POLICY SPECIFIC TO COVID 19 OUTBREAK

As outlined in Executive Order2020-11, Montessori Foundations of Chicago, Inc. (MFC) will provide child care for first responders, emergency workers, health care professionals, and anyone else listed as essential worker in that order. In coordination and cooperation with the Illinois Department of Children and Family Services, Department of Human Services, Illinois Department of Health and the City of Chicago, MFC will help families who are working on the front lines access to child care.

During the outbreak and until instructed otherwise, MFC will implement the following:

* Emergency Day Care Program Directors will be at least teacher-qualified;
* Each classroom will be staffed with at least one Early Childhood Teacher Assistant or School-age Worker Assistant;
* Child care will be carried out in stable groups of 10 or fewer (“stable” means that the same 10 or fewer children in the same group each day);
* Infants and toddlers will maintain a ratio of 1 staff to every 4 children;
* Children will not change from one group to another;
* If more than one group of children is cared for at one facility, each group will be in a separate room. Groups will not mix with each other;
* Child care providers will remain solely with one group of children;
* Child care staff will work a maximum of 12 hours in a 24-hour period;
* All staff and children are compliant with up-to-date CDC Guidance about health and behavioral instructions as related to COVID-19.

In addition

* Drop off and pick up will be done in the front vestibule;
* People (children and adults) entering the building will be excluded if
	+ temperature is 100.4°F or higher (screened using an no contact infrared thermometer)
	+ show signs or symptoms of a respiratory infection, such as a cough, shortness of breath, sore throat, and low-grade fever
	+ in the previous 14 days has had contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19; or is ill with a respiratory illness
	+ in the previous 14 days has traveled internationally to countries with widespread, sustained community transmission
* Encourage sick employees to stay home;
* Reduce school hours: 8:00 am to 5:30 pm
* Provide individual meals and snacks;
* Continue to follow existing procedures for reducing the spread of respiratory illnesses among children and staff including frequent hand washing and cough etiquette (coughing and sneezing into your elbow);
* Encourage children to spread out during story and circle times;
* Discourage children from touching their eyes, nose, and mouth with unwashed hands;
* Allow for more than the two-foot minimum required by child care regulations between cribs and cots. Place cribs and cots so that children rest “head to toe” rather than “face to face”;
* Extend outdoor play and get plenty of fresh air;
* Implement more frequent disinfecting of commonly touched surfaces like handrails, doorknobs, countertops, sinks, etc.;
* Make adjustments in our environments to accommodate children with special needs or disabilities; the modifications and accommodations will depend on the special need or disability; emergency evacuation procedures will be developed and practiced if a child with a special need is enrolled

**If a child or staff member has been exposed to COVID-19 by someone with the virus in their immediate household, we will notify Illinois and Chicago Departments of Public Health and DCFS to determine the best course of action.**

**If it is confirmed that someone with COVID-19 has been in the school, we will dismiss everyone immediately and notify Illinois and Chicago Departments of Public Health and DCFS. We will work with these agencies to determine the best course of action.**