



Bloom Early Education

Health & Safety Protocols & Practices

2020

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Introduction

In response to the Covid-19 contamination risk, Bloom Early Education is introducing health and safety protocols and practices to minimize the risk to our employees, our families, and our children.

While it is impossible to guarantee that contamination will not happen, we believe these protocols will go a long way to protecting all of us at Bloom Early Education.

As a matter of routine, these practices will be in place until the end of 2020. Periodically, we will review them, and make any adjustments as is appropriate.

All staff members, families, and others will be required to diligently follow these practices. We will assume a zero-tolerance response to anyone showing disregard or negligence, up to and including removal, disenrollment, and termination. We take the health and safety of our Bloom family very seriously and will make every effort to ensure we do our part. We will rely on and trust you to do your part.

Our Health & Safety practices are based on the guidance provided by the WA State Department of

Children, Youth & Families (DCYF), and the Center for Disease Control (CDC).

We have had to adapt some of these recommendations and guidelines to make it work in a classroom setting, to overcome the challenge of keeping children six feet away from each other. All our practices are outlined in this document. DCYF has also created a resource called **Caring for your Family During Covid-19** which is available at this link:

https://www.dcyf.wa.gov/sites/default/files/pubs/FS_0039.pdf

There are also further resources developed by the National Association of School Nurses and the National Association of School Psychologists about talking to children about COVID-19:

https://higherlogicdownload.s3.amazonaws.com/NASN/3870c72d-fff9-4ed7-833f-215de278d256/UploadedImages/PDFs/02292020_NASP_NASN_COVID-19_parent_handout.pdf



Thank you for your support of our school. We are honored by the trust you have placed in us by enrolling your child in our program, and we commit to making our very best effort to keep them safe and healthy.

Operating Hours

To reduce the number of cars and people in the parking lot, classroom start and ending times are as follows:

River Room	8:00am – 12:00pm
Ocean Room	8:00am – 12:00pm
Lake Room	8:30am – 12:30pm
Delta Room	8:30am – 12:30pm
El Salon Arroyo	9:00am – 1:00pm

There will be no Lunch Bunch until September 2020.

Pick Up & Drop Off

Please arrive to drop off your child in a timely manner. No earlier than the start time of class, and within 20 minutes of the start time.

Example: If class starts at 8:30am, please arrive at the school between 8:30am and 8:50am.

Please arrive to pick up your child within 20 minutes of the end of class time.

Example: If class ends at 1:00pm, please arrive no later than 1:20pm

Drop off and pick up will be curbside only:

Bloom will have staff members assigned to pick up and drop off duty: **The Meet-and-Greet Team**



You will recognize them by their fashionable BEE facemasks and name tags.

Option 1: Upon arrival, please park your vehicle and turn on your hazard lights. This will let us know that you would like a *car door pick-up*. Please help your child out of the car and we will collect him/ her/ them and escort them to their classrooms.

Option 2: Upon arrival, park your car and bring your child to the front door (the blue door, not the classroom doors). A member of the **Meet-and-Greet Team** will meet you there and accompany your child to their classroom. If there is a line,

please take your place at one of the designated spots to ensure appropriate social distancing. In this case, please *ensure that you are wearing a face mask*.

Please prepare your child for this new protocol by talking about it frequently before school starts. We understand that after many weeks away, we will likely see some **separation anxiety**. We will support your little one (and you) as best we can in these cases. We have some tricks up our collective sleeve!

At the end of the school session, we will walk your child out to your car for you to place in the car seat. Your child will have sanitized their hands as they left the lobby area.

To help us *match the right child to the right vehicle*, either have the front windows open, or place a sheet of paper with the child's name in your passenger window. (Once we get good at recognizing your vehicle, this may not be necessary)

Unless there is a specific circumstance, we prefer to minimize the number of adults in the building, besides our team. If you do need a meeting, please let us know, and we will set it up in a safe and appropriate way.

Daily Health Checks

An effective way to manage the spreading of any contagious illness, including Covid-19, is to regularly check for symptoms, then isolate anyone who is showing symptoms as quick as possible. This is what we will be doing at Bloom:

Children

- At the morning drop off, all children will have their temperatures taken and logged before entering the building. Any child exhibiting a temperature of 100.4°F or higher will be returned to their parent. Children with high temperatures may not return to the program until they have been fever free for 48 hours, with no medication
- The Meet & Greet Team will also conduct a quick physical health check looking for:
 - coughs (dry or otherwise)
 - runny nose - thick yellow or green discharge. Clear watery discharge is considered normal
 - sore throat
 - shortness of breath
 - muscle aches
 - medication useWe will verify that none of these conditions have been observed by you and indicate your response on our daily logs
- Other typical illnesses are also still around. Please monitor your child's condition, as always, and keep them home if they are just not feeling well

Staff Members

- Staff Members will have their temperatures taken and logged upon arrival and periodically throughout the morning
- We will also conduct a quick physical health check looking for:
 - coughs (dry or otherwise)
 - runny nose - thick yellow or green discharge
 - sore throat and shortness of breath
- Any staff member who has had Covid-19 will only resume their duties in the Fall, once fully cleared by a medical professional in writing. HIPAA laws do not permit us to disclose the name of the person publicly, however, we will act firmly in this case.
- Any staff member who has had a recent bout of Influenza, may return to work once fully cleared by a medical professional in writing.
- Any member of our staff not feeling well or displaying any signs of Influenza or Covid-19 will immediately go home.

Important:

- If any **adult or sibling in the home is sick** with influenza- or Covid-19-like symptoms, please do not bring your child to school.
- If **you or any other adult has COVID-19**, please let us know that it is in the home, so that we can take additional sanitizing and disinfecting steps at school and contact the health department for further guidance. We will not identify you to other families, however, we will be required to let all families know that someone in the program has had direct contact. Your child may return to school after 14 days, if he/ she exhibits no symptoms
- If **you, or anyone in your home** has direct contact with someone who had COVID-19, your child may return to school after 14 days, if he/she exhibits no symptoms
- Staff members will abide by the same requirements
- If a **confirmed case of COVID-19 occurs in our school**, we will immediately notify Snohomish County Health Department, who will assist us the next steps

Sick-At-School Procedures

Children:

- Children will be monitored at regular intervals throughout the morning for signs of illness: upon arrival, before snack time, upon returning from outdoors, and one other time. Teachers will quickly check temperatures and make a visual appraisal of the children's well-being.
- Children who are found to be unwell, will be separated from the group and taken to a designated area in the office to await pick up.
- Parent **MUST** pick up within 30 minutes
- All the child's belongings must accompany the child home, in the case of COVID-19-like symptoms. Other common illnesses will be handled accordingly, and the child's items do not have to be removed
- Out Meet & Greet Team will await you at the yellow office door for pick up

Staff Members:

- Staff members will self-check their temperatures along with the children and monitor their own well-being. Staff members who feel unwell, will immediately be sent home.
- Staff may only return to work if they have been fever free/ symptom free for 48 hours, without medication
- Any staff member who has direct contact with anyone who has COVID-19, may only return to work after 14 days, if they are symptom-free
- If any staff member contracts COVID-19, we will report this to the State Health Department, and inform all families immediately after a confirmed diagnosis



Items from Home

Please do not bring:

- Backpacks
- Toys
- Water bottles
- Stuffedies
- Decorative hairbands or hats that may come off during the day



Please bring:

- Extra clothing in a gallon Ziploc bag
- Coats or sweater for outdoor play
- Raingear & boots
- A child-size face mask

These items should stay at school throughout the week and taken home *on weekends only* for laundering. **All items must have your child's name on it**

Snack Time



We will continue to provide snacks during the regular school day; however, our service will change to some extent. Typically, we provide the food in bowls with serving spoons and tongs, so that children can practice self-serving in turn.

For now, we will no longer have children use communal utensils or pitchers for serving themselves. All food will be served in individual servings per child, directly from the kitchen. This will include a glass of water per child. Refills and second will be managed by the teachers.

All staff members do have current WA State Food Service Cards. If you need to provide your children's snack due to allergies, please check in with us to create a plan for food drop-off and storage.

Classroom Practices

- **Class size** will be limited to eight persons per classroom until June 26th, 2020:

- 7 children and 1 teacher – or –
- 6 children and 2 teachers

In July, we will assess the situation, and if it seems safe to do so, will adjust the class size to 11:

- 9 children and 2 teachers

In September, we will return to normal class size and teacher: child ratios of 7:1, with a maximum group size of 14

- **Group time** is a much loved and consistent activity in each classroom where children sit together on the carpet. We will adjust this practice to ensure that children have at least 6 feet between them and are placed strategically throughout the room
- **Class consistency** – we will not mingle children from different classrooms at any time during the morning
- **Outdoor Play** is important for young children's physical, emotional, and social health and development. We will continue to visit the PlayGarden daily. Children will wash their hands before leaving the building, and then again directly upon returning to the building.
- **Lining Up** Staff members will work diligently to minimize lining up, crowding, and waiting in groups. Children will wait in line on markers on the floor set six feet apart
- **Face Masks** are mandatory for our staff members; however, **we will not require the children to wear them** if they can't. Please bring in a face mask for him/ her so that we can practice this healthy habit. Children are notoriously bad at keeping track of their things, so you **MUST WRITE THEIR NAME** in the



facemask. Any face mask found lying around without a name in it will be discarded. All face masks must go home daily and laundered appropriately.

Commercially-made or self-made masks are

acceptable. We recommend that you practice wearing a mask at home to help your child acclimate to this new practice. **NOTE:** *We are not requiring children to wear face masks, however, will use opportunities to practice wearing them for short periods of time*

- **Protective Gloves** It is currently not advised to wear gloves for an extended period of time as they simply become vehicles for transmitting germs. Teachers will use gloves in needed circumstances such as:
 - toileting assistance
 - helping a child getting dressed/ undressed
 - serving food
 - seeing to a physical need (like blowing a child's nose) or an injury that requires some first aid

Teachers will regularly wash their hands or use sanitizer, when hand washing is not immediately possible

- **Coats, hats, and boots** may still be necessary to go outside if the weather is cool. Please bring a freshly-laundered coat or jacket to school, and plan to leave it here for the week. Ensure that boots have been disinfected prior to bringing them to school. Boots **MUST** be labeled with your child's name and can be placed in the hallways under your child's hook. Plan to also leave these at school for a week. We do not recommend bringing hats or beanies to school at this time. All coats and jackets must be stored in your child's cubby. Please do not hang them on the hooks in the classroom or hallways
- **Show & Tell** will not be included in the program until September 2020. Please do not bring any toys from home into the school
- **Greetings, Farewells, and Hugs** Children are prone to hugging and touching their teachers and classmates. We will manage this as best we can and put some practices into place for greetings and farewells that are safe and

manageable alternatives for children. However, if a child is physically and emotionally needing comfort from an adult, we will provide that in quick ways to soothe the child. Afterwards, we will wash hands, and if necessary, change clothing (should any body fluids have landed on the teachers' or child's clothing)

- **Injuries and accidents** will be handled in the same manner as always. We will write an Incident Report and make a copy available for you at pick up. If there is an accident with significant bleeding and an open wound, we will provide first aid care, and call you to pick up your child. All team members have current First Aid and CPR Certifications
- **Toileting Assistance** will still be provided for those children who need it. Some of the younger children need help with wiping. Our teachers have always (and will continue to) wear gloves when helping children in the restroom. Any soiled clothes are sealed in a plastic bag and returned to the parent to take home. We already follow the strict Universal Precautions for dealing with body fluids and bloodborne pathogens. While teachers are in close contact with a child during caregiving routines such as toileting assistance, teachers and children will wear a mask. If your child does not have a mask at school, we will provide a disposable one. *Some*

children may struggle with mask wearing, so will do our best, but not force it

- **Wet Sensory Play** Items such as playdough, sensory tables with water and sand, slime, gak or clay will not be included in the program at this time. At times, we may provide each child with a personal bag of playdough that can be used only by that child, and will be sent home at the end of the day, or discarded
- **Paint easels/ areas** will be limited to one child at a time, and fresh paint brushes will be made available for each child
- **Markers, Crayons, Pencils, Scissors and Glue** These are commonly shared items. For now, we will provide each child with their own set of these to use throughout the day. The set will be labeled in a pouch with their name, and teachers will help manage the use of these throughout the morning
- **Soft Toys and Items** Cushions, blankets, tablecloths, and stuffed toys will remain in the classroom, however in limited quantities. We will be removing shared dress-up clothing at this time
- **Walking Rope** We will suspend the use of the walking rope, and practice walking without one to get to the PlayGarden. As group sizes will be smaller than usual, and an additional staff member accompanying the children outdoors, this will not be a problem

Hand Washing

All persons, big or small, will be required to wash hands at these times:

- Upon entering the school/ classroom
- Before and after eating
- After toileting
- Children: After touching their face: picking their nose, or putting their fingers in their mouth
- Adults: Before and after helping a child in the restroom, changing clothes, providing first aid, serving food
- Before and after outdoor play
- Whenever hands are soiled

Hand washing is the preferred method of cleaning and disinfecting hands. If it is not possible in that moment, hand sanitizer, or hand sanitizing wipes may be used until such time hands can be properly washed.



The full hand-washing procedure must be followed. Please practice this at home with your children.

1. Turn on the water, and let it run
2. Wet your hands
3. **Add soap to your hands and rub together for 20 seconds (count forwards or backwards or sing a fun song for 20 seconds). Wash between your fingers, and on the tops of your hands too.** (*This step is the most challenging for children, as they immediately put their hands under the running water as soon as they have some soap on them*)
4. Rinse under running water until all the lather is off your hands. Allow water to run
5. Dry hands with a paper towel
6. Use the same paper towel to turn off the faucet
7. Dispose of the paper towel

Cleaning, Sanitizing, and Disinfecting Procedures

Currently, we have daily and on-the-spot cleaning, sanitizing, and disinfecting procedures in place. To address the elevated risk of contamination, we will be adding in the following practices:

Common Areas:

- We make use of cleaners and disinfectants that are on the EPA's list of approved chemicals that can address coronaviruses or are hospital grade



- All door handles will be cleaned and disinfected continuously throughout the day
- High-use surfaces like counters, the front desk, and sign in tablets will be cleaned, sanitized, and disinfected after use, or at least hourly
- Bathrooms will be checked on a continuous basis, and be cleaned, sanitized, and disinfected as needed:
 - Toilet seats will be wiped down with disinfecting cloths after each use (adult or child)
 - Sinks will be wiped with hydrogen peroxide and a paper towel after each use

- Garbage cans will be checked hourly, and cleared out when full
- Floors will be mopped with Lysol at 9:30am and 1:00pm, and as needed
- The kitchen will have access restricted to staff members only. All cooking activities with children will be paused at this time. The staff member responsible for the kitchen will follow all health department guidelines for food service and kitchen cleanliness:
 - Counters, stove, sink, microwave, dishwasher, and refrigerator doors will be cleaned, sanitized, and disinfected before and after food preparation
 - Staff members will wear protective gloves when preparing snacks
 - Food service carts will be cleaned, sanitized, and disinfected before and after service
 - All dishes will be washed in the dishwasher, including a 'heated dry' cycle
 - All food items in packaging will be wiped down with hydrogen peroxide and a paper towel before opening
 - Kitchen floor will be mopped with Lysol after food service clean-up has occurred and at the end of the day

- Garbage will be removed directly after food service
- The recycling will be taken out after food service

Classrooms:

- All classroom surfaces will be cleaned, sanitized, and disinfected prior to the arrival of the children every morning. This includes tables, chairs, toy shelves, bookshelves, baskets, and toy containers.
- Cubbies will be wiped down with hydrogen peroxide solution and paper towel before the class opens, and at the end of the day
- Hard toys will be cleaned and disinfected at the start of the day, when the children are outdoors, and at the end of the day. Any hard toy that has been mouthed, or otherwise obviously soiled will be removed from the class and cleaned, sanitized, and disinfected before it is returned to the class
- Soft toys will be washed daily, and removed should they be obviously soiled throughout the day
- Carpets and rugs will be vacuumed before the start of the day and at the end of the day. Our vacuum cleaner has a hepa filter to minimize the dispersion of dust particles while vacuuming
- Floors will be mopped before school starts, after snack time, and at the end of the day with Lysol
- Garbage and recycling will be removed after snack time and at the end of the day

- At the end of the day, all surfaces and items will be sprayed with hydrogen peroxide and left to air dry overnight to add an additional layer of disinfection to the cleaning routine
- As needed, classroom teachers and support staff will clean, sanitize, and disinfect the classroom areas and items throughout the day
- Before and after snack time, tables are cleaned, sanitized, and disinfected using the 3-Step Method required by the DCYF in all childcare and preschool programs

PlayGarden:

The PlayGarden has many, many loose items in it, and we will limit those a bit in the next few months to make cleaning a little easier.

- Mud Kitchen will be rinsed off and sprayed with a bleach solution each morning, allowed to air dry before the first group of children arrives. General cleanliness and disinfection will occur throughout the day, and as needed
- Natural items cannot really be cleaned, however, we will monitor usage and the condition of that item
- Hard toys and sanitizable surfaces will be cleaned and disinfected at the end of the day, Any hard toy that has been mouthed, or otherwise obviously soiled will be removed and cleaned, sanitized, and disinfected before it is returned to the PlayGarden
- Common-use items like paint brushes will be managed by the teachers during outdoor play
- We will remove any dress-up or wearable items, and other soft items like cushions

Social Distancing

Young children are not able to understand the concept of social distancing, and we do not want to create an atmosphere of fear or consequences if children get near each other. The WA State Department of Health has issued guidelines to manage this with young children, and we will abide by those guidelines:

State Guidance	What we are doing
Reduce group sizes to no more than 10 children and adults total	We have reduced our group size to 8 children and adults total
Do not combine groups at opening and closing, and keep staffing the same within each group	All our classrooms are in use at open and close, and the same teaching team will be allocated to the classroom

State Guidance	What we are doing
Do not have float staff that provide breaks in each classroom. If float staff is necessary, have them wear a cloth face covering	Our float staff will be used to provide additional cleaning and general support, and not supervising children, as a rule. All staff will wear face masks
Increase the distance between children during table work.	With smaller group sizes, only two children will be seated at a table together
Plan activities that do not need close physical contact	We will be putting classroom management practices in place to manage the movement of children in the room, and avoid children clustering together in Discovery Stations
Limit item sharing	We will be providing children with personal sets of some classroom items for art, sensory play, and other activities to minimize the need for sharing.

Physical Contact

We will be spending some time talking to and working with children in age- and developmentally-appropriate ways to help them understand how and why things are so different now. Physical touching between children and staff and children is part of the preschool day, and we will use alternate strategies to ensure children are not socially or emotionally affected in an adverse way.

For example:

- *Hugs* – air hugs, pillow hugs, or self-hugs
- *High fives* – elbow bumps or foot taps, words of positive reinforcement, verbal validations
- *Greetings and Farewells* – Unique phrases or fun rhymes and alliterations. Ex: “Farewell fabulous Ford, fly free!”
- *Caregiving routines* (such as toileting, dressing, physical care, snack times) - teachers will wear masks and gloves, and if appropriate, children will wear masks too

Physical contact is inevitable between teacher and child, and if it should occur for an extended length of time, both teacher and child will wash hands, and possibly even change clothing, if bodily fluids landed on the clothing.

What You Can Do to Help

We understand that everything we do is better in partnership with you. Here are some ways you can support our efforts at home:

1. Practice hand washing and mask wearing at home. The more ‘usual’ a practice feels, the easier it will be for your child to manage these new expectations
2. Come up with some fun ways to greet teachers that are alternatives to hugs. The teachers will be excited to learn what works from you
3. Please follow any staff members directions once on the property. There is a lot to take in here, and staff have undergone additional training to ensure health and safety guidelines are followed
4. Please inform us of any illnesses or contact with Covid-19 positive person, so that we can take the appropriate measures. We will respect your privacy of course, but will need this information to help protect the Bloom Community
5. Please do not enter the building unless previously arranged with Karen or Miriam
6. If possible, have a thermometer available in your car. That way, you can take your child’s temperature for our **Meet and Greet Team**, versus us taking your child’s temperature
7. Please wash your child’s mask daily. Ironing is better for killing germs than the tumble dryer
8. If you have questions – just ask! We want to make this experience as seamless as possible. There may be some stumbles along the way, but with your support and cooperation, this will work out!