

**ANA's Learning Center
9720 Jones Road, Ste 160
Houston TX 77065
281-477-6618**

COVID Related ADDENDUM TO POLICIES (GIST)

- Parents and siblings not allowed in
- Temperature taken outside before entry
- Students and staff wash hands first thing once entering the facility
- Masks required to be worn by all staff members
- Parents who need to come in have to be masked
- No Show & Tell
- If someone have been in contact with anyone with COVID, or showing symptoms of any kind, please let us know
- There will no Extra Curriculum Activities since other adults are not allowed in

The above remains in place until the Health Department/Licensing remove the above restrictions.

Stay Safe!

Ana's Team

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COVID Related ADDENDUM TO POLICIES

Ana's Learning Center has updated their Center Policies to be in compliance with CDC, Houston Health Department and, Health and Human Services. Additional precautions/interventions due to COVID have been put in place as follows:

1. Caregiver required training related to COVID-19
2. Screening of persons and children entering the school
3. Children to be picked-up and dropped-off at the door
4. Temperature taken upon entry of both staff and children
5. Staff and children wash hands in the first room, before they go to their rooms
6. Handwashing posters placed by all center sinks
7. Children taught to wash hands for 20 seconds
8. Diaper changing and disposal of contaminated clothing done with stricter standards as follows:
 - A caregiver washes an infant's/toddler's hands and the caregiver's hands before changing a diaper;
 - A caregiver wears gloves when changing a diaper;
 - Diaper changing procedures are posted in all diaper changing areas.
 - Children and caregivers have multiple changes of clothing available at the center to change into if their clothing are soiled by any secretions;
 - Contaminated clothes or bibs are placed in a sealed plastic bag to be sent home with the child or caregiver;
 - The child's hands and the caregiver's hands are washed after changing clothes;
 - A child is not allowed to wear another child's clothing;
9. Cloth toys are no longer in use and other toys are sanitized on a daily basis
10. Food preparation sinks are used by limited and trained staff.

11. Family style meals are no longer served.

If COVID-19 is confirmed in a child or staff member, the protocol followed will be as below:

*Contact the local health authority to report the presence of COVID-19 in the facility. The local health authority will advise on re-opening procedures.

*Contact Child Care Licensing to report the presence of COVID-19 in your facility. Close off areas used by the person who is sick. Open outside doors and windows to increase air circulation in the areas. Wait up to 24 hours or as long as possible before the area is cleaned or disinfected. Clean and disinfect all areas used by the person who is sick, such as offices, bathrooms, and common areas. If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

Harris County Public Health Department: (713) 439-6000

CDC Hotline: 1-800-232-4636

CDC Location: 8323 N. Eldridge Parkway, Houston, TX 77041
281-477-7558

Childcare Licensing Office: 1330 E. 40th St. Houston, Texas 77022
Office: 713-699-6043

Child Care Licensing Inspector: Binh Ly Cell: (832)-297-4620

Preparedness Strategies/Social Distancing Strategies in Place:

1. Have employees maintain at least 6 feet of separation from other individuals. If such distancing is not feasible, other measures such as hand hygiene, cough etiquette, cleanliness, and sanitation should be rigorously practiced.
2. If possible, child care classes should include the same group each day, and the same child care providers should remain with the same group each day.
3. Cancel or postpone special events such as festivals, holiday events, and special performances.
4. Consider whether to alter or halt daily group activities that may promote transmission.
5. Keep each group of children in a separate room to the extent possible.

6. Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
7. Outdoor areas, like playgrounds in schools generally require normal routine cleaning, but do not require disinfection. Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public. High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
8. If possible, at nap time, ensure that children's naptime mats (or cribs) are spaced out as much as possible, ideally 6 feet apart. Consider placing children head to toe in order to further reduce the potential for viral spread. Be sure and disinfect mats before and after each use.
9. Limit the use of water tables and sensory tables, and have children wash or sanitize their hands immediately after using these play stations.
10. Incorporate more outside activities, where feasible.

Enhanced Cleaning and Disinfecting Measures:

1. Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games.
2. Clean objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, sleeping mats, toilets, desks, chairs, cubbies, and playground structures.
3. All bathrooms should be cleaned and disinfected regularly throughout the day, at minimum bathrooms should be cleaned and disinfected three times per day.

Clean and Sanitize Toys:

1. Toys that cannot be cleaned and sanitized should not be used.
2. Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned and disinfected by hand by a person wearing gloves.
3. Clean with water and detergent, rinse, sanitize with an EPA-registered disinfectant, rinse again, and air-dry. Be mindful of items more likely to be placed in a child's mouth, like play food, dishes, and utensils.

4. Do not share toys with other groups of infants or toddlers, unless they are washed and sanitized before being moved from one group to the other.
5. Set aside toys that need to be cleaned. Place in a dish pan marked 'Soiled Toys for Washing'.

Clean and Disinfect Sleeping Mats and Blankets:

1. Store children's blanket separately in cubbies marked for each child. Send blankets for washing weekly or, as needed.
2. Mats should be labeled for each child and sanitized daily after naptime.

Washing, Feeding, or Holding a Child:

1. It is important to comfort crying, sad, or anxious infants and toddlers, and they often need to be held. To the extent possible, when washing, feeding, or holding very young children, child care providers can protect themselves by wearing an over-large button-down, long sleeved shirt and by wearing long hair up off the collar in a ponytail or other up do.
2. Consider limiting the amount and type of jewelry that you wear so that the disease cannot be transmitted that way.
3. Child care providers should wash their hands, neck, and anywhere touched by a child's secretions.
4. Child care providers should change the child's clothes if secretions are on the child's clothes. They should change their clothing, if there are secretions on it, and wash their hands again.
5. Contaminated clothes should be placed in a plastic bag or washed in a washing machine.
6. Infants, toddlers, and their providers should have multiple changes of clothes on hand in the child care center or home-based child care. Children should not be allowed to wear other children's clothing.
7. Child care providers should wash their hands before and after handling infant bottles prepared at home or prepared in the facility.
8. Bottles, bottle caps, nipples, and other equipment (e.g. bottle warmers) used for bottle-feeding should be thoroughly cleaned after each use by washing with a bottlebrush, soap, and water.

All children, staff, and volunteers should engage in hand hygiene at the following times:

1. Arrival to the facility and after breaks.
2. Before and after preparing food or drinks.
3. Before and after eating or handling food, or feeding children.
4. Before and after administering medication or medical ointment.
5. Before and after diapering.
6. After using the toilet or helping a child use the bathroom.
7. After coming in contact with bodily fluid.
8. After playing outdoors.
9. After handling garbage.
10. 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 can be used if soap and water are not readily available.
11. Supervise children when they use hand sanitizer to prevent ingestion.
12. Assist children with handwashing, including infants who cannot wash hands alone.
13. After assisting children with handwashing, staff should also wash their hands.

Food Preparation and Meal Service:

1. No family style meals.
2. Each child should be provided individual meals and snacks.
3. If the child brings their own food from home, ensure there is no sharing of food between children.
4. Meals should be served in the lunchroom with children seated in their own chairs.
5. Sinks used for food preparation should not be used for any other purposes.
6. Children wash hands prior to, and immediately after eating.
7. Teachers should wash their hands before preparing food and after helping children to eat.