

Guidance for New Jersey Child Care Facilities On COVID-19 Related Health and Safety Requirements

Effective June 15, 2020, pursuant to Executive Order 149 all child care programs operating in the State of New Jersey must comply with the requirements detailed in this guidance. Failure to do so may result in the prohibition of continued operation during the COVID-19 public health emergency. Noncompliance by licensed child care centers may also result in the suspension or revocation of an offending operator's certificate of approval to operate. These requirements are imposed in conjunction with other applicable requirements imposed in law or regulation, or in the rare event that these requirements are in conflict with other law or regulation, the more stringent requirement shall be enforced.

This guidance is heavily derived from guidance documents produced by the federal Centers for Disease Control and Prevention (CDC), however, in many instances it has been supplemented or modified to reflect the needs of New Jersey. In several areas, CDC recommendations have been replaced with mandates for New Jersey centers. In those instances, this guidance document is controlling.

Summary of Requirements

As New Jersey centers reopen pursuant to Executive Order 149, they are taking on a tremendous responsibility for ensuring the wellbeing of children in an environment in which the risks are significantly higher and more complex than they were only a few short months ago. The rules outlined below and discussed in greater detail in the pages that follow, are intended to facilitate the safety and well-being of child care operators, their staff and the children they serve. Effective June 15, 2020, and until further notice:

- **All centers shall screen staff and children for fever and other COVID-19 symptoms prior to entry to the program facility each day. Children and staff with a fever in excess of 100.4 degrees Fahrenheit, or exhibiting other symptoms of COVID-19, shall not be allowed to enter the facility, nor will persons that have exposure to persons known to have COVID-19 during the preceding 14 days.**
YWCA STAFF will wear gloves and a face shield/ barrier to take child's temperature using a non-contact thermometer upon arrival at the facility.
YWCA STAFF will ask the parent/guardian to confirm that the child does not have fever, shortness of breath or cough.
YWCA STAFF will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
YWCA STAFF will use an alcohol wipe between each client. You can reuse the same wipe as long as it remains wet.
- **Centers shall minimize group sizes and movement between groups. Groupings shall not exceed 10 children, and interactions between groups must be limited.**
Staff shall be assigned to and remain with one group. THE YWCA WILL MEET THESE GUIDELINES – PROGRAM WILL BE DIVIDED INTO GROUPS OF 10 KIDS / 1 STAFF. Groups will include the same group of children each day, to the greatest extent possible, and, also to the greatest extent possible, the same staff shall be assigned to care for each group, each day. Groups shall congregate not less than 10 feet in all directions from other

groups or be separated by walls or other physical partitions. Combining or mixing groups shall not be permitted.

- **Programs shall ensure that the spacing of groups within the facility allows for ten feet of separation between groups at all times, including sleeping and play periods. Outdoor play shall be scheduled in staggered shifts. Use of shared spaces (entry ways, restrooms) shall be carefully controlled to ensure that children and staff maintain at least six feet of separation from children or staff from other groups. Floor markings, physical partitions or other safeguards will be used as necessary.**

Outdoor play time on shared playgrounds shall be staggered to prevent mixing between groups. Simultaneous use of outdoor play spaces is permissible if at least six feet of separation can be maintained between groups, and centers are encouraged to partition available space, where possible, to allow for increased outdoor play time. Children and staff will wash their hands upon returning from outdoor play.

Games and activities involving direct physical contact or shared equipment (football, baseball) should be replaced with no contact activities or sports (running races, aerobics).

- **Centers shall take steps to preclude crowding at pick up and drop off times. Centers are strongly encouraged to schedule and stagger these times.**
BSP DROP OFF – Parents will be met at the door by YWCA staff and children’s temperature will be taken by staff with no contact thermometer. Any child with temp over 100.4 cannot enter the building.
ASP DROP OFF - PARENTS CANNOT ENTER THE BUILDING. At pickup times Staff will accompany a group of children to the pickup area. Children will be lined up 6 feet apart and parents are asked to line up 6 feet apart outside the building. PARENTS ARE ASKED TO LINE UP 6 FEET APART AND WAIT TO SIGN OUT THEIR CHILD. MASKS MUST BE WORN BY PARENTS AT PICKUP.
- **Sharing of supplies, food, toys and other items must be strictly limited. Centers shall ensure an adequate supply of school, art and other supplies to preclude the need for sharing of items.** Sharing of supplies, food, toys and other high touch items (art supplies, school will be strictly limited. The YWCA will ensure an adequate supply of school, art and other supplies to preclude the need for sharing of items.
- **Field trips and other off-site activities are prohibited, with the exception of activities within walking distance of the facility, as long as social distancing can be maintained throughout. THE YWCA WILL MEET THESE GUIDELINES**
- **Close person to person contact (hugging, wrestling, games involving touching or tagging) shall be strictly limited and discouraged. THE YWCA WILL MEET THESE GUIDELINES**
- **Staff shall be required to wear cloth masks while working unless doing so would inhibit the individual’s health. STAFF AND CHILDREN ARE REQUIRED TO WEAR PROPERLY WORN FACE MASKS AT ALL TIMES**
- **Centers shall continue to teach and reinforce healthy hygiene practices to prevent the spread of COVID-19. THE YWCA WILL MEET THESE GUIDELINES**

- **Visitors shall not be permitted to enter the center during operating hours, with the exception of emergency or law enforcement personnel in their official capacity, and Department of Children and Families personnel for child protection or child care licensing purposes. All others, including persons providing maintenance or repair services, prospective customers, prospective employees, entertainers or speakers, and third-party therapists or service providers shall be required to visit the facility after operating hours. THE YWCA WILL MEET THESE GUIDELINES**
- **Centers shall implement enhanced cleaning and sanitation practices. The YWCA will teach and reinforce washing hands and covering coughs and sneezes among children and staff.**

The YWCA will have adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer

Children and staff be required to wash their hands upon arriving at the YWCA program, before snacks, after outside time, after going to the bathroom, and prior to leaving for home. Children should be monitored to ensure proper technique.

The YWCA will work with the schools to coordinate cleaning of program areas.

YWCA STAFF will clean, sanitize, and disinfect frequently touched surfaces (e.g, playground equipment, door handles, sink handles) multiple times per day and shared objects between use. Cleaning shall be in accordance with the CDC's Guidance for Cleaning & Disinfecting Public Spaces, Workplaces, Businesses, Schools and Homes

- **Centers shall plan for and abide by procedures detailed herein for response to COVID-19 exposure in the center. Centers shall immediately notify their county department of health and the DCF Office of Licensing of any known or suspected COVID-19 exposure in the program facility.**
Any confirmed or suspected exposure to COVID-19 occurring in a child care center will immediately be reported to both the local department of health and the DCF Office of Licensing.
- If a child or staff member develops symptoms of COVID-19 while at the facility (e.g. fever of 100.4 or higher, cough, shortness of breath), the YWCA will immediately separate the person from the well people until the ill person can leave the facility. If the child has symptoms of COVID-19 (e.g. fever, cough, shortness of breath), the caregiver waiting with the child should remain as far away as safely possible from the child (preferably, 6 feet). Advise the employee or child's parent or caregiver to inform the facility immediately if the person is diagnosed with COVID-19.

If the YWCA that becomes aware of a COVID-19 positive case in one of our programs we will notify the school and contact our their local health department for guidance.

- Health officials will provide direction on whether a center should cease operations following the identification of a positive case in the facility. The duration may be dependent on staffing levels, outbreak levels in the community and severity of illness in the infected individual. Staff will not work at another facility during the closure.
- All rooms and equipment used by the infected person, and persons potentially exposed to that person, should be cleaned and disinfected in accordance with CDC guidance

referenced above. Centers uncertain about the extent of potential exposure shall clean and sanitize all rooms.

If a staff member or child contracts or is exposed to COVID-19, they cannot be admitted to a center again until the criteria for lifting transmission based precautions and home isolation has been met

- **Licensed centers shall complete the DCF Office of Licensing daily log each day by 11:00 AM. THE YWCA WILL MEET THESE GUIDELINES**
- **Required notices and wall signs are attached to this guidance. Centers shall ensure that these are posted as indicated on entry and exit doors, in diapering areas, and in restrooms. THE YWCA WILL MEET THESE GUIDELINES**