

# CINHS Mitigation Plan

## GENERAL

### I. Admittance criteria:

#### Health Screening

- Staff, children, parents, and visitors who feel ill and/or exhibit signs of illness (coughing, sneezing, fever of 100.4 degrees or higher, chills, muscle pain, shortness of breath/difficulty breathing, sore throat, loss of smell or taste, etc.) will not be allowed to enter or attend classes.
- If a staff member is already at work and begins feeling sick, they should notify their manager and go home immediately.
- Children with underlying medical conditions may be disqualified from attending CINHS until after the emergency orders have been lifted. If a child has a serious medical condition it is highly recommended that the guardians consider the risk of attendance. Attendance in the program will be reviewed on a case by case basis. Medical conditions that prevent attendance may include, but are not limited to the following:
  - Chronic lung disease or moderate to severe asthma
  - Serious heart conditions
  - Individuals who are immunocompromised
    - Many conditions can cause a person to be immunocompromised, including cancer treatment, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
  - Severe obesity (body mass index [BMI] of 40 or higher)
  - Diabetes
  - Chronic kidney disease
  - Liver disease
  - Others:
- We expect all employees to report to work at our business locations unless there is a legitimate reason for continued telework, such as an employee with a compromised immune system or caregiving responsibilities that prevent the employee from returning to the workplace temporarily. Work schedules are established to assist CINHS in meeting required goals and objectives, however, temporary adjustments to regular work schedules for special circumstances may be arranged.
- Upon daily arrival to CINHS **all staff, parental guardians and visitors** will be required to screen before entry is allowed. Screening will include a health survey and temperature check. Individuals (staff, parents, children, guests) with temperatures at or above 100.4 degrees will not be allowed entry. This will be strictly enforced.
- All adults entering CINHS are expected to conduct themselves according to these protocols. Adults who engage in behavior within our schools that could increase the

spread of infection (e.g., spitting, yelling, etc.) will immediately be escorted out, and will not be eligible to return until the emergency order is lifted.

### Communication

- *Communication measures to both families and staff will include the following methods:*
  - Signage at the door and throughout facility.
  - ChildPlus texts and messages to parents
  - Email to staff and parents
  - Direct Contact through Family Services
  - Website

### Expectations:

- All employees, parents and visitors will be required to answer questions regarding COVID-19 symptoms before entering our buildings. Individuals who refuse to answer health screening questions will not be permitted entry into the building. Employees will be marked with an unexcused absence in these circumstances and may be subject to disciplinary action.
- Despite all precautionary measures, there is always a risk of workplace exposure to communicable diseases. Should an employee contract COVID-19 and expose others in our workplace, and if the staff member works directly with children, then CINHS will immediately inform all employees and parents of children possibly exposed. Children that are possibly exposed will be sent home immediately and cannot attend program for 14 days. Employees who have been potentially exposed will be sent home and asked to telework for 14 days. A thorough cleaning of the workspace used by the infected individual will be conducted after the area has been closed off for at least 72 hours.
- If a child has been attending CINHS and has a positive COVID 19 test, it is the responsibility of the guardian to contact Family Services immediately and notify them of the situation. All parents of children who were in the same classroom will be notified immediately of a possible exposure. Confidentiality will be kept at all times. Parents will need to immediately remove their child from CINHS. It will be highly recommended that they get tested. Additionally, all who were possibly exposed will not attend CINHS for 14 days. Individuals with positive COVID results must return with a medical provider's note allowing attendance.
- Visitors will be limited, and must follow all CINHS mitigation protocols. Please refer to Operations section. **All parents and visitors entering CINHS must wear a mask and participate in the health screening.**
- Meal prep, service, and clean-up procedures. Meal preparation will be prepared in the kitchen and adjacent space. Meals will be plated, covered, and distributed to each classroom. For those students that have allergies that require food substitutions, the kitchen staff will implement a procedure for identifying the individual students (ie using student photo and name on each plate). Meal Service at ANHC will be dished up by one of the cooks in the classroom. The same protocols for plating will be implemented at this site also. While dining, dividers will be placed on 3 sides of the child to prevent transmission while sitting at large tables. Meals will not be served family or communal

style. Parents and guests will not be allowed to dine in the classroom until the threat of the pandemic is past our community.

- Scrubs, aprons, masks, frontal shields, gloves will be worn by staff at different times to prevent the spread of disease. Children in Head Start will be encouraged to wear a mask. Early Head Start students will not wear masks.

## OPERATIONS

- ***Sign-In and Sign-Out procedures.***
- ***In order to protect children and staff, only one EHS parent assigned adult will be allowed to enter the building for pick-up and drop-off. If the assigned individual is not able to pick up/drop off, then upon arrival to the school, they will need to call the front desk or their family advocate to receive the child outside. Pre-established sign-In and sign-out procedures remain in effect.***
- ***In order to protect children and staff, at this time NO HS parent assigned adult will be allowed to enter the building for pick-up and drop off. A CINHS assigned staff member will be utilized for student drop-off and pick-up in order to mitigate the spread of COVID-19.***
- ***Screening protocol for staff and children:***
  - ***Staff, children, parents, and visitors who feel ill and/or exhibit signs of illness (coughing, sneezing, fever of 100.4 degrees or higher, chills, muscle pain, shortness of breath/difficulty breathing, sore throat, loss of smell or taste, etc.) will not be allowed to enter the premises.***
  - ***Individuals exhibiting symptoms may not return until he or she has had no fever for at least three days without taking medication to reduce fever during that time, and any respiratory symptoms (ie cough and shortness of breath) have improved, and at least ten days have passed since symptoms began. They may return earlier if a doctor confirms the cause of the fever or other symptoms is not COVID-19 and provides a written release to return.***
  - ***All individuals who walk in must step in a tray with a minimum of 3% Hydrogen Peroxide solution.***
  - ***They will then pass the threshold and wash hands at hand washing stations.***
  - ***Temperature checks will then take place, followed by the health survey.***
- ***For children, handwashing / hand Sanitizing will take place in the classrooms hourly, and during transitions. For staff, parents and visitors handwashing will take place immediately upon entering the center and/or breaks as well as on an hourly basis (or as needed when appropriate, ie before and after eating or handling food, or feeding children).***
- ***During this emergency order CINHS will not be operating at full capacity. Instead, we will follow the recommendations and guidelines from the CDC. In order to create a safe environment, social distancing and group sizes will be different.***
- **Classroom Schedules and Populations**
  - \* *There will be no classes on Friday. This time will be used for disinfecting all spaces and items.*

Early Head Start

Beluga (7:45-3:30 pm) 4 students

Moose (9:15-5:00 pm) 4 students

use the back door nearest Elder Center for EHS

TOTAL: 8 EHS students not to include Home Base Enrollment

We are keeping the same amount of EHS students to support EHS parents/Families by converting a HS classroom to an EHS classroom.

Head Start Full Day 7:45 am-3:30 pm

Ten students attend 2 days a week-Monday and Tuesday, 10 different students attend Wednesday and Thursday)

Eagle: 10 students, Monday-Thursday

Bear: 10 students, Monday-Thursday

Head Start Full Day 9:15 am - 5:00 pm

Wolf: 10 students, Monday-Thursday

Head Start Half Day 7:45 am-11:15 am, 12:15-3:45 pm

Fish AM 10 students, Monday through Thursday

Fish PM 10 students, Monday through Thursday

Head Start Half Day 9:15am -12:45 pm and 1:45 pm -5:15 pm

Raven AM 10 students, Monday through Thursday

Raven PM 10 students, Monday through Thursday

**Heritage Center**

Head Start Full Day 9:15 am-1:45 pm

Ptarmigan: 5 students, Monday through Thursday

Head Start Full Day 7:45 am - 3:30 pm

Puffin: 10 students, Monday-Thursday

**Outdoor CINHS Playground Schedule**

**Morning Classes**

Eagle 8:30 am-9:00 am

Fish am 9:15 am-9:45 am

Bear 10:00 am-10:30 am-use back door for leaving and entering playground

Raven am 11:00 am-11:30 am-use back door for leaving and entering playground

Wolf 11:45-12:15 pm

**Afternoon Classes**

Fish pm 1:00-1:30 pm

Bear 2:00-2:30 pm

Eagle 2:45-3:15 pm

Raven 3:30-4:00 pm

Wolf 4:15-4:45 pm

*\*classroom teachers will not be doing small group half in/half out schedule –they will be taking all 10 children out with 2-3 teachers.*

### **EHS classrooms**

Beluga- 9:30-10:00 (outdoor walk) and 2:00-2:30 pm (playground)

Moose- EHS 10:45-11:15 (outdoor walk) and 4:00-4:30 pm (playground).

\*These two times allow for playground or stroller use

Times are also staggered with Head Start times so we don't have multiple groups in hallways.

### **Outdoor Heritage Center Schedule**

Ptarmigan 9:00-9:45

Puffin 10:15-10:45

*\*Allows for more travel/space between classes. Maybe enter and exit at different doors.*

### **Other**

- Gym will remain closed to student use during the emergency order.
- Only 10 in a classroom with 2-3 adults
- Separate times/exits for outdoors
- Activities-rotate centers and rotate clean materials
- Use mats or name plates for exercise in the classroom-keep children spread out all around the class
- Rest time-cots 6 feet apart (cots cleaned after each use, blankets and sheets placed in labeled containers.
- 2-3 ropes for each class for walks (knots placed 6 feet apart)
- Meal times. The delivering cook will stay 30 minutes, at ANHC to serve puffin and ptarmigan children, and wait for late children.
- Safety on walking field trips: Coordinate different times, 2-3 ropes knotted 6 feet apart.
- ***Extra mitigation strategies: The break room will have no more than 2 chairs placed 6 feet apart. No more than two individuals can remain seated in the area. Allow only 4 in the space at any given time (two seated, and two heating preparing food). Staff can choose to eat in their classrooms or outside.***
- ***Routine schedule for cleaning, sanitizing, and disinfecting will be followed by all staff. This must routinely happen in classrooms before and after meals, and between activities. Fridays will be reserved for a deep cleaning and sanitizing of the entire facility and high touch objects.***
- All adults must wear a face covering while in common areas and when interacting with individuals.

### **OCCURRENCE OF COVID-19 IN THE WORKPLACE**

- Should a positive case be confirmed, CINHS will immediately inform all employees and parents of children possibly exposed. Children that are possibly exposed will be sent home immediately and cannot attend program for 14 days. Employees who have been

potentially exposed will be sent home and asked to telework for 14 days. A thorough cleaning of the workspace used by the infected individual will be conducted after the area has been closed off for at least 72 hours.

- ***Plan for staff and children to return to program after testing positive, or how to discontinue home isolation:***

***As directed by the CDC, the decision to discontinue home isolation for persons with confirmed or suspected COVID-19 should be made in the context of local circumstances. Options include a symptom-based (i.e., time-since-illness-onset and time-since-recovery strategy) or a test-based strategy. Of note, there have been reports of prolonged detection of RNA without direct correlation to viral culture.***

- ***1). Symptom-based strategy:***

- ***Persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:***

- ***At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath) and at least 10 days have passed since symptoms first appeared.***

- ***2). Test-based strategy Previous recommendations for a test-based strategy remain applicable; however, a test-based strategy is contingent on the availability of ample testing supplies and laboratory capacity as well as convenient access to testing.***

- ***Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:***

- ***Resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath), and negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected  $\geq 24$  hours apart (total of two negative specimens). <https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>***

- Should the entire program close for an extended period then CINHS will resume a limited delivery of service via internet, email, and phone.

- CDC protocols, for Cleaning and Disinfection (will be implemented hourly, daily, and weekly).

## **OTHER RECOMMENDED SAFETY MEASURES**

- CINHS will educate staff, families, and children about signs and symptoms of COVID-19 as well as behaviors that encourage
  - CINHS will address possible stigma related to any infectious disease by providing social support. We can communicate that being of a certain ethnicity does not

increase the chance of getting a disease. Viruses cannot target people from specific populations, ethnicities, and racial backgrounds.

- Plan will be presented to parents at enrollment, and they will need to sign that they agree to the protocols.
- CINHS will encourage families to consider alternative child care opportunities, if our schedules do not align with their needs.
- If the parents have the ability to stay home with their children, they should.
- Discuss other options for care in their friend and family support network.
- Increase handwashing procedures throughout the day. Only use hand sanitizer if soap and water is not available, and if using hand sanitizer, increase supervision while this product is in use.

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**Signature Required:**

I have read and understood the CINHS Mitigation Plan.

I understand that I am required to follow these protocols from \_\_\_\_\_ until after the  
Date  
emergency order is lifted at CINHS. If I do not follow these protocols I understand that I may not be allowed entrance to the program, and it could even jeopardize my child's enrollment.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Staff Witness Signature

\_\_\_\_\_  
Date