

Creswell Clubhouse COVID-19 Procedures and Policies

This document has been created to ensure that we are taking appropriate action to protect our Clubhouse community, staff, children and families from illness. Policies outlined in this handbook override existing ones from our current Parent Agreement Form where they overlap. Together we will strive to continue the quality program that this community has created, while offering a safe place to work, play and learn for our children and staff. We have based these policies on guidance from the Oregon Health Authority, the Center for Disease Control (CDC) and the Oregon Department of Education Early Learning Division (ELD). Changes are inevitable, and Creswell Clubhouse will provide clear communication regarding any changes to policy or protocols.

General Creswell Clubhouse Wellness Guidelines

These are our general health and wellness policies we adhere to from the Oregon Health Authority. Staff and children may not attend Clubhouse if they have one or more of the following symptoms:

- Signs of a new cold or illness: clear runny nose, feeling unwell, lethargic
- Green mucus from the nose, enlarged glands, earache, inflamed eyes
- Fever over 100 degrees F in the last 24 hours
- Diarrhea or vomiting in the last 24 hours
- Nausea or imminent vomiting
- Unusual cough, sore throat, rash
- Stiff neck or headache
- Shortness of breath or difficulty breathing
- Complaints of severe pain

In addition, the Health Department maintains a list of diseases including chickenpox, scabies, and staph and strep infections, in which case we must exclude the child and notify the Health Department of any outbreak.

COVID-19 Symptom Assessment

Prior to entering Clubhouse, each staff, child and family member must attest to having none of the following symptoms. *Please do not bring your child to Clubhouse if you, anyone in your household, or your child have any of the symptoms outlined below.

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| • Fever or chills | • Headache |
| • Cough | • New loss of taste or smell |
| • Shortness of breath or difficulty breathing | • Sore throat |
| • Fatigue | • Congestion or runny nose |
| • Muscle or body aches | • Nausea or vomiting |
| | • Diarrhea |

If your child's symptoms are linked to a pre-existing condition such as asthma, allergies, etc. your child may come to Clubhouse if they have a doctor's note explaining the symptoms are not related to COVID-19.

Children and staff exhibiting any of the above symptoms should be tested for COVID-19 and isolate until all symptoms are gone without the use of medication for 24 hours. If diagnosed with COVID-19, please notify Clubhouse staff. Clubhouse staff will alert parents if a confirmed case occurs, while maintaining confidentiality as required by the Americans with Disabilities Act (ADA).

*Updated 3.6.2023

Protocol if a child exhibits any symptoms while at Clubhouse:

- If a child exhibits symptoms, they will be isolated until guardians can be called and the child is picked up.
- Children exhibiting symptoms will be asked to stay at home until symptoms subside and 24 hours after resolution of symptoms, UNAIDED BY MEDICATIONS.

Protocol for confirmed COVID-19 case at Clubhouse:

- The Director will inform staff members and families if they have had a close contact of someone with COVID-19.
- Sick children may not return for 5 days and until symptom free for 24 hours unaided by medication.
- If multiple cases occur at Clubhouse (an outbreak) we will close for five days.

Drop-off & Pick-up Procedures

You are always welcome to come into Clubhouse but may choose to:

Drop-off: You may drop your child off outside of Clubhouse. You may watch them enter the building and be greeted by our staff or walk them up to the front door. They will sign in and our staff will complete a wellness screening including a temperature check for each child.

Pick-up: You may call the Clubhouse phone at (541) 852-6034 in order to have your child come outside to you or walk up to the front door. When staff see you or receive the call, they will inform your child you are there. Watch your child as they gather their belongings, sign out and exit the building.

Face Coverings

At Clubhouse we follow the CDC risk levels to decide whether or not we need to wear masks. If the risk level is low, we will make masks fully optional inside and outside. If the risk level is medium, we will wear masks inside and they will be optional outside. If the risk level is high, we will mask at all times except when eating.

In General

Staff will be disinfecting high touch items and our bathrooms daily. Staff will disinfect toys and supplies after high use or at a minimum weekly. We will be utilizing assigned regular seats for snack and lunch times and each child will have their own 12"x12" cubby to store their personal items. Hand washing or hand sanitizer will be used between activities and before/after eating or playing outside. Tables, computers and other high touch items will be sterilized between each group.

What other safety practices is Creswell Clubhouse engaging in?

- Staff are following and/or exceeding proper cleaning and sanitizing guidelines from the ELD.
- All staff and children will wash hands frequently (or use hand sanitizer if soap and water are not available).
- The classroom will have open doors and windows for increased air flow if possible, and each room has multiple HEPA filter air purifiers in place.

You can rest easy knowing we are following **ALL** State of Oregon Health Authority and Oregon Early Learning Division's regulations. Going beyond in many cases.