



## *Reopening Plan*

*Updated 8/14/20*

### **Guidance for staff, children, and families**

Dear Bright Learning Stars staff and families,

We are continuing to monitor the rapidly evolving public health situation around COVID-19. Relying on resources from the Centers for Disease Control and the New York Department of Health, we have developed the following plan to guide our reopening of Bright Learning Stars Daycare.

The health and well-being of our families and staff are our highest priorities. To be successful in minimizing risk to all of our Bright Learning Stars community, we will rely on everyone working together to follow these guidelines and communicate openly and clearly about potential exposure to the coronavirus. Thank you for reading this plan and indicating that you understand it and agree to participate in this group effort.

Sincerely,

*Beata, Jessica, and Paula*

Worker-owners of Bright Learning Stars, LLC.



## ★ PANDEMIC POLICIES AND PROCEDURES ★

*These policies are subject to revision from time to time.  
Notice will be provided if and when updates are made.*

(Temporary) Hours of Operation: Monday through Friday, 8:00 am to 4:00 pm

In the interest of limiting the opportunity for transmission to our vulnerable community, we ask that all members of our BLS community abide by the following policies.

### **Health and safety measures at the daycare**

All staff members will wear masks at work when within 6 feet of each other, children, or parents.

Staff members will take all precautions to lessen risk during their commute by wearing masks and maintaining social distance. Staff members will check their temperatures when they arrive at the daycare.

Children over the age of 2 will be encouraged to wear masks when we go on walks.

We will be increasing the intensity and frequency with which we clean classrooms, surfaces and toys.

We will be limiting the number of toys available to children, and choosing only toys that are easy to wash.

We will model and teach good hand-washing practices. We will wash the children's hands upon arrival, between activities, and before leaving the daycare.

Depending on families' child care needs and the ages of children, we will be creating daycare "pods" so that children and staff are only in contact with a few other people. We will seek to keep these pods as consistent as possible, but acknowledge that we may need to make changes. At the moment, we plan to have only 2 staff members at a time working together in each apartment.

Drop-off and pick-up will be taking place outside the building, and parents will not be allowed inside. Strollers, bike seats, and carriers can no longer be left in the sunroom or entrance area until future notice.

Before admitting children to the daycare each day, we will ask parents to respond to a COVID-19 screening questionnaire developed by the NY State Department of Health.



We will perform a temperature check before the child enters the daycare. Any child with a temperature of 100.4 F or more will not be admitted. We will also be taking temperatures during the day. (Please see next section for more details about health checks).

Staff will get COVID tests before they come back to work at the daycare. Staff will seek COVID tests if they present symptoms that meet the COVID profile.

There will be no visitors allowed at the daycare. Music class will be held on Zoom until further notice.

## **Health Checks and Attendance Policies**

All staff, families, and children, and their household members must conduct a daily health check before coming to Bright Learning Stars.

In general, health checks should monitor for the following symptoms:

- fever of 100.4 F or higher, now or in the preceding 72 hours (or would have, but have used fever reducing medicine)
- cough
- sore throat
- muscle aches
- difficulty breathing (without recent physical activity)
- new loss of taste or smell

For children, Health Checks should additionally include checking for the following:

- shortness of breath or rapid breathing
- fatigue
- flushed cheeks
- extreme fussiness

**If a health check reveals that you, your child, or a household member has any of these symptoms, we ask you to remain out of the daycare that day and notify BLS.** Household members will be required to remain out of BLS for 14 days unless medical clearance is provided by a physician indicating that the presenting symptoms are not associated COVID-19. The physician's note must not be from a family member. Exclusion from BLS is sometimes necessary to reduce the transmission of illness.

**The staff of BLS reserves the right to send a child home at any time if they determine that the child is presenting symptoms from the list above.** If a child begins to present symptoms while at the daycare, we will notify the child's parents. For



your child's comfort, and to reduce the risk of contagion, we ask that children be picked up within one hour of notification. Until then, your child will be kept comfortable and will continue to be observed for symptoms.

**Do not bring your child to daycare** if any member of your household has:

- (a) A suspected or confirmed case of COVID-19
- (b) Been in close contact with anyone who has a suspected or confirmed case of COVID-19 (for example, close contact at school, work, religious service, social gathering)
- (c) Traveled internationally or domestically from any area which is the subject of travel restrictions under applicable state and local guidance. See more details about State travel restrictions below.

**You may bring your child back to daycare** 14 days after the last potential exposure if these things have happened:

- (1) At least 14 days have passed since any household member first experienced symptoms; and
- (2) Symptoms have improved for any household member that experienced symptoms (for example, cough or shortness of breath has improved); and
- (3) The household has been fever-free for at least 72 hours without the use of fever-reducing medicines.

**or**

- (1) The household has been fever-free for at least 72 hours without the use of fever-reducing medicines; and
- (2) The family member with symptoms has had a negative COVID-19 test result.

Please note, depending on the circumstances we may require you to obtain medical clearance before return to BLS will be allowed.

**If someone within our daycare has a suspected or confirmed case of COVID-19** we will close off the areas used by that person. We will follow CDC guidelines for cleaning the daycare. Any staff, children or family members who have come into contact with that person will be required to quarantine. We will also notify the State and local health departments of any confirmed COVID-19 case in our daycare.

## **Travel Policy**

We expect Bright Learning Stars families and staff to abide by NY State's current travel advisory, as outlined in [Gov. Cuomo's Executive Order 205](#). If you and/or your child have traveled from or within a state with significant community spread, your child must quarantine for 14 days upon return to NY State.



The list of states subject to travel restrictions is subject to change, and we urge you to check the list regularly if you plan to do any traveling. The Traveler Health Form helps you determine if you or your child need to quarantine.

The requirements of the travel advisory do not apply to any individual passing through designated states for a limited duration (i.e., less than 24 hours) through the course of travel. Examples of such brief passage include but are not limited to: stopping at rest stops for vehicles, buses, and/or trains; or lay-overs for air travel, bus travel, or train travel.

After returning from traveling in a state on this list, your child may return to Bright Learning Stars after 14 days of no symptoms or a negative COVID test. We may require parents to be tested, as the child will spend the majority of the time with their parents.

The travel advisory requires all New Yorkers, as well as those visiting from out of state, to take personal responsibility for complying with the advisory. We bring your attention to this advisory in the best interest of our BLS children, parents, staff and community health and safety.

## **Health and Hygiene Practices**

Our regular health and hygiene practices provide some of the best defenses against the spread of most contagious illnesses.

By now, we are very familiar with the following rules of thumb:

- Cover your nose and mouth with a mask whenever possible
- Retain a 6 foot distance from other people whenever possible
- Avoid touching eyes, nose, and mouth with unwashed hands
- Avoid kissing, hugging, & sharing cups or eating utensils with people who are ill
- Disinfect frequently touched surfaces, especially if someone is sick



### **What you can practice with your child at home**

1. Practice wearing masks when you are spending time with your children so that they become familiar with adults wearing masks.
2. If your child is over 2 years old, please have your child practice wearing a mask when outside the home.
3. Wash hands often with soap and water.
4. Sneeze or cough into your elbow; or cover mouth and nose with a tissue before sneezing or coughing, then immediately discard the tissue.

### **Staff sick policy**

In order to reduce risk, the Bright Learning Stars staff will be carefully self-monitoring their health. Staff will comply with the home health check policies described above, and will notify their coworkers and not come to work if they present any of the symptoms from the general health check list in the preceding section. Staff will check their own temperatures when they arrive at work and before they leave.

In accordance with the Families First Coronavirus Response Act (FFCRA), Bright Learning Stars will be able to offer paid sick leave (up to 2 weeks) or family leave (up to 12 weeks) for staff members **who cannot work due to coronavirus**. Details will be shared with staff separately. Key information for employees about this program is available here:

[https://www.dol.gov/sites/dolgov/files/WHD/posters/FFCRA\\_Poster\\_WH1422\\_Non-Federal.pdf](https://www.dol.gov/sites/dolgov/files/WHD/posters/FFCRA_Poster_WH1422_Non-Federal.pdf)).

### **Assumption of Risk and Waiver of Liability**

The novel Coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. It is now widely acknowledged that COVID-19 is **extremely contagious** and can be contracted through person-to-person contact. As a result, federal, state and local authorities recommend social distancing as a means to prevent the spread of the virus.

Bright Learning Stars, LLC and Bright Learning Stars Two, LLC (referred to together as "BLS") have put into place preventative measures to reduce the spread of COVID-19. However, BLS cannot prevent you or your child(ren) from becoming exposed to, contracting or spreading COVID-19 while using the daycare's services and/or facilities.



**Agreements by Persons Signing this Form**

By signing this Agreement I acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that my child, \_\_\_\_\_ and our family may be exposed to and infected by COVID-19 during the course of my child(ren)'s attendance at BLS. I understand that the risk of being exposed to or infected by COVID-19 at BLS may result from the negligent actions or omissions of BLS and/or its owners, employees, licensors, licensees, daycare customers and/or their respective families.

I voluntarily agree to assume all of the foregoing risks associated with COVID-19 and waive any claims that my child(ren) or I may have for damages or losses including, but not limited to, personal injury, illness, temporary or permanent disability or death, related to COVID-19 that arise out of or are related to my child(ren)'s attendance at BLS ("Claims"). On behalf of my child(ren) and myself I hereby forever release and waive my right to bring suit seeking Claims against the Camp and/or its owners, managers, licensors, licensees, agents, employees and other representatives in connection with exposure to, infection from, and/or spread of COVID-19 arising out of or relating to my child(ren)'s attendance at BLS.

**I, the undersigned, certify that I am the parent or legal guardian of the minor(s) named above, I have carefully read and fully understand all provisions of this assumption of risk, release and waiver of liability, and knowingly and voluntarily agree to each of the above statements.** (Please note that this form must be signed by each parent or legal guardian).

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Parent / Guardian Signature

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

\_\_\_\_\_  
Parent / Guardian Name (printed)

\_\_\_\_\_  
Parent / Guardian Name (printed)