

## **MILESTONES PROTOCOLS**

### **Drop-off and Pick-up**

- Parents will drop off children at their designated location. Please see your Welcome Letter for details.
- Parents are not allowed to enter the building at this time.
- Only one parent at the door at a time. Parents wait in their car until previous family has left the entrance area.
- We ask for your patience as there will be times when several families are waiting to drop off.
- Parents may be required to drop younger/older children off at two different doors.
- We will have individual storage for all personal belongings to avoid contact with other's belongings.
- Nap items will be limited to blankets and loveys only (no sleeping bags/pillows).
- We will meet them at the door with their child, and their child's personal belongings.
- Please see individual site information for more specifics.

### **Health**

- Staff will sign off on a School District's health screening checklist.
- Staff will verbally confirm with families at drop off that they completed their School District's health screening using the school districts tool prior to arrival.
- Teachers will help children in hand washing throughout the day to ensure they are washing for at least 20 seconds.
- A child who develops a fever of 100 or higher, or any other Covid type symptoms will be sent home. Parents should pick up within 30 minutes.
- Children who become ill while at school/Milestones will be isolated until they can be picked up.
- Follow your school district's guidelines regarding ability to return to school/Milestones.
- If children have bodily secretions on clothing, they will need to change.
- Staff and parents will sign off on health guidelines before their first day at the program.

- Staff and children will be expected to socially distance from one another.
- Children and staff will be required to wear masks at all times.
- Make sure your child arrives wearing a well-fitting, clean mask and please provide a back-up mask in their backpack.

### **Food Safety and Preparation:**

- Tables and counters will be washed and disinfected before and after each meal.
- One staff member will oversee the snack or meal from start to finish.
- Staff will wear gloves throughout this process, changing as needed.
- Utensils will be used to serve all food, and care should be taken to be sure this utensil does not touch children's plates.
- No family style meals, staff will serve all food, and pour milk.

### **Cleaning and Disinfecting**

- ALL toys/materials available that day will be sanitized every night.
- Bathrooms will be disinfected on a regular basis (multiple times per hour).
- Disinfecting of surfaces and shelves will happen throughout the day.
- End of day disinfecting of all surfaces, shelves, door handles, light switches, gates, railings, counters, tables, etc.
- Cots disinfected as children wake up.

### **Environments**

- Reduced number of toys on the shelves.
- No sensory table play.
- Remove stuffed animals and puppets.
- No bed pillows.
- Disinfect large muscle spaces between each group's use.

### **Social Distancing Strategies:**

- Six-foot distance expected by all children and staff throughout the day.
- Classrooms will have scheduled large muscle time, to avoid overlapping of groups.
- Children will be encouraged to cough/sneeze into their elbow.
- Remind children to avoid touching their eyes, nose, and mouth.

- Promote social distancing measures with staff and parents when in the community.
- The rooms have been properly set to promote social distancing at all day.

**AS STATE RESTRICTIONS AND GOVERNMENT RECOMMENDATIONS CHANGE, WE WILL BE CONTINUALLY MONITORING OUR PROTOCOLS. WE WILL KEEP YOU UPDATED ON ANY CHANGES.**

**MILESTONES FOLLOWS ALL CDC AND NORTSHORE HEALTH DEPARTMENT GUIDELINES AS WELL AS ALL PROTOCOLS RECOMMENDED BY YOUR SCHOOL DISTRICT.**

UPDATED 1-18-21