Employee and Child Health Assessment
Daily health assessments should be conducted on each employee and child upon arrival each day which should include taking temperature with a thermometer and monitoring for fever. Also watch for coughing or trouble breathing. If the answer to any ONE or more of the questions below is YES, the individual should be sent home immediately.

- Do they have a fever of 100.4°F or greater?
- Do they have a cough?
- Do they have shortness of breath or difficulty breathing?
- Have they been exposed to a positive or probable case of COVID-19?

Children who are or become symptomatic should be isolated with a childcare provider until they can be picked up. The childcare provider should utilize personal protective equipment such as a mask and gloves.

Those with symptoms should be advised to self-monitor for an increase in their symptoms and should seek medical care if the symptoms worsen. They should remain home until they are fever free without the use of medication for at least 72 hours (three calendar days) AND their overall symptoms have improved for 72 hours AND at least seven (7) calendar days have passed since their symptoms first began.

Sick Leave
Childcare providers should work to implement sick leave policies that are flexible, which allow sick employees to stay at home and care for themselves, their children, or other family members when necessary.

Develop plans to cover classes in the event of increased staff absences. Coordinate with other local child care programs and reach out to substitutes to determine their anticipated availability if regular staff members need to stay home if they or their family members are sick.

Communication
Reinforce key public health messages - such as proper hand washing, using sanitizer, cover coughs and sneezes and always stay home when sick.

Providers should work to create a local health department notification plan for their employees. Providers and business should notify their local health department when they have an employee who is diagnosed with a probable or confirmed case of COVID-19. These cases should be reported to the local health department within 24 hours.

Environmental Cleaning
- All high-touch surfaces should be cleaned prior to opening each day and frequently throughout the day. This includes, but is not limited to, doors and doorknobs, light switches, railings, handles, toys and games, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures, or other high-touch surfaces. Toys that cannot be cleaned and sanitized should not be used.
• Use EPA-approved cleaning agents by following the manufacturer’s directions or prepare a bleach solution by mixing:
  o 5 tablespoons (1/3rd cup) bleach per gallon of water or
  o 4 teaspoons bleach per quart of water

Social Distancing
• When appropriate and available, all employees should work to limit their distance between other staff members.
• Facilities should have hand sanitizer and sanitizing products available for employees and children. Remember to supervise young children when they use hand sanitizer to prevent swallowing alcohol.
• Childcare providers are encouraged to wear face coverings when possible. When feasible, older children should wear face coverings within the facility. Cloth face coverings should NOT be put on babies and children under age two because of the danger of suffocation.

Additional detailed guidance titled “Guidance for Childcare Programs that Remain Open” is available at www.cdc.gov.