick
 - A. Children and Staff will isolate at home/wear a mask based on current CDC recommendations. <https://www.cdc.gov/>
- 5. Communication
 - A. Head Start/Early Head Start will communicate with families and staff.
 - B. The Health Service coordinator will be providing information to staff, as well as information to be sent home with parents, about any changes in our community concerning increase with COVID-19.
 - C. Information will be provided as frequently as needed to keep staff and families informed about COVID-19.
 - D. Signage will be posted at centers to keep families informed of recommendations.
 - E. Ways to continue providing information will be done by posting directly on location at centers, posting on Facebook (social media), Head Start/Early Head Start website, text messaging, and phone calls.