



Health and Safety Plan for Space Family Education Inc. during COVID-19 Outbreak 9.16.2022

Space Family Education, Inc, in consideration of the current regulations and guidelines from the Centers for Disease Control, Texas Child Care Licensing, Harris County Health District, and Johnson Space Center, plans to address the safety of SFEI Children, Families and Staff during the COVID -19 Outbreak with the following additional Health and Safety Measures.

Federal and State Health Protocols

- The safety measures in this document follow the JSC COVID-19 Policy and the regulations of the Texas Minimum Standards for Child Care Centers and are subject to change as regulations and guidelines are updated.

- In order to control exposure to SFEI children, families and staff, Staff Members and Parents shall comply with any and all state, county or local stay at home and social distancing orders.

Updates to policy shall be approved by the SFEI Board for Directors and Childcare Director

Latest JSC Guidance revisions can be found at:

<https://director.jsc.nasa.gov/return-to-site/policies-and-guidance.html>

- Staff Members and children who are considered high-risk are encouraged to seek guidance from their health care professional before coming to SFEI during a COVID-19 outbreak.

- All SFEI Staff Members will complete health and safety training classes as well as job specific training on Preventing and Controlling Infectious Diseases.

- 8/8/2022 SFEI will follow JSC center Mask Guidance per: [JSC and WSTF Return to Onsite Work](#)
 - For those entering Baby 0, masks will be required when community level is medium-high.
- 9/12/22 Significant Updates:
 - Staff will follow the JSC Covid-19 Policy and guidelines for both Isolation and Quarantine
 - Classroom Closures are addressed on page 5

Preventative Health Measures

- Teachers, Administrators, Floaters and Kitchen Staff will wash or sanitize their hands before entering and after exiting classrooms.

- Children will wash their hands when they first enter the classrooms at drop off time and before leaving at pick up time.

- All Adults and school age siblings will use hand sanitizer before entering SFEI.

- Parents must be vigilant in watching for symptoms of illness and keep their children home when the child, parent or anyone in the household is feeling ill.
- Staff Members must not come to work or stay at work when feeling ill.
- Children and Staff Members who become ill while at the center will be separated from well children and staff until they can be sent home. The far corner of the CCC Director's office will serve as the isolation area. Floaters will step in for ill Staff Members until a substitute can be found. The siblings of ill children will also be brought to the office and sent home.
- Staff Members who are ill with COVID-19 like illness or quarantine will be offered emergency paid sick leave
- Parents should spend 5 minutes or less in the building when dropping off and picking up their children.

Social Distancing Strategies

- When possible, childcare classes will include the same group each day, with the same childcare providers, in the same classroom.
- When possible, stagger playground and playroom time to limit interaction with other class groups.
- When possible, at naptime, increase the distance between cots and cribs to 6 feet. Children should be placed head to toe to further reduce the potential for viral spread. Cots and cribs are numbered/labeled for individual use.
- When possible, minimize time standing in lines, keeping children at safe distances apart from each other.
- Festivals, Performances, Holiday Events, Field Trips and Mixed Group Events are modified to meet current occupancy and social distancing guidelines.
- All classes will eat all meals and snacks in their classrooms. Each child will be served an individual meal or snack. Second helpings will be served by the teacher.

Modified Drop-In Policy

- Drop-in policy will be evaluated for winter based on COVID-19 levels and JSC/CDC guidelines

Enhanced Hygiene Practices

- Continue vigilant hand washing: Before entering the classroom, before eating, after eating, after playing outside, after using the restroom, after toileting/diapering, after cleaning/wiping noses/drool, after having hands on face, after handling garbage, after cleaning, after taking off gloves.
- Closely supervise children to ensure that any toy they put into their mouth is immediately set aside, out of the reach of the children, to be disinfected before using again.

Enhanced Cleaning and Disinfecting Measures

- Kitchen Staff will deliver individual meals to the children.
- Dishes and utensils will be thoroughly cleaned and sanitized by the kitchen staff between use.
- Classroom tables will be thoroughly cleaned and disinfected after meals and snacks.
- Increase cleaning and disinfection to 4 times per day (9 am, 12pm, 3pm, 5:15pm) wipe to remove soil, spray with disinfectant and allow to air dry all areas touched by children and adults including doors, light switches, phones, tables, chairs, toys, shared classroom supplies and restroom fixtures.
- Twice a day cleaning of lobby and common area touch points by Native Resources
- Disinfect all learning materials, toys and shared classroom supplies between groups.

Modified Drop Off / Pick Up Procedures

- All Adults and school age siblings will use hand sanitizer when entering SFEI.
- Children will wash hands when they first arrive in the classroom.

Admission to SFEI will be denied for:

- Fever of 100.4 or higher as required in the Texas Child Care Licensing Emergency Rules for COVID-19.
- Any sign or symptom of COVID-19; fever of 100.4 or higher, chills, cough, shortness of breath or difficulty breathing, sore throat, body aches, headache, new loss of taste or smell, diarrhea, fatigue, congestion or runny nose, nausea, vomiting.

Screening Procedures

- SFEI Administrative Staff have completed the Special Considerations for Infection Control During COVID-19 training, a course from the Texas A&M Agrilife Extension. Completion date: [8/8/2022](#)

- Parents and Staff will be asked the following screening questions:

Q1: Has anyone in your household been diagnosed or tested positive for COVID-19?
Screening Person will note response. If yes, access to the CCC will be denied.

Q2: Does anyone in your household have a sign or symptom of possible COVID19; fever of 100.4 or over, chills, cough, shortness of breath or difficulty breathing, sore throat, body aches, headache, new loss of taste or smell, diarrhea, fatigue, congestion or runny nose, nausea, vomiting?

Screening Person will note response. If yes, access to the CCC will be denied.

Q3: Is your/your child's temperature 100.4 or greater?

Screening Person will take temperature and note outcome. If yes, access to the CCC will be denied

If a child or staff member does not pass the screening, they will not be allowed into the Childcare Center.

Parent and Staff to Notify SFEI

- If a child or staff member tests positive for COVID-19 and the child or staff member was at SFEI within 5 calendar days of positive test or symptom onset (whichever occurred first), the SFEI Director shall be notified as soon as possible
SFEI Front Desk 281-483-4734 After Hours: 832-727-4252
- If a child or staff member develops symptoms of COVID-19 within 5 calendar days of being at SFEI, the SFEI Front Desk shall be notified as soon as possible.
SFEI Front Desk 281-483-4734 spacefamilyjsc@gmail.com
- If a child or staff member has been identified as a close/tracing contact or has known exposure to COVID19 and the child or staff member was at SFEI within 5 calendar days of being notified as a close contact, the SFEI Front Desk shall be notified as soon as possible.
SFEI Front Desk 281-483-4734 spacefamilyjsc@gmail.com
- If a Household Member of a child or staff member tests positive for COVID-19 and the child or staff member was at SFEI within 5 calendar days of positive test of the household member, the SFEI Director shall be notified as soon as possible
SFEI: 281-483-4734 spacefamilyjsc@gmail.com

- **At home test results need to be submitted via picture text message to 832-727-4252 or as an email with an attached picture to spacefamilyjsc@gmail.com**

SFEI Notifications

- If a SFEI Staff Member has been diagnosed with COVID-19 and has been on site within 48-hours of symptom onset or positive test result, the SFEI Director will notify all enrolled SFEI families and JSC Occupational Health.
- If an enrolled child has been diagnosed with COVID-19 and has been on site within 48-hours of symptom onset or positive test result, the SFEI Director will notify all enrolled SFEI families, Harris County Health District, and Child Care Licensing.
- Using proper PPE, SFEI staff will give areas visited by the ill person a thorough cleaning and disinfecting. Outside doors will be opened and fans will be used to increase fresh air circulation in the area when possible. Details can be found under Deep Cleaning and Disinfecting the CCC.

Updated Classroom Closure Policy

- Classrooms will close for 3 days following a positive case in that classroom
- A negative COVID-19 test on the third day will be required to return to SFEI on the fourth day. All students who return to the classroom will be given temperature checks twice a day- approximately prior to lunch and after naptime- until day 5 of the positive COVID-19 case notification
- A Classroom may need to be closed for longer than 3 days if the room cannot be properly staffed due to COVID-19.
- SFEI Board of Directors and Childcare Director reserve the right to revert to the previous classroom closure time of 5 days if mitigation efforts are not effective.
- In alignment with the SFEI SOP Parent Handbook Re-Admission After Illness Policy, should a child develop symptoms during this time and test negative, they may not return to SFEI until they are 3 days fever free and resolution of symptoms.

Quarantine and Isolation Requirements 9/16/2022

Based on 08/16/22 revision of JSC and WSTF COVID-19 Requirements and Procedures

Quarantine Requirements for Close Contact

- a. Calculating Quarantine: The date of your exposure is considered day 0. Day 1 is the first full day after your last contact with a person who has had COVID-19.
- b. Quarantine scenarios and return requirements are listed in Table 2 below.
- c. Close Contact is defined as someone who was within 6 feet of a person infected with or has symptoms of COVID-19 for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

Table 2 Quarantine Scenarios	Return to SFEI Requirements (Employee)	Return to SFEI Requirements (Child)
<p>1. Employee or child has been identified as a close/tracing contact or has a known exposure to COVID-19 (including a household member) and HAS NOT HAD a laboratory confirmed case of COVID-19 in the past 90 days (Confirmed by PCR, NAAT or Antigen test)</p>	<p>a. Quarantine not required, however, must wear mask and monitor for symptoms 10 days</p> <p>c. Employee must get tested on day 5 (PCR, NAAT or Antigen test)</p> <p>(1) If positive, follow Isolation Requirements. (2) If negative, continue to wear a KN95 or surgical mask while on site for a total of 10 days after exposure.</p>	<p>a. Stay home and quarantine for at least 3 full days.</p> <p>b. Child should get tested on day 3 (PCR, NAAT or Antigen test)</p> <p>(1) If positive, follow Isolation Requirements. (2) If negative, return to SFEI on day 4.</p> <p>c. If unable to get tested, stay home a total of 10 days after exposure.</p>
<p>3. Employee or child who has been identified as a close/tracing contact or has a known exposure to COVID-19 and HAS HAD a confirmed case of COVID-19 within 90 days (PCR, NAAT or Antigen test). Policy will be re-evaluated as COVID-19 variant data changes.</p>	<p>Quarantine not required.</p> <p>(1) Employee shall monitor themselves for COVID-19 symptoms for 10 days following an exposure and if symptoms do occur, follow Isolation Requirements. (2) Shall wear a surgical or KN95 mask while on site for at least 10 days.</p>	<p>Quarantine not required.</p> <p>(1) Parents shall monitor child for COVID-19 symptoms for 10 days following an exposure and if symptoms do occur, follow Isolation Requirements.</p>

Isolation Requirements for Illness and Positive Test Results

a. Calculating isolation: Day 0 is your first day of symptoms or a positive viral test. Day 1 is the first full day after your symptoms developed or your test specimen was collected.

b. Home isolation scenarios and return to work requirements are listed in Table 3 below.

Table 3 Home Isolation Scenarios	Return to SFEI Requirements (Employee)	Return to SFEI Requirements (Child)
<p>1. Employee or child has tested positive for COVID-19 (PCR, NAAT or Antigen test).</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving) and, b. At least 5 days have passed since symptoms first appeared and, c. At least 20 days since discharge if hospitalized or if history of immunocompromised state OR d. For persons who never develop symptoms, isolation can be discontinued 5 days after the date of their first positive test for COVID-19.</p> <p>Then continue to wear a mask (KN95 mask onsite) for an additional 5 days for a total of 10 days.</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving) and, b. At least 10 days have passed since symptoms first appeared and, c. At least 20 days since discharge if hospitalized or if history of immunocompromised state OR d. For persons who never develop symptoms, isolation and other precautions can be discontinued 10 days after the date of their first positive test for COVID-19.</p>
<p>2. Employee or child exhibits symptoms of COVID-19 or the flu but has not taken a COVID-19 test (and has not been hospitalized)</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving) and b. At least 10 days have passed since symptoms first appeared.</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving) and b. At least 10 days have passed since symptoms first appeared.</p>
<p>3. Employee or child exhibits symptoms of COVID-19 or the flu (and has not been hospitalized) but had a negative COVID-19 test (PCR, NAAT or Antigen test).¹</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving)</p>	<p>a. At least 3 days have passed since recovery (72 hours with no fever without use of fever-reducing medications and other symptoms of COVID-19 are improving)</p>

¹= Test results need to be submitted via picture text message to 832-727-4252 or as an email with an attached picture to spacefamilyjsc@gmail.com

Deep Cleaning and Disinfecting the CCC after a confirmed case of COVID-19

Designated SFEI Staff will receive training on and perform deep cleaning as assigned in case of a confirmed or presumed positive case of COVID-19. The cleaning and disinfecting procedures are outlined below:

- Under the following scenarios, SFEI Staff will perform Deep Cleaning and Disinfection:
 1. A child or adult tests positive for COVID-19 within 48 hours of leaving the JSC Child Care Center
 2. A child or adult becomes symptomatic while at or within 48 hours of leaving the JSC Child Care Center
- Cleaning and Disinfecting Procedures:
 - Close off areas used by the person who is sick
 - Open outside doors to increase air circulation in the area.
 - Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
 - Cleaner will wear disposable gloves, long sleeve overshirt or disposable gown, face mask and goggles.
 - Pre-clean heavily soiled areas using a sponge and a solution of 4oz Multi-Q disinfectant per 5 gallons water.
 - Apply a solution of 4oz Multi-Q disinfectant per 5 gallons water to disinfect all hard surfaces with a spray bottle. According to the manufacturer label for this product, a 10-minute contact time is required to kill viruses including coronavirus.
 - Clean and disinfect all areas used by the person who is sick; all classroom surfaces, doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, teacher desks, common areas, shared electronic equipment like tablets, touch screens, keyboards, remote controls should also be cleaned and disinfected.
 - All toys and craft supplies should be disinfected by spraying with Multi-Q and must remain wet for 10-minutes. Toys that will be mouthed must be rinsed and allowed to air dry after the 10-minute Multi-Q contact time.
 - Children's books and other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning or disinfection procedures. These items should be stored until such time as the disinfection process is finished.
 - All bedding, dress up clothes, fabric dolls, etc. should be washed and dried on high heat.
 - Vacuum all carpets and rugs with a vacuum equipped with high-efficiency particulate air (HEPA) filter.
 - Once area has been appropriately disinfected, it can be opened for use.
 - Workers without close contact with the person who is sick can return to work immediately after disinfection.
 - If more than 48 hours since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue Enhanced Cleaning and Disinfecting Practices.