

KCCC Infectious Disease and COVID-19 Procedures, Policy, and Communication Plan

Health and Hygiene Practices

Our regular health and hygiene practices provide some of the best defenses against the spread of most contagious illnesses. In addition to regular and thorough cleaning of classrooms, surfaces, and toys, we teach children good hand-washing practices and ensure that children and staff take important precautions against the spread of germs.

You can work with your children to practice some of these same steps at home:

- Wash hands often with soap and warm water for at least 20 seconds.
- Sneeze or cough into your elbow; or cover mouth and nose with a tissue before sneezing or coughing, then immediately discard the tissue.
- Avoid touching eyes, nose, and mouth with unwashed hands.
- Avoid kissing, hugging, and sharing cups or eating utensils with people who are ill.
- Disinfect and clean frequently touched surfaces, especially if someone is sick.

KCCC has added these Extra Safety Measures

- One adult per family at drop off/pick up
- One family in our main entry at a time
- Only staff, students, and necessary maintenance people will be allowed entry into KCCC classrooms.
- Tours will only be given outside of classrooms in common areas of the center. Families will be allowed to peek/glance into the classrooms at the doorways.
- All staff and students will be required to wash their hands first before starting their day at KCCC.

The health and well-being of our families and staff are our highest priorities. In the interest of limiting the opportunity for transmission, we are taking extra precautionary measures. We ask that any staff member or family attending KCCC, please be courteous and respectful of this policy to help keep our KCCC family healthy and safe. We will, of course, support those who choose to continue to wear a mask. Please read below for more information on policy and guidelines.

Health Check and Illness Policy

This policy applies to staff, children, and their household members. **ALL STAFF, FAMILIES, CHILDREN AND THEIR HOUSEHOLD MEMBERS MUST CONDUCT A DAILY HEALTH CHECK BEFORE COMING TO THE CENTER. There are a multitude of infectious diseases so please be diligent and keep yourself or your child home if they or someone in your household is experiencing any of the following symptoms listed.**

- Should you or any household member have any of the following symptoms, we ask you to remain out that day and notify the center. Please call the center to explain why your child will be absent.
 - **Fever** of 99F or higher within 24 hours of fever reducing medicine
 - Excessive **Cough**
 - **Sore Throat**
 - **Muscle Aches**
 - **Difficulty Breathing**

- **New Loss of Taste or Smell**
- **Lack of energy/lethargy/extra sleepy**
- **Vomiting/Diarrhea**

Click on this link [“Licensed Day Care Guidance & License Exempt School-Age Guidance”](#) specific to COVID-19.

Exclusion from the center is sometimes necessary to reduce the transmission of illness. IF your child develops any of the above symptoms while at the center, a staff member will reference your child’s “Emergency Contact” sheet to plan for them to be picked up as soon as possible. For the child's comfort, and to reduce the risk of contagion, we ask that children be picked up within 1.0 hour of notification. Until then, children will be kept comfortable, separated, safely isolated, and will continue to be observed for symptoms.

A Child or Staff Member has symptoms of or has been confirmed positive with COVID-19?

The child or staff member **MUST** remain home and quarantine for 5 days. Day 0 is the day symptoms started OR if no symptoms, the day of a confirmed positive test. Persons identified as possible close contacts within the center will be notified immediately. We will share when the last possible contact occurred to watch for signs of illness.

The child or staff member may return to the center when:

1. At least **5 days have passed** since first symptoms or date of positive test and **all symptoms have improved** and must wear a well-fitted mask for the next 5 days. Unvaccinated staff/children who are unable to comfortably wear a mask will need to remain home for 10 days.
2. The child or staff member **is fever free for at least 72 hours** without the use of fever reducing medicine when fever temperature is measured at or greater than 100.4F.
3. **Negative test for COVID-19 or a note from a medical provider** documenting no clinical suspicion of COVID-19 or any other infectious disease.

Who does “household members” include?

HOUSEHOLD MEMBERS include individuals who may not live in the household but may be staying there or are otherwise present in the household on a regular basis (e.g., nannies, caregivers, home health workers, contractors, etc.) and includes anyone with pick up or drop off privileges at the center.

What does “close contact” mean?

CLOSE CONTACT is defined by the CDC as (1) being within approximately 6 feet of a COVID-19 case for at least 15 minutes and can occur while caring for, living with, visiting, or sharing a health care waiting area or room with a COVID-19 case, or (2) having direct contact with infectious secretions of a person with an infectious disease (e.g., being coughed on). Considerations when assessing close contact include the duration of exposure and the clinical symptoms of the person with the infectious disease.

Communication Plan

In the event a staff member or child in attendance tests positive for COVID-19:

- Parents, guardians, and staff will be informed as soon as possible via Procure, phone, and/or email. Further instructions and information will be shared as needed.

- KCCC may notify the local health authorities for further guidance.
- KCCC families are expected to immediately notify the center if someone in their home tests positive or if the child has been in close contact with a positive case.