



Hybrid Return Model

*Reopening Health & Safety Guidelines for
Needham Extended Day Program*

September 11, 2020

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Reopen Approach

Our mission has always been to support working families; we know that need is greater now than ever. NEDP has worked closely with NPS & our licensor to implement the most robust protocols and guidelines. These partnerships have resulted in a concise design of systems. The health, safety and emotional well-being is of the utmost important to us. To ensure we are upholding these standards we have implemented protocols in regard to: Cleaning/Disinfecting, hand hygiene, masks, physical distancing, stable groupings, screening, monitoring and illness guidelines.

Health & Safety Guidelines

Cleaning/Disinfecting Protocol

Cleaning and Disinfecting is one of the essential methods implemented to reduce the risk of spreading COVID-19. NEDP, along with NPS, has developed the following protocols.

Definitions

Cleaning: physically removes germs, dirt, and impurities from surfaces or objects by using soap (or detergent) and water.

This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting: kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects.

This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

*Clean surfaces and objects using soap and water prior to disinfection.

(Source: CDC/Cleaning, Disinfection, and Hand Hygiene in Schools – a Toolkit for School Administrators)

Procedure

Staff members will follow the following general guidelines when engaged in cleaning or disinfecting surfaces:

- Wash/sanitize hands prior to cleaning and apply protective gloves
- Immediately clean surfaces and objects that are visibly soiled. If surfaces or objects are soiled with body fluids or blood, use gloves and other standard precautions to avoid coming into contact with the fluid. Remove the spill, and then clean and disinfect the surface
- Clean visibly dirty surfaces with soap and water first, prior to any disinfection.
- Use appropriate cleaning products and paper towels.
- Follow the label directions carefully, as there may be a separate procedure for using the product as a cleaner or as a disinfectant. Disinfection usually requires the product to remain on the surface for a specified period of time (e.g., letting it stand for 3 to 5 minutes).
- Use paper towels and disinfectant on electronic items that are touched often, such as phones and computers.

- Do not mix chemicals.
- Throw disposable items used to clean surfaces in the trash immediately after use.
- Wash/sanitize hands after removing gloves.

Area	Method	Who	Frequency
Tables and Chairs	Germicidal Cleanser and single use paper towels	NEDP Staff	Before and after meals/snacks, before and after use
Furniture	Cleaned and Disinfected	NEDP Staff	Before arrival & end of day
Shared materials (i.e. paint brushes, staplers)	Cleaned and Disinfected	NEDP Staff	After each use
Shared toys (i.e. legos, magnetiles)	Cleaned and Disinfected	NEDP Staff	After each use
Doors & handles	Cleaned and Disinfected	NEDP Staff	After each group
Play Structures	Cleaned and Disinfected	NEDP Staff	After each group
Restrooms	Cleaned, Disinfected	NPS Building Maintenance	Daily
Floors	Cleaned, Disinfected	NPS Building Maintenance	Daily

Daily checklists are maintained by each cohort's teacher and overseen by the Site Coordinator.

Disinfecting Areas with Suspected/Confirmed COVID-19

Any areas where a child or staff member with suspected or confirmed case of COVID-19 visited, NPS Building Maintenance will follow the following protocols.

The CDC released for cleaning and disinfecting rooms occupied by those with suspected or with confirmed COVID-19:

- *Close off areas visited by the ill persons. Open outside doors and windows and use ventilating fans to increase air circulation in the area. Wait 24 hours or as long as practical before beginning cleaning and disinfection.*
- *Cleaning staff should clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment (like tablets, touch screens, keyboards, remote controls, and ATM machines) used by the ill persons, focusing especially on frequently touched surfaces.*
- *If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.*

The July 17th guidance from the Department of Elementary and Secondary Education (DESE) mirrors these recommendations by writing, "Any area of the school visited by the COVID-19 positive individual must be closed off and/or cleaned and disinfected. The area can be used 12 hours after cleaning/disinfecting has occurred" (DESE).

Needham is exceeding the requirements put forth by DESE and fully adopting the CDC recommendations. Specifically, Needham Public Schools will:

- Close off any areas visited by a suspected or confirmed person, open windows and ventilation, and ban entry for up to 24 hours to those spaces.
- Speak with the ill person to identify all areas that he/she/they visited. Then, clean and disinfect all of these areas and equipment used using the cleaning supplies described in each section above.

Needham will follow the protocols described in DESE's July 17th guidance around quarantine for potentially exposed individuals.

Hand Hygiene

NEDP has implemented routines and created spaces that facilitate robust hand hygiene. Adults and children must regularly wash their hands throughout the day, including but not limited to at the following times:

- Upon entry into and exit from program space
- When coming into the program space from outside activities
- Before and after eating
- After sneezing, coughing or nose blowing
- After toileting
- Before handling food
- After touching or cleaning surfaces that may be contaminated
- After using any shared equipment like toys, computer keyboards, mouse, climbing walls
- After assisting children with handwashing
- Before and after administration of medication
- Before entering vehicles used for transportation of children
- After cleaning, sanitizing, disinfecting, and handling refuse
- After contact with facemask or cloth face covering
- Before and after changes of gloves
-

If handwashing is not available, hand sanitizer with at least 60 percent ethanol or at least 70 percent isopropanol may be utilized as appropriate to the ages of children and only with written parent permission to use. [Consent Form](#)

Hand sanitizer will be stored securely and used only under supervision of staff. Staff must ensure children do not put hands wet with sanitizer in their mouth and must supervise children during and after use.

Protocol for Face Masks

This NEDP protocol has been adapted from Needham Public School's "Protocol for Face Masks".

Face masks are an effective measure to take in preventing the spread of COVID-19, especially when used in combination with hand washing and social distancing. COVID-19 is spread through respiratory droplets that are produced when an infected person coughs, sneezes and/or talks; these droplets can land in another person's mouth, eyes or nose, or be inhaled into the lungs. A large portion of people may be infected with COVID-19 and not have symptoms (asymptomatic); masks can protect the general public by containing the respiratory droplets of an infected person who is asymptomatic, therefore reducing the spread. NEDP has incorporated both the Department of Elementary and Secondary Education (DESE) and Early Education and Care (EEC) requirements and recommendations for the following policy regarding face masks:

Who Should Wear a Mask?

- Students in the program are required to wear a face mask that covers their nose and mouth
- If a student or students are at school, and are notified that they were in close contact with an individual who tested positive for COVID-19, they will need to wear a face mask for the remainder of the day and will be asked to be picked up
- Adults are required to wear masks
- Mask breaks must be provided throughout the afternoon as determined by the Site Coordinator, and the ability for students to maintain a distance of a minimum of 6 feet while not wearing a mask
- Masks must be worn under face shields, unless staff are able to maintain physical distancing of greater than 6 feet from others; in that case, the mask can be removed from under the face shield and must be reapplied once distance of 6 feet cannot be maintained

Who may be Exempt from Wearing a Mask?

- Students who have disability or safety impact may be exempt from wearing a mask
- Nursing will evaluate whether a medical 504 is indicated
 - Nurses will share information about students' exemptions with staff directly working with those students
 - Staff with who are unable to wear a mask due to disability or safety impact should notify a Director

Who Should Supply the Masks?

- Face masks should be provided by the student/family, a supply of masks is available at sites for those students who can't provide their own supply or who may forget mask
- Masks must be clearly labeled with the student's name/initials
- NEDP will provide face masks for staff, although staff may provide their own and, a supply of disposable masks will be available at each site
- Students are advised to bring a minimum of 2 cloth face coverings per day in case one becomes soiled and needs to be replaced and **an additional one** for the days they are enrolled in the program
- Students and staff should bring a labeled paper bag to school to keep their mask clean when eating or taking a mask break and should be stored properly: <https://youtu.be/ZHQ3YmDqo>
- If a student becomes ill during the afternoon, the nurse will provide a disposable mask to the student to be worn until dismissal from the isolation area
- Gaiters/Bufs/Bandanas are not permitted

Removal of Face Masks

- Mask breaks should occur throughout the afternoon, ideally for 5-10 minutes per hour when students can maintain physical distancing of at least 6 feet.
 - Suggestions could include: provide a break when students are outside, as long as they maintain 6 feet of distance at all times
 - In program space, when students are 6 feet apart, could consider having every other student remove their mask for a break at a time when
 - If feasible, open windows during mask breaks
- Staff/students will follow the proper removal and disposal of face masks/cloth face coverings as outlined by NPS
- Soiled disposable face masks should be placed in regular trash receptacle
- Cloth/reusable face masks that are soiled should be placed in clearly labeled paper bag and brought home each night for laundering
- Hands must be washed/sanitized prior to reapplying clean face masks

Mask Breaks

- Mask breaks should occur throughout the afternoon when students can maintain physical/social distancing of 6 feet
- Mask breaks should occur in a well-ventilated area. If possible, mask breaks should be encouraged when students are outside, and/or if windows are able to be opened
- Mask breaks should occur for a minimum of 10 minutes. If students are 6 feet apart, one suggestion could be to have every other student take a mask break for 10 minutes while in class
- Students should wash/hand sanitize hands before and after removal and/or reapplication of mask
- Students should place mask in clean bag that has initials/name, and/or on a clean paper towel, removing the mask by the ear loops or ties and avoiding touching the outside of the mask
- If mask becomes contaminated during break, a new mask should be applied
- After break, student should pick mask up by ear loops/ties and place back on face, covering nose/mouth and chin, and should not touch the outside of the mask

References:

NPS "Protocol for Face Masks"

https://eeclead.force.com/resource/1591036172000/Min_Req

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/about-face-coverings.html>

<https://www.mass.gov/doc/dese-fall-reopening-guidance/download>

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Protocol for Mask Breaks

This NEDP protocol has been adapted from Needham Public School's "Protocol for Mask Breaks"

Face masks are required for all students in the program. A minimum of two mask breaks per afternoon should be scheduled for 10 minutes when students can maintain a distance of six feet from others for the duration of the break and will be scheduled according to building protocol. Mask breaks should take place outside whenever possible, and if held indoors, windows should be opened for the duration of the break.

Procedure

How to Take off a Face Mask (Doff)

1. Ensure that students are at least 6 feet away from one another for the duration of the break
2. Remove mask using the following procedure:
 - a. Wash hands with soap and water or use hand sanitizer
 - b. Avoid touching the front of the mask.
 - If the mask has ear loops: hold both of the ear loops and gently lift and remove the mask
 - If the mask has ties: Untie the bottom first, then untie top and pull the mask away from you as the ties are loosened
 - If the mask has bands: Lift the bottom strap over the head first, then pull the top strap over the head
 - c. Once removed, the mask should be carefully folded in half with the inside of the mask touching, and place the mask in a labeled paper bag, or on a clean paper towel with the inside of the mask facing up. Another option is to store the mask as demonstrated [here](#)
 - d. If the mask is soiled, dispose in trash (if disposable mask) and put on clean mask after break
 - e. If cloth mask is soiled, put in a separate bag and put in backpack to bring home for laundering, put on clean cloth mask after break
 - f. Wash hands with soap and water or use hand sanitizer

How to Put on a Mask (Don)

1. Clean hands with soap and water or use hand sanitizer
2. Put on the mask using the following procedure:
 - Remove mask from paper bag or paper towel, do not touch the outside (front) of the mask
 - If the mask has ear loops: hold the mask by the ear loops and place a loop around each ear
 - If the mask has ties: bring the mask to your nose level, tie the top tie first followed by the bottom tie. Secure ties with a bow

- If the mask has bands: Bring the mask to nose level without touching the outside (if reusing mask) and pull the top strap over your head followed by the bottom strap
- Make sure that the mask covers your mouth and chin
- Wash hands or use hand sanitizer

Reference

NPS "Protocol for Mask Breaks"

<https://www.sfcddcp.org/communicable-disease/healthy-habits/how-to-put-on-and-remove-a-face-mask/>

August 2020

Physical Distancing

Another crucial strategy to mitigate the transmitting the virus is implementing physical distancing expectations. NPS has outfitted spaces to promote physical distancing and will be utilized during program hours. NEDP has taken the following additional precautions:

- Designated cohort spaces
- Staggered transition times
- Designated points of entry and exit per cohort
- Spaced personal belongings
- Sign reminders

Cohorts

Children will remain with the same group of children and staff each day and at all times during the day while in the program.

Cohorts will not be combined with other groups during the day including:

- The same staff are assigned to the same group of children each day.
- Toys, materials, and equipment will not be shared between cohorts unless they are properly and thoroughly cleaned and disinfected or sanitized before being shared from one group to another
- All non-essential visitors are prohibited from entering the childcare space including interns, volunteers, coaches and consultants.

Exceptions include:

- Employees specifically assigned to the site on a daily basis
- Contracted service providers who cannot deliver services remotely
- Program staff needed for supervision or coverage due to an emergency

Screening & Monitoring of Children & Staff

Daily Screening

NEDP will screen staff and children for symptoms of COVID-19 before they are permitted to enter the school and at arrival to the program.

A single point of entry to the program has been established to ensure that no individual is allowed to enter until they are screened and are confirmed to have none of the symptoms indicating illness. Designated screening areas will be close to the point of entry and allows for physical distancing during screening. Designated program staff will conduct all screening activities. The designated staff must obtain information necessary to complete the daily screening either by direct observation of the child or through conversation with the child, as appropriate and reliable.

Entry is prohibited to any individuals who decline to complete the required daily screening or attestation.

Health Attestation

All parents or guardians must complete a health attestation for each child every day prior to arriving at the program. Health attestations includes:

- A check for new symptoms (listed below) observed in the child, staff, or household members within the past 24 hours
- A check for close contact with a known COVID-19 positive individual within the last 14 days
- A statement that individuals with a fever or other new or unexpected symptoms consistent with COVID-19 and those who have had close contact with a COVID-19 positive individual will not be permitted into the school

The following symptoms, if observed in a child or staff member are cause for immediate isolation and exclusion from the program:

- Fever (100.0°F and higher), feverish, had chills
- Cough
- Sore throat
- Difficulty breathing
- Gastrointestinal distress (Nausea, vomiting, or diarrhea)
- New loss of taste or smell
- New muscle aches

The following symptoms, if observed in combination with symptoms listed above, are cause for immediate isolation and exclusion from the program:

- Fatigue

- Headache
- Runny nose or congestion
- Any other signs of illness

Regular Monitoring

Staff will actively visually monitor children throughout the day for symptoms included in above lists. NEDP has a non-contact thermometer on site to check temperatures if a child is suspected of having a fever. Special care is taken to disinfect the thermometer after each use.

Illness Guidelines

The following is NPS Illness Guidelines and enforced at NEDP as well.

Needham Public Schools Illness Guidelines 2020-2021

The health and safety of all students and staff are a priority of Needham Public Schools. In an effort to maximize the health of our community, Needham Public Schools, in collaboration with the Needham Public Health Department, and the School Physician have established the following illness guidelines. **Please note, these guidelines are subject to change based on updated data from Centers for Disease Control and Prevention (CDC), the Massachusetts Department of Public Health (MDPH) and/or the Needham Public Health Department.

Families must perform a symptoms check on each of their students each day before leaving for school. If a student experiences any symptoms of COVID-19, or any other illnesses listed below, please keep them home and follow the guidelines below.

Symptoms of COVID-19 include: Fever over 100°F and/or chills, cough, shortness of breath and/or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting, diarrhea

ILLNESS	ACTION	EXCLUSION FROM SCHOOL	RETURN TO SCHOOL
Exposure to COVID-19- identified as a close contact	Quarantine for 14 days at home and call healthcare provider for COVID-19 test. Call school nurse.	14 days quarantine, even if COVID-19 test is negative.	After 14 days of quarantine if no symptoms develop and cleared by: - Public Health Department - School Nurse
Diagnosis of COVID-19	Isolate at home for minimum of 10 days AND call school nurse.	Minimum of 10 days, depending on resolution of fever and symptoms (could be longer if still experiencing symptoms). Must be 24 hours fever free off fever reducing medications AND have improvement of symptoms.	Cleared by: - Public Health Department - School Nurse
Symptoms suggestive of COVID-19	Stay home, call healthcare provider for COVID-19 test. Call school nurse.	Depends on the results of the test. - If negative COVID-19 test, may return to school after 24 hours without a fever off of fever reducing	Cleared by: - School Nurse - Public Health Department

		<p>medications, improvement of symptoms. If receives an alternative diagnosis, may return to school based on the recommendations for that alternative diagnosis (i.e. flu, strep throat, etc.).</p> <p>- If no testing done-must stay home for 10 days of isolation, be fever free for 24 hours off fever reducing medication and have improvement of symptoms.</p>	- Healthcare Provider
Asthma	<p>Stay home if requires nebulizer treatment for control.</p> <p>Call school nurse.</p>	Until asthma symptoms controlled off nebulizer treatment.	<p>Cleared by:</p> <p>- School Nurse</p>
Cold symptoms i.e. nasal discharge cough, sneeze	<p>Stay home, call a healthcare provider for evaluation and referral for COVID-19 test.</p> <p>Call school nurse.</p>	<p>- If negative COVID-19 test, must be fever free off fever reducing medication for 24 hours, must have improvement of cough, must be able to self-contain nasal secretions and practice cough hygiene.</p> <p>- If COVID-19 positive, will be followed by the school nurse/Public Health Department for isolation guidelines.</p> <p>- If not tested for COVID-19, must stay home for 10 days of isolation until resolution of symptoms, be fever free for 24 hours off of fever reducing medication, improvement of symptoms.</p>	<p>Cleared by:</p> <p>- School Nurse</p> <p>- Healthcare provider</p> <p>- Public Health Department (if positive test)</p>
Conjunctivitis (Pinkeye)	Stay home, call healthcare provider for evaluation.	24 hours after ophthalmic antibiotic and cessation of purulent (pus) eye discharge.	<p>Cleared by:</p> <p>- School Nurse</p>

	Call school nurse.		
Cough due to pre-existing condition as documented by healthcare provider	Stay home and call healthcare provider for evaluation. Call school nurse.	May return to school 24 hours if no fever off of fever reducing medications, has improvement of symptoms with treatment, and if has documentation from a healthcare provider that there is an alternative diagnosis i.e. asthma, seasonal allergies, etc.	Cleared by: - School Nurse - Healthcare provider
Ear infection	Stay home and call healthcare provider for evaluation. Call school nurse.	24 hours fever free off of all fever reducing medication.	Cleared by: - School Nurse
Fever over 100 degrees orally with no other symptoms	Stay home, call healthcare provider for evaluation and referral for COVID-19 test. Call school nurse.	- May return to school 24 hours if no fever off of all fever reducing medication and has a negative COVID-19 test, and if has documentation from a healthcare provider that there is an alternative diagnosis. - If there is no alternative diagnosis and no COVID-19 test was done, must stay home for 10 days isolation and be fever free for 24 hours off medication.	Cleared by: - School Nurse - Healthcare provider - Public Health Department
Headache	Stay home if fever or no improvement with fluids and eating, call a healthcare provider for evaluation. If other symptoms or if someone else in the household is ill, consider COVID-19 test and remain home until results are known. Call school nurse.	- If positive COVID-19 test, will follow public health guidelines for isolation. - If negative, may return to school if has documentation of alternative diagnosis from healthcare provider.	Cleared by: - School Nurse - Public Health Department (if positive COVID-19)

<p>Nausea, vomiting and/or diarrhea</p>	<p>Stay home and call healthcare provider for evaluation and referral for COVID-19 test.</p> <p>Call school nurse.</p>	<p>-If negative test, may return to school after 24 hours without a fever, off of fever reducing medication, and must be able to tolerate a typical diet for 24 hours.</p> <p>- If no testing done, must stay home for 10 days of isolation unless provides written documentation from healthcare provider with an alternative diagnosis.</p>	<p>Cleared by:</p> <ul style="list-style-type: none"> - School Nurse - Public Health Department - Healthcare provider
<p>Pain</p>	<p>Stay home if requires narcotic medication for pain control, notify school nurse.</p> <p>Call school nurse.</p>	<p>Until off narcotic medication and cleared by healthcare provider.</p>	<p>Cleared by:</p> <ul style="list-style-type: none"> - School Nurse - Healthcare provider
<p>Rash</p>	<p>Stay home and call healthcare provider for evaluation.</p> <p>Call school nurse.</p>	<p>Until has documentation by healthcare provider with diagnosis and improvement of rash.</p>	<p>Cleared by:</p> <ul style="list-style-type: none"> - School Nurse - Healthcare provider
<p>Sore Throat</p>	<p>Stay home and call a healthcare provider for evaluation. May be referred for COVID-19 test.</p> <p>Call school nurse.</p>	<ul style="list-style-type: none"> - Until has documentation of an alternative diagnosis by a healthcare provider and improvement of symptoms. - If diagnosed with Strep Throat, must stay home until on antibiotics for a full 24 hours, and must be fever free off of all fever reducing medications. - If COVID-19 test negative, may return after 24 hours if fever free off of all fever reducing medications and improvement of symptoms. - If awaiting COVID-19 test, must remain home 	<p>Cleared by:</p> <ul style="list-style-type: none"> - Healthcare provider - School Nurse - Public Health Department (if COVID-19)

		and isolate while awaiting results. - If positive COVID-19 test, must isolate and stay home until fever free off of fever reducing medications and improvement of symptoms.	
Other illnesses	Stay home and call healthcare provider for evaluation. Call school nurse.	Until diagnosis by healthcare provider.	Cleared by: - Healthcare provider - School Nurse

8/2020

Protocol for Ill Students & Staff

This NEDP protocol has been adapted from Needham Public School's "Protocol for Ill Students/Staff at School"

Mitigation strategies are required to maximize the health and safety of our students and staff at Needham Public School and while at Needham Extended Day Program. It is not one mitigation strategy, but a combination of all measures taken together, that will provide the most protection for our community. These measures include: all students in the program and all staff wearing face masks at schools, maintaining social/physical distancing of a minimum of 3 feet with masks on with a goal of 6 feet, and performing proper hand hygiene frequently throughout the day. In addition, staff are required to check for symptoms of COVID-19 *before* they leave for work each day and complete a daily Attestation, and families will be required to perform symptoms checks on their students each day *before* leaving for school and/or boarding the bus. Symptoms of COVID-19 include: fever over 100 degrees orally, cough/shortness of breath, new loss of taste/smell, sore throat, headache (*in combination with other symptoms*), muscle/body aches, nausea, vomiting, diarrhea, fatigue and nasal congestion (*in combination with other symptoms*).

In the event that a student or staff member becomes ill during the school day, the following steps will be taken:

Individual is at School and Learns they are a Close Contact:

- If an individual is at the program when they learn they were in close contact with an individual who tested positive for COVID-19, they should be masked for the remainder of the day and adhere to strict physical distancing guidelines
- Parent/guardian may pick student up during the day
- The individual must be picked up and will remain masked until pick up
- Individual needs to stay home, should be tested for COVID-19, and is required to quarantine for 14 days, regardless of a negative test result
- Individual or parent/guardian must notify the program

Student Becomes Ill while at the Program:

- The teacher should notify the Site Coordinator or designated staff person and specify that a student is experiencing symptoms and needs to be assessed
- The Site Coordinator/designated staff person will assess the student in the designated Isolation area and will wear personal protective equipment

(PPE), which may include an N95 mask, protective gown and gloves. A medical mask will also be placed on the student

- If the Site Coordinator/designated staff person determines that that the student is ill with potential symptoms of COVID-19, they will call the parent/guardian for immediate dismissal (within 45 minutes)
- The Site Coordinator or a designated staff will monitor the student in the Isolation area until the student is picked up
- If student experiences symptoms that are severe in nature, emergency services will be called for transport to the closest emergency room and parents will be notified; the Site Coordinator will notify EMS that the student is experiencing symptoms suspicious of COVID-19
- The Site Coordinator will provide the parent/guardian with instructions regarding: calling the student's healthcare provider, recommendation of a COVID-19 test, and return to the program parameters/requirements.
- The Site Coordinator or Director will notify NPS Director of School Health Services
- ****The length of exclusion from the program will depend on symptoms, COVID-19 test results, exposure of the individual and recovery. If a student has a positive test, he/she/they will need to isolate for a minimum of 10 days and cannot return to the program for 10 days AND 24 hours of no fever off of all fever reducing medication, AND has improvement of symptoms. If a student is a close contact of someone with COVID-19, he/she/they will need to quarantine at home for 14 days from the last date of exposure to the positive case and should call the healthcare provider for a COVID-19 test. The program will consult with the Public Health Department, and the student will need to be cleared to return**

Staff:

- A staff member who experiences symptoms of illness/COVID-19 during the day should immediately cease any further contact with students/staff
- The staff member should consult their Site Coordinator for coverage, maintain physical distancing, wear a mask, and leave the building
- If a staff member is experiencing severe symptoms, emergency services will be called for transport to the closest emergency room and a Director will be notified, first responders will be notified that the individual is experiencing symptoms suspicious of COVID-19

- The staff member should contact their healthcare provider for referral for COVID-19 testing and a Director and who will notify NPS Director of Health Services
- The staff member will be excluded from the program depending on the COVID-19 test results, according to EEC and NPS illness guidelines, and should isolate until results are received
- Staff should be cleared to return via the Public Health Department and Director

8/2020

Reference:

Department of Elementary and Secondary Education(July, 2020). Protocols for responding to COVID-19 scenarios in school, on the bus, or in community settings. EEC (August 2020). Minimum Requirements for Health and Safety

Preparing Staff

All employees are required to complete virtual and in-person training to prepare for reopening. Trainings are ongoing as recommendations and regulations change.

Programming/Curriculum

NEDP will continue to offer educationally enriching programming through Creation Stations, Discovery Labs, Fit Kids, Fine & Performing Arts, Kids Cares Club and Homework support in a modified setting to each cohort.

This academic year NEDP will embrace the theme, "Together We Can"; celebrating friendships, compassion, diversity and togetherness in our world today.

NEDP has expanded our out of school time license to include a Remote Learning Support Day to children during their in-person weeks.

Looking Ahead

NEDP will continue to assess family needs through surveys and continue our work with NPS to meet families' growing needs.