



### **Creative Kids Academy COVID-19 Preparedness Plan**

At Creative Kids Academy, our key priorities are the health, safety and well-being of our families and staff. We closely follow the recommendations provide by Minnesota Department of Health and follow the Licensing Rule 3 guidelines set by Department of Human Services. To this end we are taking great precautions to ensure we can keep serving our families and provide a healthy environment for everyone. The policies and procedures listed below have been implemented in all of our centers as part of CKA's COVID-19 Preparedness Plan.

#### **Handwashing:**

CKA's handwashing policy has always been very thorough. Our Staff takes handwashing very seriously and is held accountable to ensure handwashing procedures and guidelines are strictly followed. Hand sanitizer is also available to staff and parents in the hallway and drop-off/pick-up area. Upon entry to a classroom, staff and children are required to wash hands. We encourage using of hand sanitizers with all adults anytime they move within classrooms. However handwashing is always required.

#### **Drop-off/Pick-up:**

All drop-offs and pick-ups are at the door until further notice. A CKA staff member greets each family at the door and escorts the child(ren) to and from their classroom. Prior to arrival, parents are asked to screen their children for symptoms of COVID-19. All children and staff have their temperature taken before entering the building. If it reads 100 degrees or more, the child/staff will be sent home. We truly understand that this process can be stressful for families. We will do whatever we possibly can to ensure children feel loved, welcomed and safe during drop off and pickup time.

#### **Screening:**

Parents are asked to please screen their kids before coming to the center. CKA does additional screenings, health and temperature checks throughout the day.

#### **Social Distancing:**

CKA will make every attempt to ensure proper physical distancing is kept between children. Children are kept in the same cohort group throughout the day and in the classroom.

**Source Control and Face Covering:**

CKA requires anyone above the age of 13 to be wearing a mask while in common areas within our buildings. Children under our care are not required to wear face covering, unless requested by the parent. According to the Governor's order children 5 and under are not required to wear a face mask. However, there is an exception for childcare providers who also serve school age children to exempt children ages 5-12 from wearing a face mask. We believe the early education and development will be greatly compromised if children 12 and under are required to wear a face cover. All parents/adults are required to wear masks at drop-off and pick-up. These masking policies may change depending on either modification to the governor's order or if the pandemic conditions change.

**Cleaning, Disinfecting and Sanitizing:**

CKA has modified our cleaning schedules and procedures to encompass recommendations from the CDC and MDH. We use chemicals and other products recommended by the CDC in order to combat COVID-19. Toys and rooms are cleaned, wiped down and sanitized throughout the day to eliminate germs. Items that may be difficult to wash are either put away or rotated on a 5 day cycle to let germs dissipate. We are diligent in making sure our centers are clean and sanitized.

**Ventilation:**

All furnaces and air conditioners work properly and well maintained. Furnace air filters are changed more frequently to ensure cleaner air quality throughout our centers. We use fans and open windows, weather permitting to help with air flow in each classroom and the center.

**Field Trips, Special Guests, and Enrichment Programs:**

Currently, in order to provide a germ-free environment, we have cancelled all outside field trips as well as having any visitors who provide enrichment experience for the children. Our enrichment programs have also been suspended until things normalize. We have implemented many innovative and creative activities and themes to keep the children engaged so we can continue to provide a comprehensive learning environment.

We appreciate your understanding as we navigate through these challenging times together. Please direct any questions you may have about our COVID-19 policies and procedures to your center director or our executive director Brandy Sroga-Coons at [director@ckakids.com](mailto:director@ckakids.com). We are truly grateful for trusting your children with us.

