

## Emergency Operations Plan (COVID-19)

This plan includes strategies to reduce the spread of a wide variety of infectious diseases (COVID-19, influenza, etc.). Guidelines are in conjunction with the CDC, state and local health agencies. All staff will be trained around safe practices such as cleaning/disinfecting effectively as well as other healthy hygiene practices.

### Face Coverings

- All staff will be required to wear a face covering over their nose and mouth indoors when social distancing is not possible.
- All adults dropping children off at the program will be required to wear a face covering.
- Children will be required to wear a face covering indoors when social distancing is not possible. *\*(We will comply with each school's mask policy regarding children)*

**COVID Exposure:** *Please notify our office if your child has been exposed to COVID-19 so we can assist you with next steps.* <https://www.covid19.nh.gov/resources/what-do-if-you-were-exposed-covid-19>

### **Self-Observation Guide for People Exposed to COVID-19 Who Are Not Required to Quarantine**

This is for people who have been in close contact with someone with COVID-19 in the community (not a household contact). If you are a household contact to someone with COVID-19 but you are fully vaccinated, you should also follow these instructions.

- Monitor for symptoms
  - Monitor for 14 days after your exposure, including fever, cough, sore throat, runny nose, shortness of breath, fatigue, chills, muscle aches, nausea, vomiting, diarrhea, and change in taste or smell.
- Wear a Face Mask in Indoor Public Places and Get Tested
  - As long as your child is not showing any symptoms of COVID-19, they may continue to attend our program. You do not need to quarantine. You should get tested for COVID-19 3-5 days after exposure (even if you do not have any

symptoms). You should also wear a face mask in indoor public settings for 14 days, or until you receive a negative test result.

- If you become sick
  - Stay home and isolate from other people while you get tested
  - If you test negative, stay home until you are fever free at least 24 hours and symptoms are improving.
  - If you test positive, follow the instructions in the ISOLATION GUIDE <https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/self-isolation-covid.pdf>

### **Quarantine Guide for Unvaccinated People Exposed to COVID-19 in their Household**

The quarantine guide is for unvaccinated people who have been identified as a household contact to someone diagnosed with COVID-19.

- Stay Home (Quarantine) for 10 days from last exposure
  - Notify our School Age Care office if your child needs to quarantine from our program.
- Get Tested
  - Get tested 5 – 7 days after your last exposure to a household contact with COVID-19.
  - You cannot end quarantine early even if you test negative.
  - If you test positive, follow the instructions in the ISOLATION GUIDE <https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/self-isolation-covid.pdf>
- Monitor for symptoms
  - Take your temperature twice a day for 14 days. Monitor for any COVID-19 symptoms such as sore throat, cough, runny nose, fatigue, chills, muscle aches, nausea, vomiting, diarrhea, and change in taste or smell.
  - If you develop symptoms, contact your medical provider and get tested.

\*\*\*You do not need to quarantine (stay home) if:

1. You are fully vaccinated and more than 14 days have passed since you received the last recommended dose of a COVID-19 vaccine series.
2. You have previously tested positive for active COVID-19 infection in the last 90 days.

### Healthy hygiene

- Staff will encourage children to practice frequent hand hygiene.
- Children will be required to wash their hands when arriving to the program, before and after snack, after outside time, before and after going to the bathroom, after handling any bodily fluid (sneezing, coughing, etc.) and prior to leaving for the day.
- Hand washing stations will be accessible at the program. If soap and water are not available, hand sanitizer with a concentration of at least 60% alcohol will be available.
- Hand sanitizers will be set up at the parent drop off/pick up area as well as throughout the program including outside.
- Staff and children will take everyday safety precautions to prevent the spread of illness such as washing their hands frequently with soap and water, cover coughs and sneezes, etc.
- Signs will be posted in the program regarding healthy hygiene practices to help reduce the spread of germs.

### Cleaning/disinfecting

- Staff will routinely clean, sanitize and disinfect frequently touched surfaces and objects. Staff will wear gloves when cleaning and will follow the disinfectant manufacturer's instructions.
- If a child becomes sick at the program, he/she will be isolated from the other children and staff, given a mask to wear, and the parent/legal guardian will be called to pick up immediately.
- Staff will clean and disinfect all surfaces in the isolated room/area as well as all areas used by the sick child or staff after the sick child/staff has gone home or up to 24 hours if possible.
- If there is a confirmed case of COVID-19 at the program, the school and the parents will be notified as well as the appropriate local/state agencies.
- All cleaning supplies and sanitizers will be kept out of reach of children.

### Social Distancing

- Children will be divided into small groups in adhering to state guidelines to help prevent the spread of germs.
- Increased outside time.
- The same group of staff and children will be kept together throughout the day as much as possible.
- Different groups may use the same indoor/outdoor space when space is large enough.

- Children and staff will be reminded to maintain a distance of at least 3 feet from others whenever possible. Posters, signs and markings will be up for reminders as well.
- Games and activities will be designed to allow for social distancing and child safety.
- Each child's backpack will be separated as much as possible.
- Food, drink and utensils will not be shared.
- During breakfast, snack or table activities, children will be spaced 3 feet apart from one another whenever possible.

### **Drop off/Pick up**

- To ensure the health and safety of our children and staff, parents may be asked to remain outside and ring a buzzer for drop off/ pick up procedures.
- For morning programs, a staff member will greet you at the door and screen your child following our screening procedure. Staff will sign your child in and escort them to the program.
- For afternoon programs, a staff member will greet you at the door, check your ID, and then escort your child out to you. Staff will sign your child out.

### **Travel Guidelines:**

School Age Adventures will follow the most current CDC and DHHS guidelines regarding travel. We will also work with each school district and their policies.