



## COVID-19 Health and Safety Protocols

To ensure the health and safety of our students, staff and families, we will be enforcing the following guidelines as they are described here until further notice. The guidelines are created based on the recommendations and requirements set forth by Community Child Care Licensing and San Mateo County. These COVID-19 Health and Safety Guidelines supersede any other policies described in the original Health and Safety Policies section of the handbook or other documentation whenever conflicts arise.

### Prevention

1. Adults and children must wear masks upon arrival.
2. All adults and children should have their temperatures checked at home before arriving at school. Teachers/Staff will check the children's temperatures again and will do a visual well-being check before admitting the children each day. Staffs' temperatures and well-being will be checked daily as well. Only temperatures below 99.4 can be admitted to school.
3. Only one entry is allowed for the school. All adults and children must come through the designated entrance.
4. Adults will drop-off and pick-up children outside of the classroom in a brief and staggered manner.
5. Drop-off and sign-in procedures will be done digitally and must be completed at either time. Failure to comply can result in a fine from licensing. You will be asked to complete a series of questions digitally at drop-off as well. If you cannot answer the questions as they are asked then please see a teacher to discuss.
6. No non-essential visitors will be permitted on campus.
7. All staff and children will wash/sanitize their hands upon arrival. Children will be asked to wash their hands frequently throughout the day.
8. All staff, adults and children will be advised to wear masks while on campus and to their best of their abilities. Children aged 2 are not required to wear masks. When mask breaks are permitted, they will be taken while outdoors.

9. No adults or children who have traveled by plane to an area with a confirmed COVID-19 case can come to school, unless they have been quarantined for 14 days with no sick symptoms.
10. All personal belongings used at school such as water bottles and lunch bags should be disinfected before returning to school the next day.
11. Parents should prepare and send extra sets of clothing and masks in Ziploc bags to be kept inside of the child's backpack while at school.
12. Snack time will happen primarily outdoors – weather permitting.
14. All indoor and outdoor toys will be sanitized at the end of each day.
15. All common areas will be disinfected at the end of each day.
16. Please bring in snacks that allow for children to open/consume themselves. Smaller snacks are recommended to keep snack short and limit the amount of time masks are removed.
17. Children's water bottles will be kept in their cubbies and/or backpacks for easy access. Water bottles cannot be filled or refilled at school. If your child should run out of water, we will offer them a new sealed bottle of water.
18. Children are only allowed to attend one school or program at a time. We do not currently allow dual enrollment at Carillon. This lessens exposure and allows for better contact tracing.

## Sickness

19. Anyone with a fever of 99.4 F or above must be excluded from school, until no fever without medications for 72 hours. If no new symptom is developed, the child can come back to the school.
20. All sick children, or children with sick family members in the same household, must stay at home, even with a mild symptom.
21. All recovered sick children must be cleared from any symptoms without medications, before attending the school again.

## Confirmed COVID-19

22. All parents and staff should notify the school if the children, adults, or any family members in the same household have been in contact with, exposed to or are diagnosed with COVID-19 as soon as possible.
23. If any of the children's/staffs' family members or roommates in the same household are diagnosed with COVID-19, the children or staff must complete the following before returning to school:
  - test negative for COVID-19
  - quarantine for 14 days with no sick symptoms

- obtain a Doctor's note of clearance

24. If any children or staff contracts COVID-19, the school will be temporarily closed for disinfection. All children/staffs and their families must complete the same requirements as above:

- test negative for COVID-19
- quarantine for 14 days with no sick symptom
- obtain a doctor's note of clearance before coming back to the school

25. The school will continue to follow updated health and safety guidelines from the CDC and San Mateo County and update this document whenever it is needed.

### Cohort Responsibilities:

26. Maintain open and honest communication about illnesses, travel and possible exposure.

27. Consider the students, families and teachers of your cohort when making social distancing choices and choices that could pose a risk to exposure outside of school.

28. As part of a cohort, your child is able to interact with other children from their immediate cohorts outside of school.

As a member of Carillon School and a part of a cohort, you must understand that your decisions regarding health and safety, potential exposure risks, and social choices, can affect families other than your own. As part of a cohort, the families and staff are trusting you to make the best and most careful decisions to ensure the safety of each child, family, staff member and all of those directly and/or indirectly involved with them. We ask that you always err on the side of caution and stay home or seek advice, medical or otherwise, when you are unsure of symptoms or guidelines. These guidelines may seem arduous but they're our best defense against COVID-19.

Resources:

<https://files.covid19.ca.gov/pdf/guidance-childcare.pdf>

[https://www.smcoe.org/assets/files/Alert\\_FIL/Pandemic\\_Framework\\_ELSS\\_Companion\\_Document.pdf](https://www.smcoe.org/assets/files/Alert_FIL/Pandemic_Framework_ELSS_Companion_Document.pdf)

<https://www.smcoe.org/other/for-administrators/school-recovery-planning.html>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>

I have read and I agree to the policies and procedures described above.

Student's Name: \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date \_\_\_\_\_