

Infectious Diseases Protocol

CENTER NAME

In the event, there is an infectious disease in the community **CENTER NAME** does business in a manner that does not pose a risk to staff, students, or families. **CENTER NAME** follows the advice of the Florida Department of Health of Miami-Dade County, the national Centers for Disease Control and Prevention (CDC), and the Florida Department of Children and Families.

When there is a community outbreak of an infectious disease:

- Additional cleaning and sanitizing measures are put into place daily until the threat is removed. **(see attached checklist to be reviewed daily)**
- Stock up on all cleaning supplies for a 2 to 3-month supply
- Staff and families are notified of the disease and what **CENTER NAME** is doing to prevent the spread of the disease within our environment.
- Staff who are experiencing symptoms are instructed to stay home and get checked out by a medical professional as determined by the advice of the FDH, CDC, and DCF.
- Students who are exhibiting symptoms are sent home per the CDC, Miami-Dade Florida Health Dept, and Department of Children and Families, licensing regulations for ill students.
- Staff who are eligible **may** be assigned to work from home.
- Staff may take PTO/Vacation time for missed workdays.
- Families are expected to pay tuition for any days missed per the terms of their Tuition Agreement.

When there is exposure to an affected person or a confirmed case of an infectious disease in CENTER NAME staff or students, the following procedures are put in place:

- Faculty, students, and families who came into close contact with the affected person are notified there was an exposure or confirmed case.
 - The notification includes the signs to look for, exposure risk, and what **CENTER NAME** is doing to prevent a further outbreak.
 - Details about who is affected is not shared due to privacy laws.
 - In rare cases, it may be necessary to close the program for a period, so deep cleaning can take place.
- Deep cleaning of any affected areas may be necessary. This should take place during daily cleaning time within program hours and within ratios. If additional hours are required, approval must be requested.

CENTER NAME
Communicable Disease Daily Checklist Review

- Daily review of student absenteeism among both students and staff.
- Use daily logs provided to document children and staff in program showing signs of illness. Children or staff showing signs of illness to be sent home immediately. Staff to disinfect any used area immediately (ensure children away from area during disinfection). Children pending parents to pick up should wait for parents in the office area designated for children feeling ill. Disinfect table where child waits upon pick up.
- Follow company's sick policy and do not allow any staff members or students into program showing signs of being ill. Allow to return with symptoms subside or with a medical clearance.
- Daily contact with parents of all children absent from program
- Post hand wash poster in lobby area and in classrooms.
- Provide hand sanitizer in lobby & classrooms
- Appropriate handwashing per company's hand washing procedure
- Supervision and confirmation that Clorox/water and soap/water solution are prepared fresh every morning according the recommendations of the CDC.
- All used toys should be sanitized daily during nap time and end of day.
- Changing tables and toilets are to be sanitized per company policy after each use.
- Tables should be cleaned and sanitized per school policy.
- Drinking fountains sanitized every 30 minutes with Clorox/water solution.
- Cabinet handles and frequently touched surfaces to be routinely disinfected with Clorox wipes. About every 60 minutes.
- Door handle and light switches to be cleaned with Clorox wipes every 30 minutes.
- All surfaces in the toileting and diapering areas cleaned and disinfected at the end of every day.
- Daily disinfection of hand phones, keyboards, walkie talkies and office desks.
- Encourage children to sneeze into elbow, follow by hand washing.
- Encourage children to use the garbage hands-free pedal when throwing garbage away.
- Spray Lysol in classroom at the end of each day when no children are present.
- Continue following daily/weekly and monthly cleaning logs. Verify log information for accuracy.