



Burbank Unified School District
Child Development Department
1900 W. Olive Ave
Burbank, CA 91506
818-729-4424

The Child Development Department is doing everything possible to keep your child and staff protected from the spread of COVID 19. Based on the guidance from the CDC and Department of Public Health, we are asking for your cooperation with the following protocols.

- **DO NOT** send your child to the childcare program if they are experiencing cold/flu symptoms (e.g., runny nose, cough, sneezing, fever, sore throat) or if they are feeling sick in general.
- **DO NOT** give your child any type of medication to mask the symptoms so that you can send them to childcare. **ALL SICK CHILDREN MUST STAY HOME.**
- If a student or staff member tests positive for COVID they must stay home and isolate and retest on day five after their initial positive test result. If negative the student or staff member may return to childcare/work on day six. If continuing to test positive the student or staff member will be required to remain at home and isolate for the remainder of the ten-day period. **All families will be notified and will receive a COVID exposure notice. All students and staff will be required to wear a mask while indoors for 10 days after exposure.**
<http://publichealth.lacounty.gov/media/Coronavirus/docs/protection/GuidanceClothFaceCoverings.pdf>
- All children will participate in a short health assessment and have their temperature taken upon entering the childcare site and or classroom.
- Children **WILL NOT** be accepted if they display fever or cold/flu symptoms. Please refer to CDC website <https://www.cdc.gov/> . Parents will be contacted and asked to pick up their child.
- After each use staff will wipe down the thermometer with an alcohol wipe.
- Upon arrival, prior to eating and prior to playing with materials children will be required to wash their hands (for at least 20 seconds).
- For school- age children hand sanitizer will be used when needed.
- All restrooms will be closely monitored to ensure hand soap is always available.
- We have a no handshaking, no hugging policy, to reduce skin-to-skin contact and or close contact.



- Children who become noticeably sick will be isolated immediately and parents/guardians will be contacted for immediate pick-up (**30 minutes to 1 hour wait-time for pick up**).

Protocols in place if someone tests positive for COVID 19

- Children and or staff will immediately be sent home and separated from the group if they become sick. Parents and employees will be advised to contact their doctor or local health department as soon as they begin to show symptoms.
- Staff and parents will be required to notify the coordinator of any illness if they are showing symptoms of COVID 19 and or test positive for the virus.
- If any person and or child has tested positive for COVID 19, all parents and staff will be notified of possible exposure. Confidentiality will be followed to protect the individual who tested positive.
- All persons that test positive will be required to self-isolate and retest on day 5 after their initial results. If a positive result is received a second time the individual must continue to isolate at home for the remainder of the ten-day period. If a negative result is received the person may return to childcare/work on day six if symptom free.
- Those exposed will be notified and it is recommended that they test 3-5 days after their initial exposure to the positive person. All exposed persons will be required to wear a mask for 10 days while indoors.
- All areas used by the sick person will be closed for deep cleaning and disinfection. The childcare program will refer to CDC guidance <https://www.cdc.gov> on cleaning and disinfecting including.