

## Ohr Kodesh ECC COVID-19 Health & Safety Protocols



*“Leadership is not about being in charge. It is about caring for those you are in charge of.”*  
*Simon Sinek*

These past few months have challenged all of us to make many adjustments to our daily lives. As we continue through the school year together, we are asking you to continue to make adjustments as they are outlined in this document. **Our highest priority is the safety, health and well-being of our children and staff.**

This document is a plan to protect, to the best of our ability, our staff, children and families from the spread of COVID-19. The content is based on the recommended guidelines from the Office of Child Care (OCC), the Maryland State Department of Education (MSDE), the Maryland Department of Health (MDH) and the Centers for Disease Control and Prevention (CDC).

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### **GENERAL GUIDELINES**

**There are communal responsibilities that all ECC families and staff need to adhere to in order to participate in the reopening of the ECC.** Creating and maintaining a culture in which staff and families can rely on each other for compliance is essential for our continued operation.

The ECC has incorporated multiple strategies recommended for the health and safety of the children and staff:

- Comprehensive policies and procedures will be in place to monitor children and staff's health and COVID-19 exposure.
- Social distancing will be in place when direct care is not being provided.
- Children and staff from one classroom will not mix with children and staff from another classroom. They will form their own "safety bubble." This includes time outside, bathrooms, rest time, etc.
- There will be no shared napping and awake rooms, no communal get togethers such as *Ta'am Shel Shabbat*, and no afternoon enrichments.
- Children's arrival and dismissal times will be staggered to minimize interactions.
- Children will be greeted at the door of Ohr Kodesh instead of the classroom to avoid parents/caregivers having to enter the building.
- Messaging to parents will be streamlined.

### **STAFFING**

Each ECC safety bubble will consist of two teachers, up to thirteen children, and one additional teacher per two classrooms. The teachers and children will be together for all activities, whether inside the classroom, in the hallways, bathrooms, or outside.

The additional teacher will cover for one of the two classroom's teachers when needed or help an individual child as necessary. For example, the additional teacher would step in when a teacher is taking a break or when a child is upset and needs some distance from their class. The additional teacher does introduce some risk to the safety bubbles they assist but this position is essential to staffing the ECC program.

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### **FACE COVERINGS (MASKS)**

ECC staff will wear cloth face coverings throughout the workday while in the ECC, according to guidelines recommended by the CDC.

ECC staff and parents/caregivers should use cloth face coverings during drop-off and pick-up and when parents/caregivers are performing, and staff are observing, temperature checks.

**Children age 2 and older are expected to wear cloth face coverings while at the ECC when they can do so safely and consistently.** ECC staff will encourage the children to wear their masks correctly and not touch their faces.

**NOTE: Cloth face coverings should NOT be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.**

Parents/caregivers should provide cloth face coverings for their own children and have a plan for their routine cleaning. A sufficient supply of clean/unused cloth face coverings must be provided for each day to allow replacing the covering as needed.

The number of cloth face coverings needed for each child will vary by child and by day. If a child does not have an adequate supply of cloth face coverings on a particular day, the ECC will provide a disposable face covering and parents/caregivers will be notified that additional face coverings are needed.

Parents/caregivers should be sure the cloth face coverings are: (1) clearly marked with the child's first and last name; and (2) clearly marked and/or designed to distinguish which side of the covering should be worn facing outwards so they are worn properly each day.

**Masks with one-way valves or vents that facilitate exhalation are not permitted.**

### **A TYPICAL DAY AT THE ECC**

Although the ECC will be required to make some changes to the typical school day, every child will enter a beautiful classroom intentionally designed to create an environment of warmth and curiosity.

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### ***Arrival and Drop-Off***

Prior to leaving home, a parent/caregiver should determine if their child is feeling well enough to attend school and take their child's temperature. If a child is not feeling well and/or has a temperature of 100.4 or greater, they should remain home.

Only staff and students will enter the ECC. **Parents/caregivers and siblings will not be allowed to enter the Ohr Kodesh building.** There will be a staggered drop-off to allow for safe physical distancing for each child to enter the ECC. Families will receive a window of time (e.g., 8:45am-9:00am) to drop off their child each day.

We ask that all families park in the Ohr Kodesh parking lot, then walk their child to the main entrance of the synagogue building instead of the awning area. Designated drop-off areas will be marked in the lobby. ECC staff, parents/caregivers, and siblings two years old and older must wear cloth face coverings during these interactions.

**UPDATED:** Please enter the lobby through the right-hand set of doors using your OKC key fob. If the vestibule area is full upon arrival, we ask that you wait outside until the area is empty. Two tables will be set up at the lobby entrance with check-in limited to one family per table. In addition, one family may wait in the vestibule area prior to check-in. The security guard will use hand motions to direct families to approach a table or to stay in the vestibule area until one of the two tables become available for check-in.

After your child is checked in, parents/caregivers will exit through the right-hand set of lobby doors (this would be the left-hand set of doors when facing the building from outside).

### ***Daily Health Screening***

An ECC staff member will be waiting to receive your child and perform a health assessment: **The daily health screening is a condition to participate in the ECC community.**

Under observation of ECC staff, **the parent/caregiver will check the child's temperature using a rapid-read thermometer supplied by the child's family;** if the parent/caregiver does not have a thermometer with them for the health screening, ECC staff will take the child's temperature with a contactless rapid-read thermometer.

ECC staff will record the temperature data. If the child's temperature is under 100.4, the staff member will ask the child's parent/caregiver:

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1. Did the child feel feverish or have a measured temperature of 100.4 or greater since last leaving the ECC (or in the past 14 days if new or returning from absence)?
2. Has the child experienced any symptoms associated with COVID-19 (e.g., sore throat, nasal congestion, runny nose, new or worsening cough, shortness of breath, fatigue/malaise, headaches, body aches, nausea, vomiting, diarrhea, loss of taste or smell) since last leaving the ECC (or in the past 14 days if new or returning from absence)?
3. Is the child waiting for a COVID-19 test result, been diagnosed with COVID-19, or been instructed by any health care provider or the health department to isolate or quarantine?
4. Has the child had close, prolonged contact (less than 6 feet for 15 minutes or more within a 24-hour period) with anyone (e.g., household or any other person) known to have COVID-19 or who has any symptoms associated with COVID-19 (e.g., sore throat, nasal congestion, runny nose, new or worsening cough, shortness of breath, fatigue/malaise, headaches, body aches, nausea, vomiting, diarrhea, loss of taste or smell) since last leaving the ECC (or in the past 14 days if new or returning from absence)?
5. Has the child participated in any gathering with someone outside their typical household? If YES,
  - a. Were 6 feet consistently maintained?
  - b. Were masks worn consistently except when socially distanced eating occurred?

If the child's temperature is under 100.4 and the parent/caregiver replies "NO" to all these questions, the child is permitted to enter the ECC. The parent/caregiver will then communicate a window of time when they plan to pick up their child. Note that a second, contactless temperature check will be performed midday for all staff and children.

If the child's temperature is 100.4 or greater or the parent/caregiver replies "YES" to any of these screening questions, the parent/caregiver will be advised the child will not be admitted into the ECC that day. The child should quarantine, and if symptomatic the parent/caregiver should contact the child's health care provider for further guidance.

**The ECC is required to call the Maryland Department of Health (MDH) for any symptoms of illness with a child or staff member and will follow their guidelines.** It can include an exclusion period for up to 72 hours since recovery is defined as the resolution of fever without the use of

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fever-reducing medications, a note from a doctor and/or testing for COVID-19 before returning to school.

**If there is disagreement concerning the health screening, either pre or post entry, the ECC's assessment will always override the decision of the family.**

### ***Entering the ECC and Classroom***

An ECC staff member will give a pump of hand sanitizer to each child before they enter the Ohr Kodesh building. An ECC staff member will walk the child into the building.

The child's belongings should be packed in a backpack that the child can wear. The child will retrieve their lunch bag from their backpack and place it in the bin outside the classroom door and then put away their belongings in their cubby.

### ***Hand Washing***

Children will engage in frequent, thorough hand washing with soap and water in a manner consistent with CDC guidance. At a minimum, children will wash their hands each time they enter the classroom, before and after touching their mask, before and after snack, and before and after lunch.

### ***Classroom Materials***

The children will have opportunities to play in a variety of interest areas that offer age appropriate toys, games, puzzles, books, blocks, and art materials.

All soft toys and materials that children touch regularly will be removed from the classroom. This includes soft dolls and dress-up clothing. Carpets will remain on the floor and will be cleaned more often per MSDE guidance.

ECC staff will wipe down hard contact surfaces as used throughout the school day. After school hours, all hard surfaces, toys and materials inside the classrooms will be professionally disinfected. Items that cannot be properly disinfected such as wooden blocks and other porous materials will be available every 72 hours to ensure they are virus free.

Each child will have their own designated bin with writing utensils, markers, paper, watercolor paints, and natural materials to minimize sharing of materials that are hard to disinfect.

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### ***Outside Time***

Each ECC class will be given a designated outside area to play; assigned areas will rotate each week. Other than the ECC playground, outside designations may include the fields behind the playground, the creek, the Ohr Kodesh side parking lot, and large grassy areas around the building. Ray's Meadow will not be available for use.

The ECC playground will be divided into sections. Equipment such as balls, bikes and scooters will remain in their designated area for that week.

### ***Snacks and Lunch***

The ECC will provide snacks to the children. ECC staff will bring their classroom snacks to the classroom prior to the children's arrival. The staff person preparing snack will wash their hands and wear gloves. Children will be served their snack on an individual plate and be physically distant while eating.

**Parents/caregivers should pack their child's lunch in a disposable paper bag.** All contents in the lunch bag will be disposed of after lunch. No contents will be heated in the microwave or returned home. Lunches will be refrigerated in compliance with the MSDE's Office of Child Care.

Children may not bring water bottles from home. Instead, each child will have a daily, designated disposable cup for their drinking use.

### ***Bathrooms***

Each classroom will have a designated bathroom and a schedule if sharing with another class. As needed, children will always have access to a bathroom. After students from one class and staff use the bathroom, every surface that has been touched will be disinfected: stall door handles, toilets, flushers, sinks, soap dispensers, and paper towel dispensers.

### ***Rest Time***

Children who nap at the ECC will bring their own blanket and small pillow (both labeled); the ECC will supply the cot sheet. The blanket, pillow and cot sheet must fit in a two-gallon bag (supplied by the ECC) with the bag properly sealed and labeled with the child's name. The items will remain on their cot after rest/nap time. Cots will be spaced as far apart as possible and

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lined up head to toe to minimize contact. All cot linens will be sent home on Friday to be laundered each week and returned the following Monday morning.

### ***Dismissal***

At drop-off, parents/caregivers will communicate a window of time when they plan to pick up their child. When they arrive at the ECC for pick up, each family must park their car in the Ohr Kodesh parking lot and call their child's classroom phone number to let the teachers know they have arrived (the classroom number will be provided on the class list). If the teachers cannot be reached via the classroom phone, parents/caregivers should send a Remind text message.

One of the child's teachers will walk them to the side entrance and meet the parent/caregiver at the designated pick-up area.

### **PERSONAL BELONGINGS**

Children who are napping may bring their own blanket and small pillow to the ECC (see Rest Time above). No stuffed animals, toys, or books may be brought to school.

### **STAFF PERSONAL PROTECTION EQUIPMENT (PPE)**

Masks and gloves will be provided for ECC staff members to use while at work. Masks will be worn inside and outside at all times. Gloves will be worn when handling food and changing diapers.

### **IMMUNIZATIONS & HEALTH FORMS**

New students to the ECC must have all their health forms completed and sent to the Assistant Director prior to the start of school. Current families will need to provide their child's vaccination record before the start of school. Once ECC staff is back in the office, current families' health forms will be reviewed, and families will be notified when new forms are due.

The CDC published a study that showed a significant and concerning nationwide decrease in vaccinations in April 2020 compared to April 2019. In Maryland, data shows similar declines. Both the CDC and the American Academy of Pediatrics recommend continuation of essential services, including immunizations during the COVID-19 pandemic. Families may visit Maryland's [immunization information system](#) to view and print their child's vaccination record.

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### **COMMUNICATION**

Parents/caregivers should check their email and *Remind* in the evenings and mornings for possible health updates, procedure changes and/or school closures.

Parents/caregivers must have their cell phones on during the day in the event the ECC staff needs to reach them. If a child shows signs of COVID-19 during the day, a parent/caregiver will be notified and asked to pick them up. The child must be picked up within 30 to 45 minutes.

A diagnosis of COVID-19 for an ECC student or family member must be disclosed to the ECC as soon as possible.

### **USEFUL LINKS**

- [MDH/MSDE COVID-19 guide for child care facilities \(face coverings, exclusion & closure, health screening, and FAQs\)](#)
- [CDC handwashing guidelines](#)
- [MSDE FAQs re COVID-19 and childhood vaccinations](#)
- [MSDE vaccination requirements for children](#)