



Child Development Programs

2021-2022 COVID-19 Health and Safety Plan

Early Head Start

Early Head Start Child Care Partnership

Head Start

Child Care

- ❖ This document is subject to immediate change if deemed necessary by the CDC, local Health Department or Health Advisory Committee

MSU CDP Families,

At Mayville State University Child Development Programs, the safety and well-being of our enrolled children and their families, our staff, and the communities we serve are always a top priority. We are updating our currently established COVID health protocol plan to align with Mayville State University to ensure the safety of our families and staff. MSU CDP is a licensed childcare facility, and therefore, has operating guidelines set forth by the North Dakota Department of Health and Human Services that we must follow.

Updating all plans and ensuring that recommendations are followed has not been an easy task, but we feel confident in this plan going forward. This plan encompasses the work of our administrative team, with input from our Health Advisory Committee, Policy Council, Grantee Board, Mayville State University, staff, local public health units, and parents. This group reviewed recommendations from the Centers for Disease Control (CDC), and the North Dakota Department of Human Services (NDDHS).

Thank you for taking the time to review the updated plan. We encourage everyone to ask questions and communicate concerns as we move forward.

Sincerely,

Jessi Hegg
Program Director

Dena Bergstrom
Health Manager

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Preventative Measures

- Practice frequent handwashing throughout the day.
- Everyone will wash their hands when entering an MSU CDP building.
- Temperatures and health screenings will be completed as you enter the building.
- Approved outside visitors will be required to wear masks or face coverings.
- Anyone who is sick is required to stay home.
- Children will be kept together in similar groupings, when possible.
- All non-essential visitors will require approval from the Health Manager and Program Director, including parents eating meals with their child.
- Encourage outdoor activities as much as possible when the weather is appropriate.
- In person meetings are available, however participants can request a virtual or hybrid option.

Be prepared if your child's school or childcare facility is temporarily closed

- Families need to talk with their employer about sick leave and telework options in case you need to stay home with your child.
- Center closing decisions will be made on a case-by-case basis, based on the most up-to-date information about COVID-19 and the specific situation. Administrators will work with their local health authorities to determine duration of closures.

Screening

- COVID-19 Screening Posters are posted at every entrance. All individuals, including staff and parents, entering MSU CDP need to read and complete the self-screening questions **daily** for symptoms of COVID-19.
- It is recommended that no one over the age of 65 enter MSU CDP sites at this time.

It is recommended that anyone with underlying health conditions do not enter the building at this time.

Daily Temperature Taking

- All staff, children, and adults entering the building will have their temperature taken every morning at the temperature kiosk.
- When families enter the building to be temped, we ask that all family members stay together and not leave the temping area until all have had their temperatures taken and are lower than 100.4 degrees F.
- Any individuals who have a temperature of 100.4 degrees F or higher will not be allowed to leave the lobby area. That person's temperature will be taken twice to verify an accurate reading.
 - Refer to the Exclusion of Sick Children Policy and Procedure

COVID-19 Symptoms

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

			
Cough, shortness of breath or difficulty breathing		Fever or chills	
			
Muscle or body aches	Vomiting or diarrhea	New loss of taste or smell	

Symptoms can range from mild to severe illness, and appear 2–14 days after you are exposed to the virus that causes COVID-19.

**Seek medical care immediately if someone has
Emergency Warning Signs of COVID-19**

• Trouble breathing	• Inability to wake or stay awake
• Persistent pain or pressure in the chest	• Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone
• New confusion	

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.



Centers for Disease Control and Prevention
National Center for Emerging and Zoonotic Infectious Diseases

cdc.gov/coronavirus

IS-317424

COVID-19 Response Team & Committee

This organizational structure was crafted to assist in the development and monitoring of the COVID-19 Health and Safety Plan. This structure identifies leaders and guiding team members that will serve as a voice in how MSU CDP responds to COVID-19 pandemic during the school year. This plan is designed to address the issues of COVID-19 pandemic and is updated as new information becomes available.

COVID Response Committee

- Jessi Hegg – MSU CDP Director
- Dena Bergstrom – MSU CDP Health Manager
- Ben Gates – Policy Council Chairperson/Parent- Steele/Traill Emergency Management
- Sheila Gram – Policy Council Member/Parent – Paramedic
- Sarah Myers – Childcare Health Consultant for Child Care Aware of ND
- Carrie Edenberg – RN for Sanford Hillsboro
- Carey Haugen – RN/Faculty for Mayville State University
- Chris McInnes – LPN/ Traill District Health Unit
- Amanda Jordan – MSU Campus Nurse/COVID-19 Liaison

COVID-19 Liaison

In a significant effort to help keep MSU’s community safe, MSU has appointed a COVID liaison to serve for the University. This individual is the point of contact for anyone on campus who tests positive for COVID-19, who suspects they have been exposed, or who are awaiting COVID-19 test results.

MSU CDP Risk Level

MSU CDP will use data from the ND Department of Health and local county data to make determinations about site wide closures. The state’s COVID-19 Dashboard can be found at:

<https://www.health.nd.gov/diseases-conditions/coronavirus>. MSU CDP will adjust the level as needed based on the recommendations provided by the Health Service Advisory Committee in the event of increased community spread. The current risk level will be posted on all entrances at each CDP location.

Volunteers

- The presence of individuals and volunteers not essential to daily operations and who are not performing a required service (i.e. milk deliver, repairs) will be at the discretion of the Health Manager and MSU CDP Director.
- It is recommended that no one over the age of 65 enter MSU CDP sites at this time.
- It is recommended that anyone with underlying health conditions do not enter the building at this time.
- Parent/Child Activities are permitted as long as the following conditions are met:
 - Time limit of 15 minutes total
 - Masks must be worn by the visitor
 - Each child will be limited to one adult
 - Only one adult may be present at a time in the space used for the parent/child activity
 - Parent-child activities will have a sign up for time and date
 - Failure to comply with these conditions will result in Parent-Child Activities being suspended.

III Staff and Volunteers

MSU CDP is requiring that any sick staff and volunteers stay home for the following reasons during the Covid-19 pandemic:

1. **The staff or volunteer has any of the following conditions:**
 - a. Fever/ a fever is defined as having a temperature of 100.4° F or higher **OR**
 - b. Two or more of the following symptoms, fatigue, muscle aches, cough, sore throat, runny nose and sneezing, congestion, nausea, vomiting, diarrhea, abdominal pain, **OR** loss of taste and/or smell.
 - i. **If the staff or volunteer meets the above criteria the staff or volunteer needs to be excluded until either:**
 1. Tested negative for COVID-19 (via an at-home test **or** clinic test) **OR**
 2. Diagnosed by a health care provider with another illness that does not require exclusion (Written Dr. note required) **OR**
 3. For 5 days from onset of symptoms **AND** fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
 - o Staff or volunteers will continue to be monitored for symptoms through day 10 from initial exposure. If new symptoms develop, staff or volunteers will be excluded from work for the remainder of the 10-day isolation period **UNTIL** they are fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
 - o Staff and volunteers returning on day 6 will be **required** to strictly mask full time while at work. During meals, staff or volunteers would need to distance themselves from others.
2. **If the staff or volunteer has been identified as a close contact to a positive COVID-19 case:**
 - a. For 5 days following the initial contact, the staff or volunteer will need to be excluded and monitored for the new onset of symptoms.
 - i. If the staff or volunteer does not develop symptoms during the 5-day quarantine, the staff or volunteer may return to work and be closely monitored for new symptoms through day 10.
 - ii. If the staff or volunteer does develop symptoms during the 6–10-day monitoring period, they will be excluded from work for the duration of the 10-day monitoring period **UNTIL** they are fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
 - iii. If the staff or volunteer is fully vaccinated or has reported a positive COVID test to the CDP in the last 90 days, they would not need to isolate, and must strictly mask full time if they remain symptom free. If symptoms develop, they will be excluded from work for the remainder of the 10-day period.

Exclusion of Sick Children Policy and Procedure During Covid-19

HSPPS: 1302.47 (7)(iii)

Policy: Updated 1.19.2022

A child will be excluded from care for the following reasons during the Covid-19 pandemic.

- 1. The child has any of the following conditions:**
 - a. Fever/ a fever is defined as having a temperature of 100.4° F or higher **OR**
 - b. Two or more of the following symptoms, fatigue, muscle aches, cough, sore throat, runny nose and sneezing, congestion, nausea, vomiting, diarrhea, abdominal pain, **OR** loss of taste and/or smell.
 - i. If the child meets the above criteria the child needs to be excluded until either**
 1. Tested negative for COVID-19 (via an at-home test or clinic test) **OR**
 2. Diagnosed by a health care provider with another illness that does not require exclusion (Written Dr. note required) **OR**
 3. For 5 days from onset of symptoms **AND** fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
 - o Child will continue to be monitored for symptoms through day 10 from initial exposure. If new symptoms develop, child will be excluded from care for the remainder of the 10-day isolation period **UNTIL** they are fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
- 2. If the child has been identified as a close contact to a positive COVID-19 case:**
 - a. For 5 days following the initial contact, the child will need to be excluded and monitored for the new onset of symptoms.
 - i. If the child does not develop symptoms during the 5-day quarantine, the child may return to care and be closely monitored for new symptoms through day 10.
 - ii. If the child does develop symptoms during the 6–10-day monitoring period, they will be excluded for the duration of the 10-day monitoring period **AND** be fever-free for 24 hours (without the use of fever-reducing medications) **AND** symptoms are improving, whichever is longer.
3. An illness prevents the child from participating comfortably in activities as determined by the child's caregiver.
4. An illness results in a greater need for care than the caregiver or childcare staff can provide; therefore, compromising the health and/or safety of the other children as determined by the caregiver.
5. Symptoms and signs of possible severe illness such as lethargy, uncontrolled coughing, irritability or persistent crying, difficulty breathing, wheezing, or other unusual signs for the child.

***Children will not be required to mask upon their return on days 6-10, however they are strongly encouraged to do so. ***

Mask/ Face Covering Requirements

- MSU CDP is requiring all staff to wear a face covering in common areas, when out of their home classroom/office or when unable to maintain a 6-foot distance.
- Masks are not required when children and staff are outside.
- Any parent or visitor who walks into the facility is **required** to wear a mask or face covering.
- Preschool children have the option to wear a face covering if they or their family chooses.
- Masks are not recommended and will not be worn in our program on any child under the age of two.
- Mask education will be provided to all children as needed in the form of social stories and educational videos.

Hand Washing/Hand Sanitizer

- Staff and children will increase handwashing throughout the day
- Washing hands with running soap and water is preferred, but if soap and water are not readily available, the use of hand sanitizer will be used.
 - Hand sanitizer will contain at least 60% isopropyl or ethyl alcohol.
 - We do not use hand sanitizer with methyl alcohol in our facilities.
 - Hand sanitizer will not be used on any child under the age of 2 years old.
 - If hand sanitizer is used, children are closely supervised to make sure they rub their hands until completely dry so that they do not get hand sanitizer in their eyes or mouth.
 - When hands are visibly dirty, soap and water will continue to be used to wash hands.
- Everyone must wash their hands upon arrival to the facility.
- Children and staff will wash their hands whenever they re-enter their classroom, enter another classroom, or work with/join a different group of children.
 - Hand Sanitizer will be sufficient if running water is not accessible.
- Wall mounted hand sanitizer dispensers are hung outside of each classroom.
- All hand sanitizers will be kept out of the reach of children.
- Anyone entering or leaving the classroom needs to apply hand sanitizer.

Staffing

- Outside activities will be encouraged as often as possible, due to weather.
- Staff will stay with the same group of children as much as possible.
- Staff are encouraged to bring an additional set of MSU CDP work attire to change into so extra clothing is available in case clothing gets soiled during the day.

Communication

- Child Plus Notification System
 - Text and Emails
- Social Media
 - MSU CDP Facebook Page
- Parent-Teacher Communication
 - Class DoJo
- Virtual Meetings
 - Zoom
 - Teams
- Direct Emails/ Phone Calls

Healthy Environments – Sanitation Protocol/Safety

- High-touch surfaces such as tables, light switches, and doorknobs will be cleaned and sanitized multiple times per day.
- Bathrooms and sinks in classrooms will be disinfected between groups of children and before meals and snacks.
- Teachers will periodically open windows in the classroom to circulate fresh air in efforts to reduce person to person transmission, when appropriate for the weather and a window is available.
- Classrooms will be sanitized prior to going outside and at the end of every day, paying special attention to mouthed toys.
 - All mouthed toys will be placed in a bucket to be sanitized at the end of the day.
- Strollers will be sanitized after each classroom use.
- Electrostatic Disinfectors will be used to disinfect classrooms/hallways/offices and any other identified spaces at the end of each day.
 - In gross spaces, electrostatic disinfecting must occur between groups and the space must be vacated for a period of ten minutes after disinfecting is complete.
- Monthly deep cleaning utilizing checklist provided by health staff will take place on scheduled Professional Development days.
- During in-person meetings, if all members of the meeting agree to remove face coverings, meetings can take place without face coverings. Members can elect to allow others to remove face coverings, while continuing to wear their own, if desired.
 - If any member of the meeting disagrees, face coverings must be worn.

Meals

- All meals will be served in each child's designated classroom.
- No outside food or beverages are permitted within our classrooms.
- Tables will be sanitized before and after each meal.

Nap Time

- Rest mats and cribs will be placed as far apart as possible.
- When possible, rest mats will be placed at least 6 feet apart, or alternating the children head to foot when the 6-foot space is not possible.

Fire Drills

- Fire drills will resume as normal, with the entire site eligible to evacuate as a group, maintaining 6 feet of distance between classrooms.
 - If the weather does not allow for social distancing (rain, extreme temps, etc.), classrooms will complete drills individually.
- Site Coordinators are responsible for monitoring the completion for all classrooms at their site prior to the 20th of each month. Once the site coordinator has ensured completion of the drills, the State Fire Drill form will be completed by MSU CDP Health Staff and attached in the licensing binder.

Tornado Drills

- Each classroom will be practicing a tornado drill on their own.
- MSU CDP staff will say "We are having a tornado drill".

- When the drill is completed, it will be recorded on the CDP Tornado Drill form and handed into the Site Coordinator.
- Site Coordinators are responsible for monitoring the completion for all classrooms at their site prior to the 20th of June. Once the site coordinator has ensured completion of the drills, the State Tornado Drill form will be completed by MSU CDP Health Staff and attached in the licensing binder.