

CCC 2021 Frequently Asked Questions

Updated January 21, 2021

What are the hours of operation?

We have been open from 8:15-5:00 Monday-Friday since August 10th. We remain uncertain as to whether and when we will be able to resume closing at 5:30.

Is it okay if I am interested in enrolling my child but don't want to start them yet?

Families are welcome to start their child at a later date but would be responsible for submitting tuition from the date that the spot becomes available. Parents may also choose to send their child on an abbreviated schedule (part-time hours or a few days a week) but would be responsible for submitting full-time tuition payments.

What is the current classroom ratio?

All child care programs are now allowed to return to their pre-COVID licensed ratios.

Our ratios are as follows:

Seedlings (infants) 8 children : 3 teachers.

Sprouts (infant/toddler) 9 children : 3 teachers

Buds (toddler/preschool) 9 children : 3 teachers

Blossoms (preschool) 10 children : 2 teachers

Blossoms I (preschool) 16 children : 2 teachers

How do the staff ensure the children are practicing social distancing?

Social distancing is naturally structured whereas all of our classrooms are set up to encourage independent learning throughout the day at the recommended physically social distance of 6 feet. Teachers maintain social distancing as they supervise the children, navigate the classroom, and facilitate purposeful use of the learning materials. Children's learning experiences are enriched with meaningful conversations with teachers and peers. It is very important to our community that children are able to maintain their relationships with each other and their teachers. The rules of social distancing are routinely explained and children are reminded of how their classroom is set up to encourage it and why it is important to be socially distant from others. At no time are children expected to fully understand or follow social distancing practices without continuous support and encouragement from their teachers.

Children in the Seedlings and Sprouts classrooms continue to receive love, attention, and supervision by sight and sound. It saddens us that we are not able to be as affectionate with them throughout the day (for no reason at all other than we love them

so much!) as we typically are. Fortunately, they are much older and will naturally desire more independence as they reenter their school world. Please be assured that children in all of our classrooms are attended to safely and appropriately when they are feeling sad or become injured. CCC has also provided extra shirts for staff to wear and change out of immediately should their clothing become soiled.

**Are the children expected to wear masks? Do parents need to provide masks?
What if my child doesn't want to?**

EEC health and safety requirements does not require children to wear masks. Instead, it is recommended that programs and parents work in partnership to balance the concerns and desires of parents and child care staff as well as the concerns about the safety of children wearing and properly removing their masks. That said, we understand that wearing masks will be a new and likely uncomfortable experience for children who have not been wearing masks during our closure.

We kindly ask that parents of children ages 3-5, at their discretion, begin to introduce masks to their children. Masks will not be worn during lunch or nap time. Teachers will encourage children to take breaks from their masks as needed and requested throughout the day, and while playing inside or outside when they are socially distant. We believe it is important that children this age begin to use masks because the restrictions on the number of children enrolled may be lifted and social distancing may become more challenging for the children to understand.

We ask that parents who desire their child to wear a mask *and* who have been properly, safely, and successfully teaching their child (who is at least 2 years of age) on how to wear a mask (and not touch it) *and* their child shows comfort and little resistance to wearing masks, provide several reusable and/or disposable masks for their child each day. Reusable masks will need to be labeled with the child's first and last name. Used masks will be stored in a sealed plastic bag in the child's cubby and will be sent home each day. Disposable masks may be stored in a sealed plastic bag with the child's first and last name on the bag. Teachers will provide one-on-one assistance and support for the safe removal of masks.

Please inform your child's teachers about your family's decision regarding masks. With the pandemic continuing to evolve and change, we understand and respect that your decision may change and will appreciate being notified. Since reopening, the children in the Buds, Blossoms I and Blossoms II classrooms have all been wearing reusable masks throughout the day.

All masks must be labeled on the front with your child's first and last name. The word, "front" will also need to be printed on the front of each mask.

Is there anything else I need to provide for my child while they are at school?

Please make sure to bring in 2-3 complete sets of weather-appropriate extra clothes. If your child is potty-training, please provide EXTRA clothes and underwear, and a pair of shoes, if possible. We also ask that Seedlings' parents provide their child with extra bibs. Finally, please make certain to provide your child with a reusable water bottle to help them stay hydrated throughout the day. Teachers will refill your child's water bottle as needed and will pour milk into children's cups during lunch. All personal items MUST be labeled with your child's first and last name.

What PPE do the teachers wear?

Teachers wear masks throughout the day. In addition to masks, CCC provides face shields for each teacher. Face shields and masks or goggles and masks may be worn at any time, but will be required to be worn during close contact routines (such as feeding, holding, and diapering) with infants and toddlers. Infant/toddler teachers also tie their hair back during close contact. All teachers and staff continue to wear gloves when cleaning children's noses, changing diapers and helping with toileting, tending to an injury, helping a sick child, handling and serving food, cleaning, administering medicine, and applying sunscreen.

Did the staff participate in any training to prepare for reopening and for welcoming the children back to school?

All staff completed *EEC Health and Safety Training: Guidance for Reopening of Child and Youth Serving Programs* prior to reopening. We were also trained in "Caring for the Caregiver: Reflective Practice to Support Wellness and Resilience in Times of Crisis" and "Caring for Young Children During COVID-19: Tools to Promote Emotional Safety and Well-Being" with Dr. Neena McConnico. Dr. Elliot Suarez is our healthcare consultant for this year for non-COVID related issues. For COVID-related concerns, we are required to contact the Department of Public Health (DPH) and utilize our access to the state's designated epidemiologist, Dr. Katherine Hsu.

What does drop-off look like? Is it staggered?

Unfortunately, parents are NOT allowed to enter the center. We have a screening table set up in the lobby area (where we typically host our bake sale). Families are welcome to drop off their child at a time that is convenient for them (however, we ask to be notified whenever your child will arrive later than 9:30) yet parents are required to stand 6 feet apart if there is a wait.

Parents fill out the online screening form BEFORE leaving home. Upon arriving at the screening area, parents relay any important information to their child's teachers. At the same time, staff are taking a visual inspection of the child to confirm they are not experiencing any signs of illness such as coughing or shortness of breath. Finally, the teachers will escort the child to their classroom and assist them with proper hand washing and toileting.

How is pick-up managed?

Parents who desire to pick up their child before the end of the school day will need to call their child's classroom and inform the teachers. The teachers will prepare the child for pick up and a staff member will escort the child to their parents by the screening table.

Parents picking up their child at the end of the day may wait near one of the screening tables. Staff will escort the children to their parents a few children at a time in order to maintain social distancing. The time parents will be picking up their child is now one of the questions on the daily screening questionnaire. Knowing in advance what time to expect parents has helped us to bring children out quicker and allow for parents to maintain social distancing while waiting.

Will my child be able to use hand sanitizer? If so, will I need to provide it?

CCC will provide hand sanitizer in all of the classrooms for teachers to use. Children ages 2 and older will be able to use it as well. Hand sanitizer will not be in children's reach and use of hand sanitizer will be closely monitored by staff. Whenever possible, proper handwashing will take place with adult supervision. Permission slips have been updated to include the use of hand sanitizer for children ages 2 and older. The permission slip will be emailed to families to fill out prior to reopening. Parents will need to bring the permission slip back to school on their child's first day.

What cleaning and disinfecting procedures take place?

Staff prepare the school and classrooms by disinfecting the keypad on the coded doors, all door knobs, light switches, faucets, diaper changing tables, bathrooms, gates/railings, filtered water dispensers, refrigerator doors, cabinet handles, tables, chairs, furniture, playground fixed structures, and the playground equipment that will be used for that day.

Staff remove materials as soon as a child is done using them in order for them to be cleaned, sanitized or disinfected. Children are given a new material to explore at their will. CCC continues to provide children with safe opportunities to explore visual arts. Each child has an art case filled with materials (crayons, markers, tape, age and skill appropriate scissors, paint brushes, and chalk) for their individual use and enjoyment.

Scheduled cleaning and disinfecting of the aforementioned objects takes place before school opens, during rest time, and after school closes. Staff continue to launder, clean, sanitize, and disinfect as needed throughout the day.

How is mealtimes handled? Is school/cafeteria lunch an option?

During snack and lunch, some children are seated 6 feet apart at individual tables while others are seated 6 feet apart on tarps spread out in different areas of the classroom. Children seated on a tarp are given lap desks/trays to eat on. Tables and trays are cleaned and sanitized after each use.

Teachers facilitate socialization through discussions, stories, and games, The Ashburton cafeteria will remain closed until further notice. Parents will need to provide their child with lunch from home. Please remember that we are a NUT-FREE and WATERMELON-FREE school. All containers, lids, plastic bags, thermos, etc. must be labeled with the child's first and last name or it will not be served.

How do the staff keep children safe during nap time?

CCC provides a sheet and lightweight breathable blanket for each child. Each child's sheets and blankets will be laundered at school once per week or as needed to clean bodily fluids, after a child becomes ill, or after they come in contact with a person who has tested positive for COVID-19. Children's cots are arranged 6 feet apart whenever physically possible. Cots that are closer than 6 feet apart are separated by a partition and the children sleep at opposite ends of their cots (i.g head/toe). Teachers are still available to rub children's backs as requested by the child, but now wash their hands before and after each child.

Are the children able to use the playground? Are there any limitations on their play or the equipment they are able to use?

Our playground is divided into three sections in order to allow up to three classrooms to participate in outdoor learning simultaneously, yet separately. Children are able to use the designated equipment their teachers planned and disinfected for that day. There is a playground schedule to ensure each classroom has adequate time outside and an opportunity to explore the other sections. The older toddlers and preschoolers also have

the option to use the function room downstairs for gross motor play. In addition to free play, climbing structures, and using some of the other equipment (e.g. balance bikes, scooters, push toys), staff also engage the children in specific outdoor learning activities based on their training in April on Outdoor Classrooms.

How do parents receive information about their child's day?

Teachers take pictures, short videos, and formal and informal observations of the children during the day. Teachers in our infant, young toddler, and older toddler classrooms send daily observations of the children on Teaching Strategies. Preschool-age children receive 2-3 observations on Teaching Strategies each week.

Are there any enrichment activities?

We have resumed music and movement with Philip on Mondays and Wednesdays, and music therapy with Lindsey on Fridays. Classrooms connect with Philip and Lindsey through Zoom and use a projector to display them for the children. Children maintain social distancing during their experience and music instruments are not shared.

What happens if my child or a staff member becomes ill?

In response to illnesses associated with COVID-19, the fever level has been lowered from 100.4 to 100.0. If a child develops a fever of 100.0 or other COVID-19 related symptoms, they will be removed from the classroom immediately to Susan's office which is the designated space for sick children and adults. Teachers will inform the parents to pick up their child immediately. The child will remain in the office with a First Aid and CPR certified staff member with the door closed. The child (if age 2+) and the staff member will wear PPEs. Susan or Maria will call the other parents who have a child in that room so that they may pick up their child and begin the monitoring process. When the parent arrives, the child will be escorted through the main entrance. The office area and the main entrance area will be closed for use for the next two days. A work order will be placed for that area to be disinfected. The same procedure will take place for a staff member who develops a fever or any other COVID-19 related symptoms if they are not physically well enough to leave the premises on their own.

If a child or staff member appears to have severe symptoms (extreme difficulty breathing, bluish lips or face, persistent pain or pressure in the chest, severe persistent dizziness or lightheadedness, new confusion or inability to rouse someone, or new seizures or seizures that won't stop) **911 emergency services will be called immediately and will be informed that the child or staff member is suspected to have COVID-19.** Susan Rogers or Maria Stotts will file an incident report with EEC and notify our EEC licensor, Marynely Sanchez at 617-979-8614.

As stated in the Massachusetts Department of Early Education and Care's COVID-19 Child Care Playbook: Implementing the Minimum Requirements for Health and Safety (updated December 14, 2020):

1. If an individual is identified as a close contact of a COVID-19 positive individual, they must quarantine until they are released by a public health authority (either the Local Board of Health or the Community Tracing Collaborative). In general, a close contact will need to quarantine for:

- a. 7 days if the individual gets a negative test result on or after day 5, experiences NO symptoms, and continues to monitor for symptoms through day 14.
- b. 10 days if the individual experiences NO symptoms and continues to monitor for symptoms through day 14.
- c. 14 days if the individual experiences ANY symptoms during the 14 days. If experiencing any symptoms during the 14 days, the parents should consult their health care provider.

If contact is ongoing (e.g. a household member is positive), then all household members should stay home in self-quarantine until the infected individual is no longer considered infectious per Department of Public Health guidance. Secondary contacts (contacts of contacts, e.g. household members of close contacts) do not have to quarantine unless/until the primary contact tests positive.

2. If an individual tests positive for COVID-19, they may return to care or work when they have been released from isolation by a public health authority (either the Local Board of Health or the Community Tracing Collaborative). Return will typically be 10 days after symptom onset if the symptoms are improving AND the individual has been fever-free without fever reducing medication for at least 24 hours, or 10 days from test date if the individual is asymptomatic.

3. If an individual is symptomatic, they should be tested for COVID-19 using a PCR test.

- a. If a symptomatic individual does not get tested, they may return after 10 days in self-isolation AND their symptoms are improving AND they have been fever-free without fever reducing medication for at least 24 hours.

b. If a symptomatic individual tests negative for COVID-19, they may return to care or work when symptoms begin to improve AND they have been fever-free without fever reducing medication for at least 24 hours.

Close contact is defined as within 6 feet of an individual who has tested positive for COVID-19 for more than 10 minutes while that person was symptomatic, starting 48 hours before their symptoms began until their isolation period ends.

If a child or staff member has been exposed to COVID-19, regardless of whether the individual has symptoms or not, the child or staff member must not be permitted to enter the program space.

How will COVID-19 reporting be handled?

If a staff member, child or member of their household tests positive for COVID-19, we will complete the online COVID-19 Positive Reporting Form found on CCC's LEAD account through EEC which would then alert the Department of Public Health (DPH). CCC will follow guidance from DPH at that time.

If there are multiple positive COVID-19 cases occurring after the initial report has been filed on LEAD, we would then report all of the additional cases as well.

If a staff member or child is identified as a contact of someone who is NOT their household member, we will complete an incident report on CCC's LEAD account through EEC.

If an individual becomes symptomatic while at CCC, we will file an incident report on LEAD as with any other infectious disease.

Do sick children always have to stay out of child care for 14 days?

No. A child who has COVID-19-like symptoms should see a clinician who may order a test.

A positive COVID-19 test will require coordination with the Local Board of Health to determine the necessary isolation period before the child may return to care.

If the clinician determines that the child does not have an illness compatible with COVID-19 or other infectious disease that would require isolation, the child may return

to care. Protocols for children returning to care should be in line with provider policies, in consultation with families.

Who will the staff contact if they have questions about COVID-19 or a possible exposure?

Staff may contact the state's designated child care epidemiologist, Dr. Katherine Hsu. Dr. Hsu can be reached at Katherine.Hsu@massmail.state.ma.us or 617-983-6948.

How will the Center keep track of symptoms, illnesses, and possible exposure to COVID-19?

As now required by EEC, CCC has prepared an internal spreadsheet to track absenteeism in children and staff due to illness.

How will CCC handle fire alarms and emergency evacuations?

During an emergency, our main goal is to remove the children from the school as safely and quickly as possible. Social distancing will not be a priority while we are physically leaving CCC and walking to safety. The main reason being, we need to eliminate the possibility of being separated and will need to continuously count the children to make certain everyone is accounted for. Once we reach the lobby area, we will create as much distance between the children as possible, but will heavily rely on some of them already wearing their masks. If we need to leave the building, Suffolk University police will be informed and will escort us to our evacuation site (20 Somerset Street). The children will be counted again and before being settled 6 feet apart. Parents will be notified of our evacuation via RainedOut. We will remain there until further notice. If we are allowed back into the building, we will send another message through RainedOut and a follow-up email will be sent confirming our safe arrival and what took place. If we need to move to a different location, parents will once again be updated through RainedOut and will receive confirmation of our safe arrival. PLEASE DO NOT CALL OR TEXT ANY OF OUR TEACHERS/STAFF during an emergency. It is imperative that teachers remain focused on the children and aware of their surroundings. It is also important that accurate information is delivered to all of the parents at the same time to eliminate confusion.

Please let Susan or Maria know if there are any more questions you would like to have answered in the FAQ.

