



Pandemic Preparedness Tips for Child Care Centers and Preschools

Everyday Preventive Actions	Interventions Reserved for a Pandemic
<ul style="list-style-type: none"> • Stay home when sick. Stay home for at least 24 hours after no signs of fever without medications. • Cover coughs/sneezes with tissue. • Wash hands often with soap and water for at least 20 seconds (use 60% alcohol-based hand sanitizer if soap and water aren't available). • Clean frequently touched surfaces and objects. 	<ul style="list-style-type: none"> • Be prepared for staff/students to stay home if someone at home is sick. • Increase space between people at school/daycare to at least three feet. • Modify, postpone or cancel large school/daycare events. • Temporarily dismiss students attending childcare facilities/ preschools if surrounding K-12 schools close.

Important Notes When Planning for a Pandemic:

- ✓ **Establish relationships with key community partners and stakeholders.** These include the local health department, hospitals, businesses and community leaders.
- ✓ **Promote the daily practice of everyday preventive actions.**
- ✓ **Provide flu-prevention supplies in your school.** Have supplies on hand for staff and students, like soap, hand sanitizer with at least 60% alcohol, tissues, trash baskets and disposable face masks.
- ✓ **Plan for staff/student absences.** Develop flexible attendance and sick-leave policies for students and staff. Staff may need to stay home when caring for a sick family member or children in the event of school dismissals. Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.
- ✓ **Develop staff/student absence tracking method.** Understand the usual absenteeism patterns and determine what level will disrupt your daily activities. If staff/student absenteeism increases to disruptive levels, some facilities may need to close.
- ✓ **Identify a space to separate sick people if possible.** Designate a space for ill children/staff members who cannot leave school immediately, and designate a nearby separate bathroom just for sick people if possible.
- ✓ **Plan ways to increase the space between people to at least three feet or limit face-to-face contact.** Several ways to do this include moving desks/tables further apart or leaving empty seats between students and dividing classes into smaller groups.
- ✓ **Encourage parents to have a plan B for finding child care if closed during a pandemic.**
- ✓ **Work with the community to find meal sources for low-income children who receive subsidized meals while in your care.**
- ✓ **Plan ways to help families continue their child's learning if closed.** For example, give parents things they can teach at home. Tell them how to find ideas on the internet.
- ✓ **Develop a standard set of steps or assessment to check children/staff members for illness when they arrive each day.**
- ✓ **Have a plan for keeping in touch with staff members and student's families.** Include different methods of contacting them (this might include hotlines, telephone trees, text messaging, websites or local radio/TV).