



## YMCA OF GREATER HOUSTON

### Safe Practices for Child Care During the Coronavirus Outbreak

It is crucial to minimize the risks of spreading Coronavirus. The following guidance is designed to help childcare and early learning providers offering care to maintain health and safety standards and social distancing directives while providing a much needed service.

#### GENERAL GUIDANCE

Exclude children, staff, parents and guardians from sites if they are showing symptoms of COVID-19, have been in contact with someone with COVID-19 in the last 14 days, or are at high risk due to underlying health conditions.

#### People at Increased Risk for Serious Complications of COVID-19

Persons who are older, pregnant, or who have underlying health conditions, including those with compromised immune systems or respiratory conditions like severe asthma, are at higher risk to develop complications from this virus. These individuals should not provide childcare or visit childcare facilities.

#### Health Screening at Entry

Staff working/visiting Y center/programs must complete an electronic daily health screening intake questionnaire when they show up for their shift/visit, not prior to, and must be in the presence of other staff who will take their temperature at the time the form is completed. If the screening fails, staff will not be allowed to attend and should reach out to their supervisor for further instructions. Staff can access the intake questionnaire via the web. [CLICK HERE](#).

#### Social Distancing

Reduce group sizes to no larger than 16 people total, including children and adults (e.g., 1 adult and 15 children) when possible. Keep groups together throughout the day, do not combine groups (e.g., at opening and closing). To the degree possible, maintain the same groups from day to day. This will help reduce potential exposures and may prevent an entire program from shutting down if exposure does occur.

To maximize space between people in a group, limit rooms to 16 people total in typical childcare facilities or elementary schools. Large rooms, like gymnasiums with a full-sized basketball court, can be divided into two rooms. When dividing a room, create a clear barrier with cones, chairs, or tables to ensure a minimum of 6 feet between the two groups.

Incorporate social distancing within groups to the degree possible, aiming for at least three to six feet between children and minimizing the amount of time children are in close contact with each other.

#### Masks

Based on guidelines and recommendations put forth by the CDC, as well as local and national health officials, we will observe the following at YMCA Centers for Holiday Camp & Day Camp and at School Campus for Before & After school programs:

**YMCA Centers:** Masks are encouraged for youth age 2+ in common program areas, hallways. Masks will not be required while a youth is actively engaged in an indoor / outdoor physical activity, i.e. swimming or sports.

**School Campus:** We will adhere to the same guidelines outlined by the school district / charter school.

Staff are required to wear face masks while serving members or interacting with others unless teaching a group exercise class or lifeguarding. Individuals in close contact may be required to self-quarantine.

Youth who are at an increased risk as outlined by the CDC, as well as those who feel more comfortable wearing a mask are encouraged to do so.

### **Camp Group Sizes and PODS**

Operate with a 1:6 ratio for 5 years old and a 1:10 ratio for ages 6-15 years old. Groups should never occupy a space smaller than one that allows for 30 square feet per person. When possible, groups should be consistent day to day and, as much as possible, week to week.

PODS: Group of youth in the same age range. Each group should be no larger than 10 youth. PODS should not exceed 40 youth. Example, Group A: 6 – 7 years old and Group B: 6 – 7 years old can rotate together. However, Group C: 8-9 years old cannot rotate with Group A and Group B due to difference in age range.

PODS may be used for swimming, big events, field trips and sports activities in a socially distanced manner and wearing masks in accordance to previously stated guidelines. NOTE: PODS size is determined by the square footage of the activity space. It should provide 30 square feet of distance between each participant.

### **Bussing**

Any youth who rides transportation shall have temperature checked and adhere to the mask wearing policy of the transportation vendor. Youth shall sanitize hands when loading and unloading the bus.

#### **Youth:**

- Observe all usual program safety and field trip rules.
- Comply with seating assignments made by the driver and / or YMCA staff member.
- Follow the driver's directions at all times.
- Enter and leave the bus in an orderly manner at the designated stop.
- Keep feet, arms and personal belongings out of the aisle.
- Not deface the bus or its equipment.
- Not put head, hands, arms, or legs out of the window, hold any object out of the window, or throw objects within or out of the bus.
- Be seated while the bus is moving.
- Fasten their seat belts when riding a bus that is equipped with seatbelts.
- Wait for the driver's and / or YMCA staff members signal upon leaving the bus and before crossing in front of the bus.
- Follow any other rules established by the operator of the bus. Misconduct will be addressed in accordance with the Discipline and Guidance Procedures outlined in the Parent Handbook; the privilege to ride in a district vehicle, including a school bus, may be suspended or revoked.

#### **YMCA Staff Member**

- Keep windows open during the duration of the trip as long as weather permits.
- If possible, avoid AC or heat when bus windows are closed. HVAC systems can increase the spread of airborne droplets throughout the bus.
- Check student temperatures before loading the bus.
- Sanitize seats before and after trip if safety precaution is not performed by transportation provider.

- It is recommended that students sit in the same seat to and from the destination.

### **Eliminate large group activities.**

- Limit the number of youth in each program space.
- Increase the distance between youth during table work.
- Plan activities that do not require close physical contact between multiple youth.
- Limit item sharing, and if items are being shared, remind children not to touch their faces and wash their hands after using these items.
- Limit use of water or sensory tables and wash hands immediately after any use of these tools.
- Minimize time standing in lines.
- Incorporate additional outside time and open windows frequently.
- Adjust the HVAC system to allow for more fresh air to enter the program space.
- Avoid gathering in larger groups for any reason. Outside time and lunch should be taken with group (no large gatherings or combining groups.)

### **Outside Play**

Offer outdoor play in staggered shifts. If multiple groups are outside at the same time, they should have a minimum of six feet of open space between outdoor play areas or visit these areas in shifts so that they are not congregating. Always wash hands immediately after outdoor play time.

### **Meals and Snack Time**

Meals and snacks should be provided in the classroom, if possible, to avoid congregating in large groups. If meals must be provided in a lunchroom, please stagger mealtimes, arrange tables to ensure that there is at least six feet of space between groups in the lunchroom, and clean tables between lunch shifts. Eliminate family style meals or have employees (not youth) handle utensils and serve food to reduce spread of germs.

### **Drop-off and Pick-up**

- Do not combine groups in the morning or afternoon.
- You may wish to alternate drop off and pick up times for each small group to avoid a large number of people congregating outside the facility or in front of the facility.
- Washing hands or using hand sanitizer before and after signing in and out is encouraged. Extra pens will be provided so that parents can avoid sharing pens when signing in / out. If check-in is electronic, frequently clean the screens or keyboards.

### **Hygiene Practices**

Practice frequent hand washing with soap and water for at least 20 seconds, and require handwashing upon arriving at the center, when entering the classroom, before meals or snacks, after outside time, after going to the bathroom, and prior to leaving for home. Help young youth to ensure they are doing it effectively. If soap and water are not readily available, using an alcohol-based hand sanitizer with at least 60% alcohol. Advise youth, families, and staff to avoid touching their eyes, nose and mouth with unwashed hands. Cover coughs or sneezes with a tissue, then throw the tissue in the trash and clean hands with soap and water or hand sanitizer (if soap and water are not readily available).

Providing adequate supplies for good hygiene, including clean and functional handwashing stations, soap, paper towels and alcohol-based hand sanitizer.

### **What to do if children, staff, or parents develop COVID-19 or symptoms**

Staff or youth with symptoms should be excluded from childcare facilities and stay away from others. Youth with household members who are known to have COVID-19 should also be excluded from the childcare facility.

If a youth or staff member develops symptoms of COVID-19 while at the facility, immediately separate the

person from the well people until the ill person can leave the facility. If symptoms persist or worsen, they should call their health care provider for further guidance. Advise the employee or child's parent or caregiver to inform the facility immediately if the person is diagnosed with COVID-19.

If a child or employee tests positive for COVID-19, you should contact the local health jurisdiction to identify the close contacts who will need to quarantine. It is likely that all members of the infected child's or adult's group would be considered close contacts.

Facilities experiencing a confirmed case of COVID-19 among their population might consider closing at least temporarily (e.g. For 14 days, or possibly longer if advised by local health officials.) The duration may be dependent on staffing levels, outbreak levels in the community and severity of illness in infected individual. Symptom-free children and staff should not attend or work at another facility, which would potentially expose others.

If the infected individual with confirmed or suspected COVID-19 spent 15 minutes within 24 hours in close contact with those in the childcare facility, the facility may consider closing for 2-5 days to do a thorough cleaning and disinfecting and to continue to monitor for ill individuals. The facility may also decide to require individuals in close contact with individual to self-quarantine 5 days plus wear a mask when around others for 5 additional days if asymptomatic and mildly ill.

### **Returning to a childcare facility after suspected and confirmed positive COVID-19 test**

If a staff member or youth has symptoms of COVID-19 or is a close contact of someone with COVID-19, they can return to the childcare facility if the following conditions are met:

#### **CONFIRMED POSITIVE RESULTS**

##### **Youth Participants**

School Campus: We will adhere to the same guidelines outlined by the school district / charter school.

YMCA Centers: Remain home and return to work when the following has been met (no negative test is needed):

- At least 10 days have passed since symptoms began or 10 days have passed since you tested positive if you have no symptoms and
- At least 24 hours have passed with no fever without the use of fever-reducing medications and
- Other symptoms have improved. Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation.

##### **YMCA Staff**

Remain at home for 5 days and return to work when the following has been met (no negative test is needed):

- If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house. (If you have a fever, continue to stay home until your fever resolves.)
- Continue to wear a mask around others for 5 additional days.

#### **SUSPECTED COVID-19 Exposure**

##### **Youth Participants**

School Campus: We will adhere to the same guidelines outlined by the school district / charter school.

YMCA Centers: If an individual believes they have had close contact to someone with COVID-19 but are not currently sick, they should monitor their health for symptoms during the 14 days after the last day they were in close contact with the sick person with COVID-19. They should not go to camp and should avoid public places for 14 days.

### YMCA Staff

If you were exposed to someone with COVID-19 and **vaccinated**:

- Wear a mask around others for 10 days.
- Test on day 5, if possible.

If you develop symptoms get a test and remain at home.

If you were exposed to someone with COVID-19 and **not vaccinated**:

- Stay home for 5 days. After that continue to wear a mask around others for 5 additional days.
- Test on day 5 if possible.

If you develop symptoms get a test and remain at home.

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