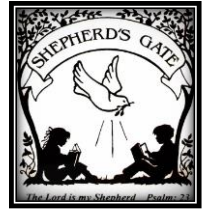




Shepherd's Gate
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Shepherd's Gate Academy 2020

Health and Safety Policies Regarding Covid 19

At Shepherd's Gate, we understand that schools and child care programs play a major role in the well being of a child as well as a necessity for working parents who need to feel safe that their child is being cared for and nurtured in the best way possible while they are at work. That is why the health and safety of our staff and children are of the utmost importance to us.

Based on guidelines given to our program from the New York State Office of Children and Family Services, we will be open for summer camp. We have many new policies and procedures in place regarding day to day operations, sanitization, social distancing and screening that are outlined below. We thank you for continuing to trust the staff of shepherd's Gate to care for you children.

Social Distancing Strategies

- To curb the spread of germs, room size will be limited to no more than 10 children and 2 adults in a classroom.
- When possible, the same teacher and assistant will remain with the same group for the duration of the summer to minimize the amount of exposure from different adults to the children.
- To further limit group sizes:
 - Lunch will be eaten in the classroom
 - Art, Gym, Music and other multi-group activities will be limited to 1 group at a time
 - There will be NO field trips and Group Talent shows, but we will provide video home to the families of classroom performances.



- The majority of the camp will be experienced outdoors on over 200 acres of property at Shepherd's Gate. (Tents and shady areas will be provided)

Parent Drop-Off and Pick-Up



- Drop off and pick up times will be staggered by a short time interval in order to limit the physical distance between parents and guardians.
- Child care workers will come outside to receive children in the AM and bring children outside to their parents for pickup to limit the amount of people inside the school.
- Upon entering the building, children will be taken directly to the restroom to wash their hands.

Children and Staff will be screened Upon Arrival



- All students and staff will go through a daily health check upon arrival.
- Temperatures will be taken daily. If a child or staff member is showing an elevated temperature coupled with other symptoms, they will be asked to leave.
- Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick. Screen children upon arrival, if possible.
- There are several methods that facilities can use to protect their workers while conducting temperature screenings. The most protective methods incorporate social distancing (maintaining a distance of 6 feet from others) or physical barriers to eliminate or minimize exposures due to close contact to a child who has symptoms during screening.
- Wellness checks will be conducted throughout the day as well to help stop any spread of illness, if a child or staff member is showing signs they will be sent home.

Parents are asked to prescreen their child before coming to Shepherd's Gate

- parents/guardians must take their child's temperature before coming to the facility.
- parent/guardian must confirm that the child does not have fever, shortness of breath or cough.

- Parents/Guardians must make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

Personal Protective Equipment



- Staff and students will wash hands upon arrival as a first line of defense.
- All staff , volunteers, and visitors must wear face mask while at Shepherd’s Gate.
- Any parent who needs to enter the building must also be wearing a face mask or they will not be permitted to enter the building.
- Masks are required for children 2 years of age and older and are to be supplied by the parents. Parents should do their best to teach children best practices in wearing a face mask, for example limiting contact between their mask and their hands and the proper way to put on and remove. Masks should fit snug to a child’s face in order to decrease the amount of water droplet transmission.

Cleaning and Disinfecting Strategies



At shepherds’ Gate, we will be Intensifying cleaning and disinfecting efforts:

- We will be following a new cleaning and disinfecting schedule laid out by the CDC.
- This new schedule will cover cleaning, sanitizing, and disinfecting surfaces and objects that are frequently touched, especially toys and games. This will also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, desks, chairs, cubbies, and playground structures.
- All disinfectants used will be used in accordance with OCFS and CDC guidelines.
- All cleaning materials will be kept secure and out of reach of children.

- Cleaning products will not be used near children, and the staff will ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.



Healthy Hand Hygiene Behavior

- All children, staff, and volunteers will engage in hand hygiene at the following times:
 - Arrival to the facility and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food, or feeding children
 - After using the toilet or helping a child use the bathroom
 - After coming in contact with bodily fluid
 - After playing outdoors
 - After handling garbage
- Staff and children will Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol will be used if soap and water are not readily available.
- Staff will supervise children when they use hand sanitizer to prevent ingestion.
- Assist children with handwashing, including infants who cannot wash hands alone.
- After assisting children with handwashing, staff will also wash their hands.

Food Preparation and Meal Service

- Meals will be served in classrooms as to avoid large group gatherings in the cafeteria.
- Caregivers should ensure children wash hands prior to and immediately after eating.
- Caregivers should wash their hands before preparing food and after helping children to eat.

Attendance

Children and staff are required to stay home from school for 14 days following the last potential exposure.

- If your child does become ill at school, we will call you immediately so they can be picked up as soon as possible. Should that occur, please be sure to pick up your child promptly for their well-being, and to help us limit the spread of illness. We will keep them in a isolation room with a staff member or an area that can be used to isolate a sick child until the parent arrives for pick up.
- If a sick child has been isolated in our facility, we will clean and disinfect surfaces in our isolation room or area after the sick child has gone home
- Overall, the best way to ensure our students have limited exposure to germs is by keeping children at home when they are ill and/or contagious. We ask that you please watch your child closely and contact your physician if your child appears to be feeling under the weather.
- Please remember your child must be kept home if they display any signs of illness until they are free of symptoms for 24 hours or have a physician's approval for them to reenter a childcare setting.

REMINDERS TO STAY SAFE

- [Wash hands](#) often with soap and water. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- Always wash hands with soap and water if hands are visibly dirty.
- Remember to supervise young children when they use hand sanitizer to prevent swallowing alcohol.
- [Clean and disinfect frequently touched surfaces.](#)
- [Cover cough and sneezes.](#)
- Cover your mouth and nose with a [cloth face covering](#) when you have to go out in public. Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

Please Print and Sign to certify that you understand and will adhere to the Policies set forth by Shepherd's Gate under the guidance of OCFS and CDC recommendations to ensure a safe and healthy summer camp for the children staff.

Parent Name: _____

Child Name: _____

Parents Signature: _____

Date: _____

Staff Initial: _____