

CLASSROOM CONNECTIONS PLUS COVID-19 HANDBOOK



HAMPSHIRE REGIONAL YMCA

Contents

Introduction.....	2
Ratios and Group Size.....	2
Arrival & Check-in procedures	2
Departure of children.....	3
Sanitary and preventive practices	3
Handwashing	3
Illness and Communicable Disease.....	4
HRYMCA COVID-19 Policy.....	Error! Bookmark not defined.

Introduction

Thank you for choosing the Hampshire Regional YMCA to provide quality and safe childcare for your family. We have implemented strict and rigorous health and safety measures in order to keep your children safe, and to comply with CDC, EEC, and local DPH guidelines.

Ratios and Group Size

- Child care providers must operate in compliance with staff to child ratios and maximum group size limitations at all times.
 - One staff member per 13 school-age children (EEC). The HRYMCA will be following a ratio of 1 staff member per 10 children.
- Physical Environment
 - Due to social distancing requirements, some indoor classrooms may be divided into two separate “rooms”. There may be temporary walls to divide the room into a smaller space to serve multiple groups, under limited circumstances.
 - The smaller space must contain at least 42 square feet of space per child
- Best Practices
 - Staff will wear a cloth face covering at all times, unless able to properly social distance from all other participants.
 - Child care providers should, to the extent possible, prevent groups from mixing

Arrival & Check-In Procedures

- Parents/Caregivers will need to drop off at the designated arrival/departure zone.
- Please remain in your vehicle until a staff member approaches to ask the screening questions. *Caregivers will not exit vehicles at any time.*
- Staff will ask screening questions of all children upon arrival. If any of the following exist/have existed in the last 24 hours for the child themselves, or someone in their home, the child will be sent home immediately:
 - 100-degree temperature or higher
 - Any COVID-19 symptoms/contact with COVID-19 positive cases
 - Cough
 - Shortness of breath
 - Gastrointestinal Symptoms (nausea, vomiting, diarrhea)
 - Headache
 - Loss of taste or smell
 - Fatigue
 - Sore Throat
 - Any other signs of illness
- Program will document anyone that enters the facility

- Staff will escort child to their learning area after sanitizing their hands.

Departure of children

- Parents/Caregivers will arrive for Pick Up, and remain in their cars.
- Staff will have children sanitize their hands, and then escort children to the vehicle. ***Please be ready to present your ID at Pick Up.***
- Best Practices
 - Parent/Caregiver MUST wear a mask for Drop Off and Pick Up
 - Parent and visitor entry into the facility is prohibited, unless in the case of extreme circumstances.
 - If picking up early, please call the Site Cell phone and a staff member will prepare your child and their belongings.

Sanitary and preventive practices

- The YMCA will stagger the use of any communal space to allow for sanitizing between uses, such as play areas, eating areas, and bathrooms.
- The YMCA will sanitize group manipulatives after each use and remove toys that cannot be sanitized
- Where possible, YMCA staff will do hourly spot surface cleaning of all touchpoints, including door knobs/handles, furniture, counters, phones, keyboards etc.

Handwashing

- YMCA staff must follow rigorous handwashing procedures
 - Upon arrival for the day
 - After breaks
 - After using the restroom
 - After contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids
 - After cleaning or sanitizing or using any chemical products
 - Before eating, serving or preparing food
 - Before and after completing a medical procedure or administering medication
 - When visibly soiled (must use soap and water)
 - Prior to departure
- Children and others attending the program must follow rigorous handwashing procedures
 - Upon arrival for the day
 - After toileting
 - After contact with bodily fluids
 - After returning inside after outdoor play

- When visibly soiled (must use soap and water)
- Prior to departure

Illness and Communicable Disease

- The YMCA must immediately send home any child or employee who has a temperature of 100 degrees or higher. This individual may not return until they are fever free for 24 hours, without the use of fever-reducing medication. In some cases, the HRYMCA might ask that a negative COVID-19 test be produced prior to reentry into the program.
 - Children run fevers for many reasons, such as colds. If your child is running a fever of 100 degrees or more, they must stay home. Your child should stay home for at least 24 hours after their fever subsides
 - Watch for symptoms of COVID-19, such as sore throat, cough, fever, headache, runny nose, loss of taste or smell, and difficulty breathing. If your child is exhibiting any of these symptoms, contact your pediatrician and keep your child home from care. Child will not be permitted to return until a negative COVID-19 test can be presented to provider.
- If the individual has had contact with someone confirmed or probable to have COVID-19, they must complete isolation or quarantine procedures in coordination with the local health department prior to returning to the program. All suspected or confirmed cases should be communicated to School Age Child Care Director or Assistant Director.
- If your child has tested positive for COVID-19, they should not return to care for at least 14 days from the onset of symptoms, and at least three days without a fever, without the help of fever-reducing medicines, such as ibuprofen or acetaminophen. Determining their return to care will be up to the YMCA director in accordance with guidance from the local health department
- If the YMCA site has a confirmed case of COVID-19
 - We will isolate and seek medical care for any individual who develops symptoms while in our care
 - We will shut down areas, and conduct deep sanitation
 - We will work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications
 - The YMCA programs will track and document where individuals are assigned to be able to trace exposure given the chance there is a confirmed case

HRYMCA COVID-19 Policy

If by federal, state or local regulation, edict, order, or related authority, a child in my/our care is required or recommended to be tested for COVID-19 and/or is required or instructed to isolate or quarantine due to reasons related to COVID-19, the child will not be allowed to return to the YMCA until such time as a test result of a negative finding is provided to the YMCA or the isolation or quarantine period has elapsed (or both, where applicable). Individualized instructions to isolate or quarantine are issued by medical providers and/or local or state officials and I/we, guardians of the child, hereby affirm that I/we will follow those instructions. Guardians are advised that their child's return to the program is based upon guidance and requirements established by government entities including the local board of health and the MA Department of Public Health. If the guardian(s) of the child refuse(s) to follow necessary COVID-19 safety protocol (in the absence of a reasonable accommodation or other compelling reason, as approved by the YMCA), the child shall immediately be dismissed from the YMCA program.

Parent/Caregiver Signature

Date